



Camden and District Netball Association Inc.

**Association Competition Grading
and
Grading Committee
Policy**

Revision November 2025
Amended September 2024
Amended November 2021
Amended November 2019
Adopted December 2018

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1. Purpose

- a) The Grading Committee's purpose is to independently grade the Associations' affiliated Club teams into the Camden and Districts Netball Associations Competitions.
- b) The Grading Committee's responsibility is to grade the Associations' competitions to form a 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 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 voting.
- 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 a thorough knowledge of all levels of the Association's Competitions.
- d) Have a good knowledge of the Association's Competition Rules for all Competitions.
- e) Thoroughly read and understand 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 that the Affiliated Clubs have provided information as required by 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 Affiliated Clubs have provided 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.

Shadow Grading Members

- a) Be prepared to attend Nominated Meetings.
- b) View the process with strict confidentiality.

Replacing Grading Committee Members

- a) In the event that a duly elected member of the Grading Committee cannot continue with their duties as a member of the Grading Committee, the Convenor (Vice President) will make a request to the Executive Committee that a Shadow Grading Member be added to the Grading Committee as a full member.

6. Grading Information Requirements.

Team and Player Information Requirements

- a) The following information must be submitted with each team submitted.
- Club name with contact details.
 - Team name for new competition.
 - Previous team name if name has been changed.
 - Grade played in previous competition.
 - Placing in previous Competition.
 - Requested Division or Level in an Age Group.
 - Player's name and date of birth if entering aged divisions.
 - 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 greater than three (3) years details of when they last played and level of competition must be listed.
 - Representative history for the past eight (8) years must be listed which includes with 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 time slot 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 not be accepted.

- e) The club concerned will be advised that additional information is required and requested to resubmit their team.
- f) All clubs are to grade their senior and junior teams in order of standard.
- g) The Competition Coordinator is to ensure that all information is available to the Grading Committee Members at least seven (7) days prior to provisional grading.
- h) All teams submitted for grading must have a minimum of seven (7) registered players' names and details as required by this Policy.
- i) A team may be accepted with a minimum of five (5) registered players after approval of the Grading Committee.
- j) The Grading Committee has the right to reject a team application if it is unable to grade a team fairly due to the team make-up.
- k) Set Go teams are to have a minimum of five (5) registered players.
- l) Once Grading of the Competition has been completed and the Competition Coordinator has distributed the final Grading. Clubs cannot move players into another team without permission of 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 is to be two up and two down but will also be based on competition statistics and information provided to the Grading Committee, with Premiers, Grand Finalists and Minor Premiers and current Representative Players including Train-On and Development Players will also be taken into consideration.
- 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 teams or division to attend a grading game if required and be graded at the discretion of the Grading Committee.
- g) If the Grading Committee grades a team into a different division other than requested by the club already has a team graded in the division, the Club will have the opportunity to re-arrange their players between the teams concerned. These team member changes must be submitted to the Competition Coordinator within seven (7) days of final grading.
- h) After final grading takes place and a late team entry is received, it may be considered by the Grading Committee.
- i) If an individual player's registration is lodged after completion of grading and in the opinion of the Grading Committee and 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) The Grading Committee are to review the grading of the 10 years, 11 years and 12 years age groups on the Association's Gala Day and carry out changes to the grading of those age groups as they consider are required to create a competitive competition.
- f) The Grading Convenor and the Grading Committee will meet with all Club Registrars or their delegated representative to disclose and discuss any major changes to division or provide explanation as deemed necessary. The meeting may be conducted online.
- g) At a club's request, they may meet with the Competition Coordinator, Grading Convenor and Grading Committee on a night set by the Grading Convenor to discuss the outcome of Provisional Grading.

- h) The Grading Committee will be re-convened to review and finalise grading further if required.
- i) The Grading Committee will prepare a formal response which will be provided to any club by the Grading Convenor who attends a Provisional Grading review meeting.
- j) Final Grading will be provided to all Clubs by the Competition Coordinator as per the Grading Timeline Schedule.
- k) Clubs submitting appeals to their Final Grading must comply with the Timeline Schedule for the process. The Clubs' appeal must be based on information presented on initial grading sheets and additional information sheets.
- l) The Association Executive Committee will meet as per the Grading Timeline Schedule to review any Appeal documents. The Grading Committee must supply to the Executive Committee all information that their decision has been based upon and information from the Club raising the Appeal.
- m) The Association Executive Committee decision will be advised to the Club concerned and the Grading Committee as soon as possible by the Association Secretary and the decision is considered final.
- n) At the conclusion of the winter competition the Grading Committee will review the outcomes of each grade to determine if a balanced competition was achieved and the results were in line with the original grading determination. They will report the findings of the review to the Executive Committee along with any recommendations to improve the grading process and outcomes.

9. Late Registration.

Following the completion of the Grading and Appeals Process as per the Timeline Schedule, late registrations will 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 the Wednesday for the Winter Competition and 5 pm on the Sunday for the Summer Competition may not be approved for the next competition day.
- 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 Committee 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 Committee 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.
- 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.