

Queenscliff Football & Netball Club

Netball Handbook 2026



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WELCOME

On behalf of the Queenscliff Football Netball Club (QFNC), we would like to welcome all players, supporters and their families to Season 2026.

At QFNC we are a proud family-oriented club that places great emphasis on the values of inclusiveness, respect, and community spirit. As a club rooted in a small, vibrant town, our connection to the community is at the heart of everything we do. We work hard to create a positive, supportive, and enjoyable environment where players of all ages and abilities can thrive.

Our netball program is designed to provide opportunities for personal growth and skill development while fostering team spirit and good sportsmanship. Whether you're a seasoned player or new to the game, you'll find that QFNC is a place where everyone feels welcome, valued and supported.

Led by our dedicated Netball Director, Bec Durran, our netball department aims to deliver a rewarding experience for all involved. We encourage every player, coach, parent, and supporter to contribute to the welcoming atmosphere and the positive culture that makes QFNC special.

There are many ways to get involved in our netball program both on and off the court. From coaching and volunteering to cheering on our teams at every game, your participation helps make our club the vibrant and successful organisation it is today.

This handbook has been created to provide you with all the information you need to enjoy a fantastic season ahead. If you have any questions or need assistance, don't hesitate to reach out to any of our committee members or volunteers - we are here to help.

Thank you for being part of the QFNC family. Let's make this season a memorable one for all!

Go Coutras,

Ali Waight
President
QFNC

Disclaimer:

Every effort has been made to ensure that the information in this handbook is correct and current, however it should be noted that details may be altered as a result of changes to the following:

- Rules for the QFNC Inc
- Rules, regulations and policies of:
 - Netball Australia
 - Netball Victoria
 - AFL Barwon

MISSION STATEMENT

The primary purpose of the QFNC is:

To provide an environment that promotes; fairness in sport, leadership development, personal discipline and encourages participation of all abilities. We foster and provide the activities of football and netball, for the members according to the requirements of the League or Association, to which the club is affiliated with.' (Reference "Rules of Queenscliff Football & Netball Club Inc, a copy of which is available upon request from any Committee member).

The QFNC recognises that we are part of the local community and therefore we offer the opportunity to the people of Queenscliff and Point Lonsdale and the surrounding areas to participate in our sporting club, use of our licensed facilities and other activities.

To meet this primary purpose as a community organisation, the QFNC is legally and morally bound to establish rules and guidelines for appropriate behaviour and strive to provide a safe and respectful sporting environment for its members, supporters, sponsors, visiting teams and the general public. The Club is required to strive to meet these obligations through the implementation of transparent and appropriate policies and procedures that are consistent and fair to all.

The QFNC expects high standards of behaviour from all people involved in sport at our Club and it is vital these expectations are met and the integrity of sport and our club are maintained. By becoming a member of the QFNC you agree to abide by the club protocols and Codes of Conduct in this Club Handbook. In this way the QFNC asks that each player, umpire, coach, parent, spectator, administrator and anyone associated with our Club to adhere to the Codes of Conduct. Full details of these codes are at Appendix 1 of this Club Handbook.

INFORMATION FOR THE SEASON**2026 Netball Organisational Chart**

Netball Director	Rebecca Durran
Senior Netball Coordinator	Laura Dreher & Sarah Jenson
Junior Netball Coordinator	Heidi Boyd
Entry Program Coordinator	Morgan-Lee Hickey
VNA/Membership Coordinator	Tracey Gibbs
Umpire Coordinator	Millie O'Shea

Coaching Team:

Head Coach (A&B Grade)	Laura Cayzer and Kaitlin Gladman
B Grade Coach	Tess Orvis
C Grade Coach	Rebecca Durran & Alex Booker
D Grade Coach	Laura Clarke & Jess Cox
E Grade Coach	Leah Tait
U19 Coach	Erin O'Shea & Milly Bakker
U17 Div 1 Coach	Keely Kinsey & Cleo Lofts
U17 Div 2 Coach	Meagan Canaway and Astton Millen
U15/17 Coach	Molly Tyrell & Grace Dunphy
U15 Div 1 Coach	Aimee Lindrea
U15 Div 2 Coach	Scarlett Birrell
U13 Div 1 Coach	Makayla Visser & Eve Lake
U13 Div 2 Coach	Fran O'Shea, Lulu Limb & Catelin Varasdi
U11 Coach	Erin Wilkinson
U11 Coach	Morgan-Lee Hickey
U11 Coach	Alex Birrell

U9s Coach

U9s Coach

Netta Coach

Morgan-Lee Hickey & Phoebe Knox

Club Values

Our values are central to our club and our behaviours reflect these values and help us become the club we aspire to be. We commit to living these values, our couta code:

- Inclusive
- Wellbeing
- Growth
- Community
- Fun



ENTRY PROGRAM:

(Netta, U9s and U11s)

Communication:

The QFNC committee believes that to act out the Club Mission Statement it is important to provide accurate, clear and regular communication with its members.

We use many forms of communication between the club and players/families, this hand book is one of them, along with email and social media.

Coaches will communicate with their teams via the **Heja App**. They will send codes to players and families and all communication including game and training schedules will be in the app to make it easier.

Parental and Family Involvement:

At QFNC we welcome all parental and family involvement at all levels of the club. If you wish to share your skills and attributes with the Club, please speak to any member of the committee.

Our club runs off the commitment and hard work of volunteers and we appreciate all the support we can get from our community, many hands make light work.

Please remember this is a community sporting club and although we strive for success on the court we need to remain respectful and remind ourselves that we need to promote inclusion and fun within our community to look after the wellbeing of all our members. There is a parent code of conduct in which you must abide by, you will find it in the appendix of the handbook. If you have any concerns throughout the season, please communicate early and respectfully with your child's coach or coordinator. We want all players and families to have an enjoyable experience at QFNC and appreciate all the work you do in getting your children involved in community sport.

Membership/VNA:

All players must be members of the QFNC. Junior memberships need to be paid online via PlayHQ, you will receive a registration link when placed into a team. All players must be registered on PlayHQ to take the court.

As well as club membership, players and officials are also required to have a Netball Victoria (VNA) membership to play netball. This is netball insurance to cover injury. For more information on VNA and Netball Victoria please go to their website. <https://vic.netball.com.au/>

Players and officials must not participate in any training session and cannot take the court in any game unless they are the holder of a current VNA membership/club membership.

