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NETBALL ACT

POLICY DOCUMENT

POLICY	The_Capital_Spirit_Athlete_Selection_Policy
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1. INTRODUCTION

Netball ACT (NACT) considers the Netball NSW Premier League (NNSWPL) a natural strategic initiative to strengthen the alignment, quality and delivery of high-performance players, coaches and officials to our sport from the ACT region.

NACT has a proven history of developing talented athletes who have successfully played in the NNSWPL competition across several seasons. The introduction of The Capital Spirit into the NNSWPL will seek to close a gap in the elite pathway allowing NACT to successfully deliver a strategic priority to the netball community.

The Capital Spirit was born from a snapshot of the rich history of Canberra. Looking within our region for recognisable components of our history and story as a community and settled on the iconic “Ethos” Statue. Created by Tom Bass, unveiled in 1961, the 4m tall statue is located on the northern public entrance of the ACT Legislative Assembly Building.

Ethos is the characteristic spirit of a culture, era and community, manifested in its beliefs and aspirations.

2. DEFINITIONS

“**Assistant Coach**” means an individual appointed by Netball ACT to assist with overseeing, developing and implementing The Capital Spirit program

“**Chief Executive Officer**” refers to the NACT employee who is appointed as the Chief Executive Officer (CEO) and who is responsible for the translation and implementation of strategy and the overall management of netball in the ACT

“**Competition Rules**” refers to the NNSWPL Competition Regulations as developed, varied and promulgated by the NNSWPL Commission from time to time.

“**Conflict of Interest**” refers to a situation in which a member of the Selection Panel has competing interests or loyalties regarding an athlete(s) that may impact upon their decision making

“**Event Governing Body**” means the governing body or bodies having responsibility or jurisdiction in relation to the conduct of, or participation at, the event and includes, without limitation, Netball Australia and its affiliate Member Organisations

“Head Coach” means an individual appointed by Netball ACT to oversee, develop and implement The Capital Spirit program

“Manager of Sport” refers to the NACT employee responsible for developing, implementing and managing NACT’s Representative Teams and Academy Programs and will be referred to within this document as the *‘Selection Panel Convenor’*.

“Netball ACT” means the ACT Netball Association Incorporated trading as Netball ACT (NACT), the governing body for netball in the Australian Capital Territory (ACT)

“NACT High Performance Unit” refers to The Capital Spirit Services Providers, Coaching Staff and NACT Staff who are responsible for the collective delivery of The Capital Spirit programming.

“Netball ACT Selectors Panel Member Agreement” means an agreement compiled by NACT which defines the role of members of a NACT Selectors Panel and which includes a confidentiality undertaking

“Netball ACT State League Competition” means the pinnacle Opens netball competition in the ACT which runs annually

“Netball NSW” means the NSW Netball Association Incorporated trading as Netball NSW (NNSW), the governing body for netball in New South Wales (NSW)

“Netball NSW Premier League (NNSWPL)” is the premier netball competition in New South Wales that provides the best opportunities for elite netballers, Licensees and their partner Associations.

“Policy” means The Capital Spirit Athlete Selection Policy as amended by NACT from time to time

“Selection Panel” refers to individuals who, by merit of the position they hold and mandate of the NACT Board are responsible for making selection decisions in accordance with the relevant selection policies

“Surrounding NSW Region” refers to the residential address of an athlete which must be within a 200km radius of Canberra, ACT. Refer to Annexure 6 for details

“Team Manager” means an individual appointed by Netball ACT to oversee the program logistics, team communication and match day manager functions within The Capital Spirit program

“Team Physiotherapist” means an individual appointed by Netball ACT to oversee the injury prevention and injury management of The Capital Spirit program

“The Capital Spirit Academy” refers to the underpinning pathway program which provides a training environment for future The Capital Spirit athletes

3. APPLICATION OF THE SELECTION POLICY AND PROCESS

- 3.1 Application of the selection policy, process and procedures outlined in this document apply to all athletes, who are participating in any selection process undertaken to select The Capital Spirit Opens and U23's Squad or Team
- 3.2 NACT is responsible for overseeing the application of the Selection Policy and due process. NACT is assisted in this responsibility by the NACT Manager of Sport. It should be noted that, all times the Manager of Sport is responsible for overall compliance by coaches, managers and selectors.
- 3.3 NACT and the NACT Manager of Sport are responsible to the NACT Board, through the Chief Executive Officer of NACT.
- 3.4 The purpose of the Selection Policy and operation guidelines document is to clearly outline the policy, operation process and procedures that apply to the selection of netball athletes to participate in the Netball NSW Premier League competition. These athletes could be selected for a squad or team, or they could be selected as a special invitee for a program for example – training camps, coaching events, and opportunities to play against visiting teams.
- 3.5 Consistent and conscientious application of the policy, operational process and procedures outlined in this document will help ensure the following:
 - a) Transparency for all stakeholders who are involved in the selection process
 - b) Clear communication and understanding between stakeholders
 - c) Effective planning and execution associated with all aspects of selection
 - d) Flexibility to respond to selection situations in a fair manner
 - e) Facilitation of analysis and review of the selection process to ensure quality, consistency and stability between the selection events that are undertaken by Netball ACT in a given year.

