

# **PENRITH & DISTRICTS BASKETBALL ASSOCIATION INCORPORATED**

## **Junior Representative Program Policies and Handbook**



The following policies and information have been documented to ensure that all participants are familiar with the rules, regulations and commitment required for the P&DBA representative program.

If a specific situation is not covered in this document, the administrator and the Coach Executive will consider the matter and if required, consult with the Board of Directors on a case-by-case basis.

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## 1. PROGRAM OBJECTIVES

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- Provide a quality program to develop and improve the skills of all participants and to compete with pride, dignity, respect and good sportsmanship
- Strive to qualify for the highest division available in all ages for Team 1 with Team 2 to compete at the next most appropriate level
- Appoint accredited, experienced or developing coaching staff for all age groups and all teams
- Provide program Mentors and support for Coaches and Players
- Develop an “Association Style of Play”
- Identify appropriate pathways for players and coaches to develop to NSW, WNBL, NBL and National players or coaches.

## 2. PANTHERS REPRESENTATIVE PROGRAM OVERVIEW

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The representative program in NSW is conducted by Basketball NSW and is known as the Spalding Waratah Junior League.

The highest level of competition for U14 to U18 teams is known as Premier League (JPL) and only the top six (6) Metropolitan associations after grading, qualify for Premier League. The tier below is the Metropolitan Junior League (MJL) for U12 – U18 teams. There are multiple divisions, both Boys and Girls, and teams who do not qualify to Premier League are graded in the MJL

Being a part of the Penrith Panthers representative program is a very rewarding experience both on and off the court. New friendships are formed and players develop greater skills and knowledge of the game and have the opportunity to compete against the best athletes in Metropolitan Sydney and Country NSW throughout the year. There are also opportunities to attend Penrith advanced training programs and pathways for progression to BNSW development and State team programs.

Strict rules and entry criteria are set by BNSW with competition fees to be met by all Associations. The Penrith representative program is **heavily subsidised by the P&DBA** in order to offset some of the expenses to families of representative players.

Due to these program costs, all Associations require athletes to pay a Representative Levy and purchase Representative Uniforms.

In brief:

- The team selection process commences in November for the following calendar year program.
- Training and preseason tournaments commence late January and continue through or early February & March
- BNSW grading is held in March over at least three weekends. Teams are graded into either JPL or MJL.
- **Premier Division** play Home and Away games against each other metropolitan team and then Central Venue games against Country NSW teams. These games are held Saturday evening and Sunday at either a Metropolitan or Country venues such as Newcastle, Central Coast or Illawarra.
- **MJL** teams play on Sundays in a Home or Away format against other metropolitan associations such as Bankstown, Blue Mountains, Camden Valley, City of Sydney, Hawkesbury, Hills, Hornsby, Inner West, Manly, Macarthur, North Sydney, Springwood, Sutherland.

- Travel to these venues is the responsibility of the individual and family however team members, coaches and managers always assist with this planning.
- Only Premier Division teams have the opportunity to progress to the NSW State Championships weekend.
- In the U14 Premier Division, the top two teams automatically qualify to the Australian U14 Club Championships.
- BNSW will provide information relating to this qualification at the beginning of each season. Any Penrith team who qualifies to the U14 Australian Championships will be guided through the process and supported for fundraising events, tour organisation, accommodation and transport by the Representative Program Manager.

### 3. STRUCTURE

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The representative program is managed by the PDBA Representative Program Manager and the Director of Junior Basketball and Coaching (DOJB&C) on behalf of the Board of the P&DBA.

The following P&DBA sub-committees exist within the Representative Program.

- Coach Executive
- Coach Committee



**P&DBA Coach Executive** - The Executive will be chaired by the DOJB and will consist of a maximum of 4 other Executive members, to be appointed annually.