Tracey Gibbs is our club VNA and Membership Coordinator, Tracey will give players and families lots of information on how to register and pay for memberships (both club and VNA) before the season starts to ensure maximum participation.

Fixture:

The netball season begins at the start of Term 2 and runs until mid August. ALL fixtures will be available on PlayHQ and will be communicated at the beginning of the season by team managers/coaches as well as the Entry Program Coordinator if required.

Uniform

Players are expected to pay for their netball uniform, including their netball dress and shorts which are available through our online merchandise store via the club website www.qfnc.com.au

It is a Club expectation that uniforms will be worn correctly and appropriately at all times.

Game day uniform is currently as follows:

U9s and U11s

- A line Queenscliff Coutas netball dress
- Royal blue briefs
- White/ Black/ Club socks

COUTA NETTA:

- Provided with a couta top
- Shorts/pants

It is expected all players wear Couta's merchandise on game day, if owned, such as warm up tops, jumpers, tracksuit pants etc.

Hair should be tied back out of the face and, in accordance with netball rules, nails should be cut short. Jewellery is not permitted to be worn during any training session or game.

In addition to the uniform it is expected that players will wear safe and appropriate footwear for both game day and to train in.

Training attire:

Training attire should always be appropriate to netball, including appropriate shoes. Couta merchandise is encouraged for all players to wear at training. If a player turns up to training in inappropriate footwear/clothing (school uniform) the coach may ask them to sit out due to safety regulations.

Merchandise:

The club has an extensive range of merchandise available through our online store under the 'shop' tab on our website www.gfnc.com.au

The range includes mandatory items for players such as dresses and shorts as well as an extensive range of supporter wear, including warm up and training tops.

We encourage all members to provide feedback on our range and we review the range annually to ensure we meet our supporters' expectations.

Couta Netta Program:

Our Couta Netta program provides girls and boys the chance to learn the netball basics, get active and make new friends in an inclusive club environment.

Kids experiencing netball for the first time (5-6 year olds) will learn fundamental motor skills and practice hand-eye coordination through activities and games.

Returning Couta Netta kids (7-8 year olds) will focus on developing specific skills and drills through modified match play. Participants will experience passing drills, ball games, shooting practice, defence drills and practice matches.

Couta Netta is led by experienced netball coaches with parent involvement vital to the success of the program. All parents will be rostered into the program to share the experience with their child.

Couta Netta will run during Term 2 and 3 at the Queenscliff netball courts.

Team Selection:

U9

Teams are selected taking into account, but not exclusive to:

- Friends
- Family
- Primary School
- Extra curricular activities
- Transport
- Attitude/Behaviour towards other players, coaches and parents and the selection process

U11

Teams are selected taking into account, but not exclusive to:

- Netball Ability
- Friends
- Family
- Primary School
- Extra curricular activities
- Transport
- Attitude/Behaviour towards other players, coaches and parents and the selection process
- Commitment, as a player, to Queenscliff Football Netball Club both on & off the court.

There will be no movement between grades during the season except under extenuating circumstances. Any movement will be at the discretion of the committee in consultation with the relevant coordinator and coaches.

If after considering the above selection process you have concerns or issues regarding selection please address these immediately with the coach, and then the Entry Coordinator.

Training Procedures:

If you cannot make training due to being unwell or other commitments it is your responsibility to communicate this with your coach via the Heja App.

The Club website will publish final training times and will be available on club notice boards and any newsletter.

Netta training will commence during Term 2 and 3 on a Thursday night at 3:30pm

Game day procedures:

All players must adhere to the game day procedures to ensure adequate warm up and quality time together as a team before the game starts.

- Players must be courtside at least 30 minutes (or more if coach requests) prior to commencement of their game, ready to take part in warm up.
- Players with braces or taping requirements should arrive earlier than the recommended times for matches to ensure they are ready to begin on time. Strapping is the responsibility of the player to organise.
- From the commencement of warm-up and throughout the game, the player is the responsibility of the coach. Players must sit on the official bench.
- At each break and until warm down after the game, players are to stay with the coaching bench.

- In accordance with the Football and Netball Geelong spectators are not permitted on the official bench
- Post-match players are required to cool down, stretch and listen to the coach for a game debriefing. Weekly awards will be presented post match.

Rotation of players:

The QFNC fully supports the Netball Australia Junior Netball Policy.

In accordance with this Policy where possible, the Club believes in full rotation of U9s and U11s players. This involves equal court time in all sectors of the court throughout the home and away season.

Equal court time means that where practical each player will play in all sectors of the court an equal amount of time. Coaches or their team manager will keep a record of this.

Where practical the coaches will strive to provide U13 players with equal court time through the home and away season. This will be based on;

- Weekly availability
- Match ups
- Player development
- Team commitment

JUNIOR NETBALL:

(U13, U15, U17)

Communication:

The QFNC committee believes that to act out the Club Mission Statement it is important to provide accurate, clear and regular communication with its members.

We use many forms of communication between the club and players/families, this hand book is one of them, along with email and social media.

Coaches will communicate with their teams via the **Heja App**. They will send codes to players and families and all communication including game and training schedules will be in the app to make it easier.

Parental and Family Involvement:

At QFNC we welcome all parental and family involvement at all levels of the club. If you wish to share your skills and attributes with the Club, please speak to any member of the committee.

Our club runs off the commitment and hard work of volunteers and we appreciate all the support we can get from our community, many hands make light work.

Please remember this is a community sporting club and although we strive for success on the court we need to remain respectful and remind ourselves that we need to promote inclusion and fun within our community to look after the wellbeing of all our members. There is a parent code of conduct in which you must abide by, you will find it in the appendix of the handbook. If you have any concerns throughout the season, please communicate early and respectfully with your child's coach or coordinator. We want all players and families to have an enjoyable experience at QFNC and appreciate all the work you do in getting your children involved in community sport.

Membership/VNA:

All players must be members of the QFNC. Junior memberships need to be paid online via PlayHQ, you will receive a registration link when placed into a team. All players must be registered on PlayHQ to take the court.

As well as club membership, players and officials are also required to have a Netball Victoria (VNA) membership to play netball. This is netball insurance to cover injury. For more information on VNA and Netball Victoria please go to their website. <https://vic.netball.com.au/>

Players and officials must not participate in any training session and cannot take the court in any game unless they are the holder of a current VNA membership/club membership.