4. SELECTION OBJECTIVE

- 4.1 The Capital Spirit program primary objectives are to select squads and teams as determined by NACT in preparation for the NNSW Premier League competition that:
 - a) Assist with preparing developing elite athletes and coaches for the competition demands and environments at a national level
 - b) Provide the best opportunity for team success in the NNSW Premier League competition
 - c) Extend athlete pathways through providing opportunities at multiple levels of the sport

5. ELIGIBILITY CRITERIA

- 5.1 Subject to this Policy, whenever selecting athletes for any squads or teams the relevant Selection Panel(s) shall apply the eligibility criteria as mandated in the relevant Competition Rules and other considerations as defined by the following criteria:
 - a) To be eligible for selection to The Capital Spirit Opens Squad or Team athletes must;
 - i. Be a current financial member of NACT and/or NNSW; **and**

- ii. Be residing within the ACT or Surrounding NSW Region; **and**
 - iii. Be at least 16 years of age as at 31 December of the year in which they will participate in the competition
 - b) To be eligible for selection to The Capital Spirit U23's Squad or Team athletes must;
 - i. Be a current financial member of NACT and/or NNSW; **and**
 - ii. Be residing within the ACT or Surrounding NSW Region; **and**
 - iii. Be at least 16 years of age as at 31 December of the year in which they will participate in the competition; **and**
 - iv. At most be 22 years of age as at 31 December of the year in which they will participate in the competition.
- 5.2 Notwithstanding the eligibility requirements as set out above, NACT may grant an exemption to an ineligible athlete at it's discretion
- 5.3 The selection of an ineligible athlete is to be agreed by the Selection Panel and:
- a) Notified to, and agreed by, the NACT CEO
 - b) Notified to, and agreed by, the NACT Board prior to any publication of the selection

6. SELECTION PANELS

- 6.1 NACT shall appoint the Selection Panel(s) for The Capital Spirit Opens and U23's Squad and Team shall comprise of:
- a) The Capital Spirit/ACTAS Head Coach
 - b) The Capital Spirit U23 Head Coach
 - c) Two independent selectors, as required at the discretion of NACT
- 6.2 NACT reserves the right to vary the composition of the Selection Panel(s) from time to time, at its discretion.
- 6.3 The NACT Manager of Sport or representative (as approved by the NACT CEO) will convene the Selection Panels and will be referred to as the Selection Panel Convenor.
- 6.4 All final selections will be made based upon the majority of decisions of the relevant Selection Panel. However, where there is an even number of votes on the selection or non-selection of any athlete(s), the Head Coach of the respective Squads and Team will make the final decision (except where there is an acknowledged conflict of interest and a decision will be required by the remaining Selection Panel members) after consultation with all members of the Panel. The final selection of each Squad and/or Team is deemed to be a selection made by the Panel.
- 6.5 The Capital Spirit Selection Panel members will be required to declare any conflict of interest in relation to any athlete selection process they are engaged in. A Register of Conflicts will be managed by the Selection Panel Convenor. This Register of Conflicts will be available for review by the NACT CEO and, if requested, by the NACT Board.

- 6.6 The Selection Panel Convenor may require a member of the Selection Panel to vacate the Panel for such periods as deemed appropriate where the NACT Manger of Sport and/or NACT CEO considers the selector has a relationship with an athlete which could give rise to a conflict of interest in the selection process. Alternatively, a selector may declare a conflict of interest and be excused from the Panel as required by the Selection Panel Convenor. Any conflict of interest as declared on the Register of Conflicts is to be signed by the selector with the conflict of interest, the Selection Panel Convenor and recorded and filed.
- 6.7 The role of the Selection Panel Convenor is to oversee the selection process and includes, but is not limited to: arranging, organising and chairing meetings, facilitating discussions and decision making, ensuring this Policy is adhered to, liaising with relevant NACT staff and overseeing the administrative requirements of the selection process.
- 6.8 The decision(s) of the Selection Panel(s) shall be final and binding. The Panel is under no obligation to provide reasons for its selection decisions, however, may choose to do so at its discretion, by the request of the Selection Panel Convenor, or by the request of the NACT Board.
- 6.9 Confidentiality by all persons involved in the selection process is paramount to the integrity of the selections and all members of the Selection Panel, including the Selection Panel Convenor will be required to sign a NACT Selectors Panel Member Agreement upon their appointment to the Selection Panel. An example NACT Selectors Panel Member Agreement is annexed to this Policy as **Annexure 1**.
- 6.10 It is a condition of the selection process that all Selection Panel members, the Selection Panel Convenor, the NACT Manager of Sport, the NACT CEO and the NACT Board will keep confidential all aspects of the selection process including, but not limited to, appointment of the Selection Panel and individual athlete selection per the NACT Selectors Panel Member Agreement.

