



KERIKERI NETBALL CENTRE

REGULATIONS

(Executive Committee approved 13 Sept 2011)

APPLICATION AND INTERPRETATION OF THESE REGULATIONS

Any matter not covered by these Regulations shall be decided by Kerikeri Netball Centre (KKNC) Executive Committee in accordance with KKNC's constitution.

The KKNC Executive Committee's delegates interpretation of these regulations to the Judicial Committee, depending on the issue in question.

Any member has a right to appeal a determination made under these regulations to the KKNC Executive Committee. Any appeal made to the KKNC Executive Committee must be made in writing within 7 days of the determination being given to that member. Any determination of the KKNC Executive Committee may be appealed as per the KKNC constitution.

PART 1

CODE OF CONDUCT

KKNC's code of conduct governs any member, player, team, umpire, coach, manager, volunteer and any other person who, participates, spectates and / or is involved in any way in any activity held at NC's facilities or is involved in any activity under the auspices of KKNC.

Kerikeri Netball Centre Code of Conduct

- Respect others at all times.
- Be fair and honest at all times.
- Be responsible for your own actions.
- Do not abuse others verbally or physically.
- Do not discriminate against others.
- Be safety conscious for yourself and others at all times.
- Be a positive role model.

Behaviour on the Court

Unacceptable behavior will not be tolerated in any form from any member or spectator.

Unacceptable Behaviour

- Violence in any form.
- Assault by any member or spectator on another person.
- Verbal abuse by any member or spectator towards any other member or spectator.

Netball New Zealand General Code of Conduct and Ethic

All members of KKNC be they affiliated to Netball New Zealand (NNZ) or unaffiliated Social teams are bound by the rules, regulations and code of conduct of NNZ, which are:

- Be aware of, and maintain an uncompromising adherence to NNZ standards, rules, regulations and policies
- Operate within the rules of netball including national and international guidelines which govern NNZ, the Regional Entity and Netball Centres.
- Do not use your involvement with NNZ, a Regional Entity or Netball Centre to promote your own beliefs, behaviours or practices where these are inconsistent with those of NNZ, a Regional Entity or a Netball Centre.

PART 11**MEMBER REGULATIONS****1. MEMBERSHIP**

- a. Clubs, schools, teams and individuals shall apply and are accepted for membership by completing the required documentation and payment of fees.
- b. Entry fees and registration fees are determined by the KKNC Executive Committee year by year.
- c. Fees shall be payable on the date determined by KKNC.
- d. KKNC reserve the right to refuse membership under KKNC's constitution.

1.1 Individual Membership

Individuals may apply for membership by completing a membership form and paying the required fee or the individual's election or appointment as an officer, appointed personnel, a club official or school official.

1.2 Consultation with Members

Open forum meetings for clubs and/or schools shall be held as required.

Written/electronic notice of meetings shall be sent to all affiliated clubs/schools. These meetings are held in order to keep members informed of KKNC's activities, and give them an opportunity to make recommendations and bring any matters to the attention of KKNC.

KKNC will consult/communicate regularly with members via e-mail, written communications, telephone and meetings. Feedback is sought through all mediums.

1.3 Male Netball

Subject to the Human Rights Act 1993, men/boys may play only in approved KKNC competitions.

2. COMPLAINTS PROCEDURES**2.1 Complaints Process**

Any person may lodge a complaint with KKNC concerning:

- a. A member (including a player, umpire, coach, team official, KKNC staff, or executive member);
- b. A supporter or other person attending a game or event.

2.2 Any complaint that affects the outcome of a game must be brought to the attention of a competition official during that game or immediately following the game.

Where a complaint lodged with a competition official during the game or immediately following the game is not resolved to the satisfaction of any party, that party may lodge the complaint with KKNC by:

- a. making the complaint in writing;
- b. within 48 hours of the event being complained about.

In exceptional circumstances the KKNC Executive Committee or the Chair of the Judicial Committee may, in their absolute discretion, consider complaints received outside the 48 hour period following the event being complained about.

- 2.3** The subject of the complaint may be one or more of the following:
- a. misconduct including verbal or physical abuse, assault, threatening behavior or harassment by a member or a supporter;
 - b. unacceptable standard of umpiring or timekeeping;
 - c. illegal, unregistered or unfinancial members playing a game;
 - d. breach of KKNC's constitution, regulations or policy;
 - e. any other conduct or incident which the Judicial Committee considers may be subject to these regulations.

2.4 Categorisation and Referral

On receipt of a written complaint, the Executive Committee of KKNC shall make an initial assessment and investigation which may involve contacting relevant parties and requesting submissions or any other appropriate actions. KKNC will categorise the complaint as one of the following:

- a. minor;
- b. further action required; or
- c. serious.

