



Baulkham Hills Netball

Disciplinary Procedure

Version 2

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1. Overview

Baulkham Hills Shire Netball Association Ltd (BHN) is committed to ensuring that everyone involved with the sport of netball is treated with respect and dignity and is protected from abuse, bullying, harassment, sexual misconduct, discrimination, victimization and vilification.

All competition matches and netball activities sanctioned and/or run under the authority of Baulkham Hills Netball are subject to the conditions as laid out in the Netball NSW Code of Behaviour Policy, as amended from time to time.

Every person who attends a netball game or sanctioned event does so with the permission of their affiliated Club. Clubs are responsible for the conduct of their players, parents/guardians, coaches, officials and spectators.

2. Introduction

The Netball NSW Disciplinary Policy outlines the foundation of how unacceptable conduct is managed within the sport. It illustrates our members' responsibilities, emphasises the significance of our dedicated staff and volunteers, and helps members to deal with unacceptable behaviour.

In managing these situations proactively NNSW recommends the use of team contacts or managers to influence and manage their people, regular communication of the Codes of Behaviour and addressing minor issues immediately so they do not escalate.

In accordance with the recommendations above, BHN has adopted a proactive approach to all breaches of the Codes of Behaviour. The intention is to note all breaches regardless of their severity, and to notify the Clubs of said breaches in an effort to continually remind our members of their obligations with regards to behaviour, and what is acceptable and what is not.

We focus heavily on 'on-court' breaches, which are those that occur by players on court, and by coaching staff and spectators on the sidelines before/during/after a game. We rely heavily on umpires officiating on games to report all incidents on the back of the scoresheet, but incidents can be reported by all members.

3. Incident Management

3.1 Management of on-court incidents and behaviours

The management of on-court incidents and behaviours contrary to the Codes of Behaviour should, where possible, be dealt with at the time by Club Officials. The emphasis should be on de-escalation of issues and dealing with behaviours early to prevent repetition and/or escalation in severity.

The procedures for the management of on-court incidents are contained in Annexure 1 attached to this document.

The Club should make team management personnel (coaches/managers) and umpires aware of the incident management procedures prior to the commencement of the competition

season. The Club should provide the contact details for the designated point of contact/s for team officials and umpires for each competition day.

The Club should also clearly communicate behaviour expectations of all parents, guardians and spectators prior to the start of the season, and appropriate channels for the lodgement of disputes or complaints with the Club, either on competition days or post-game day.

3.2 Club Disciplinary Officer

Each Club will appoint a member to act as the Club Disciplinary Officer. The Disciplinary Officer will:

- a. Act as the liaison between Club team officials and Club appointed umpires during the conduct of a game,
- b. Act as the liaison between the Club and BHN Executive and Competition staff during the conduct of a game
- c. Be the point of contact for correspondence from BHN Executive and/or BHN Complaints Handling Officer in relation to disciplinary issues and complaints

The Club shall appoint a Disciplinary Officer annually, at the Club AGM or the first meeting of the Club Executive Committee after the AGM. The appointee can be an existing Executive/Committee member (who shall hold dual roles) or allocated as a separate and additional role within the Club Committee.

The Club shall notify BHN Executive immediately of the appointment via email to the BHN Administration Officer including the full name and contact details, including email address and mobile phone number.

4. Incident Reporting

4.1 Reporting by umpires

Breaches of Codes of Behaviour during the progress of a netball game will be dealt with by the officiating umpires during the game, using the game management procedures that form part of the Official Rules of Netball (INF Rules of Netball 2024).

Any and all such game management actions will be documented by the umpire/s on the Disciplinary Action Report Form printed on the back of the official scoresheet, or a separate form attached to the official scoresheet.

An umpiring coach/mentor can complete and lodge an Umpire Incident Report Form in conjunction with or on behalf of a junior umpire.

The Disciplinary Action Report should be completed immediately after the conclusion of the game in question, either before the scoresheet is submitted to the Administration building, or shortly thereafter.

The umpire and/or umpire mentor must sign or otherwise identify themselves on the report.

4.2 Reporting by players, other officials or general members

Players, other officials of the game (including coaches and managers) and general

members/visitors may report breaches of Codes of Behaviour occurring during a game.

The report must in writing and be submitted within 24 hours of the match in question having been concluded either by:

- completing and lodging a Member Incident Report Form available from the Administration building,
- sending an email to admin@baulkhamhillesnetball.com.au, or
- sending a message via the link on the BHN website.

