

ASSOCIATIONS INCORPORATION ACT (1987) (WA)
BY-LAWS
OF
ROLEYSTONE NETBALL CLUB INC

The management committee shall have the power to make, alter and rescind any by-laws that it considers necessary for the effective administration of the association, provided that no by-law may be inconsistent with the rules of association.

1 NAME

The name of the Club shall be the Roleystone Netball Club, herein after referred to as the Club.

2 DEFINITIONS

Club: Roleystone Netball Club

Association: Kalamunda Districts Association (KDNA)

Annual General Meeting: The meeting of the general membership of the Roleystone Netball Club

Executive Committee: Group of directors appointed to act on behalf of the Roleystone netball Club.

AANA: All Australian Netball Association

3 OBJECTS

The objects of the Club shall be:

- 3.1 To encourage, promote, control and manage the game of NETBALL in the Roleystone Netball Club.
- 3.2 To affiliate with the Western Australian Netball Association (Inc)
- 3.3 To affiliate with the Kalamunda and Districts Netball Association (Inc)
- 3.4 To act for its members in all matters pertaining to NETBALL and the control thereof.

4 POWERS

The Club shall have the following powers:

- 4.1 To raise money by affiliation fees, subscriptions and levies and by such other methods as from time to time are seen fit.
- 4.2 To invest monies of the Club not immediately required in such manner as may be determined.
- 4.3 To conduct appeals for funds and accept donations whether real or personal estate, and devises and bequests.
- 4.4 To employ, pay and dismiss servants as may be deemed necessary and to define the duties of such servants.
- 4.5 The income and property of the Club shall be applied solely towards the promotion of the objects of the Club. No portion of the income or property shall be paid, transferred or distributed directly or indirectly to the members of the Club, provided that nothing shall prevent the payment in good faith of remuneration to any officer or employee of the Club, or to any person other than a member in return for services rendered to the Club.

5 COLOURS AND UNIFORM

- 5.1 The colours of the Club shall be BLACK, ROYAL BLUE and LIME GREEN.
- 5.2 Female players are to purchase and wear the Club's official black sports dress with Royal Blue and Lime Green Patterns.
- 5.3 Male players are to purchase and wear black sports shorts and an official Club Polo shirt.
- 5.4 Socks are to be either plain white or official Club socks.
- 5.5 Other official merchandise can be purchased and worn but not on the court during play.

6 MEMBERSHIP

Membership of the Club shall be open to:

6.1 Amateurs

All members admitted to membership with the Club shall be Amateurs. An amateur is one who does not play and has never played Netball for money or material gain.

6.2 Players

Each playing member shall be entitled to all rights and privileges of membership, if that player is aged under 18 years then a parent or guardian may retain voting rights and privileges on behalf the said player.

6.3 Committees

Shall consist of one or more persons elected at the ANNUAL GENERAL MEETING or appointment by the EXECUTIVE.

6.4 Coaches

Are those appointed to coach and develop current interclub matches of the Club. All Coaches must attend a basic level coaching course applicable to the level they are coaching. Coaches under the age of 21 must have a parent team manager to help them manage the team.

6.5 Umpires

Are those appointed to umpire current interclub matches of the Club. All umpires must undergo the green-shirt program at KDNA unless they are already a qualified umpire. Umpires at NSG level can be parents and do not have to go through the green-shirt program but must have an understanding of the NSG rules for their division.

6.6 Life Members

Any member of the Club may submit names for consideration of Life Membership, provided that such nomination shall have:

- Served five (5) years as an active member of the Executive, or
- Given five (5) years outstanding service to the Club.
- Life members shall be elected at the Annual General Meeting.
- Only one (1) Life Member shall be elected each year.
- Nominations for Life Membership shall be received in writing by the Executive a Committee Meeting prior to the end of year wind up or AGM.
- That the Executive has the power to deny any application of a written nomination
- If the Executive approve the nomination, the Life Membership is announced and awarded at the end of year wind up or Annual General Meeting, and shall, during the continuance of their life, be entitled to all rights and privileges of membership, except for voting.

6.7 Honorary Members

- Any member of the Club may submit names for consideration of Honorary Membership, provided that such nomination shall have:
- Made an outstanding contribution to the Association
- Honorary members shall be elected at the Annual General meeting.
- Only one (1) honorary membership shall be elected each year.
- Nominations for Honorary Membership shall be received in writing by the Executive at least one month prior to the Annual General Meeting.
- That the Executive has the power to deny any application of a written nomination.
- That upon Executive approval the nomination is forwarded to Clubs for voting and returned within seven (7) days.
- Executive approve the nomination, the Honorary Membership is announced and awarded at the Annual General meeting, and shall, during the continuance of their life, be entitled to all rights and privileges of membership, except for voting.

6.8 **Associates**

Anyone who is non-playing and pays an appropriate fee.

7 ADMISSION FOR MEMBERSHIP

Each member admitted to membership with the Club shall:

- 7.1 Be bound by the Constitution and By-Laws of the Club
- 7.2 Become liable for such fees, subscriptions and levies as may be fixed by the Club.
- 7.3 Comply with the regulations governing match play as set out in the By-Laws of the Club

8 TERMINATIONS OF MEMBERSHIP

Membership shall be terminated by any one of the following events:

- 8.1 Resignation
- 8.2 Death
- 8.3 Wind up of Club
- 8.4
 - 8.4.1 At the time of lodging an application to withdraw, the club at the discretion of the association shall remain liable for all fees, subscriptions, and/or levies incurred up to the time of lodging the application to withdraw.
 - 8.4.2 In the event of the club withdrawing during a season, its members shall be at liberty to play with any other club with the consent of the association.
 - 8.4.3 The club shall not be considered disbanded unless notice of such disbandment has been submitted in writing to the association.
- 8.5 The Executive may at its discretion impose a fine of up to \$100.00 or alternatively, expel any member for misconduct by a member that the Executive considers to be detrimental to the objects of the Club. The member so expelled shall have the right of Appeal to a Special Meeting called for that purpose. Any member wishing to appeal shall inform the President in writing within 14 days of the decision expelling or fining the member.

9 OFFICERS

The Executive Committee shall comprise of:

- President
- Vice President
- Secretary
- Treasurer
- Registrar
- Property Officer
- Umpire Coordinator
- Coaches Coordinator
- Uniform Officer
- Trophy Co-ordinator
- Grants Officer
- Two members of the Club, elected at the Annual General Meeting or as otherwise provided herein

- 9.1** The duties of the Officers shall be described in the Duty Statements – see section 34 of the RNC Constitution.

10 MANAGEMENT

Management of the Club shall be vetted in an Executive consisting of:

- 10.1 Officers, as listed in Section 9
- 10.2 That the President be allowed to serve for a period of three consecutive years and may with a quorum majority of two-thirds serve for an unlimited time.