Selection criteria

- NCAS Association Level preferred or a minimum of 3 years' experience as a NCAS Club Level Head Coach plus involvement with BNSW development program
- Current Working with Children certification
- Registered and committed member of the P&DBA
- Ability to implement policies and programs

Duties include:

- Implementation/revision of program content and policies
- Selection of age group coaching staff
- Appointment of mentor coaches
- Attendance at Bi monthly Executive meetings
- Facilitate procedures for resolution

**P&DBA Coach Committee** – This committee is overseen by the DOJB and Coach Executive

- Includes each age group Head Coach.
- Evaluate the progress and development of team members and assistant coaching staff as required
- Are required to support all coach education programs and athlete training programs, skill curriculum, philosophies or styles of play
- Assist with the opportunity for game coaching evaluation

**P&DBA Representative Team Coaches** - All representative coaching staff will be selected by the Coach Executive via an official application, lodged by the published due date.

- If deemed necessary, applicants may be requested to attend an interview to support their application
- All applicants will be notified electronically if they have been successful or not with their coaching application

All coaching staff must:

- Be registered members of BNSW and hold a minimum NCAS Club Coach accreditation
- Must hold a current Working with Children certification
- Abide by all BNSW and PDBA rules, regulations and By-Laws and policies governing our sport and programs
- Attend scheduled representative coach meetings, coach education programs or player development programs

At the conclusion of each representative season, coaching staff may be required to conduct group player interviews or complete evaluations for team members or assistants with guidance from the JBC&DM. Child Protection legislation must be adhered to.

**Selection criteria** – Player development, team cohesion, reliability and planning as well as past season performances will be considered when appointing Coaches to junior representative teams.

The PDBA will endeavour to appoint the most suitably credentialed and experienced coach to each respective age group with a desire to provide continuance of the Head Coach over a two-year period providing they have worked to implement PDBA programs and philosophies.

Essential:

- Minimum NCAS Club Coach accreditation with preference given to NCAS Association Coaches or any coach working towards obtaining this accreditation
- Commitment to the P&DBA and preparedness to engage in professional development both within the Association as well as through programs offered by BNSW
- Commitment to at least one team session per week and one skills session
- Commitment to the full representative season competition and any Final series or NSW Championships
- Ability and commitment to ensure all team members follow the BNSW and PDBA Codes of Conduct and regulations.

Desirable:

- Previous experience in the age group or division of application
- Experience or involvement with the any High Performance or Development programs such as SPP, DAP, TAP, State teams, D-League, School programs or other endorsed development tours or activities
- Experience as a suitably qualified Assistant Coach
- Engaged with P&DBA domestic teams and clubs Coach in the junior domestic competitions with preference to the appointed representative age group

All applicants, successful or unsuccessful will be informed within 7 days of being ratified by the PDBA Coach Executive and pending approval by the BNSW Member Protection Officer and Competitions Manager.

#### 4. TEAM SELECTION POLICY and PROCESS

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The P&DBA aims to select (2) two boy's teams and (2) two girl's teams in the U12, U14, U16 and U18 age groups.

**Eligibility to trial** – All players must meet the following criteria when seeking selection to the P&DBA representative program.

- Have a current Primary or Secondary registration with the PDBA or, have a current BNSW registration at another Association
- Attend the full trial process as published. (Any absences or injury preventing participation must be communicated via email in advance and approved by the PDBA)
- Follow any application processes advised by the PDBA by the due date and prior to the first trial date.
- Complete the BNSW “Intent to Trial” (ITT) form if a representative player from an Association other than Penrith. This form must be submitted to the BNSW prior to attending any PDBA representative trial.
- **NO “Intent to Trial” form - NO TRIAL - NO EXCEPTION**
- Pay the appropriate trial fee as advertised by the PDBA
- Currently play in the PDBA local competitions or acknowledge the requirement to play in the PDBA junior winter competition, if selected,
- Declare any previous selection at any Association other than Penrith which if selected at Penrith, will require a BNSW Transfer.

