

MANLY WARRINGAH NETBALL ASSOCIATION



AFFILIATION AND MEMBERSHIP POLICY

VERSION	DATE	ADOPTED
1.0	6 TH JANUARY 2022	31 January 2022
1.1	25 March 2023	27 March 2023

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1 PURPOSE

The purpose of this policy is to outline:

- a) The requirements of affiliation with Manly Warringah Netball Association (“MWNA”) and roles and responsibilities of affiliates regarding affiliation and membership, and
- b) All Clubs affiliated with MWNA must abide by the Association’s Constitution, policies, and procedures, as well as applicable policies of Netball NSW.

2 AFFILIATION

2.1 Applying for affiliation:

A club wishing to affiliate must:

- i. Apply in writing to the Association’s Secretary proposing the name of the club and its Club uniform design.
- ii. Forward the names and full contact details, numbers of its executive members and delegates to Council, to the Association Secretary,
- iii. Submit name and qualifications of the Club’s Umpires’ Convenor, who is required to hold a Netball Australia theoretical pass and completion of the Netball Australia Foundation Umpire Education Course, for approval by MWNA’s Umpires Convenor
- iv. Pay affiliation fee after Council approval.

2.2 Renewal of Affiliation:

- i. In accordance with clause 9. of the Constitution, affiliation is not confirmed until the payment of the affiliation fee at the time of registering 1 or more teams. Affiliation fee shall be fixed by Council at the November Council meeting. Clubs which affiliate for the summer competition only shall pay the affiliation fee with the registration for that competition.
- ii. A Netball Club having one or more netball teams will apply, in accordance with the Constitution and Policy of the Association, for affiliation with the Association.
- iii. Each Club that wishes to renew its Affiliation must complete the Affiliation online form by 31 January each year.
- iv. Provide the names and full contact details, numbers of its executive members and delegates to Council, to the Association Secretary on the Affiliation online form.
- v. Provide name and qualifications of the Club’s Umpires’ Convenor, who is required to hold a Netball Australia theoretical pass and completion of the Netball Australia Foundation Umpire Education Course, on the Affiliation online form for approval by MWNA’s Umpires Convenor.

2.3 Community Clubs for Casual Competitions

- i. A non-affiliated Club, upon resolution of council, may be allowed to enter teams into MWNA Casual Competitions
- ii. Apply in writing to the Association’s Secretary proposing the name of the club and its Club Apparel design.

- iii. Forward the names and full contact details, numbers of its executive members and delegates to Council, to the Association Secretary,
- iv. Submit name and qualifications of the Club's Umpires' Convenor, who is required to hold a Netball Australia theoretical pass and minimum umpire's accreditation, for approval by MWNA's Umpires Convenor
- v. Pay affiliation fee after Council approval.
- vi. The Club may not have voting rights at Council meetings or Annual General Meeting of Manly Warringah Netball Association

3 ROLES AND RESPONSIBILITIES OF AFFILIATED CLUBS

- 3.1 It is the responsibility of all affiliates to always comply with the MWNA Constitution, Policies, and Procedures
- 3.2 It is the responsibility of all affiliates to always comply with any applicable Netball NSW Policies and Procedures
- 3.3 All Clubs must attend at least 50% of Council meetings to maintain affiliation and be eligible to vote at the AGM of the Association

4 REGISTRATION OF MEMBERS

- 4.1 It is the responsibility of each affiliated Club to ensure all members are registered within the membership database system, prior to any member participating in a netball activity. All players must be registered on the membership database system before any insurance claim can be processed.
- 4.2 If the registration details of an individual are not entered into the membership database system, the individual registering with the club will be deemed not to be a registered member of MWNA.
- 4.3 Persons who are affiliated with a Club in any capacity are to be a registered member before participating in any Club / Association activity.
 - a) All Association and Club Executive Members
 - b) All Association and Club Administrators
 - c) Coaches and Assistant Coaches
 - d) Team Managers
 - e) Umpires
 - f) Other Officials and/or other person who is not already registered as a playing member of an Association.

5 REFUND OF MEMBERSHIP FEES

- 5.1 Once a member registration has been entered on the membership database system, that member shall not be entitled to claim a refund of the MWNA capitation fee component of Membership Fees after Club teams have been lodged on the relevant date each year, unless extenuating circumstances exist
- 5.2 Any costs incurred by MWNA as part of Individual Membership of NetSetGO (i.e., the Netball Australia component for the participant pack) will not be refunded

- 5.3 Applications of extenuating circumstances will be assessed on a case-by-case basis by MWNA Executive, and this decision will be final
- 5.4 Extenuating circumstances are defined below:
 - a) Pregnancy
 - b) Serious injury or illness prior to the netball season commencing
- 5.5 Please note that not having room for a participant to participate or changing your mind is not an extenuating circumstance
- 5.6 A player may be de registered before the first paper grading is commenced and fees paid to the Association shall be refunded.
- 5.7 A registered member who has participated in any Association/Club training, non-competitive or competitive netball matches or netball activities that falls within our Association jurisdiction is not entitled to a refund of the capitation fee that is paid to (and retained by) their Association as part of a member's membership Fee or of the Netball NSW capitation fee component of a member's membership Fee.
- 5.8 A registered member who has made a successful sports injury insurance claim is not entitled to a refund of fees paid.
- 5.9 All refund requests need to be made through the MWNA approved process.
- 5.10 MWNA will credit the Club for any approved refunds unless extenuating circumstances exist.

6 PAYMENT OF MEMBERSHIP FEES

- 6.1 MWNA will invoice monthly for any fees applicable.
- 6.2 Failure to make full payment of an invoice within 14 days of the invoice date will render the Club/registered member unfinancial with MWNA. The consequences of this action will mean that the affected Club will not be permitted to participate in any MWNA competition or vote at any Council meetings, until such time as the outstanding amount is paid in full

7 HARDSHIP

An individual member can apply through their Club to Manly Warringah Netball Association to defer or negate fees due to hardship.

8 DEFINITION OF MEMBERS

i. Senior

Senior players who have reached or will reach 18 years of age by December 31 in the year of play

ii. Junior

Junior players (including summer registration only players), who have reached or will reach between 10 and 17 years of age by December 31 in the year of play.

iii. NetSetGo!

Players who have reached or will reach up to 9 years of age by December 31 in the year of play

iv. Non-Players

Non Players are defined as any person acting in a capacity of a team coach, team manager, assistant coach, umpire, administrator, official and/or other person who is not already registered as a playing member of an Association

v. All Abilities

All Abilities Players are defined as any person who holds a valid concession card for a disability pension and/or a member of Sports Inclusion Australia. In the case of children under the age of 18 years who are defined within this category, it is permissible for the parent / guardian to hold the concession card on their behalf.

9 PAYMENT SCHEDULE

As set out in the fee schedule approved by Council from year to year.