11 POWERS OF THE EXECUTIVE

The Executive may exercise all such powers of the Club and carry out the objects of the Club. The Executive shall have the power to:

- 11.1 Administer the finances of the Club
- 11.2 Appoint the Bankers and Auditors.
- 11.3 Adjudicate on all matters brought before it which in any way affect the Club of the game of Netball.
- 11.4 Cause minutes to be made of all proceedings at meetings of Committee and general meetings of members.
- 11.5 Fix fees and subscriptions payable by members and decide such levies, rates of fines and charges as it deems necessary and advisable and to enforce payment thereof.
- 11.6 Determine from time to time the conditions on which and time when members or others may use the grounds or premises of the Club or any part thereof.
- 11.7 Make, amend and rescind rulings after approval at an Executive Meeting not consistent with this Constitution.
- 11.8 All decisions shall be binding on all members providing that at the written request of three (3) members the Executive shall reconsider such decisions. Any members then aggrieved by the final decision of the Executive, may call a special meeting under the procedures as set out in Section 26 of the Constitution.

12 MEETINGS

Annual General Meetings, Special Meetings and Delegates Meetings.

- 12.1 The Annual General Meeting of the Association shall be held not later than the 31st of October each year.
- 12.2 Special Meetings may be called:
- 12.2.1 At the request of the secretary and approval of the president.
- 12.2.2 The club shall on the requisition in writing from 3 members and approval of the president or any two members of the executive committee or at the written request of five financial members of the club convene a special general meeting.
- 12.2.3 Notice of a special meeting shall set out clearly the business for which the meeting has been called. No other business shall be dealt with at the special meeting.
- 12.2.4 All members may attend the annual general meeting, general meetings and special meetings.

13 EXECUTIVE MEETINGS

- 13.1 Executive shall meet at least once a month and at such other times as may be deemed available for the efficient working of the Association.
- 13.2 A meeting of the Executive shall be called:
- 13.2.1 In the written request of three (3) members.
- 13.2.2 At the direction of the president or in his/her absence the vice president.
- 13.3 The Secretary shall give the Executive at least seven (14) days clear notice of the date of any meeting.
- 13.4 The quorum at Executive shall be a simple majority of members.
- 13.5 Any member absent from two (3) consecutive meetings without reasonable cause shall be replaced, the replacement to be decided by the Executive.
- 13.6 Leave of absence can be requested and a proxy delegate can be nominated to represent that member in their absence.
- 13.7 Any Club member may attend the Executive meetings.

14 VOTING

Voting powers at the Annual General Meetings, General Meetings and Special Meetings.

- 14.1 At any General Meeting a resolution put to the vote of the meeting shall be decided on a show of hands unless a Poll is (before or on the declaration of the result of the show of hands) demanded;
- By the chair; or
 - By the majority of the members
- 14.2 Recording of Determinations
Unless a poll is demanded, a declaration by the chair that a resolution has on a show of hand been carried or carried unanimously or by a particular majority or lost and an entry to that effect in the book containing the minutes of the proceedings of the Club shall be conclusive evidence of the fact without proof of the number of the votes recorded in favour of or against the resolution.
- 14.3 Where Poll Demanded
If a Poll is demanded, it shall be taken in such a manner and either at once or after an interval or adjournment or otherwise as the chair directs and the result of the poll shall be the resolution of the meeting at which the poll was demanded.
- 14.4 Resolutions at General Meetings
Except where a Special Resolution is required, all questions at General Meetings shall be determined by 75% majority of votes the chair is entitled to a casting vote.
- 14.5 Meetings
The Secretary shall ensure that minutes of the resolutions and proceedings of each General Meeting are kept in hard copy format, together with a record of the names of persons

present at all meetings.

- 14.6 Each member shall be entitled to one vote at General Meetings. No other members shall be entitled to vote, but shall be subject to this Constitution have, and be entitled to exercise those rights.
- 14.7 Voting Powers at the Annual General Meeting and Special Meetings shall be:
- 14.7.1 THE PRESIDENT SHALL HAVE THE CASTING VOTE ONLY
 - 14.7.2 EACH EXECUTIVE COMMITTEE MEMBER SHALL BE ENTITLED TO ONE VOTE
 - 14.7.3 NO PERSON SHALL HAVE MORE THAN ONE VOTE
 - 14.7.4 EACH MEMBER PRESENT SHALL HAVE ONE VOTE
- 14.8 Voting Powers at Committee & Sub-Committee meetings shall be:
- 14.8.1 EACH MEMBER PRESENT SHALL HAVE ONE VOTE
 - 14.8.2 THE PRESIDENT SHALL BE AN EX-OFFICIAL MEMBER OF ALL COMMITTEES BUT SHALL NOT, UNLESS SPECIFICALLY ELECTED OR APPOINTED AS A MEMBER OF A COMMITTEE, BE ENTITLED TO VOTE.
- 14.9 The methods of voting shall be:
- 14.9.1 VOTING SHALL BE BY VOICE OR SHOW OF HANDS UNLESS A BALLOT BE REQUESTED BY ANY PERSON PRESENT
 - 14.9.2 WHEN MORE NOMINATIONS ARE RECEIVED, A BALLOT SHALL BE TAKEN IF REQUESTED BY A NOMINEE
- 14.10** Proxy and postal voting shall not be permitted at General Meetings.

15 COMMITTEES

- 15.1 Standing committee shall be elected at the Annual General Meeting as prescribed in the By-Laws.
- 15.2 The Executive shall have the power to appoint ad-hoc committees as required.
- 15.3 No proxy shall be allowed for any Committee Members.

16 EVENTS

It shall be the policy of the Club to:

- 16.1** Organise any events they seem fit outside of the Association.

17 FINANCE

- 17.1 All funds of the Club shall be deposited in the accounts for the Club.
- 17.2 All accounts due by the Club shall be paid by cheque after having been passed for payment at an Executive meeting. When immediate payment is necessary, accounts shall be paid, and action endorsed at the next Executive meeting.
- 17.3 A Statement showing the Financial position of the Club shall be presented at Executive meetings each month.
- 17.4 Two of three signatures shall be PRESIDENT, VICE PRESIDENT and TREASURER.
- 17.5 The Treasurer shall submit to the Annual General Meeting a statement of Income and Expenditure and a balance sheet of Assets and Liabilities.
- 17.6 The Financial year of the Club shall commence on the first day of January and end on the 31st day of December each year.
- 17.7 The accounts, books and all Financial records of the Association shall be audited each year before the commencement of the following Winter Playing Season by and Auditor appointed by the Annual General Meeting.

18 CONSTITUTION

- 18.1 No alterations, repeal or additions shall be made to the Constitution except at the Annual General Meeting, and notice in writing of all motions to alter, repeal, or add to the Constitution shall be signed by the proposer and seconder and sent to the Secretary at least four (4) weeks before for the Annual General Meeting.
- 18.2 The Secretary shall forward such notices of motion to each club at least fourteen (14) days prior to the Annual General Meeting.
- 18.3 Such motions or any part thereof shall be of no effect unless passed by a three-quarter majority of those present and entitled to vote at the Annual General Meeting.