The Executive Committee may request the assistance of the Judicial Committee to categorise complaints.

After investigation, the Executive Committee shall refer serious complaints or complaints requiring further action to the Judicial Committee. All minor complaints shall be referred to the Chair of the Judicial Committee. The Chair shall deal with all minor complaints.

2.5 Judicial Committee

The Judicial Committee will consist of a minimum of three persons appointed by the KKNC Executive Committee.

On receipt of a written complaint the Judicial Committee shall investigate that complaint and make a determination.

If a request for assistance in categorising complaints is received from the Executive Committee then, for the purposes of the investigation in regulation 2.4, the Judicial Committee may:

- a. direct the Executive Committee or other person to undertake work or further work on its behalf;
- b. contact the complainant;
- c. contact the member or supporter being complained about;
- d. request submissions from any party or any other relevant party;
- e. decide to call a hearing; or
- f. take any other action which will assist the Judicial Committee to understand the complaint.

- 2.6** For the purposes of determination in regulation 2.5, the Judicial Committee shall adopt one or more of the following courses of action
- a. determine that no further action will be taken;
 - b. issue a warning to the member or supporter and/or advise the club or school or the member of the consequences of any future conduct brought to the attention of the Judicial Committee;
 - c. require the member to make reparation in the form of apology, undertake training or any other appropriate action;
 - d. censure the member or supporter and/or advise the school or club of the member or supporter of the censure;
 - e. suspend the member for a period not exceeding two years;
 - f. determine any other penalty or action that the Judicial Committee determines is appropriate in the circumstances.
- 2.7** Subject to these regulations, the Judicial Committee may determine its procedures as it thinks fit.
- 2.8** The Judicial Committee may suspend a member prior to a determination under regulation 2.6 where it considers that suspension is necessary in the interests of KKNC and/or its members.
- 2.9** Where a complaint, other than a minor complaint, is referred to the Judicial Committee, the Judicial Committee will provide information about the complaint to the member or supporter being complained about. The member or supporter being complained about will have the opportunity to have their response considered by the Judicial Committee.
- Any written complaint or any response to a complaint may be submitted to KKNC on behalf of a member or supporter, by the school or club they are associated with. The school or club submitting a complaint or response to a complaint on behalf of a member or supporter must provide the name or names of the member or supporter they are representing.

3. APPEALS

A determination of the Judicial Committee may be appealed to the KKNC Executive Committee within 14 days notice of the Judicial Committees determination. Any determination of the KKNC Executive Committee may be appealed as per the KKNC constitution.

4 FUNDRAISING AND SPONSORSHIP

No member wishing to undertake fundraising activities within the environs of KKNC netball courts and property may do so unless:

- a. the member has made a written/electronic application to the KKNC office at least three weeks in advance; and
- b. has received written/electronic approval from KKNC for the activities.

4.1 Sponsorship Agreements

Any club, team or school who are members of KKNC must submit any sponsor who shall be associated with that club, team or school at KKNC facilities for approval by KKNC.

4.2 Club, Team and School Sponsor's Identity

Identification of a team sponsor shall be permitted on player's apparel subject to the following conditions:

- a. The sponsor's name and or logo shall not exceed 48cm² in area. It shall not be used more than once on any garment.
- b. Identification of the manufacturer's trademark shall be permitted once on any garment and shall not exceed an area 16cm².

At all times, the name and or logo of not more than one sponsor may appear on any garment, although both the name and or logo of a sponsor and manufacturer's identity may be on one garment.

5 AWARDS

KKNC will call for nominations for Life Members and Service Awards annually and nominations shall be made in writing, by members of KKNC, to reach the Executive Committee, not later than 31 August in any year, and shall include full details of outstanding and special service rendered to netball. A Life Member badge or a Service Award badge shall be presented to the successful nominees at the next Annual General Meeting.

5.1 Awards Committee

KKNC Executive Committee shall annually appoint an Awards Committee comprising of 3 persons.

Nominations for Life Membership and Service Award shall be communicated by the Executive Committee to the Awards Committee. The Awards Committee shall consider and approve or reject the nominations and forward a report to the KKNC Executive Committee no later than the November KKNC Executive Committee meeting.

KKNC Executive Committee shall make the final determination of which candidates shall be put forward to the KKNC membership for two-thirds majority vote at the KKNC Annual General Meeting.

5.2 KKNC Life Membership and Service Awards

Life Membership

The distinction of Life Membership may be conferred for outstanding services rendered in connection with netball. The holding of a Service Award shall be a prerequisite.

