



COACH & TEAM MANAGER HANDBOOK 2024



INTRODUCTION

South East Melbourne Netball Club would like to thank you for volunteering your time to be a coach or team manager at our club. Without volunteers and more importantly without coaches & team managers, our children wouldn't get on the court.

At no stage throughout your journey should you doubt the importance of your new role to the club and the children you will be coaching or the teams you will be involved in. Your influence, your attitude, your ability to teach and develop children in the game of netball will have great significance in your children's journey over the coming years.

In many cases, the role of a junior coach is varied. Not only are you their sports coach but in many cases a mentor, advisor and much more. The netball courts offer a place to develop both as a netballer and an individual, and lessons learned on the court will be carried throughout life. What you are teaching them about teamwork and the ability to work with other players to form a team environment will impact them in many positive ways so please, at no stage think that as a coach at our club that you are taken for granted and not appreciated. The club and the parents of the children without knowing it will benefit from your efforts and dedication as a mentor to these children.

Our team managers are our eyes and ears. They are also the organisers of our coaches and our teams. Your ability to communicate with the coaches and with your team parents/guardians is vital to the club, to ensure they receive the information that they need. Due to the popularity of our club, it is a challenge to communicate with all of our players and families at once. We use our whole club and individual team Facebook pages to announce information that members should be aware of.

Not only is your job vital for the club, but also vital for the Casey Netball Association. The association has strict, clear guidelines about what is required from every team every week and our club relies on you to ensure this is adhered to and correctly performed.

Again, thank you for your assistance and help in keeping our club running smoothly and efficiently.

Committee

South East Melbourne Netball Club

CONTENTS

INTRODUCTION	2
What to expect from SOUTH EAST MELBOURNE NETBALL CLUB	4
What do we expect of you as a coach or team manager	5
For coaches this requires:	5
For Team Manager's this requires:	5
WORKING WITH CHILDREN CHECK	6
OUR CLUB'S ~ CODE OF CONDUCT	7
TRAINING VENUE	11
EQUIPMENT/STATIONARY	12
COACHES	12
TEAM MANAGERS	12
COACHES COURSES & ADVANCEMENT	13
NEW PLAYERS AFTER SEASON COMMENCEMENT	14
NETBALL VICTORIA MEMBERSHIP (NVM)	15
SEMNC BEST & FAIREST VOTING PROCEDURE	16
TEAM SCORING ROSTER	17
EXTRA PLAYER/FILL INS POLICY	18
SEMNC TEAM ATTENDANCE	19
WEEKLY GAME DAY AWARDS	20
FINALS QUALIFICATION & GAMES PLAYED (Casey)	20
Grading	21
Game Day	21
IMPORTANT LINKS	22
Game Sheet	22
Scoring Roster	22
Awards Tracker	22
NVM how-to guide	22

What to expect from SOUTH EAST MELBOURNE NETBALL CLUB

SEMNC will provide all coaches with the opportunity to coach and progress within our club structure for as long as they wish. We will also develop your coaching skills and knowledge to the highest level. The club is willing to pay for coaches to attend courses, buy resources and equipment that will help in assisting them and the club to get the most out of the teams they are involved in.

At any stage, if you as a coach feel that you need anything or don't have everything you require please approach your Head Coach, so that the club is aware of what it may need to provide.

Team Managers across all age groups will be provided with Team Manager folders that will have everything required to complete their role (awards, voting forms, attendance forms, roster forms, etc.). If at any stage you run out of anything, it is important to notify your Head Coach so they can assist you.

In many junior sporting clubs it can become apparent and that there are issues with parents/guardians in relation to their children. Your Head Coach (along with the SEMNC committee, if required) will support coaches and team managers in all aspects of their roles and will involve themselves where required to help resolve any issues that arise.

Training is a vital part of learning the game but also a vital part of building a good team environment. At times children may continually miss training, be unreliable for training and games, or parents/guardians may neglect to perform team duties allocated to them. It is the SEMNC view that a player that continues to be unreliable, non-committal or a disruption to the team should be spoken to about this and possible game time will be affected. If this is the case it is important for Coaches & Team Managers to notify your Head Coach immediately prior to making any decisions to take any action. Your Head Coach and the club will support you as volunteers, but we do request you keep a record of history so that we can support you to the fullest.

