



netball
NEW SOUTH WALES

Netball NSW

Essential Association Season Guide to 2024

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Introduction to 2024

Netball NSW is pleased to present the Essential Guide to Netball 2024. This resource will provide you with some key information to the administration of the sport: both at a local level, and also more broadly within the state.

Some key developments to be aware of include:

- Registrations opening in December.
- The Netball Australia Integrity Framework
- Beyond the court toolkit
- The new upgrades to PlayHQ which are being released early in 2024

Netball in NSW continues to thrive because of the passion and commitment of local volunteers, thank you for your dedication to the sport. As always, we looking for ways to make things easier for you so that you can enjoy your volunteering experience. If you believe we have missed anything or would like clarification on anything in this guide, please don't hesitate to contact us via the details in the back of the guide.

Netball NSW wishes you all the best of luck and hopes that the 2024 season is a successful one, both on and off the court.

Trish Crews

General Manager Communities

What does Netball NSW do?

Govern

1. A state governing body representing and promoting the sport of netball in NSW and Australia
2. Representation on Netball Australia working groups, committees and panels
3. Development and maintenance of rules, laws, regulations, guidelines, policies and procedures
4. A centralised state member database and registration system that provides quality management solutions for Associations and Clubs
5. Provision of member protection and working with children monitoring
6. Personal injury insurance and public liability insurance for players, coaches, officials and volunteers
7. Engagement with and lobbying of Federal, State and Local government and school systems

Grow

1. Employment of Regional Managers to assist Associations and Clubs with:
 - a. Recruitment activities e.g., School Visits and Come & Try Days
 - b. Retention initiatives
 - c. Support for performance pathways (academies etc)
 - d. Coordination of bespoke programs such as Netball NSW Schools Cup, Fast5 and Walking Netball
 - e. Coordination of Holiday Clinics
2. Management of multiple communication channels and leveraging external media to grow the netball brand and deliver relevant information to members
3. Support developing localised strategic and operational plans
4. Experienced staff driving participation programs and events to provide a range of ways for the community to get involved (including School clinics and programs)
5. Continue to invest in ways for our sport to be more welcoming and inclusive for all

Develop

1. Deliver coaching education, accreditation, and resources
2. Umpiring and official's education, accreditation, and resources
3. Delivery of player pathways programs:
 - a. Regional Academies
 - b. Emerging Talent Programs
4. Deliver State Competitions events annually
5. Management and coordination of teams attending National Championships
6. Development of new ways to play in line with current trends, needs and market gaps

Checklist: To start 2024

Affiliation Process	
1	<p>Have you completed the Online Affiliation Process? <i>You will need to have with you:</i></p> <ul style="list-style-type: none"> • Information on all new Committee Members – Names, Emails and Phone Numbers, • Preferred Delegate Information to Netball NSW, • Knowledge that you have submitted updated Constitution and Financial Information to Dept of Fair Trading • Update your 2024 Affiliation information via JotForm – emails with 2023 information will be sent in January 2024 to the listed primary contact, with a link to update your latest information, so you won't need to re-enter all details again.
2	<p>Paid your Affiliation Fee to Netball NSW <i>Invoices will be sent in January 2024</i></p>
PlayHQ	
3	<p>Set up your Registration Fees for 2024 <i>See the next page for further information on how to do this</i></p>
4	<p>Have a look at who has access to PlayHQ as an administrator? <i>Revoke access to administrators who should no longer have access to the system. Invite new administrators to access the system.</i></p>
Policies	
5	<p>RSVP here to attend an upcoming training on implementing and complying with the new Netball Australia Integrity Policy Framework.</p>
6	<p>Publish, distribute, and promote the Netball Australia Integrity Policy Framework. Using the beyond the court resources, which can be found here.</p>
Child Safeguarding	
7	<p>Complete the Child Safe Self-Assessment (here) to identify areas of strength and opportunities for improvement.</p>
8	<p>Encourage any adults involved in your Association – including administrators, volunteers, coaches and parents to complete Module 1 of the Child Safe e-Learning Modules (here).</p>
Working with Children Check	
9	<p>Ensure that all relevant members of the Association provide their Working with Children Check and these are verified. - Further information can be found here</p>
10	<p>Ensure that your affiliates (Clubs) also <u>collect and verify</u> their relevant members Working with Children Checks.</p>
Key Dates	
11	<p>Ensure that you have circulated and provided all key dates to your Executive and Affiliates. <i>All key Netball NSW Competition dates can be found at NSW Netball Competitions – Key Dates</i></p>