- A minimum of fifteen (15) years service shall be required for Life Membership.
- Life Membership shall confer full membership and the right to attend and speak at any KKNC meeting but not a right to vote at any meeting unless otherwise qualified.
- Life Members will have their names listed on the Honours Executive Committee.
- Life Member recipients will be named in the Annual Report.

Service Award

The distinction of Service Award shall be conferred for special services rendered in connection with netball.

- A minimum of five (5) years service shall be required for a Service Award.
- Quality of service shall be a consideration for a Service Award.
- Service Award recipients will be named in the Annual Report.

6 SMOKEFREE

All KKNC buildings and property is Smokefree. No person may smoke while in any of these areas nor may any person advertise or sell tobacco product while in these areas. No member shall be permitted to be sponsored by a tobacco product, manufacturer, seller or promoter of tobacco products. All members shall adhere to the Smokefree Policy of KKNC.

7 SAFETY

Dogs, other than guide dogs, are not permitted in KKNC buildings or property. Persons with Pushchairs, Prams, bicycles, skates, skateboards, rollerblades, scooters or other similarly wheeled contractions are not permitted in KKNC's court enclosure during competition games or team training days. Goal shooting is not permitted by non-playing team a member while a game is in progress.

8 PRIVACY

KKNC acknowledges the provisions of the Privacy Act 1993 and its amendments ("the Act"). When collecting personal information KKNC will comply with the Act and these regulations.

9 FIRST AID KITS

Each club is responsible for the supply of a First Aid Kit for each team. It is also recommended that Coaches/Managers do a First Aid course. St John attendants are to deal with injuries/illness that occur on the court if they are available.

10 Pregnancy

A player who is more than 5 months pregnant will not be permitted to play.

PART 111**COMPETITION REGULATIONS****1 MEMBERSHIP REGISTRATION AND ELIGIBILITY**

- a. Teams shall have a minimum of seven (7) registered players and a maximum of twelve (12) players on their team registration form.
- b. Clubs may register new players after the final day for registrations by applying to the KKNC in writing prior to the next scheduled game of that team, giving full details of the need to register the new players. Reasons may include:
 - replacement of injured players
 - replacement of players who have left region
 - addition to existing numbers up to a maximum of 12
- c. In the event of a team playing an unregistered player, that team shall forfeit the game and the championship points for that game shall be awarded to the opposing team.
- d. If a player wishes to transfer between clubs or teams within KKNC during a competition season, the player may do so only in accordance with regulation Part 111 rule 4.1.
- e. In the event of a disagreement or where a player is refused permission to transfer between clubs or teams within KKNC, an appeal of the determination may be made to the KKNC Executive Committee. The KKNC Executive Committee will make the determination on eligibility of a player to transfer based on reasonableness and fairness.
- f. All collegiate teams must only have players from Year 9 upwards who attend a bonafide secondary school (includes those who are Home Schooled and/or are under the age of 18 years as of 1st January of the current season).
- g. Adult teams may include collegiate players, but they must pay full adult team registration fees.
- h. A collegiate player may not play for a school team and a club team
- i. Team officials (including JMB) must sign the Registration form as a contract agreeing to abide by these Regulations.

2 GRADING – TEAMS AND PLAYERS

The Executive Committee is responsible for grading teams and reserves the right to grade any player or team or rename any team.

A player cannot take part in any championship/semi finals/finals round without previously having played in three (3) competition games in that competition under the control of KKNC unless an exemption has been obtained from the Executive Committee. An exemption will only be given in exceptional circumstances.

3 PLAYING UP/DOWN-GRADING

1. A player who takes the court for a higher ranked team (for either full or part games) on three occasions is deemed to be a member of that team.
A team short of a player may only play a player from a lower grade team within THAT CLUB.
2. No player from a higher graded team can play down a team. If two teams from the same Club are in the same grade, they cannot play for each other.
3. The Executive Committee has the right to approve the downgrading of players on receipt of written applications from a club, school or team. Such written application shall be received 7 days prior to the competition date involved in the down-grading.
4. Players who are downgraded in any one season shall not play for a higher ranked team for the remainder of that season.
5. A JMB player may not play for any collegiate/senior team or visa versa. A JMB player is defined as being a child who attends school (or is home schooled) in Year 8 or below.
6. The KKNC will consider any application relevant to this regulation provided it is in writing and is received before the final day of registrations due.
7. A school with small roll number, consisting of players of a mixed JMB age group (Year 8 and below) must apply for dispensation to the Centre each year and they will be graded accordingly.

