

CABOOLTURE NETBALL ASSOCIATION

IA01611

Incorporated under the
Associations Incorporation Act 1981 (Qld)



BYLAWS

SEPTEMBER 2022

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1. Introductory provisions

1.1. Interpretation

1.1.1. In these bylaws:

- a. **Act** means the Associations Incorporation Act 1981 as modified and amended from time to time and includes any regulations made under that Act and any exemption or modification to that Act applying to the association;
- b. **association** means Caboolture Netball Association, the incorporated association to which these bylaws apply;
- c. **board** means the board for the time being constituted as provided for in the constitution;
- d. **fee** means a payment of money due to the association by its members;
- e. **in writing** means, unless the contrary intention appears, all forms of visible words, including printed, hard copy or electronic formats;
- f. **member** means a person who has been duly accepted as such by the board in accordance with the constitution and who has paid any fees and levies due to the association;
- g. **signed** means agreed in writing;
- h. **special resolution** means a resolution that is passed at a general meeting by the votes of at least 75% of the members who are present and voting.

1.1.2. A word or expression that is not defined in these bylaws, but is defined in the Act has, if the context permits, the meaning given by the Act.

1.2. Application

1.2.1. These bylaws complement and are to be read in conjunction with the association's constitution.

1.2.2. If a provision in these bylaws is inconsistent with any clause in the association's constitution, the constitution prevails to the extent of the inconsistency.

1.2.3. It is the responsibility of all board members to familiarise themselves with the association's constitution, bylaws, policies and procedures. It is also their responsibility to educate members that they must comply with the constitution, bylaws, policies and procedures of the association.

1.3. Colours

1.3.1. The association's colours are predominantly black and gold.

1.4. Headquarters

- 1.4.1. The association's headquarters are situated at 15 Riverview St, Caboolture QLD 4510.

2. Membership

2.1. Membership categories

- 2.1.1. In accordance with the association's constitution, membership of the association consists of affiliated clubs, associate clubs, registered players, honorary members and life members.
- 2.1.2. Sub-classes of registered membership may include:
 - a. player members;
 - b. non-player members.

3. Governance structure

3.1. Board structure

- 3.1.1. The board of the association consists of the following positions:
 - a. president (chairperson);
 - b. treasurer (financial director);
 - c. operations director;
 - d. competitions director;
 - e. development director;
 - f. communications director;
 - g. representative director.
- 3.1.2. The board may appoint a person to serve as secretary in a non-board role.
- 3.1.3. A secretary appointed as per bylaw 3.1.2 is not able to vote at board meetings.

3.2. Board duties

- 3.2.1. President (chairperson):
 - a. attend board meetings and general meetings of the association;
 - b. preside as chair at board meetings and general meetings and in doing so ensure that all business is conducted in a proper manner in accordance with the association's rules, by-laws and standing orders;
 - c. endeavour at all times to ensure the general wellbeing of the association and act as spokesperson for the association;

- d. liaise as necessary with government departments, Councils, partners, sponsors and governing bodies where association representation is required;
- e. be aware of all current and future association activities and act as spokesperson on and at these activities;
- f. report to the board, operational positions and general members of the association as appropriate;
- g. support all volunteers and staff, including committee members, coaches, umpires and players;
- h. represent the association as the appointed delegate and attend all general meetings of Netball Queensland, including but not limited to annual general meetings and sport forums;
- i. be familiar with Netball Queensland's calendar of events and the association support update, which is sent out monthly;
- j. prepare a report to be given to the secretary prior to, and to be presented at, the annual general meeting;
- k. co-sign or authorise payments to suppliers, sub-contractors, clubs and staff as required by the association as per the association's payment methods and conditions;
- l. form part of the selection panel for any employees employed by the association, if required;
- m. perform (having regard to the rules of the association) such other duties as the board may direct from time to time.

