

Manly Warringah Netball Association Inc.



Club Umpires Convenor Information Manual

Updated: February 2024

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WELCOME

The MWNA Umpires' Committee wishes you every success in your position and welcome to the collegiate group of umpires for the 2024 Netball season.

The Club Umpires' Convenor who projects a positive outlook and engenders a positive spirit usually has a very significant effect on the overall umpiring environment and experience within their Club.

With a dedicated "TEAM WHITE" we can strive to achieve the highest standards of performance and continue the proud tradition which has been synonymous with MWNA.

MANLY WARRINGAH UMPIRING MISSION STATEMENT

To promote, develop and enhance umpires and umpiring matters in accordance with the initiatives of the National Umpires Development Framework

MANLY WARRINGAH UMPIRING OBJECTIVES

- To provide well trained, fit umpires capable of officiating local netball games;
- To work with Club Umpire Convenors to develop and nurture umpiring at all levels;
- To establish correct techniques by disseminating rules and their interpretations in the best interests of the players of the game;
- To attract resources to benefit and support the growth, development and profile of umpiring;
- To facilitate and promote a network to assist clubs with the development of umpiring, with the view to increase the numbers of participants interested in umpiring;
- To equip our badged umpires with the skills and techniques of the game to be able to officiate at appropriate levels of netball.

MANLY WARRINGAH UMPIRING COMMITMENT

The Association's Umpires Committee is committed to achieving high quality outcomes by:

- Working in partnership with clubs to promote learning;
- Striving for excellence;
- Drawing on best practice.

CODE OF ETHICS FOR UMPIRES

Umpires shall:

- Respect the dignity of all people;
- Umpire to the Rules without fear or favour;
- Uphold the standards of umpiring.

CODE OF BEHAVIOUR FOR UMPIRES

In addition to Netball Australia's General Code of Behaviour, you must meet the following requirements with regard to your conduct during any activity held by or under the auspices of Netball Australia, Member Organisations or Affiliates in your role as an umpire:

1. Umpire in accordance with the Official Rules of the Game.
2. Treat all players, coaches, bench officials and other umpires with respect.
3. Place the safety and welfare of the players above all else, including by:
 - Ensuring the court and its surrounds are compliant with the rules.
 - Taking appropriate action to manage dangerous play.
4. Maintain a high standard of personal behaviour at all times.
5. Be a positive role model through behaviour and personal appearance projecting a favourable image of netball and umpiring at all times.
6. Refrain from conduct which could be regarded as sexual harassment, discrimination, bullying or victimisation.
7. Be courteous, respectful and open to discussion and interaction with other netball participants.
8. Maintain or improve your current performance level and seek continual improvement.
9. Be honest and do not allow your qualifications/accreditation to be misrepresented.

The attached link shows all the code of behaviour's including parent/ guardian, coach, administrator, player and spectator. It is important to familiarise yourself with these codes of behaviour in case you come across a situation.

https://nsw.netball.com.au/sites/nsw/files/2020-01/National-Codes-of-Behaviour_May-2015.pdf

2024 MWNA UMPIRES COMMITTEE

- Kimberley Randall (Convenor)
- Lisa Davison
- Vince De Luca OAM
- Jess Watkins
- Jade Cruickshank
- Kayleen Falconer
- Emilie Rigby
- Eva West
- Daisy Batty

UMPIRES COMMITTEE RESPONSIBILITIES

- To aid clubs in capacity of training and mentoring, particularly beginner umpire development.
- Umpire Committee members are responsible for supporting allocated clubs for the season.
- Provide information and development sessions to MWNA umpires.
- Liaise with MWNA Umpire Development Co-ordinator to provide mentoring and development of umpires.
- Be available on Saturdays for umpire coaching.
- Roster umpires for the Finals series as neutral umpiring will apply.

MANLY WARRINGAH CLUB UMPIRE CONVENORS

Qualifications

Shall, preferably, be the holder of a National Umpires' Badge.

The minimum requirement is:

Pre-requisite: Foundation Umpire Education Program

Pre-requisite: Rules of Netball Theory Examination (Pass 70 %+)

Essential:

- Enthusiasm
- Organisational ability
- Communicator – to communicate in a positive and constructive manner
- Willingness to learn
- An open mind
- Sense of humour
- Calm & composed
- An understanding family

A key aspect of the Club Umpires' Convenor's role is to promote umpiring by stressing the importance of developing quality umpires and encouraging others to see umpiring as an investment in our sport at all levels.