4 PLAYER TRANSFERS

- 4.1 A club player shall not in any one season:
- a. Play for more than one Region. However a player may transfer membership from another region on written application from that region.
 - b. Play for more than one club within KKNC without completing transfer requirements.
 - c. A club player may, however, play for more than one Centre within any one Region.

A player may transfer between clubs within KKNC during the season only if:

- a. the player applies to KKNC for approval to transfer;
- b. a written clearance is supplied by the player, from the existing club, and the new player registration form is lodged with the KKNC office 24 hours prior to the player taking the court for the new team. The player shall be responsible for payment of all financial dues owing before the transfer can be granted; and
- c. KKNC approves, in writing/electronically, the player's application for transfer.

It is the responsibility of the club to follow up unfinancial transferring players.

5 CLUB RESPONSIBILITIES

5.1 Fees

Teams must pay all fees and observe all closing dates for correspondence, fees and other details, as KKNC requires. All Clubs will pay annual registration fees and levies as set down by KKNC.

5.2 Team Cards

All teams must collect their team card from the control office before the start of the game. Team cards must be completed correctly for the game.

- a. List all players playing for the team by printing names in the following format; J Smith (not Jane S). If two players have the same initial and surname, write both names in full.
Nicknames are not permitted.
- b. Hand the card to the umpire/scorer/timekeeper immediately the game finishes.
- c. Once the card is handed to the office it is deemed to be correct.

6 DURATION AND TIMING OF GAMES

- a. Senior games will consist of 40 minute games which will be played in 4x10 minute quarters
- b. JMB games will consist of 32 minute games which will be played in 4 x 8 minute quarters
- c. Timing of games shall commence with the official bell or official timekeeper.

7 Injuries

The first stoppage for each team in each quarter or half shall be up to 2 minutes from when time is held to decide whether an injured or ill player is fit to continue. This decision shall be left to the Primary Care personnel. No other team official from the bench is permitted on court.

For each subsequent stoppage for each team, the injured or ill player must leave the Court and has 30 seconds to do so. During this time, the injured or ill player must leave the Court and be treated Courtside. The injured or ill player may be substituted or the position may be left vacant.

ABSOLUTELY NO COACHING IS ALLOWED AT ANY INJURY BREAK OR STOPPAGE.

If persistent coaching after first being asked not to, then a penalty is awarded to the opposition once the game has been restarted.

Injury break rulings will be made in accordance with the International Rule Book.

8 POINTS

Four (4) points shall be awarded for a win, two (2) for a draw and one (1) for a loss when the losing score is within three (3) goals or less of the winning score. A win by default shall be four (4) points, and no points are awarded to a team for a loss by default. Teams that win by default will be awarded average goals for/against scored in previous games played in that round. If two or more teams draw for winners or runners up of grades, the trophies shall be awarded according to a goal differential.

9 UMPIRING

All teams in the Senior Competition (including Collegiate teams) are required to Umpire. Games for umpiring will be allocated to teams and appear along side scheduled games in the weekly draw.

- a. Teams are to supply two suitably qualified umpires.
- b. It is preferable the persons umpiring wear “whites” or their playing uniform including appropriate sports/Netball shoes.
- c. If a team does not provide umpires when listed on the Draw:
 - they lose two (2) competition points
 - they are fined \$40.00 to be paid to KKNC by the next Executive Committee meeting or they will be deemed unfinancial and removed from the draw until it is paid
- d. JMB games will be self-umpired by both teams playing i.e. one umpire from each team

Complaints regarding umpiring decisions shall not be accepted unless a KKNC Official has been called to the courts during the game.

Each team must supply one scorer, who will keep score together on the official scorecard provided.

Failure of a team to supply a scorer means they must accept the score as presented by the opposing team on the official scorecard. Complaints regarding the official score will not be accepted. It is the team’s responsibility to ensure that the correct score is recorded during the game on the official score card.

10 Deferred Games

Requests for deferred games will not be accepted.

11 Defaults

Five (5) players constitute the minimum number for a playing team. Up to 5 minutes is allowed for a team to take the court before losing by default.

Teams who wish to default games, must advise the KKNC office as soon as they are aware they will be defaulting. If defaults are notified prior to the competition day, KKNC shall contact opposition teams. If defaults are notified on the competition day KKNC shall attempt to advise the non-defaulting team of the default.

Teams who have been advised of a default do not have to turn up in order to gain the win by default points.

KKNC Executive Committee may, in its discretion, withdraw from the competition any team which defaults three weeks in succession.