3.2.2. Treasurer (financial director):

- a. attend board meetings and general meetings of the association;
- b. keep all books and accounts of the association and prepare a statement of receipts and expenditure, profit and loss report and balance sheet for presentation to each board meeting and each general meeting;
- c. coordinate the receipt of monies and issuing of receipts for payments, and ensure payment of such money into the bank;
- d. produce bank statements at each board meeting and each general meeting;
- e. pay fees due to Netball Queensland, when authorised by the board;
- f. prepare an annual budget in consultation with the board, subcommittees and operational positions;
- g. present accounts incurred by the association to be passed for payment by the board. In matters of urgent necessity, payment may be made, but must be ratified at the next board meeting;

- h. following the end date of the association's financial year, close the association's books and prepare a set of financial statements as required by the association's auditor;
- i. submit the association's financial statements and other relevant records to the auditor;
- j. present audited financial statements to the annual general meeting, in accordance with the association's rules and the Act;
- k. perform such other duties as the board may direct;
- l. oversee the finance coordinators from all subcommittees to ensure all tasks are completed as necessary;
- m. form part of the selection panel for any employees employed by the association, if required;
- n. be familiar with Netball Queensland's calendar of events and the association support update, which is sent out monthly.

3.2.3. Operations Director:

- a. attend board meetings and general meetings of the association;
- b. work closely with other board members to achieve the objects of the association and to ensure its general wellbeing;
- c. perform such other duties as the board may direct;
- d. be aware of all current and planned association activities;
- e. serve as chair of subcommittees as appointed;
- f. oversee the operation of the canteen, including staff requirements, supplier contracts and daily activities of the canteen;
- g. plan and recommend purchases of equipment and maintenance of the courts and surrounding clubrooms to the board before each board meeting and general meeting of the association;
- h. co-sign or authorise payments to suppliers, sub-contractors, clubs and staff as required by the association as per the association's payment methods and conditions;
- i. form part of the selection panel for any employees employed by the association, if required;
- j. report to the board, operational positions and general members of the association as appropriate.

3.2.4. Competitions Director:

- a. attend board meetings and general meetings of the association;
- b. work closely with other board members to achieve the objects of the association and to ensure its general wellbeing;

- c. perform such other duties as the board may direct;
- d. be aware of all current and planned association activities;
- e. serve as chair of subcommittees as appointed;
- f. be responsible for current registrations records for each player registered with the association;
- g. be responsible for team sheets and team identity cards for each team competing in any association fixture competition;
- h. confirm the registration of all players each season as entered by clubs and ensure players associated with independent teams are entered into the designated system;
- i. issue receipts to clubs and players for payments of registration fees and game fees in consultation with the finance director;
- j. maintain a register of team players registered to play in each fixture competition and record all matches played by a team and points obtained from each match. This register is to be made available if requested and should reside at the association's clubrooms;
- k. convene the fixture committee and grading committee and preside over any subsequent meetings;
- l. allocate score sheets for all fixture matches and keep in proper order all score sheets for fixture matches conducted by the association;
- m. allocate points for each match played: two (2) points for any win or win forfeit; one (1) point for any draw and zero (0) points for any loss;
- n. keep an electronic record of all competition match results and issue regular points progress tables via the designated system;
- o. note players playing up a grade/division at the completion of each round of fixtures and ensure the team ID card for each team is updated after match;
- p. create a roster for each club's grounds duty on fixture day;
- q. organise and check the names for the end of day season trophies and plaques;
- r. assist with the day season fun day and finals presentations;
- s. form part of the selection panel for any employees employed by the association, if required;
- t. report to the board, operational positions and general members of the association as appropriate.