HEAD COACH DETAILS:

Name: Nicole Turner

Mobile: 0400 173 096

Email: headcoachsemnc@gmail.com

What do we expect of you as a coach or team manager

Being a volunteer takes commitment. As a coach or team manager SEMNC would expect a certain level of commitment required to give our teams and its players the best learning environment possible.

For coaches this requires:

- Set achievable training days & times where all players can attend
- Be organised and prepared before training sessions
- Be on time for all training sessions
- Ensure you or the club will have any equipment you require for training
- Challenge your players & take them out of their comfort zones at training and on game day to ensure they are challenged and learning
- Be organised on game day with team positions
- Be on time for games
- Where possible, give equal game time across the season to all players
- Keep records of player game times and positions
- Try to organise bonding and team events outside of the normal training and game days

For Team Manager's this requires:

- Having a complete list of contact details for your team
- Setting up a scoring roster prior to Round 1 and distributed to all players parents (please don't include the Coaches family)
- Reminder prior to game days of parents scoring duties
- Have weekly awards ready at the end of every game for the coaches
- Answer any reasonable request from parents/players or communicate them to committee Advise your Head Coach of any issues or questions that may arise about the team or it's players/parents as soon as possible
- Ensuring any new players do not take the court until all club requirements are met
- Make sure parents know how to score
- Advise attendance via the attendance forms
- Return any completed voting slips to Carlisle Park on a weekly basis for the club Secretary to pick up
- If any member leaves their team, notify the club Registrar immediately (registrar@semnc.com.au)

There may be other roles/duties from time to time that are required by the club, but the above are the main requirements of SEMNC.

NO TRAINING IS TO BE CANCELLED WITHOUT PRIOR APPROVAL.

**The only members to cancel training are the Club's President,
Vice President or Head Coach.**

WORKING WITH CHILDREN CHECK

– NEW LEGISLATIVE CHANGES EFFECTIVE 1 AUGUST, 2017

Netball Victoria introduced a regulation for the Working with Children Check (WWCC). The details of this regulation are found in the [Netball Victoria Child Safety in Netball Policy](#) and [Code of Conduct](#).

Recently, the Victoria Government has announced new legislation – Working with Children Amendment Act 2016 (Vic) – effective 1 August 2017. This new legislation is a direct result of the Royal Commission into Institutional Responses to Child Sexual Abuse. Because of this new legislation Netball Victoria (NV) has revised its WWCC regulation.

Details of the revised regulation are contained in the [Child Safety in Netball Policy and the updated Q&A – Working with Children Check \(WWCC\) for Netball Victoria Affiliates](#).

Key changes to note:

- Changes in the law resulting from the Working with Children Amendment Act 2016 (Vic), effective 1 August 2017, has resulted in changes to the NV regulation on the WWCC.
- The NV regulation transition period will now finish on 31 July 2017 – brought forward from 1 January 2018.
- The NV regulation applies to every adult (18 years and older) who hold a position of responsibility or authority with children, has direct contact with children, or who is otherwise required by law to maintain a valid WWCC.
- Because of the new legislation, WWCCs are also required by any adult working/volunteering with children where there is direct contact. (Direct contact is very broad and includes: physical contact, face to face contact, contact by post or other written communication, contact by phone or other oral communications, contact by email or other electronic communication). This means some roles or work may not fit within the NV reference of ‘authority and responsibility’ and will now need a check.
- This could include roles like: Supervisors e.g. court, venue, competition, canteen or Coordinators e.g. coach, umpire, representative team. There may be other roles with direct contact with children that will require a WWCC and affiliates will need to determine the roles that apply to them.
- Adults who ‘fill in’ for positions of responsibility or authority or ‘fill in’ for working/volunteering involving direct contact with children must now obtain a WWCC.
- NV will now allow parents and close relatives of children participating in that activity to ‘fill in’ without a WWCC. It should be noted that parents working/volunteering in appointed roles, i.e. not ‘filling in’ are still required to obtain a valid WWCC under the NV regulation.

Important Information to Note:

- Positions of responsibility or authority cover a wide range of positions including: directors, committee members, coaches, umpires, officials, team managers and other senior positions.
- Affiliates must keep a register of all members or persons within the Association, League or Club who hold a WWCC.

OUR CLUB'S ~ CODE OF CONDUCT

GENERAL CODE OF CONDUCT

All players, parents and club officials must abide by the Code of Conduct of the South East Melbourne Netball Club.