12 Cancellations

Following a decision by KKNC Officials’ responsible for that competition, cancellations will be advertised as follows:

- a. KKNC cancellation phone line.
- b. Radioworks More FM cancellation service.
- c. KKNC email distribution list

13 TROPHIES

- a. All trophies remain the property of KKNC.
- b. Trophy winners may not remove trophies from the place of presentation without signing a release form.
- c. Trophies shall be returned to KKNC not later than the first day of Round 2 each year.
- d. If trophies are not received by due date the club/team responsible shall be liable for any costs incurred should a new trophy be purchased – e.g. replacement cost, engraving.
- e. If trophies are returned in a damaged condition the cost of repairs shall be a charge against the trophy holder.
- f. KKNC shall be responsible for all engraving on trophies.

14 TRAVEL

KKNC affiliated teams intending to take part in any matches overseas may do so only if:

- a. They complete the required forms for travel.
- b. Apply through KKNC to Netball North for approval to travel overseas.
- c. A minimum of 4 weeks notice is required for overseas travel.
- d. Receive approval from Netball North for the travel.

15 UNIFORMS

- a. Teams may only play in registered club/team uniforms approved by KKNC.
- b. Each club/school shall each year upon affiliation, register the colours and style of uniform (skirt and top, shorts, for men and top or dress) to be worn by its team/s.
- c. Applications for new/altered uniforms must be submitted to KKNC for approval prior to registration of same.
- d. Exceptions to team uniform requirements (due to religious or cultural reasons) must be applied for in writing/electronically and approved by the Executive Committee.
- e. Temporary uniform dispensation must be applied for in writing/electronically and approved by the Executive Committee.
- f. All team players shall take the court wearing the registered club/team uniform.
- g. Track pants or bike pants are not permitted as part of any playing uniform.
- h. Any player not in correct uniform (without written/electronic dispensation) will not be permitted to take the court.
- i. Only suitable sports shoes may be worn.
- j. The initials on the bibs shall be of 150mm size and shall be worn above the waist, front and back.
- k. No headwear or body piercing to be worn.
- l. No item of jewellery except a wedding ring and/or a medical bracelet shall be worn. If either or both are worn, each shall be fully taped to the body.
- m. Hair braiding or adornments must be securely contained so as not to cause injury or interfere with play.

16 REPRESENTATIVE PLAYER ELIGIBILITY

KKNC members are governed by the Netball North representative regulations. Refer to the Netball North website www.netballnorth.co.nz.

- a. A player shall be registered with only one region in any one calendar year (1 January to 31 December inclusive).
- b. Players eligible for representative teams must first be available for Netball North team before any other region.
- c. A secondary school player may play for their school in a designated secondary school competition in one region and also play netball for a club in a different region, but that player in the first instance must be available to represent the region where they play club netball.
- d. For a player to be eligible to represent KKNC a player must be registered with KKNC at the time of playing. If registered in more than one Centre within the same Region, a player must, at the time of registration, nominate which Centre they shall be available to represent.
- e. A player who is registered with KKNC and not selected to play for KKNC can apply to KKNC for a written release and transfer to play for and register with another Centre and may only play for that Centre if KKNC agrees.

APPENDIX ONE

Guidelines to Complaints Procedure

Has a complaint been laid about you?

Any person is entitled to lay a complaint. This does not mean that the person being complained about is guilty. The process requires us to be fair and consider carefully each complaint. When we receive a complaint, we will categorise it into one of three groups: minor, further action required or serious.

Minor Complaints

(Include, but are not limited to, minor infringements, minor misconduct, and insufficient information, partly or fully dealt with at the time, vexatious complaint)

After investigation (which may involve contacting relevant parties) the Executive Committee may write to the complainant and state the reason that the complaint has been categorized as minor. Any Minor complaints, other than those which are found to be vexatious or for which insufficient information is received, will be filed for future reference in the event that a similar complaint is received. The person being complained about is not usually contacted if the complaint is found to be vexatious or where insufficient information is provided.

Further Action Complaints

(Include but are not limited to, more serious misconduct or umpiring infringements, scoring or timekeeping breaches, unfinancial players, breach of rules, etc)

After investigation (which will usually involve contacting relevant parties), the Executive Committee will refer the complaint to the Judicial Committee. The complainant, the person being complained and other relevant parties may be asked to make a submission. The Committee may also seek further information from the club or school, the umpires or duty umpire or others. The Committee will meet and make a determination. The Committee may decide that no further action will be taken or may impose one or more penalties, which range from warnings and apologies to suspension. Both the complainant and the person being complained about will be informed of the determination.

Serious Complaints

(Include, but not limited to, very serious misconduct or breach of rules)

The procedure is the same as a "further action" complaint except that KKNC will endeavour to deal with the complaint as quickly as possible.