Duties

These can vary depending on the number of umpiring personnel within your club and the size of your club. At all times the Club Umpire Convenor should liaise closely with your Club Secretary and the MWNA appointed Umpires' Committee member. The Club Umpire Convenor plays an important leadership role within the club and set the tone and standards of umpiring from junior through to senior.

Good planning and organisation will greatly enhance the smooth running of the Club Umpiring Program and encourages pride in the umpiring standard of your Club.

INDIVIDUAL CLUB CONTACTS

The 2024 committee contacts for each club are listed below. The role of this person on the committee is to be the direct contact between clubs and the MWNA Umpires Committee. This person is and will be the first point of contact for Club Umpire Convenors.

MWNA Umpire Committee members will work with individual clubs for umpire development, course presentations and to assist with various tasks.

There is also a central email address to contact all MWNA Umpire Committee 2024mwnaumpirecommittee@mwna.com.au.

Umpires Committee Contact	Club
<i>Kimberley Randall</i>	Queenscliff
kimberleycometsnetball@hotmail.com	*Assist to all
<i>Lisa Davison</i>	Comets
lisa_davison14@hotmail.com	Seaforth
<i>Vince De Luca OAM</i>	Dee Why Beach
vdeluca@hn.ozemail.com.au	Curl Curl Sports
<i>Jess Watkins</i>	Allambie
jessicawatkins@live.com.au	MV Commodores
<i>Jade Cruickshank</i>	Collaroy
umpire@cpnetball.com.au	Belrose
<i>Kayleen Falconer</i>	Wakehurst
kayleen.falconer@outlook.com	Newport Breakers
<i>Emilie Rigby</i>	Pittwater Peninsula
emi.rigby99@gmail.com	Pittwater House
<i>Eva West</i>	Cromer
ev7awest@gmail.com	Forest
<i>Daisy Batty</i>	Narrabeen
daisybatty5@gmail.com	Narraweena

CLUB UMPIRE CONVENORS – 2024

Club	Name	Email Address
ALLAMBIE	Jess Watkins	Allambieumpiring@gmail.com
BELROSE	Wayne Christie	wch16579@bigpond.net.au
COLLARROY PLATEAU	Jade Cruickshank	umpire@cpnetball.com.au
COMETS	Kimberley Randall	Kimberleycometsnetball@hotmail.com
CROMER	Sarah Swan	cromerballumpires@gmail.com
CURL CURL SPORTS	Cathy Hurditch	umpiring@curlcurlsportsnetball.asn.au
DEE WHY BEACH	Vince De Luca OAM	Vdeluca@hn.ozemail.com.au
FOREST	Karen Willetts	forestncumpires@gmail.com
MONA VALE COMMODORES	Cassie Burdon	burdon@optusnet.com.au
NARRABEEN Y.C.	Olivia Hives	nycnetballumpiring@gmail.com
NARRAWEENA	Jo Stepto	Jm.stepto@optusnet.com.au

NEWPORT BREAKERS	Makayla Meek	secretarynbc@gmail.com
PITTWATER HOUSE	Simone Haigh	Simone.Haigh@tphs.nsw.edu.au
PITTWATER PENINSULA	Vanessa Deschamps	umpires@peninsulanetball.org.au
QUEENSCLIFF	Gemma Gray	gncumpiring@gmail.com
SEAFORTH	Sue Young	sueryoung@gmail.com
ST LUKES	TBA	
WAKEHURST	Aimee Carter	umpiring@wakehurstnetball.com.au

MANLY WARRINGAH UMPIRING CALENDAR – 2024

Details of all-important dates are maintained on the Manly Warringah Website under “Calendar” which can be found at: <https://www.mwna.com.au/calendar>

The MWNA Club Umpires Convenors will meet on the following dates to discuss any current issues:

- TBA

UMPIRE ADMINISTRATION

- Club Umpire Convenors are responsible for their Club’s umpiring roster.
- It is the Club’s responsibility to supply one umpire per team playing. The Club Umpires Convenor should appoint an umpire who can manage the age/grade allocated.
- If a club allocated umpire is absent and does not attend their club’s duty at the game’s commencement, the team will be responsible for providing an umpire for the game.
- If an umpire has not been supplied by a team, a forfeit can be claimed one minute after the game’s commencement.
- All umpires must be registered with Netball NSW. Clubs must monitor that umpires who are not registered as players are registered on PlayHQ to ensure insurance coverage. MWNA Executive Committee/Club Umpire’s Convenor will reserve the right to remove an umpire who is not insured. A club administrator must be able to produce proof of membership.
- All umpires accreditations must be up to date. MWNA Umpires Convenor will notify clubs of umpires who are approaching expiry or expired. It is imperative all umpires keep up to date with the rules, theory exams and the practical component
- Club Umpires’ Convenors are responsible for supplying an available contact person to each time slot in case of disputes or other matters pertaining to their club’s umpiring allocation.
- In the first instance, disputes during a game are to be managed between Club Umpires’ Convenors. MWNA to provide guidance re procedural fairness in handling complaints/disputes i.e. documentation proformas. If umpiring disputes are unresolved, refer all documentation to the MWNA Disciplinary Committee. (As per MWNA Policy requirements.)
- Clubs must ensure the club allocated umpire controls the game for four quarters. Umpires must not score as well as umpire.
- Umpires must be attired as per MWNA Policy i.e. whites or full club playing uniform with white bib or white T shirt to be worn.

