



Camden and District Netball Association Inc.

Association Competition Grading and Grading Committee Policy

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1. Purpose

- a) The purpose of the Grading Committee is to independently grade the Association's affiliated Club teams into the Camden and Districts Netball Association competitions.
- b) The Grading Committee's responsibility is to grade the Association's competitions to form balanced and competitive competitions.

2. Grading Committee Membership

The Grading Committee will consist of the following members:

- a) Convenor being the Vice President of the Association.
- b) Association Competition Coordinator.
- c) Six (6) elected Association members who are registered members of the Association.
- d) No two (2) members of the elected Grading Committee shall be from the same Club.
- e) Members who nominated but are not elected may become shadow members. They do not take part in the process but observe proceedings to gain experience for future participation as an elected member.
- f) The Association Umpire Convenor may attend in an advisory capacity.

3. Election of Grading Committee

- a) Nominations for the Grading Committee will be lodged with the Returning Officer no later than 5 pm on the 4th Monday of October each year.
- b) If seven (7) or more nominations are received, an election will take place at the first (1st) Council Meeting following the Annual General Meeting cast by members of Council present and eligible to vote
- c) If no more than six (6) nominations are received by the closing date, those nominated will be considered elected as members of the Grading Committee.
- d) The Executive Committee will call for further nominations to fill the vacant positions on the Committee if less than six nominations are received.
- e) Nominations will be received by the Returning Officer by way of a standard nomination form.

4. Criteria for Election

- a) Nominees must be a Financial Member of the Association.
- b) Nominees must list any relevant experience across a minimum of three (3) years that demonstrates appropriate knowledge and qualifications to join the Grading Committee.
- c) Have considerable knowledge of all levels of the Association's Competitions.
- d) Have a good knowledge of the Association's Competition Rules for all Competitions.

- e) Be able to read and interpret the information provided and make decisions on the details presented.
- f) Participate in the process with strict confidentiality.
- g) Be prepared to attend all meetings.

5. Role of Members.

Convenor Association Vice President

- a) Conduct the meetings in accordance with normal meeting procedures.
- b) Ensure the Association's Competition Rules are always adhered to.
- c) Liaise with the Competition Coordinator to ensure Affiliated Clubs have provided the necessary information according to the Grading Policy.
- d) Set the Grading process timeline schedule and distribute to the Executive Committee and Grading Committee Members in conjunction with the Competition Coordinator.

Association Competition Coordinator.

- a) Provide team lists and relevant information submitted by the Associations' Affiliated Clubs.
- b) Check that all team submissions contain the correct information as required by the Grading Policy.
- c) Provide the last two seasons' team placings information.
- d) Liaise with the Vice President in relation to the Grading Timeline Schedule.

Replacing Grading Committee Members

- a) If two (2) or more duly elected members of the Grading Committee cannot continue with their duties, the Convenor (Vice President) can request the Executive Committee to call for candidates to replace the vacant Grading Committee members.

6. Grading Information Requirements.

Team and Player Information Requirements

- a) The following information must be provided for each team submitted.
 - Club name with contact details.
 - Team name for new competition.
 - Previous team name if the name has been changed.
 - Grade played in previous competition.
 - Placing in the previous year's Competition.
 - Requested Division or Level in an Age Group.

- Player's name and date of birth
 - Player's age if first (1st) year in Senior Competition or first (1st) year registering with the Association.
 - Players' playing history for the past three (3) years must be listed.
 - If any player has been away from Netball for more than three (3) years, details of when they last played and the level of competition must be listed.
 - Representative history for the past eight (8) years must be listed, including any other Association and Camden and Districts Netball Association.
 - Players' indoor netball history, including Super League Competition and Division.
 - If a player is new to the sport of netball and therefore has no playing history, a comment to this effect is required.
 - No consideration will be given to timeslot requests.
- b) Each club is to complete additional information notes to assist with grading, such as the number of returning players per team and any relevant details that will, in the club's opinion, should be taken into consideration by the Grading Committee.
 - c) It is the club's responsibility to provide as much relevant information as possible. This information will be used for appeal purposes. Not providing this information could hinder the appeal process.
 - d) Teams entered without the required information will be returned to the club with a request for further information.
 - e) All clubs are to grade their senior and junior teams in order of standard.
 - f) The Competition Coordinator is to ensure that all information is available to the Grading Committee Members as outlined in the Grading process timeline.
 - g) All teams submitted for grading must have a minimum of seven (7) registered players' names and details as required by this Policy.
 - h) A team may be accepted with a minimum of five (5) registered players after approval of the Grading Committee.
 - i) The Grading Committee has the right to reject a team application if it is unable to grade a team fairly due to the team's make-up.
 - j) If i) occurs, the club will be asked to reconsider the make-up of the team and resubmit the team for inclusion
 - k) Set Go teams are to have a minimum of five (5) registered players.
 - l) Once the Grading of the Competition is complete and the Competition Coordinator has distributed the final Grading, any Club who wishes to move players between teams must have prior approval from the Grading Committee.