7. SELECTION CRITERIA

- 7.1 In exercising it's discretion, the Selector Panel(s) may select based on the following selection criteria:
- a) Previous domestic and national performances
 - b) Current domestic and national performances
 - c) Current level of skill and physical ability
 - d) Current or potential injury or condition which will impair, inhibit or prevent the participants performance to the requisite level
 - e) Composition and balance of team including but not limited to position coverage
 - f) Other factors considered by the selectors to be important
- 7.2 Consideration may also be given to any other factors the Selection Panel considers are relevant and appropriate to the overall assessment of an athlete to ensure the Selection Policy objectives and intent is met.

- 7.3 The Selection Panel may also, if relevant, have regard to an athlete's conduct in reference to the NACT Social Media Policy and the Code of Conduct stipulated in the Netball Australia Member Protection Policy. A copy of the NACT Social Media Policy is annexed to this Policy as **Annexure 2**. A link to the Netball Australia Member Protection Policy is annexed to this Policy at **Annexure 3**.

8. SELECTION PROCESS

- 8.1 Deadlines for selections of all NNSW Premier League Franchises are set by Netball NSW each year. The Capital Spirit Selection Panel Convenor will establish a selection timeline each year that complies with the deadlines and requirements set by Netball NSW.
- 8.2 Applications for selection attendance must be completed online by the closing date for nominations in line with the NACT selection timeline. The closing date will be determined annually by NACT and advised via the NACT website.
- 8.3 The Capital Spirit selection for the Opens and U23's will be a face-to-face or physical selection process. NACT maintains the right to implement a paper selection process if required.
- 8.4 As stated elsewhere in this Policy, Selection Panel members may also take into consideration an athlete's previous and current performance at identified netball competitions and events when selecting The Capital Spirit Opens and U23's Squad or Team.
- 8.5 The Selection Panel will select a squad of between 12-15 athletes into The Capital Spirit Opens.
- 8.6 The Selection Panel will select a squad of between 12-15 athletes into The Capital Spirit U23's.
- 8.7 NACT will advise athletes of their selection into The Capital Spirit Opens and/or U23's Squads in writing. Athletes will then have seven (7) days to confirm acceptance of their position in writing back to NACT.
- 8.8 If more than 12 athletes are selected into each Squad a weekly team selection will be undertaken by the respective program coaching staff and notified to the Squad the two (2) days prior to each competition round.

9. CONDITIONAL SELECTION

- 9.1 The Capital Spirit Selection Panel may make a conditional selection of any athlete subject to the athlete meeting further conditions. Those further conditions may include, but are not limited to:
- a) Proving match fitness via training, match play, fitness testing or any such method as determined by the Selection Panel
 - b) Receiving or providing a medical clearance

- c) Any other condition that, in the opinion of the Selection Panel, is reasonable in the circumstances of the particular athlete
- 9.2 The conditional selection of an athlete within The Capital Spirit Squad or Team must be included within the total number of selected athletes permissible in accordance with clause 8.

10. SELECTION APPROVAL PROCESS

- 10.1 The NACT Manager of Sport will submit The Capital Spirit Squad and/or Team to the NACT CEO for ratification and approval by the NACT Board.
- 10.2 Selection of the Captains, Vice Captains and Leadership Group will be subject to ratification from the NACT Manager of Sport and NACT CEO.
- 10.3 Weekly team selections will be made at the discretion of the respective team coaching staff and be notified to the NACT Manger of Sport two (2) days prior to each competition round.

11. SELECTION PANEL REQUIREMENTS

- 11.1 All members of a Selection Panel will be required to sign a NACT Selectors Panel Member Agreement.
- 11.2 Breach of the Selectors Panel Member Agreement by a Panel member will lead to the termination of that Panel Member as a selector.
- 11.3 Selection Panel members will be required to declare any perceived or actual conflicts of interests as soon as such conflicts become known so that they may be dealt with by the Selection Panel and the Selection Panel Convenor and registered on the Register of Conflicts if applicable.

12. POST – SELECTION REQUIREMENTS

- 12.1 Athletes selected to The Capital Spirit Opens or U23's Squad or Team agree to:
- a) Sign and return to NACT and/or the Event Governing Body any further applications, agreements, consents or nomination forms as required from time to time by NACT and/or the Event Governing Body
 - b) Pay all athlete fees and/or levies imposed as a result of participation in the program and identified at the time of nominating or selection
 - c) Abide and be bound by the requirements of the:
 - i. NACT policies and by-laws
 - ii. Event Governing Body policies and by laws
 - iii. World Anti-Doping Agency and Australian Sports Anti-Doping Authority
 - d) Satisfy the commitments to train and compete at the level required to achieve the individual and team outcomes as specified by the NACT High Performance Unit. Without limiting this clause, the following may be considered when examining an athlete's satisfaction of this clause:

- i. Training programs as provided by the Head Coaches, Assistant Coach and Strength and Conditioning Coach
 - ii. Athlete education, personal excellence and wellbeing sessions as scheduled by the Head Coaches and/or NACT
 - iii. Travel and accommodation requirements to compete in tournaments and/or events as specified by the Team Manager and/or NACT
 - iv. Compliance with any reasonable medical requirements or preventative measures to maintain health and wellbeing and to minimise the risk of injury and illness
 - v. Compliance with media and/or community service engagements and events as specified by NACT or NNSW
- 12.2 Athlete records, forms and information will be confidentially maintained by NACT and only disclosed to The Capital Spirit program staff, medical staff and NNSW as required in order to maintain the health and wellbeing of the athlete in question. Disclosure of an athlete's confidential information outside of these groups will only be made with that athlete's consent unless it is impractical or unreasonable to obtain that consent.

13. REPLACEMENT OF SELECTED ATHLETES

13.1 Grounds for replacement:

- a) **Injury or Illness:** An athlete who is injured or ill may be assessed by a doctor nominated or agreed to by NACT who will assess the athlete's fitness to play and/or train in conjunction with the relevant Head Coach and Team Physiotherapist. The NACT Manager of Sport is to be notified of all such injuries or illness
- b) **Breach of Discipline:** An athlete may be considered for replacement due to a breach of discipline including failure to observe any relevant NACT policies, the NACT Code of Behaviour (refer **Annexure 3**) or any NACT Athlete Agreement. The Head Coaches and/or Team Managers will immediately advise the NACT Manager of Sport of such breaches and they will initiate an appropriate disciplinary response in consultation with the NACT CEO and Head Coach.
- c) **Breach of Anti-Doping Policy:** Any athlete who breaches the Netball Australia Anti-Doping Policy will automatically be removed from The Capital Spirit and will be replaced. All penalties relating to these breaches will be as per the Netball Australia Anti-Doping Policy. The NACT Manager of Sport will report such breaches to the NACT CEO and NACT Board immediately and, if required, to the relevant law enforcement agency. A link to the Netball Australia Anti-Doping Policy is annexed to this Policy as **Annexure 4**

13.2 Replacement process:

- a) If a selected athlete is unable to continue or is removed as a representative of any Squad or Team, the procedure for a replacement athlete is as follows:
 - i. The Selection Panel Convenor will be advised, and the Panel consulted
 - ii. Consideration will first be given to identified athletes from The Capital Spirit Academy

- iii. Consideration will then be given to other identified athletes from the selection process, if required
 - iv. The Selection Panel will then fill this position with the athlete deemed most suitable
 - b) The relevant procedures for the replacement of athletes as stated within the NSW Competition Regulations will be complied with by NACT.
- 13.3 An athlete selected for replacement must meet the eligibility criteria listed at Clause 5.
- 13.4 In the event no athlete is deemed suitable the position may:
- a) remain vacant for the duration of The Capital Spirit program; or
 - b) be filled at a later stage at the discretion of the Selection Panel and approved by the NACT Manger of Sport and NACT CEO.

14. FORMAL ANNOUNCEMENT OF THE CAPITAL SPIRT SQUADS AND TEAM

- 14.1 Once selections are ratified as in accordance with clause 10 the following notification process will take place:
- a) Successful and unsuccessful athletes will be advised of the outcome of selection prior to any public announcement
 - b) The formal announcement process (which includes announcement to selected and non-selected athletes) and public announcements will be determined and agreed by the NACT Manager of Sport.

15. APPEAL PROCESS

- 15.1 An eligible athlete that is unsuccessful and is not selected as part of The Capital Spirit pursuant to this Policy may appeal their non-selection as set out in this section.
- 15.2 The sole ground of appeal available to a non-selected athlete is the failure by the Selection Panel members to apply the selection criteria as set out in this Policy. Any appeal must be lodged in writing within 14 days of the publication of The Capital Spirit list on the NACT website. The appeal must cite the parts of this Policy that the athlete alleges were not complied with.
- 15.3 Any appeal under this clause will proceed in accordance with NACT's Appeals Policy a copy of which is annexed to this Policy at **Annexure 5**.

16. INTERPRETATION

- 16.1 In this Policy, unless the context requires otherwise:
- a) Words suggesting the singular include the plural and vice versa
 - b) References to any document (including this Policy) include references to that document as amended, consolidated, supplemented, novated or replaced
 - c) References to this Policy include references to this Policy and its Annexures

- d) Headings are for convenience only and must be ignored in interpreting this Policy
- e) References to any organisation or body include references to its respective successors, permitted assigns and substitutes, administrators and any Related Body-Corporate
- f) References to any person include references to any individual, company, body corporate, association or partnership as relevant

17. POWER TO AMEND

- 17.1 This Policy can be amended or rescinded at any time by NACT in the event NACT is of the opinion such amendment is necessary as a result of any change to NNSW guidelines or relevant policies, to give effect to the Policy following discovery of a drafting error or oversight, or for any other reason determined to be in the best interest of netball in the ACT by NACT.
- 17.2 All amendments will be published on the NACT website (athletes will be taken to be notified of the amendment upon publication) or having received amendments directly from NACT
- 17.3 NACT is not and shall not be liable in any way to any one as a result of any such amendment or application of this Policy generally.