3.2.5. Development Director:

- a. attend board meetings and general meetings of the association;
- b. present a monthly report including player, coach and umpire development and activities;
- c. prepare a report of activities for incorporation in the annual report to be presented at the annual general meeting;
- d. plan for and budget coaching session to improve the skills of association players, coaches, and umpires;
- e. provide programs that foster the growth and help raise the standard of the coaches and umpires of the association;
- f. be responsible for organising umpire progression through to All Australian accreditation;
- g. keep a register of all association and nationally accredited umpires who are members of the association;
- h. appoint and notify umpires on all fixture matches controlled by the association;
- i. be responsible for organising umpires for representative selection games as requested by the representative director;
- j. be responsible for recommending representative umpires to attend state championship carnivals and day carnivals as directed by the board;
- k. coordinate and promote high achievers' program;
- l. be responsible for the organisation of the umpire and coaching accreditation programs;
- m. work closely with other board members to achieve the objects of the association and to ensure its general wellbeing;
- n. perform such other duties as the board may direct;
- o. be aware of all current and planned association activities;
- p. serve as chair of subcommittees as appointed;
- q. form part of the selection panel for any employees employed by the association, if required;
- r. report to the board, operational positions and general members of the association as appropriate.

3.2.6. Communications Director:

- a. attend board meetings and general meetings of the association;
- b. be responsible for reporting to the media all match results from any fixture, event or carnival conducted by the association;

- c. seek favourable media coverage, including photos of all association activities and events.
- d. present a monthly report submitting recommendations for approval;
- e. maintain and update all social media tools available to the association including but not limited to the association's website and account;
- f. work closely with other board members to achieve the objects of the association and to ensure its general wellbeing;
- g. perform such other duties as the board may direct;
- h. be aware of all current and planned association activities;
- i. serve as chair of subcommittees as appointed;
- j. form part of the selection panel for any employees employed by the association, if required;
- k. report to the board, operational positions and general members of the association as appropriate.

3.2.7. Representative Director:

- a. attend board meetings and general meetings of the association;
- b. arrange appropriate transport, accommodation and food as required for any official, player or umpire representing the association;
- c. be responsible for the determination and collection of representative player fees;
- d. initiate an annual end of season equipment stocktake and ensure all items are kept in good order and condition. Keep an up-to-date record of representative team uniforms and equipment;
- e. supply each representative player with her playing uniform, travel uniform and any other non-compulsory apparel items ordered and paid for by players;
- f. issue each representative team manager with the necessary team equipment and to arrange for the return of all such equipment at the conclusion of the representative carnival season;
- g. be responsible for organising squad training, development and specialist coaching clinics for the ongoing development of representative and potential representative players of the association;
- h. organise the purchase of all representative team equipment and uniforms;
- i. coordinate and organise fund raising activities as required;

- j. provide information and news items to update web pages where applicable;
- k. organise the end of the season representative player break up and player and parent awards;
- l. liaise with association development director, rep coaches, managers and parents;
- m. work closely with other board members to achieve the objects of the association and to ensure its general wellbeing;
- n. perform such other duties as the board may direct;
- o. be aware of all current and planned association activities;
- p. serve as chair of subcommittees as appointed;
- q. form part of the selection panel for any employees employed by the association, if required;
- r. report to the board, operational positions and general members of the association as appropriate.

3.3. Secretary duties

3.3.1. Secretary:

- a. attend board meetings and general meetings of the association;
- b. present a report on association board meetings at the annual general meeting;
- c. provide leadership and direction to the association;
- d. provide direction to board members in the execution of their duties;
- e. provide specific directions on facilities, administration, marketing and participation and general running of the business of the association according to its constitution, policies and procedures;
- f. issue notices of meetings in accordance with the association's rules, together with an agenda and previous minutes;
- g. keep books containing copies of all the minutes and records of proceedings of all meetings of the association;
- h. conduct all correspondence of the association as instructed by the board and keep files of such correspondence, records and reports of subcommittees, officers, delegates and officials;
- i. receive and place before the board all applications for membership;
- j. keep a record of names and contact details of all members of the association, including secretaries of all clubs;
- k. keep a register of colours and uniforms of clubs;
- l. keep records; of all life members;

- m. ensure that a current copy of the association's rules is available to each new member;
- n. keep updated copies of the association's rules for advice of all members;
- o. carry out of clerical work associated with the association's affairs;
- p. inform clubs of closing dates for registrations and nominations;
- q. prepare the annual report for presentation at the annual general meeting;
- r. perform such other duties as the board may direct.