19 SPONSORSHIP

So that the Association continues to observe and abide by the All Australian Netball Association interpretation of the amateur status of players, any club seeking sponsorship must notify the Association in writing. The Association will advise the National Association for recording purposes. Approval will be forthcoming, providing the sponsorship conforms to the following conditions:

- 19.1 No payment may be made directly to any individual. Provision of playing uniforms, tracksuits, playing shoes, and other equipment would be acceptable.
- 19.2 Any trademark to be used must conform to the following measurements: Must not exceed 6cm in length and 1cm in height.
- 19.3 Working and designs other than the registered trademarks may be larger than the recommended size above.

20 DISSOLUTIONS

- 20.1 Winding up of the Club
Subject to section 43 of the RNC Constitution, the Club may be wound up by the provisions

of the Incorporations Act.

20.2 Liability of Members

The liability of the Members of the Club is limited.

20.3 Distribution of Property on Wind Up

The Club may be dissolved or wound up by a special resolution at any General Meeting or at a Special Meeting called for such purpose. If upon the dissolution or winding up of the Club there remains after the satisfaction of all its debts and liabilities any property whatsoever the same shall not be paid to or distributed among the financial members of the Club but shall be given or transferred to some other Club or institution, as agreed by the General Meeting or Special Meeting, having objects similar wholly or in part to the objects of the Club.

20.4 Dissolution will not be effective unless passed by the majority of members voting at a meeting to dissolve the association. In default of such payment, transfer or distribution shall be determined by a Judge of District Court.

21 GRADING

21.1 Grading will be performed every year after registration has been closed.

21.2 The Grading process will be performed as per the Club's Grading policy (Attachment 1)

22 RULES

22.1 All Junior and Senior players will play the AANA Official Rules 2016.

22.2 All NetSetGo (NSG) players will play NSG modified rules as determined by KDNA.

22.3 No jewellery is to be worn on court.

22.4 All nails must be kept short and should not be seen above the tip of the finger.

22.5 Blood Policy- If for any reason blood appears on the body of a player, the ball or the court, the game is to be stopped immediately on the umpire's whistle. The bleeding player will be asked to leave the court and cover the wound. Players may substitute and change during this time if necessary.

23 FIXTURES

23.1 All fixtures will be created and published on MyNetball by the KDNA.

24 MEMBER PROTECTION

- 24.1 The Club will adhere to their responsibilities to their members who are detailed in the Member's Protection Policy. (Attachment 2)
- 24.2 All members will adhere to their responsibilities to the Club which are detailed in the Member's Protection Policy. (Attachment 2)
- 24.3 The club and all of its members will adhere to the Club's Codes of Behaviour Policy detailed the Member's Protection Policy. (Attachment 2)

Attachment 1 - Roleystone Netball Club Grading Policy

Roleystone Netball Club (RNC) is committed to providing our members with the opportunity to play netball in either a non- competitive social environment or in competitive teams. Players will be asked at the point of registration if they wish to play for friendship or competition. This indicator will allow the grading committee to have a better understanding as to the player's wishes and what process will be put in place to determine their placement within a team.

For those who wish to play for friendship, the committee will accept fully formed teams and teams where all players do not necessarily wish to play to further themselves on a competitive level.

For those who wish to play for competition, each age group will have one or two teams formed specifically for those who wish to play at a higher or competitive level.

All players will go through a two stage grading process before teams are then finalised, and teams are graded by the Kalamunda Districts Netball Association (KDNA).

The aim of the grading process is to ensure all players are placed on a team that will:

- Maximise their enjoyment and love of the game
- Best represent their level of skill and ability
- Maximise opportunities to develop and improve their skills

This policy provides a framework that can be followed by the committee in conducting grading sessions each year. This document is also a guide for players and parents so that they can be better informed on the grading process and the level of involvement and strategic thought that goes into grading.

Players and parents need to understand that when grading for competition, placement in a team one year does not ensure they will remain together the following year. Due to changes in the number of players registered with the Club, experienced players coming from other teams/clubs and the rates of development of players from season to season, player movements in and out of teams does occur. We encourage parents and players to be reasonable in their expectations and encourage positive feedback so that children will be happy in the teams in which they are ultimately placed.

For those players who wish to solely play for friendship, they will also be part of the grading process, though their desire to stay as a team to play for friendship will be considered above all other placements. However, due to a number of reasons, which include registrations in and out of the club, player conflicts, and players who may wish to continue competitively, placement in a specific team is not guaranteed. Again we encourage parents and players to be reasonable in their expectations and encourage positive feedback so that children will be happy in the teams in which they are ultimately placed.

The number of teams created per age group will depend on player numbers and coach availability. If we do not have enough coaches to cover our teams, players from one team may be split and absorbed into other teams.

NetSetGo Players:

Players aged 10 and under, playing in NetSetGo teams are not graded. A request to play with

friends will be accommodated where possible. Such requests can be made on the Online Netball Registration Form when registering. As per Junior & Senior teams, placement in a team one year does not ensure they will remain together the following year.

Teams will be loosely ranked by the committee based on the age of the players and previous experience, including coaches feedback if applicable.

NSG-aged players will be placed in NSG teams where possible. This may mean part of a previous season's team can go into a junior team while some players will be in a NSG team.

Grading Committee:

The Grading Committee will be formed by the committee at the commencement of year each. The Grading Committee may have representation from committee members and other persons invited to sit on the committee (i.e., past/previous coaches).

To provide a non-biased grading environment, coaches from another grade division will be asked to grade for a division they have not been coaching. Eg, a NetSetGo! coach, may be asked to help grade the senior teams, or a Senior coach may be asked to help grade the junior teams.

The Grading Committee will be responsible for conducting the grading process and making recommendations to the committee on final team allocations.

Grading Process:

Stage 1 – Coaches Report

Midway through the winter season (July school Holidays), the coaches will submit a team/player report. This report looks at player's general skill level (passing, footwork, breaking, defending), their commitment, attitude, fitness and whether they were appropriately graded that season.

At the end of the winter season, coaches will again be asked to submit a team/player report. This will give them the opportunity to reflect on their player's improvements and skill development and overall attitude throughout the season.

These reports are paramount to a smooth and fair grading process. The coach's feedback is highly regarded when it comes to grading the players for the next season.

Stage 2 – Paper Grading

Upon the receipt of all registrations all players will be "paper graded" into teams. The process for paper grading is:

- Consideration given to players wanting to play for friendship or competition

All registrations will be grouped via age group

- Based on previous year's team allocations players may be placed in another age group for paper grading consideration
- Based on Coaches Report from previous year players may be placed in another age group for paper grading consideration

- Teams are allocated within each age group
- Consideration given to ensure that there is a fair spread of positions across mid court, attack and defence positions
- Consideration given to any specific parent's/player requests as per Registration forms

Note:

- It is the club's aim to have everyone play in the correct age group however some players may need to play in an older age group, and this will be as per KDNA requirements.
- Requests to place siblings in the same team will be considered. If placing both siblings in one team, if possible, they will be graded into the team of the lowest graded sibling.

Stage 3 – Grading Sessions/Carnival

If there is more than one team per age group players will be invited to attend a grading day where the Grading Committee, Committee and other invited people will grade players and finalise teams for the year

At the Grading Sessions, selectors will be appointed to each age group.