The report must include the following details:

- date, time, grade, court number and teams involved,
- names of the person/s involved in the incident, or if unknown, any details which may identify such person/s (official capacity, player position etc.),
- names of any witnesses to the incident, or if unknown, any details which may identify such person/s (official capacity, player position etc.),
- details of the behaviours and/or incidents reportedly in breach of the Codes of Behaviour, and
- full details of the person/s lodging the report, including mobile phone and email contact details.

In the interests of transparency, the report must contain enough detail to allow for full investigation of the alleged breaches should this be required. **Anonymous reports, and those that provide no contact details, will not be reviewed.**

5. The BHN Disciplinary Review Panel (the Panel)

5.1 Composition of the Panel

The Panel shall be formed under the authority of s.21.1 and s.21.2 of the BHN Constitution and invested with the authority to determine and adjudicate in matters pertaining to reported breaches of the Codes of Behaviour.

The Panel shall comprise of a minimum of three (3) BHN Executive Members and/or other members as appointed by the BHN Executive, and two (2) alternates.

No less than two (2) members may convene a Panel meeting.

A member of the Panel shall not be eligible at any meeting and/or tribunal hearing where a financial member of the same Club is the subject of a matter.

5.2 The Role of the Panel

The role of the Panel is to:

- a) Review all Disciplinary Action Reports, and any member reported incidents and acts of misconduct and breaches of the NNSW Code of Behaviour for that day,
- b) Determine the severity of any conduct by a player, official or other person that may constitute an offence,
- c) Recommend and/or take action where considered appropriate,
- d) Record/file all Reports and the action taken.

All decisions of the Panel shall be final and conclusive, are binding on, and shall be given effect to by all parties.

6. Disciplinary Procedure

6.1 Meetings of the Panel

All Disciplinary Action Report Forms will be reviewed by the Panel, which is formed in accordance with Section 4.1 of this policy.

The Panel will convene immediately after the conclusion of that week's competition round (usually occurring on each Saturday of competition) to review each Disciplinary Action Report and other reports submitted on the day, and to determine on the severity of the reported offence/s and any further disciplinary action to be taken.

All Disciplinary Action Reports, with the initial determination for each, shall be noted and filed. Prior incidents and disciplinary actions, if any, can be taken into account when making a determination in each incident to establish a pattern of behaviour.

6.2 Severity/Grading of Offences

In determining the severity of the breach of the Codes, the Panel shall have regard to the Netball NSW Disciplinary Policy Appendix A – Offences.

A guide to determining the severity of offenses can be found in Annexure 2 attached to this document. This is a guide only, and the Panel may make determinations outside these guidelines if circumstances warrant it.

7. Disciplinary Action

Disciplinary action may range from issuing a written notice of breach of behaviours to an offenders Club (for less serious offenses) to referral of the matter to be investigated and/or heard by a formal Hearings Tribunal if the matter warrants.

In determining the disciplinary action to be taken, the Panel will have regard to the primary focus of this policy, being education and reinforcement of the Codes of Behaviour.

Any matters that are determined to require detailed investigation and/or severe enough that a notice of the breach is insufficient to address the behaviours will be referred to the BHN Executive Committee to be dealt with in accordance with the relevant Netball Australia Policies (Integrity Framework) and NSW Member Protection Policies – including the NSW Disciplinary Policy and NSW Grievance & Dispute Resolution Policy.

A guide to determining the disciplinary action to be applied can be found in Annexure 3 attached to this document. This is a guide only, and the Panel may make determinations outside these guidelines if circumstances warrant it.

Related Documentation:

Baulkham Hills Netball

[BHN Constitution](#)

Netball NSW Policies

[Netball NSW Disciplinary Policy](#)

[Netball NSW Codes of Behaviour Policy](#)