3.4. Board member honorarium

- 3.4.1. To recognise their contribution, board members shall receive an honorarium to the value of \$250 per annum.
- 3.4.2. The amount of the honorarium may be reviewed annually by the board.
- 3.4.3. Details of honorariums paid to board members shall be provided to members at the association's annual general meeting.

3.5. Subcommittees

- 3.5.1. Subcommittees may include:
 - a. carnival committee;
 - b. coaching committee;
 - c. events committee;
 - d. fixture committee;
 - e. grading committee
 - f. selection committee;
 - g. umpires committee.
- 3.5.2. All members of subcommittees shall be either member of affiliated clubs, serving numbers of the board or invitees.
- 3.5.3. All subcommittees shall be elected at the discretion of the board members responsible for that subcommittee.
- 3.5.4. The subcommittee convenor shall arrange and preside over meetings of the subcommittee and shall forward copies of the minutes and reports to the secretary and administration assistant of the association within seven (7) days of the meeting or as directed by the board member responsible.
- 3.5.5. With the exception of the selection subcommittee, the association president shall be an ex-officio member of all committees and shall be entitled to vote at all meetings of such committees.

- 3.5.6. The board shall have the power to appoint subcommittees for the management of such affairs as may be necessary.
- 3.5.7. All recommendations from the subcommittee meetings must be presented to the association board for approval before implementation.

4. Meeting procedures

4.1. Board meetings

- 4.1.1. As per clause 7.1 in the association's constitution, the board meets a minimum of once every four calendar months to exercise its functions.
- 4.1.2. As an added provision, the board aims to meet at least once every month during regular competition.
- 4.1.3. The board may invite representatives from subcommittees to attend board meetings, in order to present reports and engage in general discussion.
- 4.1.4. Unless they are also a board, a subcommittee representative may not vote at a board meeting.

4.2. Subcommittee meetings

- 4.2.1. At a subcommittee meeting, more than 50% of the members currently serving on the subcommittee form a quorum.
- 4.2.2. If the chairperson of a subcommittee is not present within ten minutes after the time fixed for a meeting, the members present may choose one of their number to be chairperson of the meeting.
- 4.2.3. If there is no quorum within 30 minutes after the time fixed for a subcommittee meeting:
 - a. the meeting is to be adjourned for at least one day; and
 - b. members of the subcommittee who are present are to decide the day, time and place of the adjourned meeting.
- 4.2.4. If, at an adjourned meeting mentioned in bylaw 4.2.3, there is no quorum within 30 minutes after the time fixed for the meeting, the subcommittee members present form a quorum.
- 4.2.5. A question arising at a subcommittee meeting is to be decided by a majority vote of the members present at the meeting and, if the votes are equal, the question is resolved so as to maintain the status quo.

4.3. Support for decisions and resolutions

- 4.3.1. Any board member or subcommittee member shall support all decisions and resolutions carried at board or subcommittee meetings.

- 4.3.2. Bylaw 4.3.1 shall apply, even if a board member or subcommittee member voted in the negative during consideration of the proposed decision or resolution.

4.4. General meetings

- 4.4.1. In addition to the annual general meeting, the association will hold at least two business meetings per year to discuss general business and share relevant information.

5. Finance and Membership

5.1. Funds and accounts

- 5.1.1. In accordance with clause 10.1 in the association's constitution, any cheque or electronic funds transfer from an association account must be signed or approved by two authorised people.
- 5.1.2. No such payment may be authorised by two people who are partnered, reside at the same address or in any way related to one another.

5.2. Refunds

- 5.2.1. No refunds are given once a player has taken the court in any competition season fixture. However, the board reserves the right to assess requests for refunds in exceptional circumstances (for example where a serious injury early in a season will exclude a player from participating for the remainder of the season).
- 5.2.2. No refunds are given for matches that are abandoned or cancelled due to adverse weather conditions.
- 5.2.3. Fee refunds are at the absolute discretion of the board.

