

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

OPERATIONS MANUAL



**GREAT SOUTHERN AMATEUR
BASKETBALL ASSOCIATION INC.**

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OPERATIONS MANUAL



OVERVIEW

The **GSABA Operations Manual** is a **living document** that will need to adapt to change which constantly occurs in life and in particular sport and basketball.

The **GSABA Operations Manual** has been set up to widen the understanding of **GSABA Operations** for **GSABA Management**, **GSABA Departments**, **GSABA Club Managements** and **GSABA Members**.

One aim is to increase the knowledge of the **GSABA membership**, a more knowledgeable membership should place the **GSABA** in a more powerful and more effective position to adapt to change, to develop, provide stability, improve communication, aid in sustainability and plan for the future.

The document at a minimum will have a yearly annual review which occurs in the month of August each year but technically it will be constantly under review as we seek ***continuous improvement***.

The **GSABA Operations Manual** has really been borne from GSABA Management's commitment to meet **ORS Star Club Status** and reach the goal of:

"A STARCLUB is a well-run club where quality coaches and officials work alongside valued volunteers in a safe and welcoming environment."

The **STARCLUB CLUB DEVELOPMENT PROGRAM** is an initiative of the **South Australia Office for Recreation and Sport** and is all about continuous improvement and on-going development to provide the best environment possible for your members and the wider community.

The **GSABA Operations Manual** firstly lists the ***Mission, Values, Philosophies***, then the **GSABA Constitution** and its appendices, followed by the ***Codes of Conducts*** and then alphabetically lists **Polices and Procedure** documents.

There is some cross-over of documentation as we have tried to link documents back to the Constitution, link information that cross-overs between departments but this will enable users to find specific documentation if that is what they are seeking.

ADOPTED: MARCH 2018 DRAFT

REVIEW: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



MISSION STATEMENT

Mission Statement

The Great Southern Amateur Basketball Association aims to promote and encourage participation in the playing and support of Basketball.

We seek to create an environment that promotes enjoyment, good sportsmanship, creates opportunities for excellence and maintains standards acceptable to our community.

We intend to be conscientious and diligent in the promotion and development of our youth, the existence, growth and continued improvement of our association is clearly dependent upon them.

ADOPTED: APRIL 2003

REVIEWED: AUGUST EACH YEAR

GSABA

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION



VALUES STATEMENT

WILDCAT CELTICS

PISTONS

GOOLWA MAGIC

SAINTS

LAKERS



**WORKING TOGETHER BUILDING A PASSIONATE BASKETBALL
COMMUNITY INCORPORATING THE FOLLOWING VALUES**

TRUST

TEAM WORK

SPORTSMANSHIP

CO-OPERATION

HONESTY

RESPECT

ADOPTED: APRIL 2003

REVIEWED: AUGUST EACH YEAR

GSABA

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION



PHILOSOPHIES

1. The objective of our Association is to provide a place to play and foster basketball and promote excellence of endeavour.
2. Our Association should always encourage players, coaches and officials to be involved in the highest level of basketball possible.
3. Our association actively and positively promotes the development of our youth in all facets of the game, which includes playing, coaching and officiating. We see youth as the key to future.
4. Our Association promotes positiveness and we accept a responsibility to maintain high standards of social behaviour based upon the moral standards acceptable to the community.
5. Our association teams, clubs, coaches and players representing our association need to show good sportsmanship and should discipline themselves to be proud but graceful winners and graceful losers.
6. Our Association, clubs, coaches and players should project a winning attitude - we believe there is great merit and noble

achievement in winning premierships, but the attitude should not include "win at all costs".

7. Our Association needs to actively promote its referees and umpires, provide developmental opportunities and be completely supportive of their efforts.

8. Our Association accepts the heritage which its players, coaches, officials and administrators have passed down to us, in doing so we do not intend to rest in idleness but shall strive with all our power to further the Association's fine achievements.

9. Our Association should be forward thinking, needs to accept change and be ready to progress by continually implementing clear management concepts and business plans.

10. Our Association needs to adopt coaching philosophies that are congruent with our aims and needs to ensure the emphasis of development of youth is exercised properly.
11. All Association dealings, negotiations and activities should be carried out in a professional and business-like based upon fair play.
12. Members of the Management Committee should contribute to open, healthy debate on the running of the association and give full backing to committee decisions. They need to set an example that promotes good sportsmanship and acceptable behaviour.
13. At all times we should promote respectfulness, truthfulness, sincerity, reliability and always act in the best interest of the Association.
14. To be successful each of us must be active, positive and devoted to the cause.

ADOPTED: APRIL 2003

REVIEWED: AUGUST EACH YEAR



CONSTITUTION

FOR

THE GREAT SOUTHERN

AMATEUR BASKETBALL ASSOCIATION

INC.

ADOPTED: SEPTEMBER 16th 2019

ANNEXURE 'A'

CONSTITUTION
OF THE
GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION INC.
AS ADOPTED ON SEPTEMBER 16th 2019

1. NAME:

The organisation shall be called the GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION INC., and hereinafter referred to as the Association.

2. OBJECTS AND PURPOSES:

To promote and advance the game of basketball within the Great Southern area.

3. POWERS:

- a) To develop and administrate the game of basketball in the Great Southern area.
- b) To manage Junior and Senior Basketball competitions as may be decided upon.
- c) To manage settlement of all disputes within the Association.
- d) Co-ordinate Coaches, Managers, Players, Umpires and others as nominated persons for Representative sides to compete in S A Country Senior & Junior Championship's, and other tournaments as may be decided upon from time to time.
- e) To deal with matters that the Association may deem to be in the best interest of the game of Basketball within the Great Southern area.
- f) Although under the jurisdiction of the SA Country Basketball Council, the Association may, from time to time, make such regulations for the conduct of its own proceedings, for the control of its funds and property and the proper carrying out of its objects as the Association may see fit.