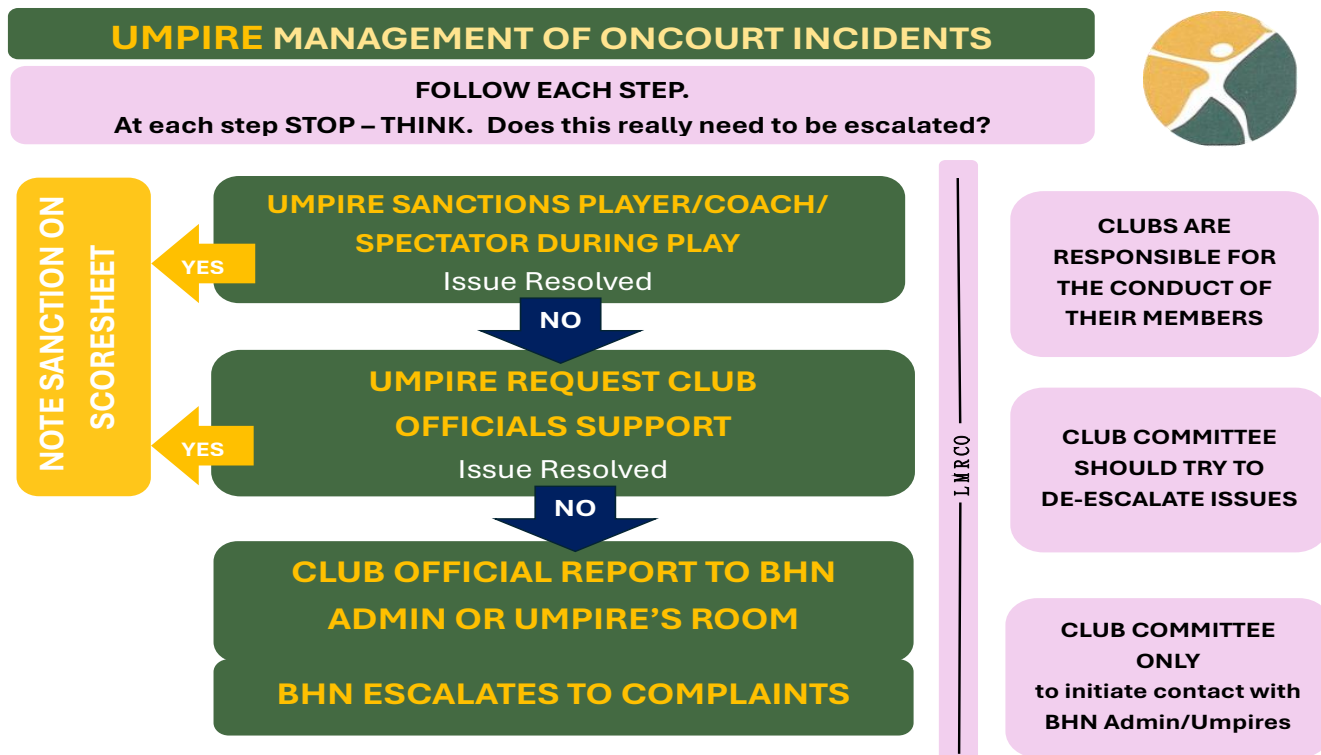
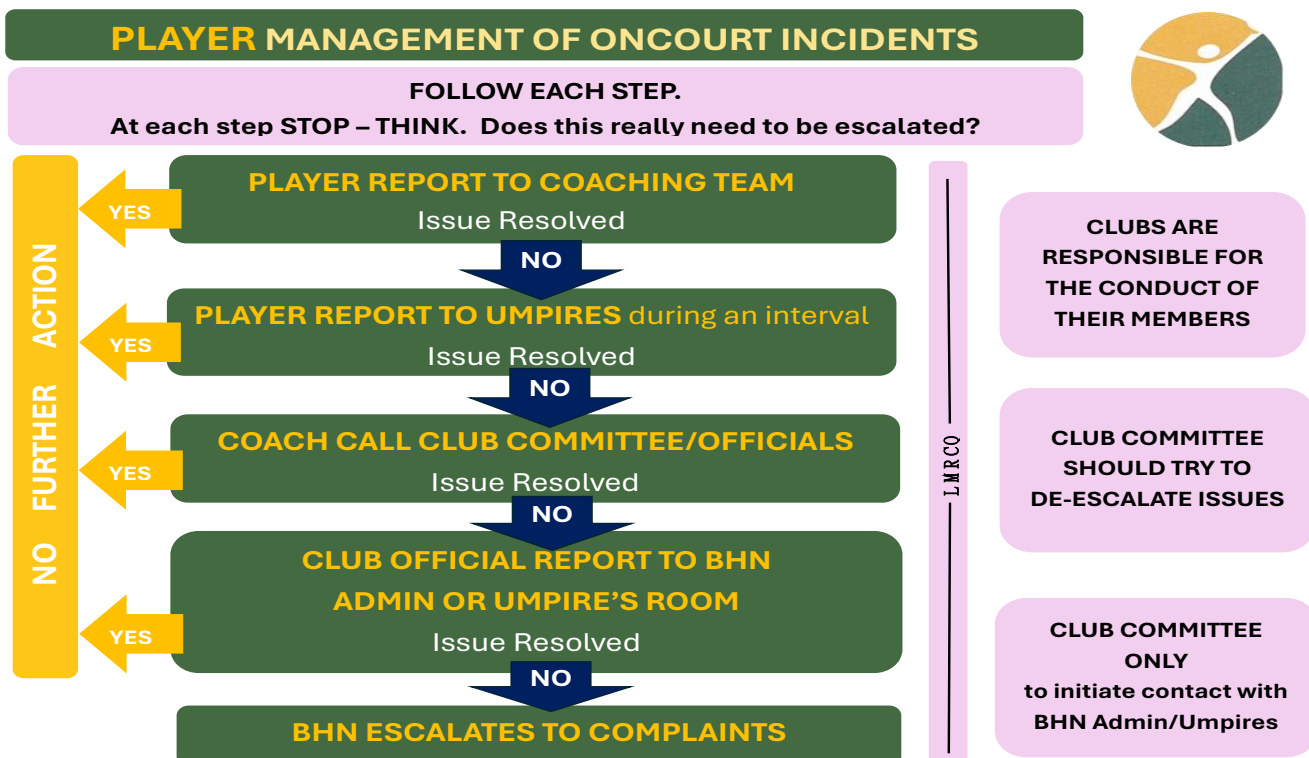
Netball Australia Policies