#### Trial Process

- The P&DBA will hold at least two open representative trials unless fewer than 20 players are available for selection, in any particular age group.
- All athletes must trial for their correct age group
- Players may be cut from the trial process after the first trial, dependant on numbers and skill level of athletes and only invited athletes will attend the third or final selection trial
- Representative trials will be conducted by the appointed Head Coach and assistants
- Selections will be overseen by the DOJB or an Executive member plus the two age group Head coaches
- Teams will not be announced at selection trials but will be advertised on the P&DBA website on a nominated date

**Selection Criteria** – The following factors will be considered.

- Proven commitment to Penrith and the local competitions and representative programs
- No history of player/parent/guardian breach of Codes of Conduct or Zero Tolerance policies,
- Athletic ability, potential to develop, commitment and desire to achieve,
- Balance of top and bottom age players (required for program continuity)
- BNSW transfer rules and regulations

**PLAYERS** - All players chosen to represent Penrith must agree to the following:

- All financial obligations for the P&DBA representative program as advised and by the due date,

- Commit to attend all scheduled training and games and provide medical certificates for any absences due to injury.
- Commit to the junior representative program as a priority over school events (unless endorsed by BNSW) and the senior representative program, if selected.
- Participate weekly in the P&DBA domestic winter basketball competitions. Players may be removed from the representative program if they do not abide by this directive. (Exemptions are only considered for exceptional circumstances and must go to the Coach Executive for approval). It is preferred that players also play in the summer season.
- **DECLARE ANY REQUIREMENT TO OBTAIN A BNSW TRANSFER** from an Association other than Penrith, if selected for the Penrith program,
- Agree to and sign the Representative **Player/Guardian Behaviour Agreement**. Participation is not permitted in any representative program until this agreement is signed and returned to the administration staff by the due date
- Be punctual, responsible and display appropriate conduct at all times. Respect all team members, officials and opposition.
- Players who withdraw from a Penrith Panthers representative team after teams have been announced (unless due to injury or exceptional circumstances approved by the Executive) will not be considered for selection for a period of 12 months.

## TEAMS

- All teams will consist of (10) ten players unless
- A minimum of (8) bottom age players must be selected in each group (two teams). This ensures continuity within the program over two years
- Team One must consist of the best (10) ten players available and regardless of the top/bottom age rule
- Team Two should contain a majority of bottom age players however when bottom age players are selected in Team One, the number of bottom age players in Team Two will be less.
- Triple bottom age athletes are only to be selected over a bottom age athlete if trial numbers are low or if an exceptional athlete of greater skill, ability and potential attends the trials. This must be approved by the Coach Executive.
- A maximum of two Development players may be selected to train with the second team in the U18 or U16 age groups (if approved by the Coach Executive) and are required to attend all training sessions however will not be permitted to play in MJL games
- If there is a lack of team members available to play due to long term illness/injury or removal of a player for disciplinary action and advised in advance to the Association delegate, an exemption may be approved by the Executive for a development player to
- Development players will not be classified with Representative points in local competition teams

## 5. REPRESENTATIVE COMMITMENT and SCHEDULE

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### TRAINING

- Representative training is compulsory for all players. Players must arrive 10 minutes prior to the scheduled start time
- All teams will have one x 2-hour training session mid-week from February on a day and time arranged between the PDBA program manager and the team Head Coach.
- One weekend early morning or early evening age group Skills session for 1.25 hours

- All players must wear the Panthers reversible training singlet to all training sessions
- If a player is unable to attend training, the Head Coach must be notified prior to the session.
- Absences from training may result in the player not being permitted to play in the next game or reduced playing time.
- Injured players are expected to attend and observe training sessions and produce a medical certificate before returning to training or playing.
- Continued lateness or absence from training will be reported to the Program Manager and Coach Executive

### GAMES

- All players must arrive at each game at least half an hour prior to the scheduled starting time
- Players must wear full approved Panthers representative uniform only
- Team Managers will be responsible for the playing singlet and will distribute these to the team members on arrival
- Parents/Guardians will be required to fulfil the team scoretable duties at each game. Two parents from both the Home team and the Away team are required for each game. The team manager will organise a scoretable roster for the season. Assistance with scoretable training will be provided by the PDBA once teams are selected.
- Penrith Basketball will provide as much calendar information as soon as available to all families. Season draws are not available from BNSW until March.

**DISCIPLINARY ACTION** - All team Coaches, Assistant Coaches, Managers and Players must adhere to BNSW Codes of Conduct and Zero Tolerance Policies at all times. Reported or observed misconduct will be forwarded to the Representative program manager and DOJB for appropriate consideration.