At SEMNC, we encourage all forms of positive, sportsmanlike behaviour and communication between all players, parents/guardians, family members and club officials (including association staff, umpires and other players/supporters).

The attitude and behaviour of our players, coaches and parents/guardians (including family guests), when representing SEMNC is expected to be exemplary at all times. This includes communication via all forms of media (sms, email, Facebook, etc.) and the privacy of others in the Club - their personal & professional lives outside the Club is to be respected at all times. All players, parents, club officials and their families must abide by this code.

Players, Club Officials and Parents give the SEMNC Committee the right to deal with any misconduct or infringement of the Codes of Conduct that is brought to their attention. Penalties for breaches of these Codes of Conduct are at the discretion of the Committee, and may include suspension from games/training and in the event of serious or repeated infringements, expulsion from the club.

Player Code of Conduct:

Play by the rules – the rules of your club and the laws of Netball.

- Be a team player – It's a team game, treat it that way.
- Play for your own enjoyment and to improve your skills.
- Treat all team mates as you would like to be treated – fairly and with respect.
- Show respect and recognition for your opponents, their skills and achievements. Applaud good play and goals by the opposing team. Be friendly to all participants.
- Compete according to the competition rules.
- Cooperate with your coach, the umpires and team mates.
- Follow the directions of your coach and team manager at all times.
- Control your temper - physical/verbal abuse of officials and sledging other players doesn't help you enjoy or win any games. No criticism by words or actions.
- Accept the decision of the umpire - if in disagreement with a decision; raise it with your coach.
- Do not use ugly remarks based on race, religion, gender or ability – you will let down your coach, team mates, family and friends if you do. Bullying and Harassment will NOT be tolerated in any form.

Parent and Supporter Code of Conduct:

- Respect the referee's decisions – don't complain or argue about decisions during or after a game.
- Encourage players to play by the rules and to respect opposition players and officials.
- Never ridicule or scorn a player for making a mistake – respect their efforts.
- Condemn all violent or illegal acts, whether by players, coaches, officials, parents or spectators.
- Understand that sport is part of a total life experience, and the benefits of involvement go far beyond the final score of a game.
- Participate in positive cheering that encourages the players in the team you are supporting; not engage in any cheering that taunts or intimidates opponents, their fans or officials.
- Remember that children participate for their own enjoyment, not yours.
- Follow the directions of the Ground Manager and/or other duty officials at all times.
- Never arrive at a game under the influence of alcohol.
- Not use unsportsmanlike language, harass others or behave aggressively.

Coach and Official Code of Conduct:

- I will respect the rights, dignity and worth of all individuals within the context of my involvement in Netball, including refraining from any discriminatory practices on the basis of race, religion, ethnic background, or special ability/disability.
- I will abide by and teach the laws of Netball and the rules of my club and association.
- I will be reasonable in the demands I make on the time commitments of the players in my care, having due consideration for their health and well-being.
- I will refrain from any form of personal abuse or unnecessary physical contact with the players in my care.
- I will have due consideration for varying maturity and ability levels of my players when designing practice schedules, practice activities and involvement in competition.
- I will avoid overusing players, instead aiming to maximize participation and enjoyment for all players regardless of ability and will ensure that all players gain equal playing time.
- I will stress and monitor safety always.
- In recognising the significance of injury and sickness, I will seek and follow the physician's advice concerning the return of injured or ill players to training and playing.
- I will at all times display and teach appropriate sporting behaviour, ensuring that players understand and practise fair play.
- I will display and foster respect for umpires, opponents, coaches, administrators, other officials, parents/guardians and spectators.
- I will ensure that players are involved in a positive environment where skill learning and development are priorities are not overshadowed by a desire to win.

COMMUNICATION AND USE OF NEW TECHNOLOGY POLICY

Website

- Information on committees, policies, constitution, rules and by-laws will be placed on our website.
- No offensive content or photos will be uploaded to our website.
- Permission will be sought from parents to upload photos of their children, and care will be taken not to provide information that identifies them.
- A web master will be appointed to provide accountability and control over what goes onto our website and Facebook page.