5.3. Outstanding member debt

- 5.3.1. If a club member ceases their membership with an affiliated or associated club the club must immediately notify the association if the member has paid all due fees or if they still owe the club money.
- 5.3.2. The requirement in bylaw 5.3.1 applies at all times, including at the end of any season.
- 5.3.3. The board may request each affiliated club to provide a list of members with outstanding club fees at the end of each season.
- 5.3.4. The association may prevent a person mentioned in bylaw 5.3.1 from joining another affiliated or associated club, until any outstanding fees have been paid in full.

6. General Policies

6.1. Adopted guidelines and policies

- 6.1.1. The association adopts and adheres to the following;
 - a. Netball Queensland's Adverse Weather Condition policy;
 - b. Netball Queensland's Concussion policy.

6.2. Anti-discrimination and anti-harassment

- 6.2.1. The association does not tolerate any form of discrimination or harassment.
- 6.2.2. The association adopts the anti-discrimination and anti-harassment policy of Netball Queensland, and Netball Australia, contained within the member protection policy. This policy identifies an aim to provide a sporting environment where all those involved in its activities are treated with dignity and respect, and without harassment or discrimination.
- 6.2.3. Complaints or suspicions of discrimination or harassment will be dealt with promptly and seriously, with a view to alleviating issues with care and concern for all involved.

6.3. Board member expenses

- 6.3.1. Board members are entitled to the reimbursement of expenses reasonably incurred in the fulfilment of their board duties.
- 6.3.2. Other non-board members of the association must attain board approval prior to incurring any expenses for which they require reimbursement.
- 6.3.3. Board members may only claim the reimbursement of expenses incurred in the fulfilment of designated board duties including:
 - a. attending any board meetings or other board events;;
 - b. performing rostered duty days.
- 6.3.4. Expenses incurred fulfilling other roles such as team manager, team coach or parent are not eligible for reimbursement.
- 6.3.5. All expense claims must be made within 30 days of the expense being incurred.
- 6.3.6. All reimbursable expenses shall be approved by the board prior to being incurred, with the exception of:
 - a. car running expenses, claimed using the Australian Tax Office cents per kilometre rate applicable at the time; and
 - b. minor items with a value below \$25 per item supported by a valid receipt and limited to a maximum of \$200 per board member per financial year.
- 6.3.7. Excepting the items mentioned in bylaw 6.3.6, the association is not liable to reimburse any expenses that are incurred without prior board

approval or that are claimed after 30 days have expired from the date of expenditure.

6.3.8. All expense claims, other than those claimed under bylaw 6.3.6.a, shall be supported by a valid receipt and made using the association's online expense claim form submitted to accounts@cabinetball.org.au and will be processed by the treasurer following established approval procedures.

6.3.9. Reimbursements will only be paid through credit transfer direct to the claimant's bank account.

6.4. Blood

6.4.1. If any participant bleeds during association sporting activities, those activities must cease until all facilities and equipment, which have come into contact with blood, have been cleaned or replaced.

6.5. Codes of conduct

6.5.1. In addition to Netball Australia's General Code of Behaviour, the association also abides by the following codes of conduct.

6.5.2. Player's code of conduct:

- a. play by the rules and accept the umpires' decisions;
- b. never argue with an umpire or official, on or off the court;
- c. if a team has a question about an umpire's ruling, the captain may approach the umpire during an interval for clarification of any rule. Any player/s for whom clarification is relevant may accompany the captain;
- d. control your temper. It is a social competition. Umpires and officials are volunteers who give their time generously. They deserve your respect and consideration;
- e. be a good sport. Applaud all good performances by your own team and the opposition;
- f. treat other participants in sport with respect, just as you would like to be treated;
- g. cooperate with your coach, teammates, and opponents;
- h. aggravated or provoking behaviour towards other players, officials or equipment will not be tolerated. Offending players may be removed from the court or disqualified from participating further at Caboolture Netball Association.