Other Netball NSW Key Dates

Date	Event
December 2023	
1 December	Netball NSW Registrations Open
January 2023	
31 January	2023 \$50 Active Kids Voucher expires, after this date voucher are means tested
February	
March	
16 March	Netball NSW Annual General Meeting & Council Meeting
21 March	Harmony Day
21 March	Premier League – Round 1
22- 24 March	Team Girls Cup
23 - 24 March	Regional League – all Regions
April	
5 -11 April	Metro League- Round 1
May	
27 May - 3 June	National Reconciliation Week
June	
1-30 June	Pride Month
8 - 10 June	Senior State Titles (<i>Campbelltown District & Camden District</i>) Swifts & Giants home games (TBC)
July	
4-11 July	NAIDOC Week
6- 8 July	Junior State Titles (<i>Penrith District & Baulkham Hills Shire</i>) Swifts & Giants home games (TBC)
August	
10/11 August	Premier League GRAND FINAL
14 August*	Men's Metro League Round 1
September	
15 September	Metro League GRAND FINAL
October	
12 - 13 October	Regional State Cup – Netball Central
12 - 13 October	Social Masters – Woy Woy
14-17 October	Summer Series Round 1
19-20 October	Masters State Titles – Netball Central
November	
2 November	Netball NSW November Council Meeting & State Dinner
December	
8-12 December	Summer Series Final Round
11 December*	Men's Metro League GRAND FINAL

*Dates to be confirmed early 2024

2024 Registration Checklist

	Action Item	Details & Resources Reference Guide
1	Manage administrators access by revoking access to those who no longer need it and adding those that do. Full Access = Just Association access Affiliate Access = Association & Club access	https://support.netball.com.au/hc/en-au/articles/4404910849561-Adding-Inviting-and-Revoking-Administrators-
2	Check your competition settings and add a new season to your competition	https://support.netball.com.au/hc/en-au/articles/4404910773785-Managing-Seasons
3	Any organisation operating any tier of Woolworths NetSetGO will need to sign the T&C's. These have already been distributed to existing centers, please return ASAP.	New Centre's register your interest here .
4	Ensure that Woolworths NetSetGO tiers are set-up within Competitions in PlayHQ for your clubs and competition, AND the correct Format is selected.	https://support.netball.com.au/hc/en-au/articles/4409740900377-Woolworths-NetSetGO-Association-Setup
5	Let your clubs know that they have an invitation awaiting them and remind them to set-up their registration form opening on, or after, December 1, 2023.	Do this through your usual communication channels.
6	Develop and communicate your late registration and de-registration processes to your clubs.	https://nsw.netball.com.au/forms
7	Communicate the location of registration links to your participants.	Do this through your usual communication channels: social media, e-mail or SMS! www.playhq.com/netball-australia
8	Apply for any vouchers that you require for All Abilities, bursary or hardship. (NNSW may have already provided you with AA vouchers)	https://nsw.netball.com.au/forms

Further information and resources on PlayHQ can be found at <https://support.netball.com.au> and <https://netball.com.au/playhq>

Who should I contact at Netball NSW – or where can I find it on the Netball NSW Website?

Area of Enquiry	Who to Contact	Where is it on the website?
PlayHQ	Contact your Regional Manager directly or contact Netball Australia Service and Support at support@netball.com.au	For PlayHQ Training and information go to https://nsw.netball.com.au/playhq or for support go to https://support.playhq.com/hc/en-au
Woolworths NetSetGO	Contact your Regional Manager directly or email netsetgo@netballnsw.com	https://nsw.netball.com.au/woolworths-netsetgo
Inclusive Netball <ul style="list-style-type: none"> Aboriginal & Torres Strait Islander Netball All Abilities Netball Multi-Cultural/ CALD Netball 	Contact your Regional Manager directly or email ajuk@netballnsw.com or jmoroney@netballnsw.com	https://nsw.netball.com.au/inclusive-netball
Schools <ul style="list-style-type: none"> School Clinics Schools Cup 	Contact your Regional Manager directly or email schools@netballnsw.com	https://nsw.netball.com.au/schools
Walking Netball	Contact your Regional Manager directly or email walkingnetball@netballnsw.com	https://www.playwalkingnetball.com.au/home/
EmpowerPlay	Contact your Regional Manager directly or email empowerplay@netballnsw.com	https://www.empowerplay.com.au/home/
Coaching	Contact your Regional Manager directly or email coaching@netballnsw.com	https://nsw.netball.com.au/coaching
Umpiring	Contact your Regional Manager directly or email chall@netballnsw.com	https://nsw.netball.com.au/umpiring
Netball NSW Competitions/ State Titles	competitions@netballnsw.com	https://nsw.netball.com.au/competitions
Association Carnivals	Contact the Host Association directly	https://nsw.netball.com.au/association-carnivals
Insurance	Contact your Regional Manager directly or email community@netballnsw.com	https://www.howdengroup.com/au-en/netball-australia
Netball NSW Policies	policy@netballnsw.com	https://nsw.netball.com.au/policies
Integrity Framework	policy@netballnsw.com	https://nsw.netball.com.au/member-protection-framework
Funding & Grants	community@netballnsw.com	https://nsw.netball.com.au/funding-grants