[Netball Australia Member Protection Policy](#)

International Netball Federation

[INF Rules of Netball 2024](#)

ANNEXURE 1: Incident Management Procedures



ANNEXURE 2: Summary Of Grading Of Offences

The below is a quick guide to making a determination on the severity of a reported breach of the Codes of Behaviour, and is by no means exhaustive.

The full description of the NNSW standards and guidelines can be found in the Netball NSW Disciplinary Policy Appendix A – Offences

BHN Classification	NNSW Classification	OFFENCE
Minor	Level 1	<ul style="list-style-type: none"> ○ Abuse netball equipment, ground equipment or fixtures and fittings. ○ Show dissent at an umpire’s decision by action or verbal abuse. ○ Use language that is obscene, offensive or insulting and/or the making of an obscene gesture. ○ Sent off for repeated minor infringements
Major	Level 2	<ul style="list-style-type: none"> ○ Show serious dissent at an umpire’s decision by action or verbal abuse. ○ Engage in minor deliberate physical contact with other players, umpires, officials or spectators. ○ Charge or advance towards a player, umpire, official or spectator in an aggressive manner. ○ Throw the ball at or near a player, umpire, spectator or official in an inappropriate and/or dangerous manner.
Major	Level 3	<ul style="list-style-type: none"> ○ Intimidate a player, umpire, spectator or official whether by language or conduct. ○ Threaten to assault another player, official, umpire or spectator. ○ Engage in deliberate physical contact with other players, umpires, officials or spectators.
Serious	Level 4	<ul style="list-style-type: none"> ○ Use language or gestures that offends, insults, humiliates, intimidates, threatens, disparages, or vilifies another person on the basis of that person’s race, religion, colour, descent or national or ethnic origin. ○ Engage in deliberate physical contact of a more serious nature with other players, umpires, officials or spectators.
Serious	Level 5	<ul style="list-style-type: none"> ○ Engage in serious deliberate physical contact with other players, umpires, officials or spectators during the course of play.

ANNEXURE 3: Guide To Disciplinary Actions

A. Report of a Minor Incident/Breach

An incident/breach will be considered **minor** when a player, official or spectator displays actions such as (but not limited to) casual dissent of an umpire/s decisions, intentional or persistent minor infringements or mild bad language not in keeping with the spirit of the game.