Texts and emails

- Club committee members, coaches and team managers may use text messaging and email to communicate club business and club-sanctioned social events, however:
 - text communication should be short and about club/team matters
 - email communication will be used when more information is required
- communication about children is through parents

Facebook

- Postings and uploading of videos will feature positive club news and events.
- Personal information about members will not be disclosed.
- No statements will be made that are misleading, false or likely to injure the reputation of another person.
- No statement will be made that might bring our club into disrepute.
- Members will not engage in negative or destructive discussions or postings.
- Abusive, harassing, discriminatory or offensive statements will not be posted by members.
- Destructive or negative users will be deleted and blocked from engaging with our pages.

What We Ask You To Do

All members are expected to use the internet and electronic communication appropriately, so think about what you want to say before you write it. Remember, an email is a written record of your thoughts on the matter and can be reviewed later.

Communication by the club and members:

- Should be restricted to club matters.
- Must not offend, intimidate, humiliate or bully any member.
- Must not be misleading, false or injure the reputation of members or others.
- Should seek to protect the privacy of members.
- Must not bring the club into disrepute.
- Coaches and others working with children and young people will direct electronic communication through parents.

Non-Compliance

Any club members found to have sent inappropriate electronic communication, uploaded inappropriate content or engaged in blogs or discussions that harass, offend, intimidate or humiliate members, may face disciplinary action as outlined in our member protection or other welfare policy or covered by our code of conduct.

Cyber bullying (e.g., bullying that is carried out through an internet service such as email, chat room, discussion group, instant messaging or web pages) under certain circumstances is a criminal offence that can be reported by victims to the police. The club can also initiate separate action where there has been a breach of our state sporting organisation and club member protection or other welfare policy to provide for the protection, safety and welfare of members.

Members publishing false or misleading comments about another person in the public domain (e.g., Facebook or websites) may be liable for defamation.

ACKNOWLEDGEMENT and CONSENT

**Parent / Guardian & Player ~ By signing this form, we hereby acknowledge that we have read and understood the Clubs Code of Conduct policies, and we will abide by the rules as a member of the SOUTH EAST MELBOURNE NETBALL CLUB (SEMNC).
The Player must sign if 16 years of age and over.**

Parents / Guardian	Name:	Signature:	Date:
	_____	_____	___ / ___ / _____
Player:	_____	_____	___ / ___ / _____

CLUB OFFICIALS ~ TO COMPLETE

**Date of Receipt
By club official:**

Name:

___ / ___ / _____

TRAINING VENUE

Carlisle Park Reserve, 2-20M Majestic Boulevard, Cranbourne North 3977

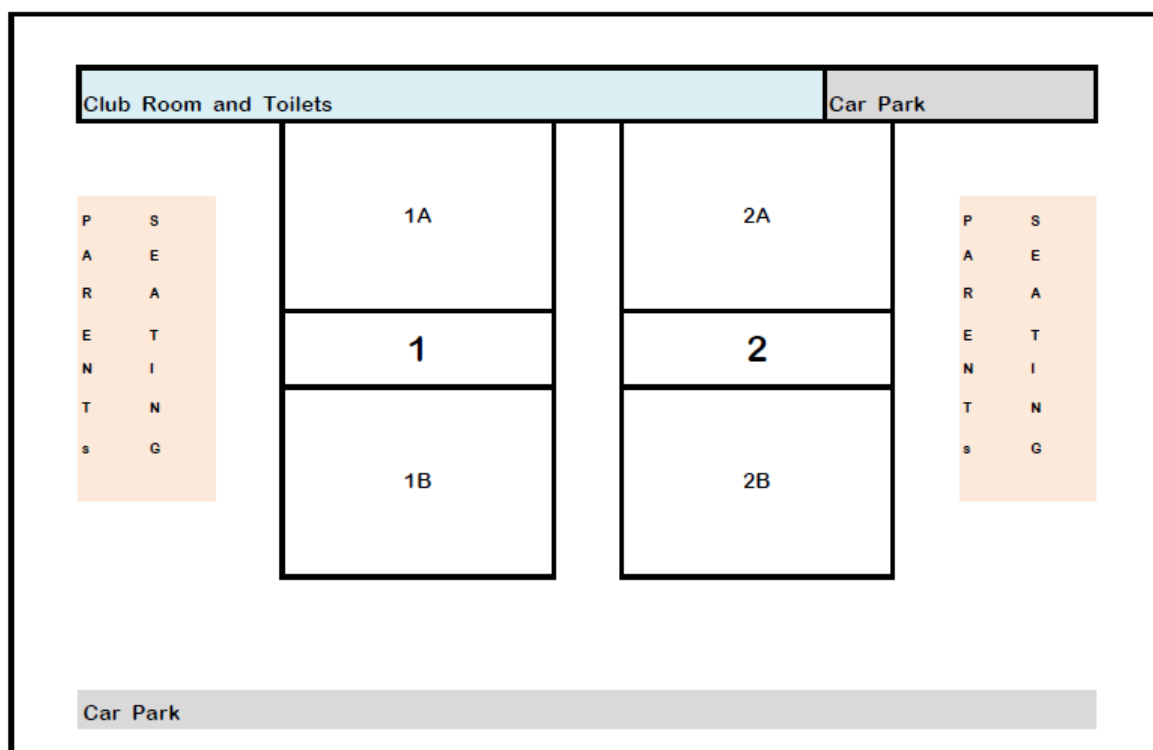
- Clubrooms with whiteboard, toilets, storage shed, administration hub, coffee/tea making facilities
- 2 x full size courts (with lighting)
- Full synthetic grass oval which can be utilized if not in use

