



CAMDEN & DISTRICT NETBALL ASSOCIATION

GRADING SUBCOMMITTEE

POLICY

Adopted 7th February 2022

Amended November 2021
Amended 22nd November 2019
Adopted 10th December 2018

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1. PURPOSE

Grading Committee meetings will be convened for Winter Competition and may be convened for Social Night Competition prior to the commencement of each competition. Grading Committee meetings will be conducted separately for Junior and Senior graded teams.

Members of the Grading Committee are elected with the express purpose of grading teams into a balanced competition, considering every team equally regardless of club membership.

2. GRADING COMMITTEE MEMBERSHIP

The Grading Committee will consist of the following members:

- a) One convenor (a nominated member of C&DNA Executive Committee).
- b) Competition Co-Ordinator.
- c) Six (6) elected association members who are registered members of C&DNA. No two (2) members of the Grading Committee shall be from the same club.
- d) Members who nominated but are not elected may become shadow members. These shadow members play no part in the process but observe proceedings to gain experience for future participation as an elected member.
- e) The Umpires Convenor may attend in an advisory capacity.

Nominations for the Grading Committee will close on the last day of October for voting at the November Council meeting.

3. ELECTION OF THE GRADING COMMITTEE

Nominations will be received by C&DNA Executive by the way of standard nomination form.

4. CRITERIA FOR ELECTION

- a) Nominees must be a financial member of C&DNA.
- b) Nominees must have 3 years' experience with a grading capacity.

5. THE ROLE OF MEMBERS

Convenor

- a) Conduct the meeting in accordance with normal meeting procedures.
- b) Ensure the C&DNA Competition Rules are always adhered to .

Competition Co-Ordinator

- a) Allocate teams into grading divisions as determined.

Grading Committee Members

- a) Have a thorough knowledge of the levels of competition.
- b) Have a good knowledge of the C&DNA competition rules.
- c) Thoroughly read and understand the information presented and make decisions on the details presented.
- d) Participate in the process with strict confidentiality.
- e) Be prepared to attend all meetings.

Shadow Grading Committee

- a) Be prepared to attend nominated meetings.
- b) View the process with strict confidentiality.

6. GRADING GUIDELINES

Registration/Grading Paperwork

- a) Teams must be submitted with the following information:
 - Team name.
 - Requested grade.
 - Players names and correct ID numbers.
 - Playing history of every player for the past 2 years.
 - If the player is new, therefore having no playing history, a comment to this affect is required.
- b) Each club is to complete additional information notes to assist with grading. It is the club's responsibility to provide as much relevant information as possible. This information will also be used for appeal purposes. Non forwarding of information could hinder the appeal process.
- c) Teams entered without the required information will not be accepted. The club concerned will be advised that additional information is required and asked to resubmit their team.
- d) Each club will grade their senior teams and junior teams in order of standard.
- e) The Competition Co-ordinator is to ensure that all team information is available to all Grading Committee members at least 7 days prior to provisional grading.
- f) Cadet and/or Senior Division teams are to have a minimum of seven (7) registered players names submitted.

- g) NetSetGo, Junior and Intermediate teams are to have a minimum of five (5) registered player's names. They should also submit additional two (2) player's names with the full details of each player, 48 hours prior to grading night. Special exceptions may be granted by the C&DNA Executive if a request is submitted prior to the 48-hour deadline.

7. GRADING COMMITTEE DIRECTIONS

- a) All teams will be graded on their previous performance
- b) Promotion and relegation where practicable is to be two up and two down, but will be based on competition statistics and information provided to the Grading Committee. Premiers, Grand Finalists and Minor Premiers will be considered.
- c) All divisions should preferably consist of either 6 or 8 team draws determined by the number of teams entered. However, the Grading Committee must establish divisions to a suitably competitive standard and therefore can recommend any number of teams in a division to the Executive committee.
- d) Teams are placed in divisions that are consistent with the conduct of a balanced competition. This may include, where appropriate, the combining of age groups, or moving a complete team into a different age group
- e) The Grading Committee can call upon any team or team to attend a grading game if required and be graded at the discretion of the Grading Committee
- f) If the Grading Committee grades a team into a different division other than requested by a club and that club already has a team graded in the particular division, the Club will have the opportunity to re-arrange their players between the teams concerned. These changes need to be submitted to the Competition Co-Ordinator no later than seven (7) days after final grading
- g) After final grading takes place, late team entries will be considered only where there are byes in corresponding age divisions or grades, and in consultation with the Grading Committee
- h) If an individual players registration is lodged after the completion of grading, and in the opinion of the Competition Co-ordinator in consultation with the Grading Committee, alters the grading of that team, then the players inclusion into that team will be refused
- i) A current registered Metro League (or higher competition) player can only be late registered into a Senior Division 1 team. Only one (1) Metro League (or higher competition) player can be late registered per team

8. GRADING PROCESS FOR COMPETITION

- a) Clubs submit teams and nominate divisions for each team, supplying additional information within specified areas as determined by the Competition Co-ordinator.

- b) Competition Co-ordinator will collate all information and distribute to the Grading Committee.
- c) Grading Committee meet to provisionally grade.
- d) Provisional grading is released to clubs.
- e) At a club's request, a club representative may individually meet with the Grading Committee, Competition Co-ordinator and Grading Convenor on a night as set by C&DNA, to discuss the outcome of provisional grading.
- f) Grading Committee will re-convene, review, and finalise grading if further required.
- g) The Grading Committee will prepare a formal response which will be provided to any club who attends a provisional grading review meeting.
- h) Final grading is sent to clubs within 48 hours of this meeting.
- i) Clubs will have 72 hours to appeal the final grading decisions. The appeal will be based on information presented on initial grading sheets and additional information sheets.
- j) The C&DNA Executive will meet within 48 hours to review any appeal documents. The Grading Committee must supply to the Executive Committee, all information that their decision has been based upon and all notes and information from the Club raising the appeal.
- k) The Executive Committee decision resulting from the appeal will be advised to the club concerned and the Grading Committee within 48 hours and will be considered final.

9. ROLE OF THE EXECUTIVE COMMITTEE

- a) To ensure that the procedures have been carried out in accordance with the Rules outlined in this document.
- b) To adjudicate on any appeals submitted from the clubs and make their final decision on the appeal.
- c) To advise the club concerned and the Grading Committee of their decision within 48 hours.

10. LATE REGISTRATIONS

Following the completion of grading and the setup of the current year competition, late registrations will be accepted by following the Late Registration process.

The late registration process is as follows: -

- a) The deadline for late registrations is 5pm on Monday of the current week. All late registrations are to be submitted to the Grading Convenor by this time, any submissions after this deadline will be held over to the following week.

- b) All late registration requests are submitted to the Grading Committee by 5 pm Tuesday of the current week. The Grading Committee will either approve or deny the request based on the information provided by the Club.
- c) Approved registrations are advised to the Club concerned and the Competition Committee, by Wednesday 5pm of the current week
- d) If the player is registered, the Competition Committee will finalise the competition system and the player will appear on the scoresheet for the following round.
- e) If the player is not registered, the Club must register the player within 24 hours of approval and advise the competition committee when this is complete. The deadline for notification is 5 pm on Thursday for the player to be considered approved and able to play in the current round. Notifications made after 5 pm Thursday will not be considered approved and are held over for the following week. Should the player take part in the current weeks round, they will be considered an ineligible player and penalties will apply.
- f) Any player who is found to have not followed the Late Registration process, and has played in any round, will be considered an ineligible player and the ineligible player penalty will apply.