### Technical Fouls

- Any Coach who receives a Technical Foul for disciplinary action will be required to report to the JBCDM
- Any Player who receives a Technical Foul for disciplinary action will be subbed off the court. The Coach will decide if the player may continue to participate in the game. All incidents will be reported to the JBCDM

Continued displays of poor sportsmanship, breaches of Codes of Conduct and Zero Tolerance policies or behaviour which brings the team and Association into disrepute will be reported to the JBCDM and Program Manager for consideration

## 6. BNSW TRANSFER RULES

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- Premier Division, Division One and Division Two – **Only one transfer per team permitted**
- Division Three and below – **Up to three transfers per team permitted with no more than two from any one Association**
- **Free transfer rule** - Players who chose not to play any games of representative basketball for more than 1 season will not be classified as a transfer however will still require a Clearance from their last representative Association. (e.g., no pre-season, practice games, tournaments, league games, etc.)



## 7. PROGRAM FINANCIAL INVESTMENT and RESPONSIBILITIES

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P&DBA will communicate the financial commitment for the representative program prior to any selection process.

A Representative Levy is required for all participants. The representative program is heavily subsidised by the Association in order to keep the financial investment for families at an affordable level.

The Representative Levy includes:

- PDBA preseason training and weekly in season team training
- Approved PDBA preseason games or tournaments
- Saturday early morning skills training for all age groups
- BNSW preseason grading games
- Premier League Metropolitan Junior League competition games
- NSW State Championships - Top four teams from Premier Division
- NSW State Cup – Top four teams from Metropolitan Division 1

### Junior Representative Player – Fees and payment schedule (includes GST)

- Selection acceptance fee–Non-refundable - Due within 5 days of team announcements..... \$110.00
  - Representative Levy Instalment One - Due 26<sup>th</sup> March..... \$605.00
- Total Representative Player Levy..... \$715.00**

### Development Player - Fees and payment schedule (includes GST)

- Selection acceptance fee– Non-refundable & due within 5 days of team announcements..... \$110.00
  - Representative Levy Instalment due 26<sup>th</sup> March..... \$220.00
- Total Development Player Levy..... \$330.00**

### Payment of Fees

- PDBA will provide an invoice for each player. Payments are made directly to the PDBA bank account.
- Cases of genuine hardship and a request for a payment plan will only be considered if in writing to the P&DBA program manager at the time of selection. No last-minute requests will be considered.

### Non-payment of Fees:

- Non-payment of fees by the due date will result in the removal of the player from all representative programs and activities until payment is made. **NO PAY-NO PLAY.**
- Continued failure to meet the financial commitment may also result in removal from all P&DBA domestic programs.

## 8. UNIFORM

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All players and team members must only wear official and approved Penrith Basketball representative gear at all representative training, camps and competitions. Team playing singlets are supplied by the PDBA for each junior player however, these remain the property of the PDBA.

All selected players are required to purchase representative shorts, warm-up top, reversible training singlet and Hoodie. Other uniform items are optional.

Development Players are only required to purchase the Panthers reversible training singlet however if promoted into any team, will be required to purchase the shorts and warm-up top.

Uniform Prices List

Reversible Training Singlet.....	\$52.00
Shorts .....	\$50.00
Warm Up Top .....	\$50.00
Hoodie .....	\$60.00

Optional Items for purchase are:

Panther Socks .....	\$12.00
Track Suit Pants .....	\$45.00
Team Bag .....	\$49.00

**9. PANTHERS DEVELOPMENT PROGRAM (PDP) - formerly Future Stars**

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This is a representative development program for bottom or double bottom age players with the potential to be future Penrith representative players and who may have not been selected into teams or are identified through local competition games.

A **minimum** of 8 Boys or 8 Girls per age group are required for this program to commence and a **maximum** of 20 Boys and 20 Girls will be selected per age group.

This program will be an 8–10-week program to include:

- Orientation and training sessions
- Weekly 1.5-hour training sessions between February and May – Day and time to be confirmed
- April School Holidays – Gala Day of training and games (date to be confirmed)
- PDP athletes **will not** be classified as a Representative player in PDBA local competition teams
- Player Levy for the PDP will be \$220.00

Optional Training Singlet may be purchased - \$55.00

**10. PROCEDURE FOR CONFLICT RESOLUTION**

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The P&DBA recommends the following process to deal with perceived problems for the representative program member and families based on common sense.