- g) To appoint and employ and or dismiss any person as deemed necessary for the carrying out of this Constitution.

4. MEMBERSHIP:

- a) The GSABA Management Committee and GSABA Business Administrator.
- b) All Bona Fide members of Affiliated Clubs.
- c) All elected or appointed members of committees of the Association.
- d) Life Members.
- e) Association Umpires.
- f) Patron/s.
- g) GSABA Staff

5. MANAGEMENT COMMITTEE

- a) The Management Committee of the Association shall have a maximum of thirteen (13) members.
- b) The Management Committee of the Association shall have an Executive Committee of a President, Vice President, Secretary and Treasurer.
- c) The Management Committee of the Association shall include an Umpires Coordinator and a Junior Development Officer.
- d) The Management Committee can have maximum of six other committee members elected outside the Executive Committee, the Umpires Co-ordinator and the Junior Development Officer positions.
- e) The Management Committee of the Association shall be made up of at least one (1) member from each of the Affiliated Clubs and no more than three (3) members from each of the Affiliated Clubs.
- f) The Management Committee may appoint a Business Administrator as required.

- g) The Business Administrator duties must be submitted in a form of a contract, which must be approved by the Management Committee. The contract must be signed by the President and the Business Administrator.
- h) The Business Administrator duties may include any of the duties of the Secretary, the Treasurer and the Umpires Co-ordinator.
- i) The Business Administrator contract is a legal document and any duties listed in the contract are the responsibility of the Business Administrator.
- j) The Management Committee of the Association shall be elected annually at the Annual General Meeting of the Association and shall hold office until the next Annual General Meeting of the Association.
- h) Each Affiliated Club must nominate in written form the members they want to serve on the GSABA Management Committee. The Business Administrator is to be forwarded the nominations at least 14 days prior to the Annual General Meeting.
- i) To be elected to the Management Committee of the Association members must be present at the Annual General Meeting of the Association or a written apology must be received prior to the Annual General Meeting.

6. VACANCIES:

- a) Membership of the Association Management Committee or any office bearer of the Association shall be declared vacant should the member or office bearer be in default by absenting themselves without reasonable excuse from two consecutive meetings of the Association Management Committee. Reasonable excuse, shall be at the discretion of the other members of the Management Committee.

Vacancies which occur as a consequence of Death, Resignation or Default, shall be as follows:

- I. In the case of a Management Committee Member - the member shall be replaced by another member of that Club. The Club must nominate in written form the replacement member and they will be elected at the next Management Committee Meeting after receiving the nomination. The member elected shall serve until the next Association Annual General Meeting.

- II. In the case of a Business Administrator - the Management Committee will appoint a new Business Administrator if deemed necessary as soon as possible.

7. LIFE MEMBERSHIP:

- a) Life Membership of the Great Southern Amateur Basketball Association, may be nominated to the Association, at the Annual General Meeting, provided such nomination shall be given to the Secretary at least fourteen (14) days prior to such meeting.
- b) Life Members must be elected by a majority from the members that are entitled to vote. The voting member must be present at the meeting to record a vote.
- c) The number of Life Members appointed shall not exceed two in any one year.

Criteria. Ten years' service to the G.S.A.B.A. Committee.

Ten years as an Association Coach.

Ten years' service as a GSABA Referee

Ten years' service on a Sub- Committee

Ten years as a Junior Development Officer

Ten years' service of outstanding service as a GSABA Volunteer

At the Management Committees discretion, service to G.S.A.B.A. can be rewarded with life membership before ten years' service is reached.

- d) Life Membership of the SA Country Basketball Council, may be recommended of any person or persons, by the Association as per the SA Country Basketball Council Constitution.

7.1 PLAYING LIFE MEMBERSHIP

- a) Criteria: Ten (10) years' service as a GSABA Affiliated Club player at Senior Division One (1) level.

- b) Player Life Members must be elected by a majority of those present at the meeting entitled to vote. The voting member must be present at the meeting to record a vote.
- c) Player Life Members can be elected at the Annual General Meeting or a GSABA Management Committee Meeting.

8. PATRON/S:

A Patron may be elected at an Annual General Meeting.

9. PUBLIC OFFICER:

- a) The Public Officer is elected at the Annual General Meeting.
- b) Either the Secretary or the Business Administrator will be elected as the Public Officer for the Association.

10. S A COUNTRY BASKETBALL AFFILIATION:

- a) The Association shall, in each year, make application for affiliation, and pay such fees as required to the SA Country Basketball Council.
- b) All correspondence to the SA Country Basketball Council shall be forwarded through the Business Administrator of the Great Southern Amateur Basketball Association, and the decision of the SA Country Basketball Council, in any dispute before it, shall be considered final.

11. AFFILIATION OF CLUBS:

- a) Any Basketball Club in the Great Southern area may apply for affiliation, but the Management Committee of the Association shall have the power to refuse any such application at their discretion.
- b) All affiliated Clubs shall be bound by the Constitution of the Association.