Tracey Gibbs is our club VNA and Membership Coordinator, Tracey will give players and families lots of information on how to register and pay for memberships (both club and VNA) before the season starts to ensure maximum participation.

Fixture:

The netball season runs in line with the football fixture on Saturdays from April to August with finals being held through August and September.

We are also fortunate enough to have teams that play during the week; these teams will play under the AFL Barwon competition and will begin at the start of term 2 and run through until August with finals into September.

ALL fixtures will be available on Player HQ and will be communicated at the beginning of the season by team managers/coaches as well as both the Junior Coordinators if required.

Finals fixture:

Finals are held in August/September and are played over Saturdays and Sundays in the first two rounds. Game day will depend on where teams finished on the home/away season ladder.

Round 3 & 4 of Finals will be played on Saturday ONLY.

Teams that make the finals will have duties throughout the finals series.

Uniform:

Players are expected to pay for their netball uniform, including their netball dress and shorts which are available through our online merchandise store via the club website www.qfnc.com.au

It is a Club expectation that uniforms will be worn correctly and appropriately at all times.

Game day uniform is currently as follows:

U13, U15, U17

- A line Queenscliff Coutas netball dress
- Royal blue briefs
- White/ Black/ Club socks

It is expected all players wear Couta's merchandise on game day, if owned, such as warm up tops, jumpers, tracksuit pants etc.

Hair should be tied back out of the face and, in accordance with netball rules, nails should be cut short. Jewellery is not permitted to be worn during any training session or game.

In addition to the uniform it is expected that players will wear safe and appropriate footwear for both game day and to train in.

Training attire:

Training attire should always be appropriate to netball, including appropriate shoes. Couta

merchandise is encouraged for all players to wear at training. If a player turns up to training in inappropriate footwear/clothing (school uniform) the coach may ask them to sit out due to safety regulations.

Merchandise:

The club has an extensive range of merchandise available through our online store under the 'shop' tab on our website www.gfnc.com.au

The range includes mandatory items for players such as dresses and shorts as well as an extensive range of supporter wear, including warm up and training tops.

We encourage all members to provide feedback on our range and we review the range annually to ensure we meet our supporters' expectations.

Team Selections:

The coaches of U13s will invite players expressing an interest in wanting to play netball for the season to attend pre season training sessions, where they will participate in a number of different activities which will include ball skills, team work, netball drills and game play. Throughout these sessions coaches alongside an independent person and netball coordinators will make team selections.

The criteria upon which the selection committee will allocate individuals to each team are based on the following:

- Netball Ability
- Team Position Balance
- Versatility
- Attitude/Behaviour towards other players, coaches and parents and the selection process
- Commitment, as a player, to Queenscliff Football Netball Club both on & off the court

Players are required to play in their age group for the coming season.

There will be no movement between grades during the season except under extenuating circumstances. Any movement will be at the discretion of the committee in consultation with the relevant coordinator and coaches.

If after considering the above selection process you have concerns or issues regarding selection please address these immediately with the coach, and then the Junior Coordinator.

U15 and U17: All players will be invited to preseason and will participate in fitness, ball skills and teamwork activities. Junior team selections will take place during preseason and these will be run by coaches alongside an independent person to make team selections.

The criteria upon which the selection committee will allocate individuals to each team are based on the following:

- Netball Ability
- Team Position Balance
- Versatility
- Attitude/Behaviour towards other players, coaches and parents and the selection process
- Commitment, as a player, to Queenscliff Football Netball Club both on & off the court

There will be no movement between grades during the season except under extenuating circumstances. Any movement will be at the discretion of the committee in consultation with the relevant coordinator and coaches.

If after considering the above selection process you have concerns or issues regarding selection please address these immediately with the coach, and then the Junior Coordinator.

Training Procedures:

If you cannot make training due to being unwell or other commitments it is your responsibility to communicate this with your coach via the Heja App.

The Club website will publish final training times and will be available on club notice boards and any newsletter.

Game day procedures:

All players must adhere to the game day procedures to ensure adequate warm up and quality time together as a team before the game starts.

- Players must be courtside at least 30 minutes (or more if coach requests) prior to commencement of their game, ready to take part in warm up.
- Players with braces or taping requirements should arrive earlier than the recommended times for matches to ensure they are ready to begin on time. Strapping is the responsibility of the player to organise.
- From the commencement of warm-up and throughout the game, the player is the responsibility of the coach. Players must sit on the official bench.
- At each break and until warm down after the game, players are to stay with the coaching bench.

- In accordance with the Football and Netball Geelong spectators are not permitted on the official bench
- Post-match players are required to cool down, stretch and listen to the coach for a game debriefing. Weekly awards will be presented post match.

Rotation of players (season/finals):

The QFNC fully supports the Netball Australia Junior Netball Policy.

Where practical the coaches will strive to provide U13 players with equal court time through the home and away season. This will be based on;

- Weekly availability
- Match ups
- Player development
- Team commitment

During the finals series junior coaches will select the best available team. This may mean that some players get more time than others during the finals series.

It should be noted that equal time and rotation applies to U13 players who are fit and available for all games. If for example players are absent through injury, illness or other unavailability this may result in less court time overall.

U15 and U17s players will have the best available team selected throughout the home and away season as well as their finals campaign.

Read the play:

The Queenscliff Football Netball Club supports the Read the Play Program.

“READ the PLAY” is a mental health literacy program designed for junior sports clubs. The program targets the U16 football and U15 netball teams within the Geelong, Geelong and District, and Bellarine leagues. The program is delivered at the Club by mental health workers, in conjunction with the Club’s Wellbeing team. The format of the program is interactive and designed to engage young people through a series of team games.

The aim of the program is to:

- Increase knowledge about mental health
- Increase knowledge about local support services
- Increase confidence in ability to respond to people with mental health problems
- Increase confidence to assist people to access appropriate support
- Improve attitudes towards mental health problems
- Improve attitudes towards help seeking

One in four young people between the ages of 15 – 24 will experience a mental health problem in any 12-month period, 75% of mental illnesses first occur in people aged 15 to 24, yet only one in four young people with mental health problems receive professional help.

The QFNC is acutely aware of the importance of mental health as well as physical health in our community and fully supports this program. All U15 netballers and U16 footballers will be required to attend an informal games night once during the season. The Club also supports and will take part, wherever possible in any other function(s) which supports this program.