- a) Communicate with the person you have the problem with at a mutually beneficial time. (It is not recommended that the team coaching staff are approached after games or practice but contacted at another time to talk)
- b) If this talk is not beneficial, forward correspondence for the Coach Executive or representative administrator via email to [contact@penrithbasketball.net](mailto:contact@penrithbasketball.net)
- c) The situation will be assessed and an appropriate course of action will be communicated to all parties in order to reach an agreeable solution.

It is important to consider the following factors:

- All P&DBA representative coaches are accredited under the National Accreditation System which is recognised by the National Sporting Organisations and BNSW
- All representative coaches are registered members of BNSW and bound by a “Duty of Care” and the NSW Child Protection Act.
- All P&DBA representative coaches give their time freely in the junior representative program and are fully supported by the Representative Program Manager, JBCEM and Board of the P&DBA.

## 11. ZERO TOLERANCE POLICIES

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**Parents, Guardians and Spectators** - BNSW, P&DBA and the Penrith Valley Regional Sports Centre will enforce these policies to ensure a safe and enjoyable playing environment for all players and participants.

There will be zero tolerance towards any inappropriate behaviour from all participants, parents/guardians and spectators. All participants, families, spectators must accept responsibility for their behaviour.

Person will be asked to leave the venue if they:

- Persistently or wilfully question or challenge the rulings of the referees
- Berate or abuse a referee, player, other parent of spectator
- Display inappropriate conduct in a sporting environment

No warning need be given in the event of the above action and failure to leave when requested will result in the appropriate officials or staff members taking further action to safeguard the safety of everyone.

Persons requested to leave an event may be suspended directly or required to attend a hearing with either the P&DBA or BNSW and continued inappropriate behaviour may impact on future participation for their child.

- a) Appeals against any disqualification would be directed to the P&DBA or BNSW

**Team Officials** - There will be zero tolerance towards any inappropriate or abusive behaviour from team officials towards game referees, players, score table or members of the public

- a) Any team official should be expected to be disqualified from the game and required to leave the venue if they;
  - Persistently or wilfully question or challenge the rulings of the referees.
  - Berate or abuse a referee, player, other parent of spectator
  - Display inappropriate conduct in a sporting environment
- b) Whether or not technical fouls have been called against any team official or not during the game will have no bearing on the decision to disqualify any team official under this policy
- c) Failure to heed any disqualification will result in the team of the official forfeiting the game
- d) Appeals against any disqualification would be directed to the P&DBA or BNSW

## 12. COMMUNICATION POLICY

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Electronic communication is essential for sharing news and information. Our communication will be timely, appropriate and related to Association business. Our communication will protect members' privacy and ensure that bullying and harassment does not occur.

**It is essential that communication and correspondence with children and young people be directed through the child's parent or guardian.**

### Website

- Provides relevant information on news, competitions, results, events, policies and by-laws
- Will not display offensive content or photos. Any publication for minors will require parental permission and restrictions on identifying information if required.

**Email and SMS** - P&DBA staff and representative staff may use email and SMS to provide relevant information about competitions, training, events and news.

- All communication for minors must be directed through the parent or guardian
- SMS should be brief and pertaining to relevant representative program information
- Email communication will be preferred for greater content and information but must be relevant to representative program information

**Social Media** - The P&DBA treat all social media postings, blogs, status updates, tweets etc. as **"public comment"**

- No information will bring our Association into disrepute
- Abusive, discriminatory, intimidating or offensive information will not be tolerated and will be removed.
- Information must not be false or misleading or likely to injure a person's reputations.
- All information must be relevant, family-friendly, positive and must not disclose personal information about our members unless approved

### Non-Compliance

Members may face disciplinary action for inappropriate communication or online content which harass, offend, intimidate or humiliate another member, as outlined in Member Protections Policies and Codes of Conduct.

Under certain circumstances, cyber bullying (e.g., bullying carried out via internet, email, chats, instant messaging etc.) is a criminal offence that can be reported to the police.

In addition, members who publish false or misleading comments about another person in the public domain (e.g., Facebook, Twitter etc.) may be liable for defamation.