12. MEETINGS:

These shall be conducted as follows:

- a) The Association Management Committee shall meet monthly or as directed by the Business Administrator after consultation with the President, to consider matters which may arise under section 3 of this Constitution.
- b) Annual General Meeting - the Association shall conduct an Annual General Meeting each year in the month of August or September.
 - i) To receive reports and balance sheets for the last financial year.
 - ii) The financial year shall run as a fiscal year and runs from July 1st to June 30th.
- III) To elect the officers - President, Vice-President, Secretary, Treasurer, Umpire's Co-ordinator, Junior Development Officer, Slammers Committee Representative and any other management committee members to a maximum of six.
- IV) To elect the officers of the Association Teams Committee – President, Vice President, Secretary, Treasurer and any other management committee members. The position of the Secretary and the Treasurer of the Association Teams Committee can be held by the same person.
- V) To appoint an Auditor.
- VI) To appoint a Patron if so desired.
- VI) The Business Administrator shall notify, in writing, each Club of the date, time and venue for the Annual General Meeting. Notifications of the meeting to be placed in the local newspaper at least two weeks prior to that date.
- c) Special General Meetings - A Special General Meeting may be convened at any time, providing 21 days' notice to the Clubs and all other members is given.
- d) No business shall be transacted at any Special Meeting except the business stated in the form of notice convening the meeting.
- e) Voting at any Special General Meeting shall be in accordance with the provisions of this Constitution relating to Annual General Meetings.

13. QUORUM:

A quorum for all meetings of the Association, including sub-committees, shall be half of those entitled to vote.

14. APPOINTMENT OF SUB-COMMITTEES & OFFICIALS:

- a) At its first meeting after the Annual General Meeting, the Management Committee shall appoint such Umpires sub-committees as prescribed by the Rules of the Association.
- b) The Management Committee has the power to appoint as deemed necessary other sub-committees
- c) Umpire's sub-committee. **APPENDIX C.**
- d) Administer the Umpiring Panel as set out in the guide-lines.

The Management Committee shall have the power to make, alter or repeal at any time, all such guidelines as it may be deemed necessary or convenient or expedient in relation to the proper conduct of the business and affairs of the Association, and the attainment of its objects, within the following guide-lines:

- a) The guidelines shall be binding on all members, representatives and Officials of the Association.
- b) The Management Committee shall at the Associations Nominations Meeting for each of the Winter Season and Summer Season pass the existing guidelines.
- c) All guidelines shall be clearly distinguished from the Rules and ByLaws and recorded and referred to as guidelines in the minutes of the meeting at which they are made, altered or repealed, and the motion shall include the date on which the guidelines is to come into effect.

15. CHAIRPERSON:

- a) The President shall preside over all Management Committee and General Meetings of the Association. In the absence of the President, the Vice-President, or in their absence, one of the members shall be elected Chairperson.

- b) The Convener shall preside over all meetings of the sub-committee which that person is appointed to convene, and in the absence of that person, one of the members of such sub-committee shall preside.
- c) Except at the Annual General Meeting, if a Deputy Chairperson is elected to take the Chair to open the meeting they shall retain the Chair until the end of the meeting, whether or not the person normally acting as Chairperson arrives at the meeting.
- d) At the Annual General Meeting a Returning Officer, who is not a candidate for any office will be appointed to take the Chair until the election of officers is completed.

16. ASSOCIATION VOTING:

Annual General Meeting:

- a) The Secretary shall record the representation at Annual General Meetings and Special General Meetings and the voting powers of those present.
- b) The Chairperson at an Annual General Meeting or Special General Meeting shall have a casting vote only, but may refrain from exercising this right, in which case the proposal is rejected.
- c) Each Club shall be entitled ONE vote if nominating in the current summer season.

Management Committee:

- a) The Secretary or elected Minute Taker shall record those present at all meetings.
- b) The Chairperson at all meetings shall have a casting vote only, but may refrain from exercising this right, in which case the proposal is rejected, but may be brought forward again at a subsequent meeting.
- c) Each Management Committee member shall be entitled to vote. (The Chairperson can only have casting vote).
- d) A motion must be carried by a majority of those entitled to vote and voting abstainers' will not be counted.
- e) The Business Administrator has no entitlement to vote at Management Committee Meetings but in relation to legal requirements must ensure the association adheres to any requirements.

17. METHOD OF VOTING:

At all meetings, voting shall be carried out by show of hands, unless a ballot is requested by a minimum of three clubs.

18. EMPLOYED PERSONNEL:

The Association may employ or dismiss, on a contract basis, such personnel as deemed by the Association to be necessary to effectively conduct the business of the Association.

19. NOTICES:

All notices shall be deemed duly delivered or served if sent by pre-paid post to the intended recipient at their last known address or place of abode or business, as documented in the records of the Association.

20. UNFORESEEN MATTERS:

Should any matter arise, for which provision has not been made in the Constitution, the Association shall have the power to take such actions as is necessary to protect the interest of Affiliated Clubs.

21. ALTERATIONS OF THE CONSTITUTION:

- a) This Constitution shall not be added too, repealed or rescinded except at a Special General Meeting convened for that purpose. No motion for an alteration or addition to this Constitution shall be submitted to a vote of the Association unless notice thereof, together with the proposed alteration or addition, in writing, signed by the proposer and seconder, shall have been received by the Secretary of the Association at least twenty one days before the date of the Special General Meeting. The alteration or amendment shall be carried by a majority of those present at the meeting entitled to vote.
- b) Such an alteration shall be registered with the Commission, as required by the Act.

22. RULES - APPENDIX A:

The Rules of the Association shall be made for the purpose of enlarging upon, extending and developing the provisions of the Constitution and the interpretations thereof, and shall be attached to the Constitution as

Appendix thereto. The Rules may be repealed, altered or added to by the same procedure as is required for alteration of the Constitution, OR may be amended by the Management Committee, subject to the following conditions:

- a) That at least two thirds of the voting members of the Management Committee are present in person.
- b) That at least ten days written notice is given to each member of the intention of discussing the Rules has been given to each member of the Management Committee.
- c) One copy of every Rule so made, amended or repealed shall be sent within fourteen days to each Club Secretary and to each subCommittee Secretary.