If parents/guardians or players have concerns or questions regarding this games night or the Read-the-Play program, they should contact the Junior Coordinator/Netball Director or Wellbeing Team.

Junior Development:

The Queenscliff Football Netball Club believes that all young people should have the fundamental right to be physically active and participate within sport. Our Club decisions are based on Netball Australia principles of equity so that individuals are not affected negatively by ability, body shape, disability, ethnicity, gender and sexuality, geographical location and socioeconomic status.

Netball should be planned around the needs of young people to make it a positive and quality experience for them. Young people want:

- to keep good friends and make new ones;
- fun, excitement and enjoyment;
- to experience challenge,
- achievement and personal responsibility;
- to be personally satisfied;
- to use and improve their skills and to be healthy.

Early sporting experiences will impact greatly on the uptake and continued participation in the sport. It is important to motivate and encourage our young to stay involved. As such our programs need to be developed and conducted in a way that best caters for their development. We are aware that young people develop both physically and psychologically at different rates. We will endeavour to recognise and accommodate different stages of learning and development within young people and aim to give them the opportunity to reach their potential, regardless of their current level of ability.

The Queenscliff Football Netball Club is committed to:

- Helping create a safe and supportive environment for enjoyable participation,
- Encourage lifelong involvement,
- Provide an environment for the development of skills,
- Foster social interaction,
- Encourage good sporting behaviour.
- Provide opportunities for all young people to participate in netball programs and competitions
- Encourage and actively cater for talented young sports people develop a consistent and coordinated approach to all netball programs within our Club.

Queenscliff Football Netball Club supports the development of all junior players by encouraging each and every individual to play at a level appropriate to their ability within their age group. As such, players will not be placed in teams based on where their friends are playing or times, days they are available.

Netball Australia and Netball Victoria continue to develop pathways for juniors who wish to further their experience and skill to attain the highest level. The Queenscliff Football Netball Club recognises and acknowledges the need to provide pathways for talented juniors and supports all players in their endeavours to play at such a level. At QFNC we may have opportunities for junior players to be training partners with older age groups or senior teams but this comes down to coaches discretion and the need within the club, it can vary throughout the season and players and families will be approached if the opportunity arises.

SENIOR NETBALL:

(U19, A, B, C, D, E)

Communication:

The QFNC committee believes that to act out the Club Mission Statement it is important to provide accurate, clear and regular communication with its members.

We use many forms of communication between the club and players/families, this hand book is one of them, along with email and social media.

Under 19s coaches will communicate with their team via **Heja App** and senior coaches will communicate with their teams via **Whats App**.

Parental and Family Involvement:

At QFNC we welcome all parental and family involvement at all levels of the club. If you wish to share your skills and attributes with the Club, please speak to any member of the committee. Our club runs off the commitment and hard work of volunteers and we appreciate all the support we can get from our community, many hands make light work.

Please remember this is a community sporting club and although we strive for success on the court we need to remain respectful and remind ourselves that we need to promote inclusion and fun within our community to look after the wellbeing of all our members. There is a parent code of conduct in which you must abide by, you will find it in the appendix of the handbook. If you have any concerns throughout the season, please communicate early and respectfully with your child's coach or coordinator. We want all players and families to have an enjoyable experience at QFNC and appreciate all the work you do in getting your children involved in community sport.

Membership/VNA:

All players must be members of the QFNC. Senior memberships need to be paid online via PlayHQ, you will receive a registration link when placed into a team. All players must be registered on PlayHQ to take the court.

As well as club membership, players and officials are also required to have a Netball Victoria (VNA) membership to play netball. This is netball insurance to cover injury. For more information on VNA and Netball Victoria please go to their website. <https://vic.netball.com.au/>

Players and officials must not participate in any training session and cannot take the court in any game unless they are the holder of a current VNA membership/club membership.

Tracey Gibbs is our club VNA and Membership Coordinator, Tracey will give players and families

lots of information on how to register and pay for memberships (both club and VNA) before the season starts to ensure maximum participation.

Fixture:

The netball season runs in line with the football fixture on Saturdays from April to August with finals being held through August and September.

ALL fixtures will be available on Player HQ and will be communicated at the beginning of the season by team managers/coaches as well as Senior Coordinator if required.

Finals fixture:

Finals are held in August/September and are played over Saturdays and Sundays in the first two rounds. Game day will depend on where teams finished on the home/away season ladder.

Round 3 & 4 of Finals will be played on Saturday ONLY.

Teams that make the finals will have duties throughout the finals series.

Uniform

Players are expected to pay for their netball uniform, including their netball dress and shorts which are available through our online merchandise store via the club website www.qfnc.com.au

It is a Club expectation that uniforms will be worn correctly and appropriately at all times.

Game day uniform is currently as follows:

U19, A, B, C, D and E grade:

- A line Queenscliff Coutas netball dress
- Royal blue briefs
- White/ Black/ Club socks

It is expected all players wear Couta's merchandise on game day, if owned, such as warm up tops, jumpers, tracksuit pants etc.

Hair should be tied back out of the face and, in accordance with netball rules, nails should be cut short. Jewellery is not permitted to be worn during any training session or game.

In addition to the uniform it is expected that players will wear safe and appropriate footwear for both game day and to train in.

Training attire:

Training attire should always be appropriate to netball, including appropriate shoes. Couta

merchandise is encouraged for all players to wear at training. If a player turns up to training in inappropriate footwear/clothing the coach may ask them to sit out due to safety regulations.

Merchandise:

The club has an extensive range of merchandise available through our online store under the 'shop' tab on our website www.qfnc.com.au

The range includes mandatory items for players such as dresses and shorts as well as an extensive range of supporter wear, including warm up and training tops.

We encourage all members to provide feedback on our range and we review the range annually to ensure we meet our supporters' expectations.

Team Selection:

A/B Trials

A and B grade players will participate in trials during November and December of the year prior to the coming season. Alongside A and B coaches, the selection panel will consist of an independent person and the Netball Director. Players will participate in a ball skills and netball drills session prior to three game play sessions for teams to be selected. A grade players are contracted to the club and once the B grade team is selected, they too will sign contracts if the opportunity arises to be selected into the A grade team.

C/D/E Grade Trials

After participating in preseason throughout November and starting again in mid January, trials will be held on late January, if required an additional session will also be added and communicated to players. The panel for the C/D/E grade trials will consist of any coaches that are not also trialling for a team and two A grade player representatives and independent selectors.