6.5.3. Parent's/guardian's/spectator's code of conduct:

- a. refrain from negative comments to the players. Most play sport for their enjoyment;

- b. please talk to the coach if you have any comments or suggestions. Do not direct the players during a game as this may be contrary to the coach's directions;
- c. do not focus on the winning or losing of a game but focus on the players' efforts;
- d. encourage the players to play in the spirit of the game;
- e. applaud good play by both teams as the young learn by example;
- f. do not condone verbal or physical abuse but support all efforts to remove them;
- g. respect the officials' decisions always and encourage the players to do likewise;
- h. appreciate the efforts of the coaches and managers as they volunteer to put in a lot of time and effort to enable your child to play;
- i. abusive behaviour will not be tolerated. Please assist in eradicating this part of sport. If an official complaint is received in writing, the management committee will determine what course of action is to be taken.

6.5.4. Administrator's code of conduct:

- a. be fair, considerate and honest in all dealings with others;
- b. be professional and accept responsibility for your actions. Your language, presentation, manners and punctuality should reflect high standards;
- c. resolve conflicts fairly and promptly through established procedures;
- d. maintain strict impartiality;
- e. be aware of your legal responsibilities;
- f. contribute to a positive sporting environment by allowing for the special needs of players (especially children), by emphasising enjoyment and by providing appropriate development and competitive experiences;
- g. involve players in planning, leadership, evaluation and decision-making;
- h. ensure activities, equipment and facilities are safe and appropriate to the ability level of participating players. Activities, rules, equipment, lengths of games and training schedules should take into consideration the age, ability and maturity level of participating players;
- i. ensure that everyone (administrators, coaches, players, umpires, parents, spectators, sponsors and physicians) emphasise fair play in netball activities and games;

- j. where appropriate, distribute a code of behaviour sheet to coaches, players, umpires, parents, spectators and the media.
- 6.5.5. Official's code of conduct:
- a. umpire in accordance with the official rules of the game;
 - b. treat all players, coaches, match officials and other umpires with respect;
 - c. place the safety and welfare of the players above all else;
 - d. ensure the court and its surrounds are compliant with the rules;
 - e. take appropriate action to manage dangerous play.
 - f. always maintain a high standard of personal behaviour;
 - g. be a positive role model through behaviour and personal appearance, projecting a favourable image of netball and umpiring at all times;
 - h. be courteous, respectful and open to discussion and interaction;
 - i. maintain or improve your current performance level and seek continual improvement.

6.6. Disciplinary measures

- 6.6.1. In line with disciplinary measures included within Netball Queensland's Member Protection Policy, disciplinary action will be taken if the management committee determines that an individual is found to be in breach of the member protection policy.
- 6.6.2. Disciplinary action will also be taken against anyone who victimises or retaliates against a person who has complained of abuse, discrimination or sexual harassment.
- 6.6.3. In line with Netball Queensland's Member Protection Policy, disciplinary action will depend upon the severity of the case, and may involve:
 - a. an apology;
 - b. counselling;
 - c. suspension;
 - d. dismissal;
 - e. any other forms of action deemed appropriate.
- 6.6.4. In most instances, child protection matters will have to be referred to the police or other appropriate authority.
- 6.6.5. All complaints must follow the procedure contained within the associations member protection policy.

6.7. Drugs

- 6.7.1. The association is totally opposed to the use of any illicit drugs. The use of illicit drugs is prohibited during any association related events or travel.

6.8. First aid

- 6.8.1. The association is committed to providing a safe and healthy sporting environment. The association will endeavour to provide appropriate and adequate first aid treatment in the event of a person sustaining an injury or illness.

6.9. Gender identity

- 6.9.1. The association recognises the importance of treating people who identify as transgender or transsexual fairly and with dignity and respect. This includes acting with sensitivity and respect where a person is undergoing gender transition.
- 6.9.2. The association will not tolerate any unlawful discrimination or harassment against a person who identifies as transgender or transsexual or who is thought to be transgender or transsexual.
- 6.9.3. The association abides by the Netball Queensland Gender Identity Policy and the Netball Australia Position Statement, which are contained within the relevant member protection policy for each organisation. These policies state a commitment to providing an inclusive sporting environment where transgender or transsexual people involved in netball activities can contribute and participate.