23. DISCIPLINARY TRIBUNAL - APPENDIX E:

All Disciplinary Tribunals will be run according to the current S.A. Country Basketball Disciplinary Tribunals By-Laws.

24. BY-LAWS - APPENDIX B:

The Management Committee shall have the power to make, alter or repeal at any time, all such By-laws as it may be deemed necessary or convenient or expedient in relation to the proper conduct of the business and affairs of the Association, and the attainment of its objects, within the following guide-lines:

- a) The By-laws shall be binding on all members, representatives and Officials of the Association.
- b) The Management Committee shall at the Associations Nominations Meeting for each of the Winter Season and Summer Season pass the existing By-laws.
- c) All By-laws shall be clearly distinguished from the Rules and recorded and referred to as By-laws in the minutes of the meeting at which they are made, altered or repealed, and the motion shall include the date on which the by-law is to come into effect.

25. AMINISTRATION OF ASSOCIATION TEAMS - APPENDIX D:

Administer Association teams as set out in the guide-lines.

The Management Committee shall have the power to make, alter or repeal at any time, all such guidelines as it may be deemed necessary or convenient or expedient in relation to the proper conduct of the business and affairs of the Association, and the attainment of its objects, within the following guide-lines:

- a. The guidelines shall be binding on all members, representatives and Officials of the Association.
- b. The Management Committee shall at the Associations Nominations Meeting for each of the Winter Season and Summer Season pass the existing guidelines.
- c. All guidelines shall be clearly distinguished from the Rules and ByLaws and recorded and referred to as guidelines in the minutes of the meeting at which they are made, altered or repealed, and the motion shall include the date on which the guidelines is to come into effect.

26. BINDING:

For the purposes of controlling the operations of the Association, the Constitution shall be equally binding on all members.

27. THE SEAL:

- a) The Association shall have a common seal upon which its corporate name shall appear in legible characters.

- b) The seal shall not be used without the expressed authorisation of the Committee, and every use of the seal shall be recorded in the minute book of the Association. The Chairperson and the Secretary shall witness the affixing of the seal.
- c) The seal shall be kept in the custody of the Secretary or any other such person the Committee may from time to time decide.

28. WINDING UP:

The Association may be wound up in the manner provided for in the Corporations Act.

- a) If after the winding up of the Association there remains “surplus assets” as defined in the Act, such surplus assets shall be appropriated in accordance to this rule by a special resolution at a General Meeting or in default by a special resolution of the Committee at the time to be given to some society or other body.

ADOPTED: SEPTEMBER 8Th 2014

REVIEWED: AUGUST EACH YEAR



RULES

FOR

GREAT SOUTHERN

AMATEUR BASKETBALL

ASSOCIATION Inc.

1. DUTIES OF MANAGEMENT COMMITTEE:

1.1 The President shall:

- a) Preside as Chairperson over all meetings of the Association.
- b) Ensure that the minutes of each meeting are correct and uniform.
- c) Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Committee.

The Chairperson shall:

- 1) Make sure that a quorum is present.
- 2) Conduct the meeting in accordance with the Constitution and make sure that proper notice has been given.
- 3) In addressing the meeting, be impartial and brief in remarks.
- 4) Preserve order, and for that purpose censure or have removed any person who is speaking. The meeting may be adjourned for this purpose.
- 5) Give all members a reasonable opportunity of speaking but ensure that no member speaks for an undue length of time or unnecessarily repeats points that have already been put before the meeting.
- 6) Terminate any discussion, which is not at the time, relevant to the business before the meeting.

1.2 The Vice-President shall:

- a) Assist the other officers as required, and should the President be temporarily unable from any cause to fulfil all or any of the duties, the Management Committee shall appoint the Vice-President to act on behalf of the President for the Association.
- b) Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Committee.

1.3 The Secretary shall:

- a) Attend all Management Committee meetings and carry out all directions given at any such meetings.
- b) Attend to all the clerical work of the Association, assisted by such persons as the Management Committee may appoint.
- c) Keep a written record of the Constitution of the Association, and decisions, alterations or amendments thereto, including the date on which they come into force, and advise members of additions and alterations thereto as required by the Constitution.
- d) Keep in proper files all Association records and reports of subcommittees, officers, delegates and officials.
- e) Keep the books containing the minutes or records of proceedings of all meetings of the Association and or its committees, and produce them as required.
- f) Obtain a directive from the Management Committee before disposing of any Association property or records.
- g) Place before the Management Committee all applications for Affiliation and Associated membership at the next Management Committee meeting held after the receipt of same.
- h) Keep a "Record of Members Suspended" with date of suspension and reason thereof.
- i) Keep a register of Colours and Uniforms of all Affiliated Clubs.
- j) Carry out all such other duties as may be required under the Constitution.
- k) Keep a record of those present at all meetings and the Club they are representing. Record the voting powers of those present.
- l) Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Committee.