The criteria upon which the selection committee will allocate individuals to each team are based on the following:

- Netball Ability
- Team Position Balance
- Versatility
- Attitude/Behaviour towards other players, coaches and parents and the selection process
- Commitment, as a player, to Queenscliff Football Netball Club both on & off the court

U19s Trials

Trials for under 19s will be held if numbers exceed 12 players who have registered and want to play in the coming season.

If trials do take place, the panel for the U19s trials will consist of the team coach, senior

coordinator and an independent person.

The criteria upon which the selection committee will allocate individuals to each team are based on the following:

- Netball Ability
- Team Position Balance
- Versatility
- Attitude/Behaviour towards other players, coaches and parents and the selection process
- Commitment, as a player, to Queenscliff Football Netball Club both on & off the court

Player movement throughout the season is possible in senior grades, all communication of player movement for fill in positions or permanent positions needs to be done between the Netball director, coaches and players before final decisions are made.

If someone wants to join QFNC after trials have been completed, if there is room for them, we will need to go through the process of players who have trialled but missed out first before welcoming new members. If someone is to join, they will need to begin in E grade and work their way up to the team where they are required, unless consultation has occurred with all senior coaches, senior coordinators and the netball director.

Training Procedures:

Senior Preseason will begin in November and will break before Christmas before recommencing in mid January. All players who want to play in the coming season and who have registered for trials are strongly encouraged to attend preseason sessions.

Senior training will take place on Thursday nights with staggered starting times. Coaches/team managers will communicate training times with their teams once teams have been finalised. If you cannot make training due to being unwell or other commitments it is your responsibility to communicate this with your coach via the Heja App/Whats App.

The Club website will publish final training times and will be available on club notice boards and any newsletter.

Game day procedures:

All players must adhere to the game day procedures to ensure adequate warm up and quality time together as a team before the game starts.

- Players must be courtside at least 30 minutes (or more if coach requests) prior to commencement of their game, ready to take part in warm up.

- Players with braces or taping requirements should arrive earlier than the recommended times for matches to ensure they are ready to begin on time.
- A trainer will be available for senior players to have their strapping done, or a pre game massage. Strapping/ pre game preparation is the responsibility of the player to organise and communicate an appropriate time with the trainer to have this done prior to their warm up time.
- From the commencement of warm-up and throughout the game, the player is the responsibility of the coach. Players must sit on the official bench.
- At each break and until warm down after the game, players are to stay with the coaching bench.
- In accordance with the Football and Netball Geelong spectators are not permitted on the official bench
- Post-match players are required to cool down, stretch and listen to the coach for a game debriefing. Weekly awards will be presented post match.
- Senior players will be responsible for pack up and ensuring the club room is left in a clean state after each home game, a roster for this will be sent out at the beginning of the season.

Social Events:

QFNC hold a number of club social events and player events throughout the season, all senior players are encouraged to attend and support the Social event coordinators and the club at the events. Some of these events may be deemed compulsory for senior players. All players need to adhere to the club code and clubs expectations around alcohol and drug use at functions at our club rooms and major sponsor venues.

These events are planned by your peers and we encourage you to support them in a fun manner but be mindful of stepping over the line and breaching our players code of conduct and expectations.

CLUB PROCEDURES

Coaches

Players will have access to the best available coaching.

Coaches will be given the opportunity to obtain their foundation coaching accreditation and encouraged to extend their coaching qualifications and knowledge. Where possible these costs will be met by the club.

Coaches are expected to attend:

- Coach the Coach day - held by the club to share knowledge, build coaching capacity and develop mentorships and connections with the coaching team.
- Monthly meetings with the Junior/Senior Coordinators
- Couta Culture Sessions - Full day to build club culture and expectations amongst the playing group.
- Any workshops as determined by the club relating to their role as Coach.

Coaches are expected to adhere to the Club Mission Statement, Couta Code values and the Codes of Conduct supported by the Club.

Any senior players who are wanting to be a playing coach must have a co-coach on their bench to support game day logistics, transparency with the team members and training efficiency. All playing coaches will need to present their coaching team to the Senior Netball Coordinator and Netball Director for approval before being accepted into that position.

Awards

Weekly awards

Sponsorship is usually obtained by the Committee for awards. Most teams will receive awards which are generally given each week.

These awards are in addition to the Club and League Best and Fairest votes which are usually given to players by the umpires and announced at the end of the season.

When the weekly awards are available, they will be given by coaches or team managers at their discretion to those players that exemplify the clubs couta code values. Additional reason may include the following:

- Skill
- Dedication
- Perseverance
- Following instruction

- Team player
- Attitude
- Commitment
- Good sportsmanship
- Encouragement

The purpose of these awards is to encourage and reward any or all of the attributes that the Club promotes within our sporting community. A player that persists on game day to perform a set play that the coach has given them at training deserves recognition, just as a skilful player deserves recognition from time to time to encourage them.

Best and Fairest Votes

The Netball Director will be responsible for the Club best and fairest votes. It is the responsibility of this person to ensure that the votes are not tampered with or altered in any way and they are kept safe and secure until the vote count night.

Best and Fairest votes will be completed by the game umpires each week for Junior teams and coaches/team managers and support staff for senior teams.

At the conclusion of the home and away season teams will have an opportunity to participate in vote count and presentation night for their team awards and to celebrate the success of the season. Junior/Senior and Entry Program coordinators will communicate all relevant information to teams for these events when appropriate.

First Aid and Injury Procedure

All coaches and trainers will make every effort to ensure that all training and games will be the safest that is possible. It is the intention of the club that injuries will be kept to an absolute minimum. This includes age and skill appropriate training drills. However given the nature of the game it is unrealistic to believe that there will be no injuries.

It is the responsibility of all coaches and other officials to act on any information relating to an injury and to take necessary action. It is the responsibility of a player to ensure that they advise an official if they are injured and to not take further part in a game or training when they know they are injured.

In accordance with Football Netball Geelong by-Laws all teams will have a designated First Aid Officer/trainer for every game. In the event of injury during competition or at training an Incident Report is to be completed by the player and/or nominated first aid person. Incident Report documentation is located in each of the First Aid Kits and in the Injury Register in the clubroom.

The completed report must be returned to the Junior or Senior Coordinator at the end of the round or as soon as practicable thereafter.