PENALTIES

Competition Umpiring

Clubs may formulate their own internal Penalty system.

INTRODUCTION TO UMPIRING

MWNA encourages Club Umpire Convenors' to offer an Introduction to Umpiring Program to assist clubs train umpires. It is recommended that clubs encourage members to attend to acquire basic knowledge, skills and confidence.

At the beginning of each season, each club will need to notify their MWNA Umpires Committee contact of their intention to hold the umpiring talk. The designated MWNA Umpires Committee member for each Club will assist with these courses and may combine clubs to conduct this umpiring talk. A copy of a PowerPoint presentation will be available to present.

UMPIRE ACCREDITATION

Umpiring Courses

Foundation Umpiring Program

This course is designed to improve participant's knowledge and understanding of the Rules and the fundamentals of umpiring techniques. This course is now available online through individual members PlayHQ portal accounts.

Rules of Umpiring Examination

This course is designed to improve participant's knowledge and understanding of the Rules of netball. This Exam is available through individual members PlayHQ portal accounts.

The above programs are mandatory requirements for any National Badge.

There are a range of other umpiring programs and courses available through PlayHQ learning portal. Clubs should encourage their Mentors to also undertake the Mentoring course on offer through PlayHQ portal.

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Updating Your Accreditation

Badged umpires are now required to “update” their accreditation on a regular basis. On- court umpires are required to complete a series of tasks over a four-year period following their successful attainment of either Netball Australia C, B, A or AA Badge. Netball Australia recommends that all umpires who attain their badge (become accredited) continue to upgrade their knowledge, skills and competencies.

The updating program aims to raise the overall quality of umpires within netball by ensuring they are provided with ongoing education and development opportunities covering areas such as:

- Keeping abreast of the latest information on developments within netball
- Rules knowledge and current interpretations
- Having access to the most up-to-date techniques and skills relating to umpiring

Netball Australia requires an umpire to reach the specified number of points of updating activity to remain accredited at the relevant badge level.

- C Badge Attain a higher badge within four years of the achievement date OR Complete 20 points in 4 years.
- B Badge Attain A badge within four years of the achievement date OR Complete 40 points in 4 years.
- A Badge Attain All Australia (AA) badge within four years of the achievement date OR Complete 80 points in 4 years. AA Badge Complete 120 points in 4 years.

To update your accreditation,

- 50% of the required updating should be completed through on court umpiring. Practical umpiring can be undertaken at any level and may occur on a regular basis (weekly, fortnightly) or in specific situations such as camps, carnivals etc.
- The successful completion of the Rules of Netball Theory Exam (pass mark as required for the badge being updated) is a mandatory updating requirement for all badge levels.
- The remaining updating must come from professional development activities as per the update criteria specified for each accreditation level as indicated in the tables on the following pages.

Umpire Presenters and Testers that are no longer umpiring must hold a current (within the last 4 years) Rules of Netball Theory Exam pass mark relevant to their badge level to be eligible to present and/or test as part of the National Umpire Accreditation System.

The forms can be located on the Netball NSW website to update accreditations. <https://nsw.netball.com.au/umpire-accreditation>

NATIONAL BADGING REQUIREMENTS

MWNA tests for and awards National Badges in line with the National Umpire Development Framework, available at: https://netball.com.au/sites/default/files/2023-01/2023-National-Umpire-Development-Framework_1.pdf

Key Performance Indicators for each badge level can be found in the National Umpire Development Framework.

PAID UMPIRING

MWNA is a Not for Profit Sporting organisation run predominantly by volunteers. There is an expectation that all participation is driven by volunteering.

Our aim is to encourage volunteer umpires with a guideline to be used as a last resort if a team or player can't complete their umpiring allocation. All clubs are to set expectations to all members that all umpires must complete their own club allocation first, before agreeing to any paid umpiring games.