1.4 The Treasurer shall:

- a) Be responsible, assisted by such persons as the Management Committee may appoint, for the receipt of all Monies due to the Association. Monies will be deposited without undue delay to the credit of the Associations appropriate account, at the bank delegated as the Association bank.
- b) Be responsible, directly or indirectly, for the issuing of official numbered receipts for all monies received.
- c) Pay in such manner as may be approved by the Management Committee all accounts and approved sums claimed against the Association. All cheques shall be signed by a least two officers of the Association.
- d) Obtain adequate receipts or vouchers for all payments.
- e) Keep proper books and accounts, and submit to each ordinary meeting of the Management Committee, a comprehensive written report of the duties performed since the date of the last report, which shall contain:
 - 1. Particulars of receipts and expenditure
 - 2. The amount owing by the Association together with the accounts thereto.
 - 3. A list of Clubs that have not met their obligations to the Association, and of the amounts owing to the Association.
 - 4. The amount of funds available, substantiated by presentation of current bank statements or passbooks and items, or an estimate of amount, of annually recurring expenditure, not yet paid, for which funds will be required.
- f) Make no substantial alterations in the methods of dealing with receipts and expenditure, or in the form of account books and printed stationary without first obtaining a directive from the Management Committee. The Management Committee shall, if it thinks fit, direct that the

Treasurer and another officer of the Association obtain the opinion of the Auditor regarding the proposed alteration.

- g) Keep a record of the property and assets of the Association, and the name and address of the persons having custody of such property from time to time, and submit the report (being the Associations only form of balance sheet) to the Auditor at the end of the financial year.
- h) Close and balance the books of the Association, and present them for audit prior to the Annual General Meeting.
- i) Prepare an annual statement of receipts and expenditure, and such other forms of account as may be required, and submit same, duly audited, to the Annual General Meeting. The audited original copy of such accounts shall be fixed in the minute book next to the minutes of the Annual General Meeting at which they were read.
- j) Be entitled to attend, ex-officio, and receive a copy of the meetings of any sub-committee, which may be dealing with matters involving the expenditure of Association funds.
- k) Attend to the insurance of the Association property and members, and give adequate notice to the Management Committee of the dates upon which the renewal of the current policies may be required.
- l) Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Committee.

1.5 The Umpire's Co-ordinator:

- a) Carry out other such duties as defined in Appendix D.
- b) Report monthly to Management Committee.
- c) Arrange all finals Umpires.

Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Committee.

1.6 Junior Development Officer:

- a) To develop and educate all club coaches to enable them to co-ordinate their club practises with proficiency.
- b) Educate coaches on the parts of the court.
- c) Develop skills and drills for left and right hand.
- d) Discuss defence – what it is and who is responsible for players.
- e) Communicate and encourage.
- f) The Junior Development Officer will be G.S.A.B.A. Association team's Coaches co-ordinator.
- g) Report monthly to Management Committee.

PLAN:

- a) Communicate with all clubs informing them of the role of the Development Officer and the objective.
- b) Establish a Coaches Committee comprising one coach from each club.
- c) To develop coaches from all clubs.
- d) To explain on court drills to club coaches to allow them to establish solid training sessions.
- e) To conduct clinics incorporating all clubs.
- f) Encourage all clubs to become involved and participate in clinics.

- g) Set up development groups for the “elite” children who will represent G.S.A.B.A. in Association teams. Fee: \$1.00 per training.
- h) To offer all coaches within the Association Level O and Level 1 Courses.
- i) Set up a Library cupboard in Canteen. Look to subscribe to the Australian Coaches Magazine.
- j) The Development Officer will work for the Association to educate coaches and not run clinics for individual Clubs.

2. REGISTRAR:

- a) To be appointed annually at the first Management Committee Meeting after each Annual General Meeting.
- b) Be responsible for keeping a record of all registered playing members.
- c) Ensure that all members play within their age groups.
- d) Collate the scores weekly, and keep a record of the premiership tables.
- e) Arrange printing of the premiership tables throughout the season.
- f) Notify Clubs concerned, of any discrepancies in the score sheets and registrations, and notify the Management Committee at their next meeting.
- g) Automatically deduct the appropriate penalty for discrepancies as set out in the By-laws.
- h) May appoint, with the approval of the Management Committee, an assistant.
- i) Advise the management Committee at the end of the minor round of the teams eligible for the finals.

- j) Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Committee.

3. SUB COMMITTEES:

- a) Sub Committees of the Association shall have a maximum of twelve (12) members.
- b) Sub Committees of the Association shall have an Executive Committee of a President, Vice President, Secretary and Treasurer.
- a) The number of people present to constitute a quorum at all meetings of any sub-committee shall be a simple majority.
- b) Each Sub Committee must elect a President, or the Secretary may be appointed a proxy, with the power to vote, to attend a sub-committee meeting. Notice of appointing a proxy shall be in writing and handed to the Chairperson before the meeting.
- c) The Convenor of each sub-committee shall be a member of such subcommittee and shall be appointed by the Management Committee.
- d) Persons appointed to sub-committees need not be members of the Management Committee and shall hold office until the first meeting of the Management Committee after the Annual General Meeting, providing that any member of any sub-committee who fails to give proper attention to the duties of any sub-committee may be removed from office by the Management Committee.
- e) Every sub-committee shall record minutes from meetings and present a copy of the minutes at the next GSABA Management Committee Meeting held.
- f) A sub-committee shall have the authority to decide matters under its control without prior reference to the Management committee, and the approval of the Management Committee shall be deemed to have been given to the acts of such sub-committees unless the Management Committee promptly advises the Convenor otherwise.
- g) A sub-committee shall not incur any expenditure without the approval of the Management Committee.

- h) Any complaint that may be entered against the actions or decisions of a sub-committee shall only be made by the Secretary of an Affiliated Club unless herein provided, and shall be forwarded in writing to the Secretary within seven days of the date of such actions or decisions. The action of the members of the sub-committee concerned shall be determined by the Management Committee, and the Management Committee may impose a fine as set in the By-laws against any Club lodging a complaint without substantial and satisfactory evidence to support its claims.
- i) Carry out such duties as the Management Committee may direct.
- j) Recognise at any time that there is failure to carry out the duties to the satisfaction of the Management Committee; the position may be terminated by the Management Committee of the Association.