It is highly recommended that all players have Ambulance cover before participating in any club game or activity. If an official of the Club calls an ambulance and a player does not have ambulance cover, the cost of any attendance or transport will be the responsibility of the injured person or family.

Any player who sustains a suspected major injury during a sanctioned QFNC training session or match will take no further part in training or the match in which this injury occurred. Any player with a major injury will be instructed to seek a medical practitioner's opinion and subsequently will not be able to resume training or playing with our Club until a written approval to recommence training and / or playing from a medical practitioner is received by the Club.

Any player who sustains a suspected concussive blow to the head and/or neck during a sanctioned QFNC training session or match will take no further part in training or the match in which this incident occurred. Any player with suspected concussion will be instructed to seek a medical practitioner's opinion and subsequently will not be able to resume training or playing with our Club for a minimum of 12 days and until a written approval to recommence training and / or playing from a medical practitioner is received by the Club.

VNA membership covers netball members for injuries incurred while playing, coaching or umpiring the game. The insurance is limited and further information can be obtained at the Netball Victoria website www.netballvic.com.au

The Club strongly recommends that each and every player have private health insurance.

Umpires Procedures

As a Club we fully support the development of our umpires and expect that all players, coaches, parents and supporters will behave in an appropriate and acceptable manner during games. Harassment, negative criticism and abuse are not acceptable. Trainee umpires and all umpires deserve tolerance and respect. All members of the Club will support our umpires and the development of our umpires.

The Umpire Coordinator's role is to support, mentor and develop trainee umpires. This includes rostering umpires for all games, organising payments and training young umpires to undertake exams and badge grading.

The Umpire Coordinator will allocate each umpire to an appropriate level game but will challenge and encourage each one to improve and extend their skills.

Pathways for umpires include: Workshops – beginners General Principle Course Participation in Rules in Action Workshop Umpire Development Program Individual Development & Assessment Assessment for umpires is based on theory exams, practical evaluation and self-reflection.

Working with Children Check

The QFNC supports the active participation of children in sport and is committed to the safety and wellbeing of all children and young people involved in Australian Football and Netball. The rights of children are fundamental.

The Victorian Government through the Department of Justice has introduced the 'Working with Children Act 2005', which has distinct implications for the conduct of all sporting organizations. The Working with Children (WWC) check applies to adults who work with children or are engaged in volunteer roles involving children (under 18 Years of age). The WWC Check applicable in Victoria is the mandatory minimum standard for a range of child-related industries.

The WWC Check now covers all areas of administration, officiating, coaching and overnight supervision at camps and clinics. People working or volunteering in connection with the Queenscliff Football Netball Club are required to apply for WWC Checks. If a WWC Check application has not been lodged, it is an offence to undertake any child-related work, paid or voluntary in connection with QFNC.

The Club will require any person volunteering to work with the juniors to provide full name and WWC Check card number and expiry date. A photocopy of the card will be required to be kept with the WWC register maintained by the Club. It is a requirement of Netball Australia and AFL that QFNC must enquire into the background of those applying for, undertaking or remaining in any work (paid or voluntary) that involves direct and unsupervised contact with people under the age of 18 years. As such, all volunteers working with children under the age of 18 years of age will be required by the Club to complete and sign a Member Protection Declaration.

For further information, refer to: <http://www.justice.vic.gov.au/workingwithchildren>

Child safeguarding

CHILD SAFEGUARDING – Policy Statements

Queenscliff Football and Netball Club:

- Is committed to creating safe, inclusive, and welcoming environments for all children and young people who participate in any club related activities.
- Is committed to child safe practices as detailed in the

Victorian Child Safe Standards.

- Has zero tolerance for any form of child abuse or harm and will act quickly to protect children and young people should an incident occur. Complaints will be treated seriously, investigated, and handled confidentially.
- Recognises the important role of families in supporting children and young people to play sport and values their input.
- Recognises the needs of Aboriginal and Torres Strait Islander children and young people and will promote their cultural safety within the Club environment.

The safety and wellbeing of all children and young people at our club is a shared responsibility between Committee Members, volunteers, and all members of our Club community. We have a dedicated Child Safeguarding Officer – Bianca Limb, contactable on 0432 814 831.

Volunteers

Each home game involves a number of activities in setting up, conducting the day and packing up. It is expected that every member of the Club contributes to the successful running of each home game.

At the beginning of each season a roster will be prepared to assist in the running of the canteen, upkeep of the clubrooms and packing up at home games. If members cannot perform the tasks as rostered, they are required to make arrangements with other members to swap the task or date.

Complaint, Grievance & Resolution Procedure

The QFNC has adopted the Complaint, Grievance and Resolution Procedure (detailed in Appendix 2 at the back of this handbook) to provide members with a structured and fair system to resolve any grievances, complaints or concerns that may arise when they feel they have not been dealt with fairly and/or reasonably by another member of the Club, by the Association or where they have identified a concern regarding the welfare of another player.

The Club's commitment to this procedure is detailed below and all cases will be treated seriously and confidentially throughout the process.

The QFNC is committed to providing all members with the following:

- A standard of behaviour as required by organisation and individual codes of conduct. You are expected to know and understand these codes and abide by them.
- Timely action when a concern, complaint/allegation is made
- A documented Issue Resolution procedure with simple clear steps, a set timeline and a

- detailed description of all parties' responsibilities
- Confidentiality, respect, dignity, fairness and a common sense approach – achieved by ensuring that:
 - o All members have the right to be informed of the details of a complaint while maintaining confidentiality of complainant if applicable
 - o All parties to a complaint have a right to be heard and respond
 - o Any party who has raised a concern around the welfare of a player/member has a right for confidentiality to be maintained
 - o Any party who has had a concern raised regarding their welfare has a right to be protected and offered mentoring if required
 - o All submissions and evidence will be impartially considered
 - o The decision maker will not be unduly influenced by any party to a complaint and will always uphold the rules of impartiality.
 - o If a conflict of interest arises during the process of resolution for any party the matter will be referred to the committee for discussion while at all times maintaining confidentiality of the complainant.

It is important that every member is aware that there are several options for issue resolution and/or concerns raised, both formal and informal. The procedure provides a structure for handling any concerns in a confidential, impartial, professional and respectful forum.