Due to the size of our areas at Carlisle Park Reserve we can only have a limited amount of teams training at the venue at a given time. In saying this, it is a view of the committee that we try to have teams of the same age groups and similar sections training at the same time. This is beneficial for teams to work together and play against each other at training.

Due to the number of teams your requested venues and times may not be suitable. The committee will do its utmost to secure your training days/times and will advise if any changes may be required.

Carlisle Park Reserve ~ Court Layout

CARLISLE PARK



EQUIPMENT/STATIONARY

COACHES

Each coach will receive a bag which will include the following:

- 1 x Game Day warm up ball
- 1 x Full Set of game day bibs

This equipment is your responsibility and needs to be looked after and if for any reason you require any additional items or need first aid topped up etc. please contact your Head Coach. First Aid equipment and ice packs will be kept at our training venue and if required on game day will be available at the associations front desk or canteen.

TEAM MANAGERS

Each Team Manager will receive a folder which will include the following:

- Templates for gameday (also available on the website)
- Player game day awards

All netball related equipment including (but not limited to) netballs, extra bibs, cones and fitness equipment will be stored at training venue as suggested in the training venue section of this handbook. If you notice or need any other equipment or stationary not provided for you, please contact your Head Coach who will be able to assist you.

COACHES COURSES & ADVANCEMENT

SEMNC is committed to giving all coaches across all age groups and sections the opportunity for coaching advancement and to build knowledge and confidence to help them continue to learn and better themselves throughout their time at our club.

Inspire Sports Group has been a very beneficial partner and has provided many workshops for our coaches and players. Due to the difficulties of being able to have all coaches attend workshops it was decided that we promote the Inspire Sports Group workshops being conducted to our coaches and reimburse any course costs that coaches may pay to attend the courses.

During the season it is possible for some coaches to attend a Mentor Session or other workshops we may provide.

SEMNC will also pay any NVM membership costs for coaches as well as Foundation & Development Course payments also.

During the season, Netball Victoria may hold and conduct workshops & courses throughout other regions. We encourage all of our coaches to complete as many courses as they can so we can provide the best coaching for our players. These Netball Victoria coaching courses outside of Inspire Sports Groups Workshops, Foundation & Development will require a request from the coach to the Head Coach and SEMNC Committee for payment approval prior to the coach registering for the course.

NEW PLAYERS AFTER SEASON COMMENCEMENT

Quite often there will be a need or request for a new player to join a team after the season has commenced. We have no problem with this but there is a process that **MUST** be followed prior to any player taking the court for a new team. The process is as follows:

1. Player must first fill out a [player registration form](#) with all details completed
2. The Player must have paid their Netball Victoria Membership (NVM / VNA) payment and provide their NVM player number to the team manager
4. Once the players details and NVM number has been recorded, the club Registrar will email the approval for the player to take the court
5. The club Registrar will forward a copy of the player details to the club treasurer who will make contact with the new player regarding payment of fees

The club Registrar can be reached at registrar@semnc.com.au for any enquiries.

**THIS PROCESS MUST BE FOLLOWED PRIOR TO ANY
PLAYER TAKING THE COURT.**

**ANY OTHER ARRANGEMENTS NEED
TO BE MADE DIRECTLY WITH THE
CLUB REGISTRAR PRIOR TO ANY NEW
PLAYER TAKING THE COURT.**

NETBALL VICTORIA MEMBERSHIP (NVM)

Netball Victoria 2024 Memberships

(valid from 1 January 2024 - 31 December 2024)

All members of an Affiliated Association must be registered with NV under one of the following registration types. Players, coaches, umpires, or those with an on-court role must be registered under a Senior, Junior, All Abilities (AA), NetSetGO registration type.