The following will be taken into account when grading players:

- Footwork
- Speed and agility
- Ball handling skills
- Attacking skills
- Defending skills
- Fitness
- Versatility
- Perception and cognition skills
- Sportsmanship and attitude

Each player will have the opportunity to trial in at least one of their preferred positions. A player may also be asked to play in a position that is not their preference to aid the grading process.

The committee must also consider the spread of positions (attack, mid court and defence) required in a team.

Parents, players and coaches are not to approach the selectors at any time during or after the grading process. However, coaches may be consulted by the selectors if required.

Stage 4 – Final Team Selection

After the grading sessions have been completed for all age groups, the Grading Committee will convene and prepare recommended Team Allocations. The Grading Committee will present these to the committee who will endorse.

The announcement of teams:

Players will be advised on their team selection via email directly from the committee or a representative, e.g., Registrar.

Disputes:

If a family considers that their child has been unfairly treated in the grading process, they must submit their concern in writing via email to the Club Registrar within two (2) working days of the team announcements. No grading issues will be discussed over the telephone or in person.

All appeals will be considered within two (2) working days of being received, and a decision given within two (2) days. All decisions of the committee will be final.

Families who are not happy with the outcome of their dispute may request a refund of fees up to three (3) weeks before the season commencement.

Confidentiality:

All grading assessment sheets, coach's reports and selectors' discussions are strictly confidential. Parents and guardians must not approach selectors or members of the grading committee for information.

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1. Introduction

Roleystone Netball Club's core values are to:

- Foster, promote, control, manage and develop the game of Netball within the area;
- Become affiliated with or subscribe to Netball WA & the Kalamunda & Districts Netball Association Inc or any other association or bodies whose objects are similar to the objects of the Club and if thought fit to withdraw or retire from any such association or body;
- Abide by the official rules of the International Federations of Netball Associations and the interpretation thereof as determined by the International Federations of Netball Associations and/or the All Australia Netball Association Limited;
- Use and protect the Intellectual Property of the Club in the pursuit of these objects and the sport of Netball;
- Promote and protect the interests of all Members and other participants of Netball
- To promote good fellowship among those interested in Netball

2. Purpose of Our Policy

The main objective of the Roleystone Netball Club ("our", "us" or "we") Member Protection Policy ("policy") is to maintain responsible behaviour and the making of informed decisions by members and other participants in this club. It outlines our commitment to a person's right to be treated with respect and dignity, and to be safe and protected from discrimination, harassment and abuse. Our policy informs everyone involved in our club of his or her legal and ethical rights and responsibilities and the standards of behaviour that are expected of them. It also covers the care and protection of children participating in our club's activities.

3. Who Our Policy Applies To

This policy applies to everyone involved in the activities of our club whether they are in a paid or unpaid/voluntary capacity and including:

- club committee members, administrators and other club officials;
- coaches and assistant coaches and other personnel participating in events and activities, including camps and training sessions;
- support personnel, including managers, physiotherapists, psychologists, masseurs, sports trainers and others;
- referees, umpires and other officials;
- players;
- members, including any life members;
- parents;
- spectators; and
- all others outside the club participating at any level

4. Extent of Our Policy

Our policy covers all matters, directly and indirectly, related to the Roleystone Netball Club and its activities. In particular, the policy governs unfair selection decisions and actions,

breaches of our code of behaviour and behaviour that occurs at training sessions, in the club rooms, at social events organised or sanctioned by the club (or our sport), and on away and overnight trips. It also covers private behaviour where that behaviour brings our club or sport into disrepute, or there is suspicion of harm towards a child or young person.

5. Club Responsibilities

We will:

- adopt, implement and comply with this policy;
- ensure that this policy is enforceable;
- publish, distribute and promote this policy and the consequences of any breaches of this policy;
- promote and model appropriate standards of behaviour at all times;
- deal with any complaints made under this policy in an appropriate manner;
- deal with any breaches of this policy in an appropriate manner;
- recognise and enforce any penalty imposed under this policy;
- ensure that a copy of this policy is available or accessible to all people and organisations to whom this policy applies;
- review this policy every 12-18 months; and
- seek advice from and refer serious issues to our district/region/state or national body.

Serious issues include unlawful behaviour that involves or could lead to significant harm and includes criminal behaviour (e.g. physical assault, sexual assault, child abuse) and any other issues that our state or national bodies request to be referred to them.

6. Individual Responsibilities

Everyone associated with our club must:

- make themselves aware of the contents of this policy;
- comply with all relevant provisions of this policy, including the standards of behaviour outlined in this policy;
- consent to the screening requirements set out in this policy, and any state or territory Working with Children checks if the person holds or
- applies for a role that involves regular unsupervised contact with a child or young person under the age of 18, or where otherwise required by law;
- treat other people with respect;
- always place the safety and welfare of children above other considerations;
- be responsible and accountable for their behaviour; and
- follow the guidelines outlined in this policy if they wish to make a complaint or report a concern about possible child abuse, discrimination, harassment, bullying or other inappropriate behaviour; and
- comply with any decisions and/or disciplinary measures imposed under this policy.

7. Protection of Children

7.1 Child Protection

The Roleystone Netball Club is committed to the safety and wellbeing of children and young people who participate in our club's activities or use our services. We support the rights of

the child and will act at all times to ensure that a child safe environment is maintained. We also support the rights and wellbeing of our staff and volunteers and encourage their active participation in building and maintaining a secure and safe environment for all participants.

Roleystone Netball Club acknowledges the valuable contribution made by our staff, members and volunteers and we encourage their active participating in providing a safe, fair and inclusive environment for all participants.

7.1.1: Identifying and Analysing Risks of Harm

The Roleystone Netball Club will develop and implement a risk management strategy, which includes a review of our existing child protection practices, to determine how child-safe our organisation is and to identify any additional steps we can take to minimise and prevent the risk of harm to children because of the action of an employee, volunteer or another person.

7.1.2: Developing Codes of Conduct for Adults and Children

We will develop and promote a code of conduct that specifies standards of conduct and care we expect of adults when they deal and interact with children, particularly those in our care. We will also implement a code of conduct to promote appropriate behaviour among children.

The codes will clearly describe professional boundaries, ethical behaviour and unacceptable behaviour. (See Attachment 2.2)

7.1.3: Choosing Suitable Employees and Volunteers

The Roleystone Netball Club will ensure that the organisation takes all reasonable steps to ensure that it engages the most suitable and appropriate people to work with children, especially those in positions that involve regular unsupervised contact with children. This may be achieved using a range of screening measures. Such measures will aim to minimise the likelihood of engaging (or retaining) people who are unsuitable to work with children.

The Roleystone Netball Club will ensure that Working with Children Checks and criminal history assessments are conducted for employees and volunteers working with children, where an assessment is required by law. If a criminal history report is obtained as part of the screening process, the Roleystone Netball Club will ensure that the criminal history information is dealt with confidentially and in accordance with relevant legal requirements.

7.1.4: Support, Train, Supervise and Enhance Performance

The Roleystone Netball Club will ensure that all our employees and volunteers who work with children have ongoing supervision; support and training. Our goal is to develop their skills and capacity and to enhance their performance so we can maintain a child-safe environment in our club.