4. AFFILIATION OF CLUBS:

Every Club applying for affiliation shall:

- a) Make application for affiliation each year on the prescribed form, by the due date. That being prior to the commencement of the Winter Season each year.
- b) Forward with the application, the affiliation fee (as fixed by the By-laws) and a list of its bona fide members.
 - 1. Furthermore, each Club shall, prior to each season, by the prescribed date and with the prescribed fee as fixed by the Management Committee nominate teams in both the Senior and Junior Competitions. Clubs must nominate a minimum of - 1 "A" Grade Men's, 1 "A" Grade Women's and 1 Boys and 1 Girls teams in each of the U/12,

U/14, U/16 Junior competition. Failure in this regard may lead to termination of Affiliation.

2. Management Committee reserve the right to scrutinize all Club nominated team listings and new players throughout the season. In senior grades lower than A grade, if a Club nominates a team or plays a player whose perceived level of strength is above the other Club nominated teams in that grade, then Management Committee will negotiate with the club to re grade the team or player concerned.

- c) Give particulars of its proposed uniform and colours, which shall be registered subject to the approval of the Management Committee.
- d) All Clubs shall abide by the directions of the Management Committee in regard to the adoption and enforcement of proper regulations to control the Clubs affairs which shall be in the hands of a Committee consisting of President, Secretary and at least one other member, properly appointed or elected by the members of the Club.
- e) The Association Secretary shall immediately notify any Clubs that do not comply with the regulations regarding affiliation, that their affiliation cannot be considered unless the form is correct, or the prescribed fees are paid, as the case may be.
- f) Every Club, the affiliation of which is approved, shall hereon:
 - 1. Be deemed to be affiliated and bound by the Constitution.
 - 2. Register all playing members as prescribed by the Rules and By-law.
 - 3. Become liable for such subscriptions, fees and levies as may be fixed by the By-laws.
 - 4. Notify the Association Secretary within seven days of any change to the particulars given on its application form.
 - 5. Send to Management Committee and Club Delegate meetings, two (2) Representatives. Any Club not properly represented shall be fined as set out in the By-laws. The Representatives need not be a member of any of the teams, which are registered.

6. Send to all Association organised clinics, a minimum of three (3) representatives from each Club, a fine, as set out in the By-laws will be imposed for non-attendance.
- g) Appointments of Club members to committees, or to other duties shall be at the Management Committees discretion.
- h) Any affiliated Club, which desires to withdraw from the Association, shall remain liable for all subscriptions, levies and/or fines incurred up to the time of lodging its application to withdraw.
- i) The members of any Club, which withdraws, disbands or otherwise ceases to be affiliated, shall not play for any other Club unless all amounts owing to the Association by their former Club have been paid.
- j) Any playing member of a Club team, which withdraws or disbands, may not play a lower grade, during the season the team has disbanded or withdrawn, without the approval of the Management Committee.

5. PENALTY FOR LATE WITHDRAWAL OF TEAMS:

After the program has been completed any Club withdrawing a team shall incur a fine as set in the By-laws.

6. REGISTRATION:

- a) All players shall be registered with the Great Southern Amateur Basketball Association.
- b) The Secretary of each club shall, prior to the FIRST match of each season, lodge team listings with the Secretary all applications for registration of the Club members, in proposed teams, and ages where age limits apply, together with the prescribed registration fees as per the By-laws.
- c) All subsequent registrations are to be made on the prescribed form and lodged together with the prescribed fee with the Registrar PRIOR to the player's first match. NOTE: Lodgement of forms and fees at the Stadium Canteen, prior to players first match will also be accepted.

- d) The Management Committee may direct that no premiership points be allocated to a Club or team, while any fees or fines remain unpaid, unless such Club has applied for, and been granted, an extension of time to pay.
- e) After a senior player has played 5 games in a higher grade, they are not eligible to play in a lower grade for the remainder of the season.
- f) A player may play in finals matches in a higher grade without having previously played in that grade, providing normal qualification periods (as per By-laws), are met.
- g) No player shall play for more than one affiliated Club without first obtaining a clearance from their existing Club.
- h) Any player who has been denied a clearance, may, protest the decision, in writing in the following manner. If the protest is against the Club the protest is made to the Management Committee, if it is against the Management Committee it is to be made to the SA Country Basketball Council, all protests are to be lodged within fourteen days of notification.

7. COMPLAINTS:

- a) Any complaint lodged, must be in writing from the Club to the Association Secretary, accompanied by the complaints fee, which shall be refunded if the complaint is proved to be justified.
- b) A complaint related to an Association controlled match, shall be lodged no later than 6 pm. on the day following the game referred to in the complaint.
- c) The Association Secretary on receiving the complaint shall contact the Management Committee who shall decide if the complaint is valid.
- d) If the complaint is valid then the Management Committee will deal with it within seven days.
- e) Any Club, team or person upon whom a decision has been made, shall if not satisfied with the decision of the Management Committee, have

the right to appeal against such decision to S.A. Country Basketball Council Inc.

8. CONSTITUTION, RULES, BY-LAWS, UMPIRE'S SUB COMMITTEE, ADMINISTRATION OF ASSOCIATION TEAMS AND S.A. COUNTRY BASKETBALL DISCIPLINARY TRIBUNAL:

- a) The Management Committee has the power to rule over any matter not specifically covered in the Constitution, Rules, By-laws; Umpire's sub Committee, Administration of Association Teams and S.A. Country Basketball Disciplinary Tribunal.
- b) Each affiliated Club shall be entitled to a copy of the Constitution and all Appendices of the Association.
- c) Each affiliated Club Secretary shall be sent copies of any alterations made to the above documents, before the start of each season.