De-Registration Application Process

	Action Item
1	A participant must advise their Club of their intent to de-register. The Club must then advise the Association as per Association procedures. <i>(preferably via email).</i>
2	An Association representative only can request a de-registration via the google form, available on Netball NSW website at https://nsw.netball.com.au/forms
3	Once the form has been completed, the association will receive acknowledgement from Netball NSW to confirm the submission. <i>Please note the following:</i> <ul style="list-style-type: none"> • <i>A separate de-registration form must be submitted per participant.</i> • <i>Completing this form is requesting a de-registration from Netball NSW, and hence ONLY the Netball NSW fee and NA fee is the fee in question.</i> • <i>A de-registrations request is NOT necessary if the participant is just changing clubs or associations.</i>
4	Netball NSW staff will assess the de-registration request as per the current Netball NSW Membership and Affiliation policy. <i>Outcome of the request will be advised by email within 5 business days.</i>
5	Netball NSW will determine eligibility for de-registration and refund of the Netball NSW fees. <i>Associations and Clubs should apply their own policies and procedures to determine whether a refund is available to the participant of their Association/Club fees.</i>
6	De-registrations requests will be accepted until the start date of the competition in which the participant has registered to. After this date requests will be assessed on a case-by-case basis.
7	Should a De-Registration be approved, Netball NSW will raise a credit note to the Association on a monthly basis, and accompany the credit note with a listing of de-registered participants it refers to. <i>It is the Associations responsibility to forward the credited amount onto the Club that made the initial de-registration request.</i>

Voucher Application Process

	Action Item
1	<p>Vouchers are available to members under the following circumstances:</p> <ul style="list-style-type: none"> • Financial assistance • School Clubs • Any fee reductions • All Abilities Registration <p><i>Vouchers should be requested prior to registering for the competition.</i></p>
2	<p>If a member needs a voucher, they will need to inform their club or association of this desire and requirement of this voucher. Depending on the level of voucher/financial assistance that is required will depend on where and what level the voucher is created from.</p>
3	<p>Club Level - this voucher type can offset the CLUB ONLY fee. This voucher will not offset any other fee applicable during registration process.</p> <p>Association Level - this voucher type can offset the ASSOCIATION ONLY fee. This voucher will not offset any other fee applicable during registration process.</p>
4	<p>If it is a club or association only voucher, these are created at the club/association levels respectively and no request needs to be made to Netball NSW.</p>
5	<p>If it is a voucher required to offset the Netball NSW fee or the FULL cost of a fee (Club, Association, NNSW & NA), the voucher request form needs to be completed - accessed via our website at https://nsw.netball.com.au/forms.</p>
6	<p>Once the form has been completed, the association will receive acknowledgement from a staff member of Netball NSW to confirm the submission and whether the application is successful or unsuccessful.</p> <p><i>Please note the following:</i></p> <ul style="list-style-type: none"> • <i>A separate voucher request form must be submitted per type of voucher you are applying for.</i> • <i>Multiple vouchers of the same type can be requested at the same time</i> <i>(eg. 10 x Executive Committee Vouchers – can be 1 request, or requests can be for individual participants)</i>
7	<p>If a voucher is required by Netball NSW – a staff member will create this voucher and email the unique voucher code to the association representative who requested the voucher.</p>
8	<p>The association will then pass this code on to the member/club that requested the voucher and the voucher will be used during the registration process</p>
9	<p>If for some reason the member forgets to use this voucher during the registration process and pays the full fee, a refund will not be given.</p>

For more information or assistance, contact community@netballnsw.com.

2024 Fee Structure

Information on the 2024 fee structure can be found [here](#).

Further information can be found in the [Netball NSW Affiliation and Membership Policy](#)

Netball NSW Competitions

Netball NSW hosts and delivers a variety of competitions throughout the year including Premier League, Metro League, Regional League & Regional State Cup, Summer Series and recently the introduction of the Mens Metro League. We also have our major events such as Junior & Senior State Titles, Masters State Titles & Social Masters.

For more information regarding competition entry fees, competition dates and competition rules, please head to the respective [competitions page](#) of the Netball NSW website or contact our Competitions Team on competitions@netballnsw.com Key dates can be found [here](#).

Netball Australia Integrity Policy Framework

In 2024, Netball NSW will move from our existing Member Protection Framework, to the Netball Australia Integrity Policy Framework. This Framework will provide a national approach to ensuring our sport remains a safe and fair environment for all.