Where there is **no previous history** or pattern of behaviour established (first incident/breach)

<i>Umpire Action</i>	<i>No. of sanctions per game</i>	<i>Was the issue resolved</i>	<i>Action by BHN</i>	<i>Follow up with Umpire?</i>
ADVANCE	1	Yes	None	
		No	Letter 1	
	2	Yes	Letter 1	
		No	Letter 2	Yes
3	N/A	Letter 2	Yes	
	4	N/A	Escalate	Yes
WARNING	1	Yes	Letter 1	
		No	Letter 2	
	2	Yes	Letter 1	
		No	Letter 2	Yes
3	N/A	Escalate	Yes	
SUSPENSION	N/A	N/A	Escalate	Yes
SEND OFF	N/A	N/A	Escalate	Yes

Where there is **previous history** or pattern of behaviour established (second or more incident/breach in the same or previous year)

<i>Umpire Action</i>	<i>No. of sanctions per game</i>	<i>Was the issue resolved</i>	<i>Action by BHN</i>	<i>Follow up with Umpire?</i>
ADVANCE	1	Yes	Letter 1	
		No	Letter 1	
	2	Yes	Letter 1	
		No	Letter 2	Yes
3	N/A	Escalate	Yes	
	4	N/A	Escalate	Yes
WARNING	1	Yes	Letter 2	
		No	Letter 2	
	2	Yes	Letter 2	
		No	Escalate	Yes
3	N/A	Escalate	Yes	
SUSPENSION	N/A	N/A	Escalate	Yes
SEND OFF	N/A	N/A	Escalate	Yes

B. Report of a Major Incident/Breach

An incident/breach will be considered **major** when a player, official or spectator displays actions such as (but not limited to) obvious and persistent dissent of an umpire/s decisions, intentional or persistent infringements which may cause harm to others, loud foul language or derogatory comments directed at any other player, official or spectator.

Where there is **no previous history** or pattern of behaviour established (first incident/breach)

<i>Umpire Action</i>	<i>No. of sanctions per game</i>	<i>Was the issue resolved</i>	<i>Action by BHN</i>	<i>Follow up with Umpire?</i>
ADVANCE	1	Yes	Letter 1	
		No	Letter 1	
	2	Yes	Letter 1	
		No	Letter 2	Yes
3	N/A	Escalate	Yes	
4	N/A	Escalate	Yes	
WARNING	1	Yes	Letter 2	
		No	Letter 2	
	2	Yes	Letter 2	
		No	Escalate	Yes
3	N/A	Escalate	Yes	
SUSPENSION	N/A	N/A	Escalate	Yes
SEND OFF	N/A	N/A	Escalate	Yes

Where there is **previous history** or pattern of behaviour established (second or more incident/breach in the same or previous year)

<i>Umpire Action</i>	<i>No. of sanctions per game</i>	<i>Was the issue resolved</i>	<i>Action by BHN</i>	<i>Follow up with Umpire?</i>
ADVANCE	1	Yes	Letter 1	
		No	Letter 2	
	2	Yes	Letter 2	
		No	Letter 2	Yes
3	N/A	Escalate	Yes	
4	N/A	Escalate	Yes	
WARNING	1	Yes	Letter 2	
		No	Letter 2	
	2	Yes	Letter 2	
		No	Escalate	Yes
3	N/A	Escalate	Yes	
SUSPENSION	N/A	N/A	Escalate	Yes
SEND OFF	N/A	N/A	Escalate	Yes

C. Report of a Serious Incident/Breach

An incident/breach will be considered **serious** when a player, official or spectator displays actions such as (but not limited to) assaulting or threatening to assault another player, official or spectator, derogatory comments directed at any other player, official or spectator, or engaging in rough play that endangers the safety of players and/or other members.

Where there is **no previous history** or pattern of behaviour established (first incident/breach)

<i>Umpire Action</i>	<i>No. of sanctions per game</i>	<i>Was the issue resolved</i>	<i>Action by BHN</i>	<i>Follow up with Umpire?</i>
ADVANCE	N/A	N/A	Escalate	Yes
WARNING	N/A	N/A	Escalate	Yes
SUSPENSION	N/A	N/A	Escalate	Yes
SEND OFF	N/A	N/A	Escalate	Yes

Where there is **previous history** or pattern of behaviour established (second or more incident/breach in the same or previous year)

<i>Umpire Action</i>	<i>No. of sanctions per game</i>	<i>Was the issue resolved</i>	<i>Action by BHN</i>	<i>Follow up with Umpire?</i>
ADVANCE	N/A	N/A	Escalate	Yes
WARNING	N/A	N/A	Escalate	Yes
SUSPENSION	N/A	N/A	Escalate	Yes
SEND OFF	N/A	N/A	Escalate	Yes