ADOPTED: SEPTEMBER 8Th 2014

REVIEWED: AUGUST EACH YEAR



BY-LAWS

FOR

GREAT SOUTHERN

AMATEUR BASKETBALL

ASSOCIATION Inc.

APPENDIX B

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION INC

ADOPTED: OCTOBER 2017

THESE BY-LAWS ARE TO BE REVIEWED AND ACCEPTED ANNUALLY AT THE FIRST MANAGEMENT COMMITTEE MEETING AFTER THE A.G.M. THESE BYLAWS CAN BE REVIEWED AND CHANGED AT A GSABA MANAGEMENT COMMITTEE MEETING.

RULES OF BASKETBALL TO APPLY: All matches will be played in accordance with the Official Basketball Rules, except where this Association's By-Laws and Rules differ and therefore override the Official Basketball Rules as set out below.

1. CLUB RESPONSIBILITIES 1.1

AFFILIATION OF CLUBS:

a) Each club must apply for affiliation at the completion of the Summer Season minor round each year. This must be done on the prescribed form and be forwarded with the nomination fee to the Association Secretary. See Rules Part

4.

b) Clubs must register team listings for the upcoming season on or prior to the completion of the minor round games of the current season. Nomination fee is payable by the third match of the season.

1.2 PLAYER MOVEMENT

AMENDED: 9th DECEMBER 2009

a) Any junior player shall be allowed to play their eligible junior age and any other higher junior age group competition.

b) After a senior player has played five games in a particular division, he/she is not eligible to play in a lower season division for the remainder of the season.

c) Where a Club has two teams in one age group or division, the club has only until the completion of round five to be able to swap players from one team to another. A player shall not play for two teams in the same age group or division in the same round. New players commencing after round five may play up to two minor round games with one team and be eligible to change teams if necessary.

- d) A senior player is not eligible to play in their nominated grade for the remainder of the season if they have played five games or more above their nominated grade.
- e) If a player uses a combination of division to qualify for finals they are only eligible to play finals in the highest division they have played.
- f) Any junior player playing in a senior competition abides by senior player status.
- g) Under 20's are eligible to play Under 20's and any other senior competition. When an Under 20 plays in a senior competition, the player abides by senior player status.

1.3 FORFEITS

- a) Result in a club PENALTY. The fine must be paid within 14 days of issuing of the account. Failure to do so prohibits the team and any of its members from participating in any G.S.A.B.A. Inc programmed or sanctioned matches until all outstanding monies are paid.
- b) Where prior notice is given, registered players of the non-forfeiting team will have this match recorded as a played match. **SEE FEES.**
- c) Forfeits which occur on the night: All players in attendance will have the match recorded as a played match. Match fees will be returned to all players who had paid prior to the match being forfeited.
- d) No forfeits will occur in Under 10 competitions. Players may temporarily change teams or teams may play one player short if necessary to complete a game without penalty.

1.4 FORFEITS DURING FINALS

In the event of any team forfeiting during the finals, that team surrenders its position on the premiership table and moves to the bottom of the table. All other teams move up for all finals games. **SEE FEES.**

1.5 UNIFORMS

- a) All junior and senior players (except Under 10's - see below) must be in correct club coloured uniforms, (i.e. tops and shorts). Players not in correct uniform cannot take the court. **SEE PENALTIES.**
- b) Players in the Under 10 competition are encouraged to be in correct club coloured uniforms, but may take the court wearing alternative shorts or tops as necessary.
- c) Changes in uniform design and colour must be ratified by Management Committee before the beginning of any season in which the club wishes to introduce the new uniform.
- d) Clubs are allowed to play players out of correct uniform in Round 1 & 2 of each season. From Round 3 of each season all junior and senior players must be in correct uniform as per Clause 1.5 (a).

1.6 SCORERS/TIME KEEPERS:

- a) All clubs must supply one non-playing score bench official for each team. Failure to do so results in a loss of one point per minute that they do not have a scorer to a maximum of 20 points plus a fine if a scorer is not present by half time. The fine must be paid within 14 days of issue of the account. **SEE PENALTIES and FEES.**
- b) See match conditions if scorer not available. A player substitute cannot take the court if they commence scoring. A coach may score.

1.7 CONDUCT

All clubs shall be held responsible for the conduct of its members and shall assist the match officials at all times. Management Committee to decide action for breaches of conduct.

2. PLAYERS RESPONSIBILITIES

2.1 ELIGIBILITY FOR FINALS:

- a) A player must play in at least 5 minor round games in the current season to qualify for a finals series.
- b) To qualify to play in a particular age group or division, the player must have played at least five games for the Club over five minor rounds in that age group or division or in a lower age group or division.
- c) A player may play in more than one age group or division finals series if they meet the above eligibility. Finals games will not count towards eligibility or ineligibility of players during a finals series.