7.1.5: Empower and Promote the Participation of Children In Decision-Making And Service Development

The Roleystone Netball Club will promote the involvement and participation of children and young people in developing and maintaining a child-safe environment in our club.

7.1.6: Report and Respond Appropriately to Suspected Abuse and Neglect

The Roleystone Netball Club will ensure that employees and volunteers can identify and respond appropriately to children at risk of harm and that they are aware of their responsibilities under state laws to make a report if they suspect on reasonable ground that a child has been, or is being, abused or neglected (See Attachment 4).

In addition to any legal obligations, if any person believes that another person or organisation bound by this policy is acting inappropriately towards a child or is in breach of this policy they may make an internal complaint.

Please refer to our complaints procedure in section 10 of this policy.
Any person who believes a child is in immediate danger or a life threatening situation should contact the police immediately.

7.2 Supervision

Children under the age of [18] must be supervised at all times by a responsible adult. We endeavour to provide an appropriate level of supervision at all times. If a member finds a child under the age of [18] is unsupervised, they should assume responsibility for the child's safety until the child's parent/guardian or supervisor is located.

For reasons of courtesy and safety, parents must collect their children on time. If it appears a member will be left alone with just one child at the end of any club activity, they will ask another member to stay until the child is collected.

7.3 Transportation

Parents and or guardians are responsible for organising the transportation of their children to and from club activities (e.g. training and games). Where we make arrangements for the transportation of children (e.g. for away matches or overnight trips), we will conduct a risk assessment that includes ensuring vehicles are adequately insured, the driver has a current and appropriate licence for the vehicle being used and the appropriate safety measures are in place (e.g. fitted working seatbelts)].

7.4 Taking Images of Children

Images of children can be used inappropriately or illegally. We require that members, wherever possible, obtain permission from a child's parent or guardian before taking an image of a child that is not their own. We will also make sure that the parent or guardian understands how the image will be used.

To respect people's privacy, we do not allow camera phones, videos and cameras to be used inside changing areas, showers and toilets which we control or are used in connection with our club.

When using a photo of a child, we will not name or identify the child or publish personal information, such as residential address, email address or telephone number, without the consent of the child's parent or guardian. We will not provide information about a child's hobbies, interests, school or the like, as this can be used by paedophiles or other persons to "groom" a child.

We will only use images of children that are relevant to our club's activities, and we will ensure that they are suitably clothed in a manner that promotes our club. We will seek permission from a child's parent or guardian before using their images.

8. Discrimination, Harassment and Bullying

Our club is committed to providing an environment in which people are treated fairly and equitably, and that is, as far as practicable, free from all forms of discrimination, harassment and bullying.

We recognise that people may not be able to enjoy themselves or perform at their best if they are treated unfairly, discriminated against, harassed or bullied.

8.1 Discrimination

Unlawful discrimination involves the less favourable treatment of a person by one or more of the personal characteristics protected by State or Federal anti-discrimination laws.

Discrimination includes both direct and indirect discrimination:

- **Direct discrimination** occurs if a person treats, or proposes to treat, a person with a protected personal characteristic unfavourably because of that personal characteristic.
- **Indirect discrimination** occurs if a person imposes, or proposes to impose, a requirement, condition or practice that will disadvantage a person with a protected personal characteristic and that requirement, condition or practice is not reasonable.

For the purpose of determining discrimination, the offender's awareness and motive are irrelevant.

8.2 Harassment

Harassment is any unwelcome conduct, verbal or physical, that intimidates, offends or humiliates another person and which happens because a person has a certain personal characteristic protected by State or Federal anti-discrimination legislation.

The offensive behaviour does not have to take place a number of times; a single incident can constitute harassment.

Sexual harassment is one type of harassment. Sexual harassment involves unwelcome conduct, remarks or innuendo of a sexual nature. It covers a wide range of behaviours and can be verbal, written, visual or physical. Sexual harassment is not limited to members of the opposite sex.

Every person is covered by the anti-discrimination laws that apply in their State as well as the Federal anti-discrimination laws.

The following is a list of all the personal characteristics that apply throughout Australia:

- gender;
- race, colour, descent, national or ethnic origin, nationality, ethno-religious origin, immigration;
- national extraction or social origin;
- marital status, relationship status, the identity of a spouse or domestic partner;
- pregnancy, potential pregnancy, breastfeeding;
- family or carer responsibilities, status as a parent or carer;
- age;
- religion, religious beliefs or activities;
- political beliefs or activities;
- lawful sexual activity;
- sexual orientation and gender identity;
- profession, trade, occupation or calling;
- irrelevant criminal record spent convictions;
- irrelevant medical record;
- member of association or organisation of employees or employers, industrial activity, trade union activity;
- physical features;
- disability, mental or physical impairment;
- defence service; and
- personal association with someone who has, or is assumed to have, any of these personal characteristics.

The legislation also prohibits:

- racial, religious, homosexual, transgender and HIV/AIDS vilification; and
- victimisation resulting from a complaint.

8.3 Bullying

The Roleystone Netball Club is committed to providing an environment that is free from bullying. We understand that bullying has the potential to result in significant negative consequences for an individual's health and well-being, and we regard bullying in all forms as unacceptable at our club.

Bullying is characterised by repeated, unreasonable behaviour directed at a person, or group of persons, that creates a risk to health and safety. Bullying behaviour is that which a reasonable person in the circumstances would expect to victimise, humiliate, undermine, threaten, degrade, offend or intimidate a person. Bullying behaviour can include actions of an individual or group.

While characterised by repeated behaviours, one off instances can amount to bullying.

The following types of behaviour, where repeated or occurring as part of a pattern of behaviour, would be considered bullying:

- verbal abuse including shouting, swearing, teasing, making belittling remarks or persistent unjustified criticism;
- excluding or isolating a group or person;
- spreading malicious rumours; or
- psychological harassment such as intimidation.

Bullying includes cyber-bullying which occurs through the use of technology. New technologies and communication tools, such as smart phones and social networking websites, have greatly increased the potential for people to be bullied through unwanted and inappropriate comments. Roleystone Netball Club will not tolerate abusive, discriminatory, intimidating or offensive statements being made online.

If any person believes they are being, or have been, bullied by another person or organisation bound by this policy, he or she may make a complaint. (Refer to Item 10 of this policy- complaints handling policy.)

9. Inclusive practices

Our club is welcoming and we will seek to include members from all areas of our community.

The following are examples of some of our inclusive practices.

9.1 People with a disability

The [Club] will not discriminate against any person because they have a disability. Where it is necessary, we will make reasonable adjustments (e.g. modifications to equipment and rules) to enable participation where possible.

9.2 People from diverse cultures

We will support, respect and encourage people from diverse cultures and religions to participate in our club and where possible we will accommodate requests for flexibility (e.g. modifications to uniforms).

9.3 Sexual & Gender Identity

All people, regardless of their sexuality or gender identity, are welcome at our club. We strive to provide a safe environment for participation and will not tolerate any form of discrimination or harassment because of a person's sexuality or gender identity.