Please see the below guidelines:

- Only applicable to all Seniors, Cadets, Over 35's, Mixed and Men's games
- A maximum of 2 paid umpiring games per day
- Any paid umpiring should be authorised by the relevant Club Umpires Convenor to ensure the replacement paid umpire is of the right calibre and skill for the game
- Payment should be between the paid umpire and the player or team who can't complete their allocation

The pay scale agreed on for the payment of umpires is:

Not Badged/ Club TID	MWNA TID	National C	National B	National A
\$25	\$30	\$35	\$45	\$50

MANLY WARRINGAH UMPIRE TALENT IDENTIFICATION

Umpiring is an integral component of the game. Skilled umpiring enhances the standard of the game by complementing and encouraging skilled play, for the enjoyment of participants and spectators alike.

Talented umpires are identified based on match performance as well as appraisal by qualified personnel of their skill, technique, attitude and potential.

Prerequisite: All MWNA TID Umpires complete both online umpiring courses (Rules of Umpiring and Foundation Umpiring) before being selected.

Selection process: Based on competency matching the Umpire Development Framework and a willingness to continue developing through the National Badging System.

Program timeline: Continual. Individual umpire development is available to identified umpires to improve and refine their umpiring skills and technique at any stage throughout the season. Selection will be based on a consultative process including Club Umpires' Convenors, MWNA Umpires Committee, MWNA Umpire Development Co-ordinator and respective MWNA Mentors.

Format for coaching:

- It is hoped that participants will make themselves available to umpire each week of the winter competition.
- Club Umpire Convenors will be encouraged to liaise closely with these umpires to ensure that these umpires cover club allocations where possible.
- As there will be numerous coaching opportunities coaching may not be provided on a

weekly basis during the winter season. This would be the opportunity for these umpires to self-assess what they are working on.

- Written feedback will be provided by the coaching panel after each session of coaching. It is expected that all participants complete the Key Development Area and Key Actions in consultation with their Club Umpire Convenor.

It would be expected that if a participant is working on something specific and would like specific feedback, that they would be proactive and contact a coach.

Please note that Club TID is a different process and is expected that Club Umpire Convenors work alongside these umpires before being selected or sighted by MWNA Umpires Committee.

PROCEDURES & PROTOCOLS – SATURDAY UMPIRING

Saturday Fixtures (Rounds 1-14)

Before the game

- For health reasons, each umpire should have their own whistle, spare whistle, and hair ties.
- It is the responsibility of each umpire to ensure that they meet the required dress standard to umpire (whites or full club playing uniform with white bib) including footwear.
- Each umpire should also have their own drink bottle, hat, coin and towel.
- They should also not touch players hands when checking fingernails and ensure the team has sanitised the playing ball – do not touch the ball.

Forfeit

Teams have 1 minute after the start of the game to claim a forfeit.

Injury & Illness

- For normal rounds (1-14), an injured or ill player, or one with blood will have 30 seconds to leave the court. Substitutions and team changes may happen during this time. Time is not added to the end of the quarter.
- In the Final's Series time is held (as per above) and added to the end of the quarter in which the stoppage/s occurred. Further quarters are individually timed.
- Umpires do not chase balls for throw ins.

FINALS SERIES UMPIRES

As there is a very short time between the end of round games and the final series, this can often be a very stressful time for all Club Umpires Convenors.

Semi-Finals, Finals and Grand Finals

- Start sourcing umpire availability for final series by Round 12 at the latest.
- Clubs are required to supply the same number of umpires as teams playing in each timeslot, plus 1 extra (which can be at any time throughout the day). Clubs may communicate with other clubs to ensure that their quota is met.
- A fine of \$100 for Semi Finals or \$150 for Finals or \$200 for Grand Finals will be issued to clubs who have not submitted their lists with the correct number of suitable umpires by the time the committee commences allocations for the respective final's games.
- Tuesday: allocations will be sent to clubs. Club Umpire Convenors' are then required to

personally contact each umpire to confirm their availability for their finals allocation/s.

- Thursday: All umpires must be confirmed and the MWNA Umpires Committee notified.

Club Umpires Convenors' or umpires may not make their own changes. Any changes are to be submitted to the MWNA Umpires Committee and then clubs will be advised if these changes are accepted.

Not all umpires that a club supplies may be used; however, Club Umpire Convenors should not advise any umpires that they are not required, because they may be used if other umpires become unavailable.

All care is taken by the MWNA Umpires Committee to ensure that the strongest possible umpires are allocated to every game throughout the finals series.

GOOD PLANNING & PREPARATION BEGINS NOW!!



Best wishes for a fantastic 2024 Season