ANNEXURE ONE (1) – Example Selection Panel Member Agreement

Confidentiality by all persons involved in the selection process is paramount to the integrity of the selections and all members of the Selection Panel including the Selection Panel Convenor are required to sign the following NACT Selectors Panel Member Agreement.

1. RECITALS

- a. In the course of the tenure with NACT as a selector, Panel Members should ensure the integrity of the selection process and confidentiality of athlete assessments and recommendations are maintained at all times
- b. Selectors must not comment to players, parents or other persons who are not part of the selection panel about an athlete's assessment
- c. Improper use or disclosure of that information may severely damage the integrity of NACT selection processes and its functions
- d. Selectors will not discuss selection matters with anyone other than a co-selector outside official selection meetings. Contravention of the Confidentiality Agreement or Undertaking will lead to removal from the selection panel
- e. Selection panel members will be required to declare any conflict of interest in relation to the athlete selection process they have been assigned to

2. NON-DISCLOSURE

I _____ agree to respect the confidentiality of information and documents to which I have access in the course of, or arising from my official duties with, NACT. I will not, during my appointment/position or after the termination or ceasing of my appointment/position, directly or indirectly use or disclose any confidential information for any unauthorised purpose, including for the benefit to myself or any other person. I must only release information:

- a. For purposes solely and directly related to furthering NACT's objectives and to a person who is aware that the information must be kept confidential within NACT and who has also signed a Confidentiality Agreement or Undertaking
- b. That is used or disclosed in the proper course of performing my duties for NACT

As a NACT Selector, I will ensure secure custody of confidential information in my control or possession, and use my best endeavours to prevent the use or disclosure of confidential information by any person.

If I am uncertain about whether information is confidential information, I will immediately consult with the Selection Panel Convenor. Until I receive an answer, I agree to treat that information as confidential information.

It is a requirement of my position that I abide by the conditions as set out in the Netball Australia Code of Conduct as well as the content of, and requirements set out in, The Capital Spirit Athlete Selection Policy. It is my responsibility to be aware of these conditions and the content of these documents.

I understand the role of a Selection Panel Member is as follows:

- a. To ensure the best players are selected for the representative NACT squads and teams
- b. To ensure the fairness and integrity of the selection process
- c. To work cooperatively with other members of the selection panel
- d. To ensure that all players receive a fair opportunity to have their skills assessed
- e. To adhere to the confidentiality requirements in relation to player and team selection information
- f. To provide a selection report to the NACT Board of Directors
- g. To work with the best interest of Netball in the ACT and NACT in mind

I understand a breach of confidentiality may result in disciplinary action, including the immediate termination of my position as a NACT Selector.

NACT Selector Signature: _____

Date: _____

Witness Signature: _____

Date: _____

ANNEXURE TWO (2) – NACT Social Media Policy

1. Purpose

This policy is intended to protect the interests of Netball ACT; its Districts; their members and associated stakeholders by defining the requirements expected in the use of social media.

Netball ACT embraces the use of online social media and recognises its importance as a corporate communications tool and an opportunity to build an engaged community of netball fans in the ACT, Australia and around the globe.

The appropriate and responsible use of all social media platforms such as Twitter and Facebook offers athletes, teams and netball organisations the opportunity to connect with fans and become more real and accessible than ever before.

Along with those benefits are associated risks to the reputation of the organisation, its members and followers and individuals who might interact with the organisation through social media channels.

2. Definition of Social Media

Social media includes, but is not limited to, the generation or sharing of content by an individual. It can include (but is not limited to) such activities as:

- a. Maintaining a profile page on social or business networking sites (such as LinkedIn, Facebook, Shutterfly, Twitter or MySpace)
- b. Content sharing include Pinterest, Flickr, Instagram, (photo sharing) and YouTube (video sharing)
- c. Commenting on blogs for personal or business reasons
- d. Leaving product or service reviews on retailer sites, or customer review sites;
- e. Taking part in online votes and polls
- f. Taking part in conversations on public and private web forums (message boards);
- g. Editing a Wikipedia or other editable page

Netball ACT and its Districts have long histories and are highly respected organisations. It is important that Netball ACT and the affiliated District's reputation is not tarnished by anyone using social media tools inappropriately, particularly in relation to any content that might reference the organisation.

3. Intent of the Policy

Appropriate use of social media relies on good judgment and common sense. The immediate, public and permanent nature of social networking expose the organisation, competitions, teams and athletes to a degree of risk.