CATEGORY	DEFINITION	PRICE
Senior	Players, Umpires, Coaches & Bench Officials Born on or before 31/12/2006 (18 years & over)	\$86.00
Junior	Players, Umpires, Coaches & Bench Officials Born between 01/01/2007 – 31/12/2017 (7-17 years)	\$66.00
All Abilities (AA)	Persons who have an intellectual disability or a physical impairment	\$66.00
NetSetGO (NSG)	Those born on or after 01/01/2014 (5-10 years) Refers to the ALL participants in the Net Tier (Skills and Activities) as well as the Set and GO Tiers (modified competition). <i>Please note: This price is inclusive of the participant pack.</i>	TBC
Walking Netball	Players born on or before 31/12/2013 (11 years and over) and participating in a Walking Netball program or competition.	\$21.00
Off the Court	Committee Members, Administrators, Volunteers, Parents & Spectators (noting players, coaches, umpires, and bench officials must be a current Senior, Junior or AA member)	\$52.00

Prices are inclusive of GST.

Please note players under 7 years of age must register as a NSG participant.

SEMNC BEST & FAIREST VOTING PROCEDURE

As is the case with nearly all junior sporting organisations there is a requirement to award players based on their individual achievement throughout the season.

SEMNC provide all age groups from 11 & Under with a 'Best and Fairest' award, a 'Runners Up Best and Fairest' award and a 'Coaches' award. Voting will be done weekly by the coach using the voting slips supplied. Once the coach has voted (to be done straight after the game has finished), the coach is to place the voting slip into the provided envelope, seal the envelope, and hand back to their Team Manager. The Team Manager will then be required to place the completed voting envelope into the voting box provided in the Carlisle Park clubrooms. There will not be any parent/scorer voting this season.

The NEW voting procedure from 2019 and beyond is as follows:

- Voting is required for each game throughout the home & away season.
- Voting is to be completed by the coach only, as per the directions above.
- 3, 2 and 1 votes shall be given, with 3 being the most valuable player for the game.
- At the end of the season, the committee or part thereof will do a vote count to finalise the awards for the season presentation day.
- A coaches award is also presented at the end of the season. This is an award selected by the coach for the player who shows great sportsmanship, dedication to the team, has a good attitude and continually puts the team first. If for whatever reason the club Registrar does not receive a coaches selection for this award it is then given to the third highest vote getter.

TEAM SCORING ROSTER

Team Managers are required to set up a SCORING ROSTER for their team prior to the start of the season.

This Roster MUST BE EMAILED TO ALL FAMILIES PRIOR TO THE START OF ROUND 1

Below is a sample roster sheet. Please ensure all families are rostered on equally to score.

SEMNC Scoring Roster

TEAM NAME _____

AGE GROUP _____

DAY _____

Coach: _____

Team Manager: _____

Date	Round	Time	Versus	Award given to
	1			
	2			
	3			
	4			
	5			
	6			
	7			
	8			
	9			
	10			
	11			
	12			
	13			
	14			
	15			
	16			
	17			
	18			
	19			
	20			
	21			
	22			

EXTRA PLAYER/FILL INS POLICY

The usage of fill-in players over the past seasons has occasionally seen some issues arise due to who plays, which players should be on the bench and which players should get the most court time. The following is a new policy setting guidelines and recommendations for the use of fill-in players and permanent players.

- Coaches/Team Managers should approach the Head Coach for permission to use fill-in players if they have less than 7 players to take the court. * If a team has 7 players, teams do not require a fill-in.
- SEMNC is required to complete a 'fill-in form' with Casey Netball Association, detailing who the fill-in player is, what team they are currently registered with and what team they are filling in for.
- The player may only play for an age group or section higher than their own registered team.
- The player must cease playing as soon as practicable if the team they are filling in for is able to field seven (7) players after the start of play.
- Players may fill in for any team other than their own registered team (in total, not 3 times for each team). If a player fills in a fourth time, the player will be deemed to have transferred to that team, and for the duration of the season is only eligible to play for the new team.
- If there is a misunderstanding and there are 8 players on the team for any given game and one of them is a fill-in, unfortunately the fill-in player cannot take the court.