9.4 Pregnancy

Roleystone Netball Club is committed to treating pregnant women fairly and to removing any unreasonable barriers to their full participation in our club's activities. We will not tolerate any discrimination or harassment against pregnant women.

Roleystone Netball Club will take reasonable care to ensure the continuing safety, health and wellbeing of pregnant women. We will advise pregnant women that there may be risks involved with their continuing participation in sport, and we will encourage them to obtain medical advice about those risks. Pregnant women should be aware that their own health

and wellbeing, and that of their unborn child, is of utmost importance in their decision-making about the extent they choose to participate in our sport.

We encourage all pregnant women to talk with their medical advisers, make themselves aware of the facts about pregnancy in sport and ensure that they make informed decisions about their participation in our sport. Pregnant women should make these decisions themselves, in consultation with their medical advisers and in discussion Roleystone Netball Club We will only require pregnant women to sign a disclaimer about their participation in our sport while they are pregnant if all other participants are required to sign one in similar circumstances. We will not require women to undertake a pregnancy test.

If a pregnant woman believes she is being or has been, harassed or discriminated against by another person bound by this policy, she may make a complaint (see section 10).

9.5 Boys playing in Girls teams

If there is not a separate sex competition, the Roleystone Netball Club will support boys playing in girls teams up until the age of 12 years.

We note that Federal anti-discrimination laws provide that it is not unlawful to discriminate on the grounds of sex by excluding persons from participation in any competitive sporting activity in which the strength, stamina or physique of competitors is relevant.

If a child is over the age of 12 years our club will consider each request on an individual basis by considering the nature of our sport and other available opportunities to compete.

10. Responding to Complaints

10.1 Complaints

Our club takes all complaints about on and off-field behaviour seriously. Our club will handle complaints based on the principles of procedural fairness, and ensure:

- all complaints will be taken seriously;
- the person making the complaint (complainant) will be given full details of what is being alleged against them and have the opportunity to respond to those allegations;
- irrelevant matters will not be taken into account;
- decisions will be unbiased; and
- any penalties imposed will be reasonable.

More serious complaints may be escalated to our district/region/state or national body (whichever is appropriate).

If the complaint relates to suspected child abuse, sexual assault or other criminal activity, then our club may need to report the behaviour to the police and/or relevant government authority.

10.2 Complaint Handling Process

When a complaint is received by our club, the person receiving the complaint (e.g. President, Member Protection Information Officer) will:

- listen carefully and ask questions to understand the nature and extent of the concern;
- ask the complainant how they would like their concern to be resolved and if they need any support;
- explain the different options available to help resolve the complainant's concern;
- inform the relevant government authorities and/or police, if required by law to do so; and
- where possible and appropriate, maintain confidentiality but not necessarily anonymity.

Once the complainant decides on their preferred option for resolution, the club will assist, where appropriate and necessary, with the resolution process. This may involve:

- supporting the person complaining to talk to the person being complained about;
- bringing all the people involved in the complaint together to talk objectively through the problem (this could include external mediation);
- gathering more information (e.g. from other people that may have seen the behaviour);
- seeking advice from our district, regional, state and/or national body or from an external agency (e.g. State Department of Sport or anti-discrimination agency);
- referring the complaint to our district, regional, state or national association; and/or referring the complainant to an external agency such as a community mediation centre, police or anti-discrimination agency.
- In situations where a complaint is referred to our district, regional, state or national association and an investigation is conducted, the club will:
 - co-operate fully with the investigation;
 - where applicable, ensure the complainant is not placed in an unsupervised situation with the respondent(s); and
 - Act on our district, regional, state or national association's recommendations.

At any stage of the process, a person can seek advice from an anti-discrimination commission or other external agency and, if the matter is within their jurisdiction, may lodge a complaint with the anti-discrimination commission or other external agency.

10.3 Disciplinary Sanctions

Our club may take disciplinary action against anyone found to have breached our policy or made false and malicious allegations. Any disciplinary measure imposed under our policy must:

- Be applied consistent with any contractual and employment rules and requirements;
- Be fair and reasonable;
- Be based on the evidence and information presented and the seriousness of the breach; and
- Be determined by our constituent documents, by Laws and the rules of the game.

Possible sanctions that may be taken include:

- a direction that the individual make verbal and/or written apology;
- counselling of the individual to address behaviour;
- withdrawal of any awards, placings, records, achievements bestowed in any tournaments, activities or events held or sanctioned by our club;
- suspension or termination of membership, participation or engagement in a role or activity;
- de-registration of accreditation for a period of time or permanently;
- a fine; or
- any other form of discipline that our club considers reasonable and appropriate.

10.4 Appeals

The complainant or respondent may be entitled to appeal a decision made in relation to a complaint (including a decision where disciplinary sanctions are imposed by our club) to our district association. Appeals must be based on any right of appeal provided for in the relevant constituent documents, rules, regulations or by laws.

Attachment 2.2: MEMBER PROTECTION DECLARATION

The Roleystone Netball Club has a duty of care to all those associated with our club and to the individuals and organisations to whom this policy applies. As a requirement of our Member Protection Policy, we must enquire into the background of those who undertake any work, coaching or regular unsupervised contact with people under the age of 18 years.

I (name) of

..... (address) born/...../.....

sincerely declare:

1. I do not have any criminal charge pending before the courts.
2. I do not have any criminal convictions or findings of guilt for sexual offences, offences related to children or acts of violence or drug or alcohol related offences.
3. I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, other forms of harassment or acts of violence or drug or alcohol related offences.
4. To my knowledge there is no other matter that the club may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by engaging me.
5. I will notify the President of the club immediately upon becoming aware that any of the matters set out in clauses 1 to 4 above has changed.

Declared in the *State/Territory of*

on/...../.....(date) Signature

Parent/Guardian Consent (in respect of a person under the age of 18 years)

I have read and understood the declaration provided by my child. I confirm and warrant that the contents of the declaration provided by my child are true and correct in every particular.

Name:.....

Signature:.....

Date:



Attachment 2.2: WORKING WITH CHILDREN CHECK REQUIREMENTS

Working with Children Checks aim to create a child-safe environment and to protect children and young people involved in our sport from physical and sexual harm.

They assess the suitability of people to work with children and young people and can involve:

- criminal history checks;
- signed declarations;
- referee checks; and
- other relevant background checks to assess a person's suitability to work with children and young people.

The Working with Children Check (WWC Check) is a compulsory screening strategy in Western Australia and the Christmas and Cocos (Keeling) Islands.

The WWC Check aims to protect children by:

- deterring people from applying to work with children where they have a relevant charge or conviction on their criminal record that indicates they may harm a child;
- detecting new charges and convictions of those people who hold a current WWC Card and preventing them from continuing to engage in child-related work where their criminal record and behaviour indicates they may harm a child; and

protecting children by creating awareness that safeguarding children is a whole of community responsibility.

Roleystone Netball club requires working with children check to be done on all persons over the age of 18 years, who do not have a child registered within the club.