The policy has been developed to provide clarity on how we conduct ourselves in the emerging and ever evolving world of online social media. The guidelines contained in this policy are intended to help empower staff, Districts, players and people in the netball community to participate in this new frontier, but to do it sensibly and in a way that best represents the netball brand.

The policy also outlines our individual and collective responsibilities when using social media. This mostly comes down to personal good judgment about what material appears online, and in what context.

4. Who does the policy apply to?

This policy applies to Netball ACT and its affiliated District members, staff or any individual representing themselves or passing themselves off as being a member of Netball ACT or an affiliated District.

When someone clearly identifies their association with Netball ACT or an affiliated District, and/or discusses their involvement in the organisation in areas defined as social media, they are expected to behave and express themselves appropriately, and in ways that are consistent with Netball ACT's stated values and policies:

- a. Enjoyment
- b. Access for all
- c. Honesty and integrity
- d. Professionalism
- e. Accountable and transparent
- f. Team work and cooperation

5. Where does it apply?

This policy covers all forms of social media.

This policy aims to provide some guiding principles to follow when using social media. This policy does not apply to the personal use of social media platforms by Netball ACT and its affiliated Districts members or staff where the member or staff makes no reference to Netball ACT and its affiliated Districts, its programs, competitions or related issues.

6. Guiding Principles

Due to the unique nature of sporting groups such as Netball ACT, the boundaries between a member's profession, volunteer time and social life can often be blurred. It is therefore essential that members make a clear distinction between what they do in a professional capacity and what they do, think or say in their capacity as a volunteer and member of Netball ACT and its affiliated Districts.

Netball ACT considers all members of Netball ACT and affiliated Districts as its representatives.

Honesty is always the best policy, especially online. It is important that Netball ACT's members think of the web as a permanent record of online actions and opinions.

When using the Internet for professional or personal pursuits, all members must respect Netball ACT and its affiliates Districts brand and fellow members and follow the guidelines in place to ensure Netball ACT and its affiliated Districts intellectual property, its relationships with sponsors and stakeholders and the rights of its members are not compromised, or the organisation is brought into disrepute.

7. Usage

For Netball ACT and its affiliated District members and staff using social media, you must ensure you:

- a. Do not divulge personal information about yourself or others in your posts to social media channels (for example, email addresses, private addresses or phone numbers)
- b. Represent your own views and not impersonate or falsely represent any other person
- c. Are not abusive and do not harass or threaten others
- d. Do not make defamatory or libellous comments
- e. Do not use insulting, provocative or hateful language
- f. Do not use obscene or offensive language
- g. Do not post material that infringes the intellectual property rights of others

For Netball ACT and its affiliated District representative teams using social media, you must ensure you:

- a. Do not interfere with work commitments
- b. Abide by all existing policies and workplace rules and regulations

Furthermore, Netball ACT and its affiliated District members and staff may not use Netball ACT and its affiliated Districts brand to endorse or promote any product, opinion, cause or political candidate; and it must be abundantly clear to all readers that any and all opinions shared are those of the individual, and do not represent or reflect the views of Netball ACT and its affiliated Districts.

8. Branding and Intellectual Property (IP)

It is important that any trademarks belonging to Netball ACT or any District are not used in personal content such as websites, Facebook pages and Twitter accounts, without the prior consent of Netball ACT or the District.

Requests to use these logos should be directed to the General Manager, Netball ACT or the President of the corresponding District.

Trademarks include:

- a. Netball ACT and District logos (including but not limited to the organisations logo and logos that are designed for specific events from time to time)
- b. Netball ACT and District associated slogans
- c. Images depicting members, volunteers, staff and/or equipment, where they can be identified as being part of the Netball ACT or the District, except with the permission of those individuals and within other stated guidelines
- d. Other Netball ACT and District iconic imagery or official uniforms

9. Use of Official Organisation Social Media Presence of Profiles

When creating a new website, social networking page or forum for staff or members use, care should be taken to ensure the appropriate person at the District, Netball ACT or Netball Australia has given written consent to create the page or forum.

Similarly, appropriate permissions must be obtained for the use of logos or images. Images of minor children may not be replicated on any site without the written permission of the child's parent and/or guardian.

For official Netball ACT and affiliated District blogs, social pages and online forums:

- a. Posts must not contain, nor link to, pornographic or indecent content
- b. Some hosted sites may sell the right to advertise on their sites through 'pop up' content, which may be of a questionable nature. This type of hosted site should not be used for online forums or social pages as the nature of the 'pop up' content cannot be controlled

Netball ACT and its affiliated District employees must not use Netball ACT or the Districts online pages to promote personal projects and all materials published or used must respect the copyright of third parties.

10. Consideration Towards Other when using Social Networking Sites

Netball ACT and affiliated District members and staff must recognise that it may not be appropriate to share certain photographs, videos and comments. In certain situations, Netball ACT and affiliated District members or staff could potentially breach the privacy act or inadvertently make Netball ACT or the District liable for breach of copyright.