- m) Clubs can only communicate through the Grading Committee Convenor via the Vice President's email address during the grading process.

7. Grading Committee Guidelines

- a) All teams will be graded on their previous performance and consideration of player movements, and all information provided by clubs.
 - b) Promotion and relegation, where appropriate shall generally comprise of two teams being promoted and two teams being relegated. The Grading Committee will determine final placements based on competition statistics and any other relevant information provided. In assessing team movements, consideration will also be given to Premiers, Grand Finalists, Minor Premiers and the inclusion of current Representative or development players
 - c) All divisions should preferably consist of either six (6) or eight (8) teams, draws determined by the number of teams entered.
 - d) The Grading Committee must establish divisions to a suitably competitive standard, and therefore they must seek approval from the Executive Committee for any alternative number of teams in a division.
 - e) Teams are to be 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.
 - f) The Grading Committee can call upon any team or division to attend a grading game if required and be graded at the discretion of the Grading Committee.
 - g) Where the Grading Committee places a team into a division other than that requested by the Club, and the Club already has a team graded within that division, the Club will have the opportunity to reallocate players between the teams concerned. Any team adjustments must be submitted to the Competition Coordinator within seven days of the publication of final grading.
 - h) After final grading takes place and a late team entry is received, it may be considered by the Grading Committee and entered into the Competition if appropriate
- If an individual player's registration is lodged after completion of grading and, in the opinion of the Grading Committee, the Vice President and Competition Coordinator, alters the grading of that team, then the player's inclusion into that team will be refused.

8. Grading Process for Competition.

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

- b) The Competition Coordinator will collate all information supplied and distribute all the information to the Grading Convenor and Grading Committee.
- c) The Grading Committee will then meet to review the provided information and request more detail if required to carry out the Provisional Grading of the Competition.
- d) The Competition Coordinator will release the Provisional Grading to all Clubs.
- e) A Grading review meeting will be held with one representative from each Club, the Grading Convenor, Competition Coordinator and the Grading Committee. The Club representative shall have full knowledge of the competition structure, their club's team's ability, a general knowledge of other clubs' teams and the authority to make final decisions on their club's behalf, which will be binding on their club.
- f) The meeting will discuss the Provisional Grading carried out by the Grading Committee and agree as to the final competition grading. If there is any disagreement between clubs that they cannot agree on pertaining to division formation, the Grading Committee will have the power to make the final decision.
- g) There will be no Appeals from the above process.
- h) Final grading will be provided to all Clubs by the Competition Coordinator as soon as practicable following the Club meeting.
- i) The Grading Committee and Clubs who have teams taking part in the 10 years, 11 years and 12 years age groups on the Association's Gala Day can make any adjustments necessary to ensure a fair and competitive competition. They will meet to review the game outcomes after completion of the games on Gala Day.
- j) A second meeting of the grading group will be held if required to finalise any outstanding grading matters.
- k) At the conclusion of the winter competition, the Grading Committee shall review the outcomes of each grade to determine whether a balanced competition was achieved and whether the results align with the original grading decisions. The Committee shall report the findings of this review to the Executive Committee, together with any recommendations for improving the grading process and outcomes.

9. Late Registration.

Following the release of the Provisional grading to clubs by the Competition Coordinator, any further player registrations will be considered as late registrations and will only be accepted by following the Late Registration process.

- a) All late registrations are to be submitted to the email of the Grading Committee Convenor. Any late registrations received after 5 pm on Wednesday for the Winter Competition and 5 pm on Sunday for the Summer Competition may not be approved for the next competition round.

- b) Late Registrations will be processed based on the information provided. If further information is requested, it may delay approval of the late registration.
- c) For information required, refer to Clause 7. Grading Information Requirements.
- d) The Grading Committee Convenor will advise the Club concerned and the Competition Coordinator of approved late registrations.
- e) The Competition Coordinator will finalise the competition system and the player will appear on the game scoresheet for the following round.
- f) If the player is not registered, the Club must register the player within twenty-four (24) hours of Approval and advise the Competition Coordinator when it has been completed. The deadline for notification is 5 pm on the Friday for the player to be considered approved and able to play in the current round. The Competition Coordinator may approve a player to play in the current round if requested, but only after following the late registration process
- g) 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.