For more information

Western Australia

Contact the Department for Child Protection

Website: www.checkwwc.wa.gov.au

Phone: 1800 883 979

Travelling to other states or territories

When travelling to other states or territories, representatives of Roleystone Netball Club must comply with the legislative requirements of that particular state or territory as the laws providing interstate exemptions are not consistent across Australia.

Attachment 2.3: CODES OF BEHAVIOUR

Roleystone Netball Club's Code of Behaviour follows the Netball Australia Code of Conduct.

2.3.1 Purpose

Netball Australia, Member Organisations and Affiliates seek to provide a safe, fair and inclusive environment for everyone involved in netball.

To achieve this, Netball Australia, Member Organisations and Affiliates require certain standards of behaviour of players/athletes, coaches, officials, administrators, parents/guardians (of child participants) and spectators.

The National Codes of Behaviour are underpinned by the following core values:

- To act within the rules and spirit of netball.
- To display respect and courtesy towards everyone involved in netball and prevent discrimination, bullying and sexual harassment.
- To prioritise the safety and well-being of children and young people involved in netball.
- To encourage and support opportunities for participation in all aspects of netball.

2.3.2 Scope

The National Codes of Behaviour applies to the following people whether they are operating in a paid or unpaid/voluntary capacity in Netball Australia or with a Member Organisation or Affiliate:

- Individual Members, including service award holders and life members.
- Individuals sitting on boards, committees and sub-committees.
- All employees, volunteers, independent contractors and other workplace participants.
- Any other person that is a member of or affiliated with Netball Australia.
- Parents, guardians, spectators and sponsors and any other person to the full extent that is possible.
- Members of the Players Association.
- Any other Person who has agreed to be bound by this Policy.

The National Codes of Behaviour applies to each of the above persons at all times during netball related activities and at all times when acting in any capacity, whether voluntary or paid, on behalf of Netball Australia, a Member Organisation or Affiliate.

2.3.3 Breach

Any alleged breach of the National Codes of Behaviour should be managed using the process outlined in the relevant Netball Australia, Member Organisations or Affiliates Constitution or policies. A list of related Netball Australia policies and guidelines are listed below.

2.3.4 General Code of Behaviour

As a person required to comply with this Policy, you must meet the following requirements about your conduct during any activity held or sanctioned by Netball Australia, Member Organisations or Affiliates:

1. Respect the rights, dignity and worth of all people involved in netball regardless of their gender, ability, cultural background or religion.
2. Be ethical, fair, considerate and honest in all dealings with others.
3. Commit to providing quality service.
4. Operate within the rules and spirit of netball including national and state guidelines, constitution and policies which govern Netball Australia, Member Organisations and Affiliates.
5. Do not use your involvement with netball to promote your own beliefs, behaviours or practices where these are inconsistent with those of Netball Australia, Member Organisations or Affiliates.
6. Demonstrate a high degree of individual responsibility especially when dealing with persons under 18 years of age, as your words and actions are an example.
7. Always place the safety and welfare of children above other considerations.
8. Avoid unaccompanied and unobserved activities with persons under 18 years of age, wherever possible.
9. Comply with all relevant Australian laws (Federal and State), particularly anti-discrimination, occupational health and safety and child protection laws
10. Refrain from any behaviour that may bring Netball Australia, Member Organisations or Affiliates into disrepute.
11. Provide a safe environment for the conduct of the activity.
12. Show concern and caution towards others who may be sick or injured.
13. Be a positive role model.
14. Be responsible and accountable for your conduct.
15. Abide by the relevant Netball Australia role-specific codes of behaviour and understand the consequences if you breach, or are aware of any breaches of this Code of Behaviour.

2.3.5 Administrator Code of Behaviour

In addition to Netball Australia's General Code of Behaviour, you must meet the following requirements with regard to your conduct during any activity held by or under the auspices of Netball Australia, Member Organisations or Affiliates in your role as an administrator:

1. Be fair, considerate and honest in all dealings with others.
2. Be professional in, and accept responsibility for your actions. Your language, presentation, manners and punctuality should reflect high standards.
3. Resolve conflicts fairly and promptly through established procedures.
4. Maintain strict impartiality.
5. Be aware of and comply with your legal responsibilities, including under anti-discrimination, child protection and occupational health and safety legislation.
6. Develop a positive netball environment by emphasising enjoyment and by providing appropriate development and competitive experiences.
7. Involve all relevant stakeholders (players, coaches, umpires, parents) in the planning, evaluation, leadership and decision-making related to netball programs and events.
8. Ensure activities, equipment and facilities are safe and appropriate to the ability level of participating players. Activities, rules, equipment, the length of games and training

schedules should take into consideration the age, ability and maturity level of the participants.

9. Ensure that everyone (administrators, coaches, players, umpires, parents, spectators, sponsors and physicians) emphasise fair play in netball activities and games.
10. Where appropriate, distribute the National Codes of Behaviour to coaches, players, umpires, parents, spectators and the media.

2.3.6 Coach Code of Behaviour

In addition to Netball Australia's General Code of Behaviour, you must meet the following requirements with regard to your conduct during any activity held by or under the auspices of Netball Australia, Member Organisations or Affiliates in your role as a coach:

1. Operate within the rules and spirit of netball, promoting fair play.
2. Develop a positive netball environment by emphasising enjoyment and by providing appropriate development and competitive experiences.
3. Support opportunities for participation in all aspects of the sport.
4. Treat each person as an individual. Respect the rights and worth of every person regardless of their gender, ability, cultural background or religion.
5. Display control, courtesy and respect to all involved with netball.
6. Respect the decisions of umpires, officials, other coaches and administrators in the conduct of netball programs and competitions.
7. Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance will exist) with people under the age of 18 years.
8. Ensure activities, equipment and facilities are safe and appropriate to the ability level of participating players. Activities, rules, equipment, the length of games and training schedules should take into consideration the age, ability and maturity level of the participants.
9. Act with integrity and objectivity, and accept responsibility for your decisions and actions.
10. Ensure your decisions and actions contribute to a safe environment. Place the safety and welfare of the players above all else.
11. Ensure your decisions and actions contribute to an environment free of sexual harassment, bullying, discrimination or victimisation.
12. Any physical contact with player should be appropriate to the situation and necessary for the player's skill development.
13. Adopt responsible behaviour in relation to alcohol and other drugs.
14. Be honest and do not allow your qualifications/accreditation to be misrepresented.

2.3.7 Player Code of Behaviour

In addition to Netball Australia's General Code of Behaviour, you must meet the following requirements with regard to your conduct during any activity held by or under the auspices of Netball Australia, Member Organisations or Affiliates in your role as a player:

1. Respect the rights, dignity and worth of fellow players, coaches, officials and spectators.
2. Refrain from conduct which could be regarded as sexual harassment, discrimination, bullying or victimisation.
3. Respect the talent, potential and development of fellow players and competitors.

4. Participate fairly and safely.
5. Be frank and honest with your coach concerning illness and injury and your ability to train and play fully.
6. Conduct yourself in a responsible manner relating to language, temper and punctuality.
7. Abide by the rules and respect the decision of the umpires. Be courteous and use the correct process when seeking a rule clarification.
8. Be honest in your attitude and preparation to training. Work equally hard for yourself and your team.
9. Co-operate with coaches and staff in relation to programs that adequately prepare you for competition.
10. Do not engage in practices that affect sporting performance (alcohol, tobacco and drug use).
11. Applaud all good play, by your own team and opponents.
12. Respect and acknowledge the contribution of those who create the opportunity for you to play (e.g. scorers, coaches, timekeepers, administrators and umpires).