APPENDIX 1 – Codes of Conduct

Players Code of Conduct

- Play by the rules – abide by the AFL Laws of the Game and the rules of your Club and League/Association.
- Ensure that both on and off field behaviour is consistent with the principles of good sportsmanship. Swearing is unacceptable.
- Treat umpires and officials with respect. Do not abuse, dispute or react in an obviously provocative manner towards an umpire.
- Treat all players fairly. Ensure that players are involved in a positive environment where skill learning and development are priorities and not overshadowed by a desire to win.
- Display and foster respect for umpires, opponents, coaches, administrators, other officials, parents and spectators.
- Play for your own enjoyment, to improve your skills and further local football at club and league level.
- Respect the rights, dignity and worth of all participants regardless of their gender, ability, cultural background or religion.

Parents/Spectators Code of Conduct

- Encourage children to participate if they are interested. However, if a child is not willing do not force them.
- Focus upon the child's efforts and performance rather than the overall outcome of the event. This assists the child in setting realistic goals related to their ability by reducing the emphasis on winning.
- Teach your child that honest effort is as important as victory so that the result of each game is accepted without undue disappointment.
- Encourage your child always to play by the rules.
- Never ridicule or yell at your child for making a mistake or losing a competition.
- Remember your child should be involved in netball for their enjoyment, not yours.
- Remember your child learns best by example. Applaud good play by both your team and by members of the opposing team.
- If you disagree with an official or umpire, raise the issue through the appropriate channels rather than questioning the official's judgment and honesty in public. Remember, most officials give their time and effort for your child's involvement.
- Support all efforts to remove verbal and physical abuse from junior sporting activities.
- Recognise the values and importance of volunteer coaches. They give of their time and resources to provide recreational activities for your child and deserve your support.
- Support your club officials in maintaining the highest standard of behaviour both on and off their field for the betterment of the league and your family. Offer your assistance to the team that your child is playing in so that every opportunity is being provided for the very best supervision and support. Your involvement will give both yourself and your child far more satisfaction.
- Avoid use of derogatory language based on gender or race.
- Promote all activities to make your clubs a child safe environment.

Reference: AFL Barwon

<https://www.aflbarwon.com.au/general-resources/policies-forms/policies>

APPENDIX 2 - Netball Roles

COACH

REPORTS TO: Junior coordinator/ Senior coordinator

SPECIAL SKILLS REQUIRED:

- Leadership skills
- Ability to analyse, study, plan and assess game as it develops
- Effective communicator
- Knowledge of netball skills – technical and practical
- Ability to deal with a wide range of players, officials, parents and supporters
- Level 1 (min) coaching accreditation

DUTIES:

- Organise training and match day events
- Instruct players on netball skills and team tactics
- Plan and select team for game day
- Provide clear instructions and feedback to team and individual players
- Represent the club in a positive manner on match day, official functions and community activities
- Continually seek to upgrade skills and knowledge of the game
- Have an understanding of injury prevention, care and management
- Develop team morale
- Follow all club standards and procedures and ensure all people assisting do the same.
- Liaise with Junior Coordinator/Senior coordinator on team and club decisions
- Attend monthly QFNC meetings as needed.

TIME REQUIRED:

- Time varies considerably depending on the age level of the players, but needs to organise and attend training and match days during the year and organise relevant tasks to make this happen

INDUCTION DETAILS:

- Level 1 coaching accreditation is minimum requirement
- Introduced to committee and shown club facilities
- Introduced to players and families prior to the start of the season

TEAM MANAGER

REPORTS TO: Coach, Junior coordinator/Senior Coordinator

SPECIAL SKILLS REQUIRED:

- Understanding of competition rules
- Good communicator
- Able to work under pressure
- Able to make decisions

DUTIES:

- Ensure the team is selected on Netball HQ on Thursday night prior to the next round.
- Check the team sheet before the beginning of the game and write starting positions for players, checking all players on the bench are listed on the team sheet for that game.
- Ensure coaches and assistants follow all club standards and procedures
- Ensure all match officials are available before the game (primary carer, timekeepers for away games, scorers for home games)
- Enter data onto Netball HQ after each home game
- Junior team managers will need to organise parent rosters for weekly duties (scoring/canteen etc) and ensure they are filled each game.
- Attend QFNC monthly meetings as required
- Ensure club and league votes are completed and placed in the appropriate place/to the appropriate people

TIME REQUIRED:

- Duration of the match plus time before and after to organise and finalise details • Attendance at junior meetings when required
- Introduced to players and families prior to the start of the season

TIMEKEEPER

REPORTS TO: Team Manager

SPECIAL SKILLS REQUIRED:

- Trustworthy
- Efficient
- Reliable

DUTIES:

- Keep time for each quarter of the game; 10 minute quarters for U/11 – D grade, 12 minute quarters for C grade and 15 minute quarters for A and B grades.
- Ensure a second timer is set for two minutes for first aid
- Perform any other function as may be directed

TIME REQUIRED:

- Duration of the match plus time before and after to organise and finalise details

INDUCTION DETAILS:

- To be shown how to operate time clock
- To be shown how to fill in paperwork

SCORER

REPORTS TO: Team Manager

SPECIAL SKILLS REQUIRED:

- Trustworthy
- Mature
- Responsible
- Competent
- Knowledgeable
- Ability to interact with other umpires, officials, players and coaches

DUTIES:

- Record all goals scored by each team onto the score sheet and place a dash at the end of each quarter
- Record goals and misses for each player
- Record any position changes at the beginning of each quarter
- Record the centre passes throughout the game
- At the end of each quarter and at the end of each game, both scorers from each team shall compare the score they have recorded.

TIME REQUIRED:

- Match day each week

INDUCTION DETAILS:

- To be shown by the team manager

PRIMARY CARER

REPORTS TO: Team manager/Coach

SPECIAL SKILLS REQUIRED:

- Ability to remain calm when under pressure
- Excellent communication skills
- Enthusiasm
- Caring
- First aid qualification – minimum level 1

DUTIES:

- Assess, diagnose and treat player injuries
- Monitor players wellbeing
- Fill in Injury Report Record sheet with details of player, injury.

TIME REQUIRED:

- Match day and training days as needed
- Post match follow up with players

INDUCTION DETAILS:

- Training will be provided for those that are not qualified

APPENDIX 3 - Concussion Protocol

In-line with the recent announcement of the AFL's updated 2024 Concussion Protocols, AFL Barwon has announced updated Football & Netball Concussion Protocols.