Netball ACT and affiliated District members or staff should be considerate to others in such circumstances and should not post information when they have been asked not to or consent has not been sought and given. They must also remove information about another person if that person asks them to do so.

Netball ACT and affiliated District staff should not be seen to be in a position to be in photographs, videos or other social media content that might be considered controversial for Netball ACT or the affiliated Districts if it can in any way be linked to their role in Netball ACT or the affiliated District, including:

- a. Being at a Netball ACT or affiliated District event or representing Netball ACT or affiliated District at an event
- b. Being in uniform whether public or private

Under no circumstance should offensive comments be made about Netball ACT and District members or staff online.

11. Breach of Policy

Netball ACT and its affiliated Districts continually monitor online activity in relation to the organisation and its members. Detected breaches of this policy should be reported to the General Manager – Netball ACT or the corresponding District President.

Depending on the severity of the breach, Netball ACT and the affiliated Districts will deal with the offence through its internal policies and process (e.g. Netball ACT Staff Handbook and Working Guidelines, Athlete Code of Conduct etc.) or via the Netball ACT By-Law 04/06 - Disciplinary Matters. Inappropriate use of social media could fall into the category of:

- a. Acted in a manner unbecoming of a Member or prejudicial to the objects and interest of Netball ACT and/or netball: or
- b. Brought Netball ACT or netball into disrepute

In such circumstances where a breach is deemed to have occurred, Netball ACT may impose sanctions which include but are not limited to:

- a. A reprimand

- b. A direction to make verbal or written apology
- c. Placing the individual on a bond
- d. Imposing a fine
- e. Imposing a ban on taking part in any Netball ACT related activity
- f. Suspension from participation in a match or matches

12. Consultation and Advice

This policy has been developed to provide guidance for Netball ACT and its affiliated District members and staff in a new area of social interaction. Netball ACT and its affiliated District members or staff who are unsure of their rights, liabilities or actions online and seek clarification, should contact the General Manager – Netball ACT.

ANNEXURE THREE (3) – Netball Australia Member Protection Policy

In accordance with the ACT Netball Association Limited (“Netball ACT”) Constitution, the following By Law is adopted by the Board of Netball ACT. The Board of Netball ACT adopts the Netball Australia Member Protection Policy.

Netball Australia Member Protection Policy – [Click Here](#)

ANNEXURE FOUR (4) - Netball Australia Anti-Doping Policy

In accordance with the ACT Netball Association Limited (“Netball Australia”) Constitution, the following By Law is adopted by the Board of Netball ACT. The Board of Netball ACT adopts the Netball Australia Anti-Doping Policy.

Netball Australia Anti-Doping Policy – [Click Here](#)

ANNEXURE FIVE (5) – NACT Appeals Policy

NETBALL ACT – BY LAW 05/06 - APPEALS

In accordance with the ACT Netball Association Limited (“Netball ACT”) Constitution, the following By Law is adopted by the Board of Netball ACT. The Board of Netball ACT adopts the *Netball ACT – By Law 05/06 – Appeals (Appeals By Law)*.

This Appeals By Law sets out the procedure for dealing with appeals to decisions of Netball ACT in regards to matters under the Netball ACT Constitution.

This By Law shall not apply to any incident or matter to which the member protection regulation of Netball ACT applies. Any member protection related matter should be dealt with in accordance with the disciplinary procedure set out in the member protection regulation of Netball ACT.

Establishment of Appeals Sub Committee

1. The Board shall establish an Appeals Sub Committee – By Law 02/06 - to deal with all appeals to decisions by Netball ACT in regards to matters under the Netball ACT Constitution.

Composition of Appeals Sub Committee

2. An Appeals Sub Committee of 3 persons shall be appointed by the Board for the purpose of hearing appeals to decisions by Netball ACT in regards to matters under the Netball ACT. Constitution. The Board shall also appoint a member of the Appeals Sub Committee as Chair
3. No Netball ACT Director or employee shall be a member of the Appeals Sub Committee.
4. Three (3) members of the Appeals Sub Committee shall constitute a quorum.
5. A vacancy on the Appeals Sub Committee shall be filled by the Board.