2.3.8 Umpire Code of Behaviour

In addition to Netball Australia's General Code of Behaviour, you must meet the following requirements with regard to your conduct during any activity held by or under the auspices of Netball Australia, Member Organisations or Affiliates in your role as an umpire:

1. Umpire in accordance with the Official Rules of the Game.
2. Treat all players, coaches, bench officials and other umpires with respect.
3. Place the safety and welfare of the players above all else, including by:
 - Ensuring the court and its surrounds are compliant with the rules.
 - Taking appropriate action to manage dangerous play.
4. Maintain a high standard of personal behaviour at all times.
5. Be a positive role model through behaviour and personal appearance projecting a favourable image of netball and umpiring at all times.
6. Refrain from conduct which could be regarded as sexual harassment, discrimination, bullying or victimisation.
7. Be courteous, respectful and open to discussion and interaction with other netball participants.
8. Maintain or improve your current performance level and seek continual improvement.
9. Be honest and do not allow your qualifications/accreditation to be misrepresented.

2.3.9 Parent/Guardian Code of Behaviour

In addition to Netball Australia's General Code of Behaviour, you must meet the following requirements with regard to your conduct during any activity held by or under the auspices of Netball Australia, Member Organisations or Affiliates in your role as a parent/guardian:

1. Encourage your child to participate but do not force them.
2. Focus upon your child's efforts and performance rather than the overall outcome of the event. This assists your child in setting realistic goals related to his/ her ability by reducing the emphasis on winning.
3. Teach your child that an honest effort is as important as winning, so that the result of each game is accepted without undue disappointment.

4. Encourage your child to play always according to the rules.
5. Be a model of good sports behaviour for children to copy. Applaud good play by all players.
6. Never ridicule or yell at a child for making a mistake or losing a game.
7. If you disagree with an umpire or coach raise the issue through the appropriate channels rather than question their judgement and honesty in public.
8. Refrain from conduct which could be regarded as sexual harassment, discrimination, bullying or victimisation.
9. Recognise 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.
10. Be courteous in communication with administrators, coaches, players and umpires. Teach your child to do the same.
11. Support the use of age appropriate development activities and modified rules.

This section left blank intentionally

<p>Nature of complaint (category/basis/grounds)</p> <p>Can tick more than one box</p>	<p><input type="checkbox"/> Harassment or <input type="checkbox"/> Discrimination</p> <p><input type="checkbox"/> Sexual/sexist methods <input type="checkbox"/> Selection dispute <input type="checkbox"/> Coaching</p> <p><input type="checkbox"/> Sexuality <input type="checkbox"/> Personality clash <input type="checkbox"/> Verbal abuse</p> <p><input type="checkbox"/> Race <input type="checkbox"/> Bullying <input type="checkbox"/> Physical abuse</p> <p><input type="checkbox"/> Religion <input type="checkbox"/> Disability <input type="checkbox"/> Victimisation</p> <p><input type="checkbox"/> Pregnancy <input type="checkbox"/> Child Abuse <input type="checkbox"/> Unfair decision</p> <p><input type="checkbox"/> Other</p>
<p>What they want to happen to fix issue</p>	
<p>Information provided to them</p>	
<p>Resolution and/or action taken</p>	
<p>Follow-up action</p>	

PROCEDURE FOR HANDLING ALLEGATIONS OF CHILD ABUSE

If you believe a child is in immediate danger or a life-threatening situation, contact the Police immediately on 000.

Fact sheets on reporting allegations of child abuse in different states and territories are available at www.playbytherules.net.au

We will treat any allegation of child abuse or neglect promptly, seriously and with a high degree of sensitivity.

All people working with Roleystone Netball Club in a paid or unpaid capacity have a duty to report any concerns to the appropriate authorities, following the steps outlined below.

Step 1: Receive the allegation

If a child or young person raises with you an allegation of child abuse or neglect that relates to them or to another child, it is important that you listen, stay calm and be supportive.

Do	Don't
Make sure you are clear about what the child has told you	Do not challenge or undermine the child
Reassure the child that what has occurred is not his or her fault	Do not seek detailed information, ask leading questions or offer an opinion.
Explain that other people may need to be told in order to stop what is happening.	Do not discuss the details with any person other than those detailed in these procedures.
Promptly and accurately record the discussion in writing.	Do not contact the alleged offender.

Step 2: Report the allegation

- Immediately report any allegation of child abuse or neglect, or any situation involving a child at risk of harm, to the police and/or the relevant child protection agency. You may need to make a report to both.
- Contact the relevant child protection agency or police for advice if there is **any** doubt about whether the allegation should be reported.
- If the allegation involves a person to whom this policy applies, then also report the allegation to the President of Roleystone Netball Club so that he or she can manage the situation.

Step 3: Protect the child and manage the situation

- The President will assess the immediate risks to the child and take interim steps to ensure the child's safety and the safety of any other children. This may include redeploying the alleged offender to a position where there is no unsupervised contact with children, supervising the alleged offender or removing/suspending him or her until any investigations have been concluded. Legal advice should be sought before any interim steps are made if the person is an employee of Roleystone Netball Club.
- The President will consider what services may be most appropriate to support the child and his or her parent/s.
- The President will consider what support services may be appropriate for the alleged offender.
- The President will seek to put in place measures to protect the child and the alleged offender from possible victimisation and gossip.

Step 4: Take internal action

- At least three different investigations could be undertaken to examine allegations that are made against a person to whom this policy applies, including:
 - a criminal investigation (conducted by the police)
 - a child protection investigation (conducted by the relevant child protection agency)
 - a disciplinary or misconduct inquiry/investigation (conducted by Roleystone Netball Club)
- Roleystone Netball Club will assess the allegations and determine what action should be taken in the circumstances. Depending on the situation, action may include considering whether the alleged offender should return to his or her position, be dismissed, banned or suspended or face other disciplinary action.
- If disciplinary action is undertaken, we will follow the procedures set out in **[Clause 10]** of our Member Protection Policy.
- Where required we will provide the relevant government agency with a report of any disciplinary action we take.
- **Contact details for advice or to report an allegation of child abuse**

Western Australia	
Western Australia Police Non-urgent police assistance Ph: 131 444 www.police.wa.gov.au	Department for Child Protection and Family Support www.dcp.wa.gov.au Ph: (08) 9222 2555 or 1800 622 258

Police contacted	Who: When: Advice provided:
Government agency contacted	Who: When: Advice provided:
President and/or MPIO contacted	Who: When:
Police and/or government agency investigation	Finding:
Internal investigation (if any)	Finding:
Action taken	
Completed by	Name: Position: Signature: / /
Signed by	Complainant (if not a child)

This record and any notes must be kept in a confidential and safe place and provided to the relevant authorities (police and government) should they require them.