6.10. Member protection

- 6.10.1. The association adopts the Netball Queensland and Netball Australia Member Protection Policies. The policies aim to provide the best possible environment in which its members, particularly those under 18 years of age, can participate with minimum risk exposure.
- 6.10.2. The association recognises, as stated within the Netball Queensland and Netball Australia Member Protection Policies, that all Netball Queensland members have a responsibility to provide safeguards dedicated to the well-being of other members.

6.11. Photography of children and young people

- 6.11.1. The association recognises the need to closely monitor photography of children and young people. Parents and guardians of junior players who wish to take photographs during a game should consult their team manager. The team manager should communicate with the opposition team's manager to confirm that no parents or guardians have objections

to the respective parents and guardians taking photographs during the game.

6.11.2. The association will monitor the use of cameras during association sporting activities and will address any suspicious behaviour in relation to the taking of photographs or video footage.

6.11.3. The association abides by the photography policy of Netball Queensland.

6.12. Pregnancy

6.12.1. The association adopts the pregnancy policy of Netball Queensland contained within the member protection policy. This policy states commitment to providing an inclusive sporting environment for pregnant women involved in netball.

6.12.2. The association expects everyone who is bound by this policy to treat pregnant women with dignity and respect and to remove any unreasonable barriers to participation in netball that disadvantage them.

6.12.3. The association will not tolerate any unlawful discrimination or harassment against pregnant women or women who may become pregnant.

6.13. Smoke-free

6.13.1. The association recognises the damage caused by tobacco use and exposure to environmental tobacco smoke (second-hand smoke) and aims to provide a tobacco-free environment for all netball participants and supporters.

6.13.2. The association adopts Netball Queensland's Smoke-Free Policy contained within the member protection policy. This policy states:

- a. smoking refers to tobacco and e-cigarettes;
- b. no smoking should occur at or near any sporting event or competition involving persons under the age of 18. This applies to all coaches, players, trainers, officials, employees, independent contractors, volunteers and other workplace participants;
- c. social events will be smoke free, with smoking permitted only in designated outdoor smoking areas;
- d. coaches, officials, employees, volunteers, independent contractors, players and other workplace participants should refrain from smoking and remain smoke free while involved in an official capacity, both on and off the court;
- e. state and territory legislation should be adhered to concerning smoke-free environments.

6.14. Sunsmart

- 6.14.1. As the majority of netball events take place during peak ultraviolet radiation [UVR] times throughout the day, the association plays a major role in both minimising UVR exposure and providing an environment where policies and procedures can positively influence long-term SunSmart behaviour.
- 6.14.2. The association acknowledges that skin cancer is a preventable disease and that a preventative strategy SunSmart policy is required.
- 6.14.3. The policy includes a commitment to the following:
 - a. follow the Cancer Council Queensland guidelines for SunSmart clothing when choosing, designing or redesigning uniforms;
 - b. where possible, hold training sessions and competitions at venues that provide adequate shade for members;
 - c. provide suitable shade structures for events where existing shade is not adequate for members and encourage spectators to bring their own portable shade structures;
 - d. promote SunSmart behaviour through posters and information brochures;
 - e. encourage all members of the association to act as role models for younger members in all aspects of sun smart behaviour by:
 - i wearing appropriate hats and clothing for all netball activities;
 - ii using provided SPF 30+, broad spectrum, water-resistant sunscreen;
 - iii seeking shade whenever possible between games/warm-up sessions at competitions and training sessions;
 - iv wearing sunglasses when appropriate that meet the Australian standard.
 - f. regularly reinforce the SunSmart policy through newsletters and association completion.

7. Amendments

Amendment No.	Section	Amendment Issued On (Date)	Amendment Inserted On (Date)	Amendment Inserted By (Name)	Comment