The Head Coach must be approached to seek approval for any fill-in that is required and they shall keep a record of that fill-in required for the game. If for any reason, the Head Coach cannot be contacted then approval may be given by the President or VP. If neither of these people can be contacted then an executive committee member must give approval for any fill-in to play in another team. If approval cannot be obtained by any of the above, the fill-in cannot take the court.

SEMNC TEAM ATTENDANCE

Team attendance is to be completed by the Team Manager straight after the weekly game has finished.

Completed team attendance slips are to be placed into the attendance box located in the Carlisle Park clubrooms each week by the Team Manager.

WEEKLY GAME DAY AWARDS

The weekly game awards are designed as an Encouragement Award and should be distributed evenly amongst all players within your team. i.e.; no player is to receive multiple awards until all other players have received an award.

If unsure, please speak to your Head Coach.

If at any time you are running low on game day awards please speak to your Head Coach to organize more awards.

FINALS QUALIFICATION & GAMES PLAYED (Casey)

a) To qualify for the finals a player must have played a minimum of four (4) games with a club/team in each competition played in that season excluding the last four (4) consecutive games. If any club/ team require replacement players they must seek approval from the board in writing. If an ineligible player plays in a final, the offending team will lose the match.

b) A player shall not participate in more than one (1) final on the same day unless they are different competitions e.g. Juniors and Mixed.

c) Players participating in the Netta & Under 11 Sections (No Finals) are permitted to "Fill In" for higher ranked teams within their club. Playing 3 games in the higher sections ties the player to the higher section

a) A player shall not participate in more than one (1) game in any one (1) round of a competition. Players may participate in different competitions on the same day e.g. Juniors and Mixed. b) After playing three (3) times at a higher level with a club/team, the player will be committed to play in that Section.

Grading

a) The Grading Sub-Committee will grade all teams. All decisions are final. Once graded, a player may not play in a lower section. The Executive retains the right to query any new player registration after grading.

b) In the event of clubs having multiple teams in an age group teams will be graded with one team per section. Where there are additional teams they can choose the section that best suits the ability of the players.

Game Day

Team Managers need to check off players who are playing that week on the iPad located on the scoring bench of each court – **THIS MUST BE DONE BEFORE THE UMPIRES CAN START THE GAME.**

Coaches have roles and responsibilities on game days as well. Again, please be organised with your rotations and ensure there is written documentation on who is on, who is off and any other notes you think may be required if questioned by parents or the committee. History may be required at some stage and if you don't have it some situations can become issues so please ensure you have made an effort.

Coaches need to communicate to their parents as much as possible. If you have left a player off longer than needed or there are specific reasons, approach the parents after the game and speak to them and give reasons why.

During quarter and half time breaks, tell your players to ensure they are at the team huddle, not talking to parents, family or anyone else. Explain this to your parents as well. Make sure drinks are all together in one spot so there is no reason for a player to walk away from the team. **Explain to parents that there is plenty of time to speak to players before and after a game but to leave the coaching to the coach during the game.**

Also explain to parents that **no one other than the coach or team manager should approach the huddle, coach or team manager during the game.** If there is an issue or a parent or family member has questions please ask them to speak to either the coach or team manager after the game.

COACHES, TEAM MANAGERS OR FAMILY MEMBERS ARE NOT TO APPROACH OR SPEAK TO UMPIRES OR CASEY NETBALL ASSOCIATION MEMBERS AT ANY TIME.

IF YOU HAVE A PROBLEM OR A FAMILY MEMBER HAS A PROBLEM PLEASE RAISE THIS WITH A COMMITTEE MEMBER AS SOON AS PRACTICABLE.

IMPORTANT LINKS

Game Sheet	Easy-to-use template to record positions, scores and awards.	http://www.semnc.com.au/wp-content/uploads/NETBALL-GAME-SHEET.pdf
Scoring Roster	Assign scoring duties and distribute to families.	http://www.semnc.com.au/wp-content/uploads/scoring-roster.pdf
Awards Tracker	Keep a record of weekly awards presented	http://www.semnc.com.au/wp-content/uploads/Awards-Tracker-Sheet.pdf
NVM how-to guide	How to pay NVM and link to SEMNC	http://www.semnc.com.au/wp-content/uploads/NVM-How-to-guide.pdf