Appeals from decisions of Netball ACT

6.
 - 6.1) A member of Netball Act may appeal a decision of Netball ACT to the Netball ACT Appeals Board
 - 6.2) Any appeal made in accordance with this By Law must be made to the Chairman, Appeals Sub Committee, Netball ACT within 14 days of the decision by Netball ACT
 - 6.3) A fee of \$100 must be paid to the Chairman, Appeals Sub Committee, Netball ACT at the time of lodging the notice of appeal. The amount is to be paid by cash, cheque or money order and made payable to Netball ACT. If the appeal is successful the fee will be refunded

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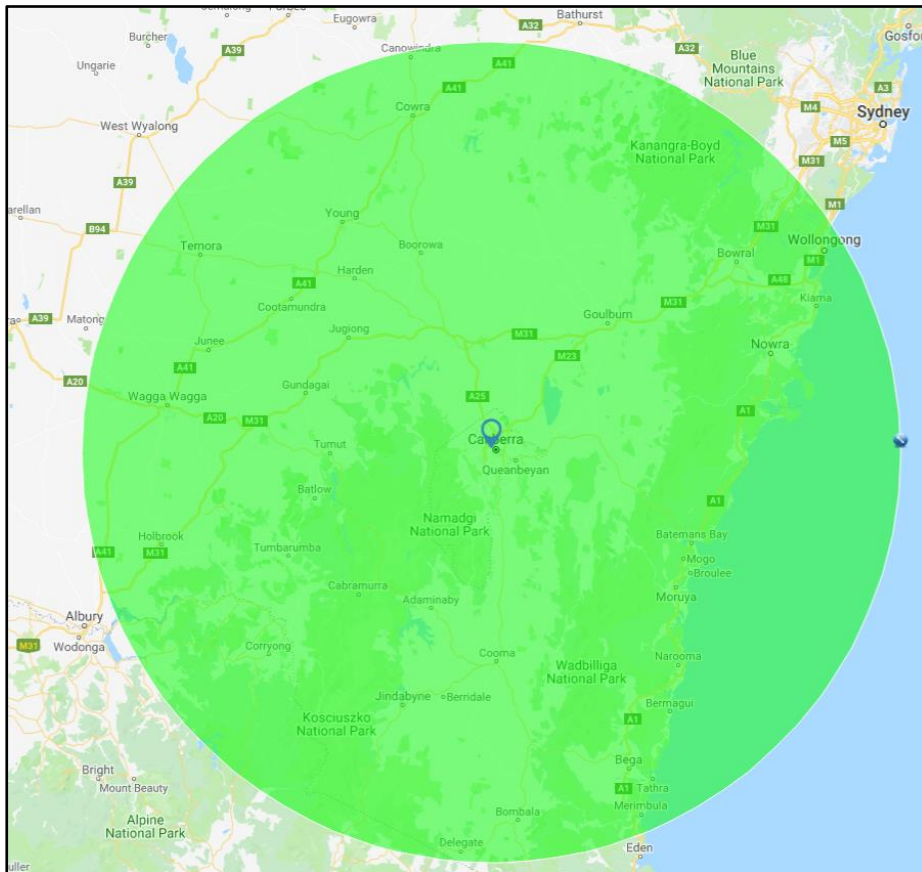
7. The Chair of the Appeals Sub Committee shall, as soon as practicable upon receipt of an appeal by a member convene an Appeals Sub Committee hearing not later than 28 days after receipt of the appeal.

Appeal Sub Committee Procedures

8. At a hearing of the Appeals Sub Committee held in accordance with clause 7, the Appeals Sub Committee shall:
 - a) give to the Member every opportunity to be heard
 - b) give due consideration to any written statement submitted by the Member; and
 - c) by resolution determine whether the appeal is upheld or dismissed
9. Netball ACT and the Member shall not be entitled to legal representation at the hearing of the Appeals Sub Committee.
10. The Appeals Sub Committee shall hear and determine the appeal in whatever manner it considers appropriate in the circumstances (including by way of teleconference, video conference or otherwise) provided that it does so in accordance with the principles of natural justice. The purpose of the hearing shall be to determine whether the appeal is upheld or dismissed.
11. If the Appeals Sub Committee considers that the appeal is upheld then it will recommend to the Board of Netball ACT appropriate action and return the fee. The Board of Netball ACT will consider the recommendation within 14 days of it being forwarded to the President, Netball ACT.
12. If the Appeals Sub Committee considers that the appeal be dismissed, the matter shall be dismissed and the fee forfeited.
13. Each party shall be responsible for their own costs associated with the Appeals Sub Committee hearing. The Appeals Sub Committee has no power to award costs to a party.

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ANNEXURE SIX (6) – Surrounding NSW Region



The following post codes fall within a 200km radius of Canberra:

2620	2537	2627	2535	2526	2665
2619	2583	2577	2808	2810	2549
2618	2586	2546	2625	2572	2519
2621	2730	2663	2787	2633	2790
2582	2729	2631	2809	2528	2569
2611	2585	2590	2793	2573	2518
2581	2587	2550	2824	2792	2656
2623	2727	2594	2632	2660	2805
2622	2649	2578	2308	2506	2560
2580	2628	2640	2534	2570	2517
2720	2536	2644	2527	2502	2702
2626	2653	2803	2533	2500	2668
2629	2579	2794	2571	2804	2516
2652	2538	2725	2530	2525	2515
2630	2539	2575	2574	2548	2798
2722	2642	2795	2655	2721	
2626	2545	2541	2797	2505	
2722	2650	2666	2799	2778	
2584	2624	2576	2529	2791	
2726	2540	2807	2701	2658	

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