CONDUCT & DISCIPLINARY POLICY



**CHILD
SAFEGUARDING
POLICY**



**MEMBER
PROTECTION
POLICY**



**COMPETITION
MANIPULATION &
WAGERING POLICY**



**SPORTS
MEDICINE POLICY**

What is the Netball Australia Integrity Policy Framework?

Child Safeguarding Policy

- Ensures that all children feel safe and protected from all forms of abuse, harm, and neglect.
- Sets out commitment to the safety, wellbeing, participation and empowerment of children.
- Replaces the Netball NSW Child Safeguarding Policy.

Member Protection Policy

- Ensures that everyone involved in netball is aware of their rights and responsibilities.
- Sets out the standards of behaviour expected and the behaviours that are not acceptable.
- Replaces the Netball NSW Member Protection Policy.

Competition Manipulation & Wagering Policy

- Ensures all matches are contested on a level playing field, free from corruption.
- Sets out prohibited conduct which would constitute a breach.

Sports Medicine Policy

- Ensures a safe and clean environment.
- Addresses and deters the unlawful distribution and use of illegal drugs and ensures that appropriately qualified personnel are appointed to provide science and medicine services.

Conduct & Disciplinary Policy

- For identifying, addressing and responding to integrity risks and complaints.
- Sets out the process for managing complaints and/or disciplinary action.
- Replaces the Netball NSW Complaint Handling Procedures.

Each of these policies can be found on the Netball NSW website [here](#).

Where can I find more information?

Netball NSW will be running a series of training sessions in early 2024 to assist with the transition to this Framework. To register for any of the below sessions, please [RSVP here](#).

Prohibited Conduct Session

Thursday 18th January, 5:00 pm – 5:45 pm (Zoom)

- What are the areas of prohibited conduct under the Integrity Framework?
- How can we proactively set standards of behaviour?
- How do we keep children safe and safeguard our organisations?
- Recommended for all club and association administrators.

Complaints Handling Session

Tuesday 6th February, 6:30 pm – 8:00 pm (Zoom)

- How do we manage complaints or incidents arising out of the Integrity Framework?
- What is the process for ensuring complaints are dealt with correctly?
- Recommended for club and association complaints managers and executives.

Child Safeguarding – Risk Management

Tuesday 20th February, 3:30 pm – 4:30 pm (Face-to-Face at Netball Central)

- How to identify high risk scenarios and mitigate against possible harm.
- How can we manage risk in physical and online environments.
- Recommended for club and association administrators.

Child Safeguarding Refresher Session

Tuesday 5th March, 7:00 pm – 8:00 pm (Zoom)

- What should organisations be doing to implement the child safe standards in 2024?
- What new resources are available to assist clubs and associations?
- Recommended for all club and association administrators.

MORE INFORMATION INCLUDING FURTHER RESOURCES CAN BE FOUND IN THE BEYOND THE COURT TOOLKIT [HERE](#)

For further policy and member protection support, please contact policy@netballnsw.com

PlayHQ Updates

PlayHQ are committed to continually improving the platform to ensure it provides the best experience for stakeholders across our sport. In line with this commitment, effective from 1 January 2024, PlayHQ will be introducing a 1.49% service fee charged to participants on all transactions.

This fee will be added at the time of checkout for any transaction made through the PlayHQ system. This process will be seamless and requires no additional steps from administrators as it will be displayed and charged at the end of the registration process prior to the payment stage.

The collection of this fee will ensure PlayHQ can continue to build exciting features to make administrators roles easier and elevate the current participant experience. The features that are currently being developed are:

Buy Now, Pay Later

PlayHQ has heard your feedback, and our netball participants will have the ability to make full payment or alternatively to pay in fortnightly instalments using PayPal "Pay in 4" option from January. This option will not only ease the financial burden on participants paying fees upfront but ensures that each organisation e.g. Member Organisation, Association and Club, receive their full fees upfront in the next payout, removing the current risk of non-payment.

Modern Payment Methods Available

Other payment methods such as Apple Pay, Google Pay, PayPal and Mastercard will be made available at time of checkout to make it easier to register and pay.

Improved Reporting

PlayHQ has listened to the challenges that come with reconciling daily payouts. The system will move to monthly payouts and reconciliations with a financial summary report which can be filtered by payout. This feature update will also allow for exporting to Xero, MYOB or another accounting software that you may use.

PlayHQ Netball App

PlayHQ will deliver a specific app for Netball which will allow users to use app features that will ensure participants can access fixtures, results and ladders.

Over the next 6 months even more features will be made available to Associations and Clubs. We will continue to update our community as these capabilities are developed and released into system.

For more information, please contact the Netball Australia Service and Support Team at support@netball.com.au



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NEW SOUTH WALES