The most significant announcement detailed within the 2024 AFL Concussion Protocols was:

- *All Australian rules football competitions at all ages (i.e. adult/open competitions and all junior competitions outside AFL/AFLW), will adopt a mandatory minimum 21-day return to play protocol. This new protocol will apply for State Football competitions (including the VFL and VFLW), elite pathway competitions (including the Coates Talent League for boys and girls) and all community football competitions; and*
- *Under the new community guidelines, the earliest that a player can return to play after a concussion is on the 21st day after the day on which the concussion was sustained and provided that the player has safely progressed through each phase of the return-to-play program.*

In-line with this announcement, AFL Barwon has adopted:

1. The 2024 AFL Concussion Protocols for all AFL Barwon and affiliated Australian rules football competitions at all ages; and
2. Has also adopted this policy for all AFL Barwon and affiliated Netball competitions at all ages.

This adoption extends to practice matches, interleague and other games of any kind, of Australian Rules Football and Netball, in all forms.

In-line with AFL Barwon's 2024-2026 Strategic Plan, to be community sport leaders in the safe and sustainable delivery of Football and Netball, we will continue work regionally on further resourcing and support for all affiliated Clubs, competitions and Leagues.

Clubs, stakeholders and community members alike are encouraged to contact AFL Barwon if they require further detail or clarification on these guidelines.

Source: AFL BARWON 25 March 2024

<https://www.aflbarwon.com.au/news/concussion-protocols#:~:text=Under%20the%20new%20community%20guidelines,return%2Dto%2Dplay%20program>

APPENDIX 4 - Complaint, Grievance and Resolution Procedure

Issue Resolution Procedure

The QFNC Issue Resolution Procedure outlines a step by step process and has been established to assist the Club in managing issues, should they arise.

There is one underlying principle in any issue resolution process; we all should try to deal with the issue at the lowest possible level.

With that principle in mind there are three steps in our issue resolution procedure.

Step 1 Informal

If you have an issue and are confident to approach the person who you have the issue with then do so. This face to face process usually has a quick and positive outcome. Always try to outline your issues in a factual manner and listen to the other person's point of view. There may be a legitimate explanation that may explain the other person's behaviour that triggered the issue.

If there is a successful resolution there is no need for the issue to escalate. If the issue is not resolved the complainant made escalate the issue.

Step 2 Informal Third Party

If you have an issue but do not feel confident enough to approach the person then seek help from a third party. This person may accept to approach the person and outline to them your concerns. The person should state your case in a factual matter and listen to the other person's point of view. The third party person may be anyone of your choosing and can be a QFNC committee member. The person chosen should be unrelated to the case at hand so as to provide as much as possible an objective point of view.

If there is a successful resolution there is no need for the issue to escalate. If the issue is not resolved the complainant made escalate the issue.

Step 3 Formal

A formal complaint is made to the QFNC i.e. in writing, to the Club Secretary will be viewed as a formal complaint. The QFNC will appoint either an investigating officer or establish a sub committee to investigate the issue. The investigating officer or member of the sub-committee will;

- Meet with the aggrieved person and discuss the issue to try and get a better understanding of the issue
- Meet with other people or parties mentioned in the complaint to try and better understand their point of view.
- Establish whether or not the complaint has merit
- Report back to the Executive of the QFNC committee their findings and recommendation

for conclusion of the issue.

The Executive of the QFNC will decide on a course of action taking into account the investigation report and feedback from those involved in the investigation. The Executive may for example but is not limited to;

- Bring the parties together to try to resolve the matter through mediation.
- Issue a formal statement to both parties outlining the decision of the Executive regarding the issue.
- After reviewing the case take it to the QFNC Committee for review and a final decision.

Please note that as a matter of 'duty of care' once a formal grievance is given to the QFNC the complainant no longer owns the issue. The QFNC will investigate the issue to a conclusion. The complainant cannot withdraw the complaint.

At any stage, you may consider contacting any of the following organisations:

- a) Victoria Police (000)
- b) Netball Victoria (03) 9321 2222
- c) Australian Football League
- d) The Equal Opportunity Commissioner (03) 9602 3222
- e) The Legal Aid Commission (03) 9607 0234
- f) The Consumer and Business Affairs Victoria (03) 9627 6444
- g) Dispute Settlement Centre Victoria (03) 9603 8370
- h) Sport and Recreation Victoria (03) 9208 3522
- i) Your own legal adviser

Please be aware that the above process has been developed to resolve any issues which may arise during your season. This process in no way precludes you seeking assistance from external organisations/professionals.

You should note however that there will be an expectation by most complaint services that you have in the first instance followed a Club Grievance procedure prior to approaching them. Any member can designate an advocate within the Club to support their grievance/concern should they wish to receive assistance in the resolution of the complaint

APPENDIX 5 - Additional Reading

This handbook should be read in conjunction with the following documents and/or websites:

- Notice boards in the Netball and Football Clubrooms,
- Rules of the Queenscliff Football & Netball Club Inc
- <https://www.aflbarwon.com.au/>
- <https://www.aflbarwon.com.au/bfnl-clubs>
- <https://vic.netball.com.au/>
- AFL Barwon Policies (Including: Cyber Safety, Vilification, Gender, Alcohol, Smoking, Extreme weather, Netball Code of Behaviour)
<https://www.aflbarwon.com.au/general-resources/policies-forms/policies>

AFL BARwon Handbook - Including Netball Rules

<https://www.aflbarwon.com.au/images/documents/governance-documents/AFL%20Barwon%202024%20Handbook%20digital3.pdf>

Additional information available on request

- QFNC Incorporated Rules
- Netball Australia's Junior Netball Policy
- BFNL By-Laws
- Member Protection Policy
- Responsible Serving of Alcohol Policy
- Smoke Free Policy
- Sun Protection Policy
- Cyber safety Policy
- Healthy Eating Policy

Useful websites

- <http://www.netball.asn.au>
- <http://www.netballvic.com.au>
- <http://www.queenscliffnc.vcfl.com.au>
- <http://www.goodsports.com.au>
- <http://www.playbytherules.net.au>
- <http://www.justice.vic.gov.au/workingwithchildren>
- <http://www.readtheplay.org.au>
- <http://www.lifeline.org.au>
- <http://www.beyondblue.org.au>
- <http://www.headspace.org.au>
- <http://au.reachout.com>