2.2 APPEARANCE AT MATCH:

- a) All players must have their name on the score sheet prior to taking the court.
- b) Players must pay their entrance fee and gain a stamp to be shown to the referee.
- c) Players must be dressed and physically able to take the court by half time siren in all minor round games. **SEE PENALTIES.**

2.3 CLEARANCES

- a) No player shall play for more than one affiliated Club without first obtaining a clearance from their existing Club.
- b) Each clearance must be submitted with a \$40 administration fee. Clearances to/from Under 10 teams do not require a fee, but still require a clearance.
- c) Players may present clearances to Management Committee at any time. A player may not be cleared if he/she has played a game in the current season.
- d) The Clearance form must be signed by the player's current Club President or Secretary, the President or Secretary of the Club they wish to be cleared to and it must state clearly the reasons for such a request.
- e) Players must await Management Committee verification before transferring. **SEE PENALTIES.**

- f) A cleared player must not be cleared to a further Club for at least two years.
- g) Players who have not played any games during the preceding four seasons shall not require a clearance, providing no monies or uniforms are owed to the previous club(s).
- h) Players who are without a team to play in at their current club and are transferring for one season only to enable another club to form a team are required to fill out a permit clearance and pay a one-off \$40 clearance fee.

2.4 AGE REQUIREMENT

To play in the senior basketball competition all players must be a minimum of thirteen years of age. If there is any doubt in regard to the age of a player then a birth certificate will need to be produced.

3. MATCH CONDITIONS:

AMENDED: AUGUST 10th 2011

3.1 CLOCK STARTS:

The clock will start at the time set out in the official program for the commencement of the match. The team must commence the match with two or more players and has until the half-time siren to have five players in playing uniform ready to play. Players must be on court or in their team's coaches bench area when the half-time siren sounds. Penalty is one point per minute until the fifth player reaches the coaches bench area. Failure to have five players on the court or in their team's coaches bench area by the half-time siren results in a forfeit.

3.2 CLOCK STOPS: 2011

AMENDED: AUGUST 10th

- a) The clock will not stop for time outs in minor round games.
- b) The clock will only stop for every whistle during the last two minutes of the final half while the margin is less than 20 points (i.e. the clock will not stop in the last two minutes if the margin is 20 points or greater).
- c) The clock will stop for time outs and each whistle during the last minute of any extra period.
- d) The clock does not stop in Under 10 games.

- e) In the finals, the clock does stop for all time outs and on each whistle during the last minute of the first quarter, second and third quarter and during the last two minutes of the final half.
- f) In the minor round games and finals, the clock stops on all field goals during the last two minutes of the final quarter of Men's and Women's Division 1 games.
- g) In minor round games, the clock will stop for all time-outs in Men's and Women's Division 1 games.

3.3 RUNNING OF THE CLOCK: AMENDED: SEPTEMBER 2012

At the start of the game, if only one scorer is available, that person will do the score sheet and the clock, which will run as per normal game. If other scorer becomes available then they will assist on the bench. SEE FEES.

3.4 DRAWN MATCHES:

- a) Minor round games that finish in a draw will be recorded as a drawn match.
- b) No finals game can finish in a draw and must be decided by extra periods of three minutes durations and the clock stops in the last minute of an extra period.
- c) In this event, on the siren of the second half, teams shall be given a twominute break. The teams will continue to play in the same direction they played in the second half during the three-minute extra period.
- d) Team fouls continue from the second half.
- e) One time out is permitted for each team.
- f) If teams draw again the same procedure is followed for as many times as it takes until a winner is obtained.

3.5 HOT WEATHER POLICY:

AMENDED: APRIL 15th 2013

On days when the forecast maximum competition temperature as published in the Advertiser that day is 35 -37 for Victor Harbor, Junior Competition timing rules for games may be modified as follows:

1. Referees to call a time-out at the halfway point (5-minute mark) of each period, if one has not been already called.
2. The half-time break to be extended by a minute, from 2 minutes to 3 minutes.
3. The clock to only stop in the last minute of the game instead of the last two minutes.

The Business Administrator will access the Bureau of Metrology to determine if a modified game is required. The Umpire in Charge will be notified before the commencement of the first game of the night.

On days when the forecast maximum temperature as published in the Advertiser that day is 38 degrees or more, junior scheduled games for that day will be cancelled at 1.00p.m. of that day if the predicted temperature for 4.00p.m. that day is 38 degrees or more. Senior scheduled games for that day will be cancelled at 1.00p.m. of that day if the predicted temperature for 6.00p.m. that day is 38 degrees or more.

The Business Administrator will use the Bureau of Metrology prediction for Victor Harbor to determine the cancellation.

If the scheduled games for days with a forecast temperature of 35 or above are cancelled this will be posted on the GSABA Website on the Home Page and the Hot Weather Policy page at 1.00p.m. If games are to be modified this will be listed at 1.00p.m. as well.

It is the responsibility of the Clubs, Coaches, Team Contacts, Players to check the GSABA Website to see if the games are to be cancelled. The responsibility to check game cancellations lies with the Club.

3.6 ABANDONED GAMES:

A commenced game may be deferred or abandoned if the court becomes unplayable or for any other reason determined by the Umpire in Charge. If the game is resumed within the scheduled timeslot, the Umpire in Charge may use his/her discretion to complete the period in progress, and any further period which can be completed within the scheduled timeslot. If a commenced game is abandoned, the result shall be the scores as at the time the game was abandoned. Examples may be power failure, court hazards.

3.7 TIME -OUTS:

AMENDED: AUGUST 10th 2011

- a) In minor round games only. Each team can have one time-out per quarter. Unused time-outs cannot be carried over into another quarter.
- b) In Men's and Women's Division One games each team can have two timeouts in the first half and two time-outs in the second half in minor round games only.
- c) The coach who has called the time-out can call time-in before the minute has finished.

3.8 TEAM HUDDLES

ADDITION: 10th FEBRUARY 2014.

Opposition Coaches, Team Managers, Players, Parents or Spectators should not enter the opposition team huddles during warm-ups, at the start of the game, at the quarter breaks, at time-outs and at the end of the game.

Opposition Coaches, Team Managers, Players, Parents or Spectators who enter the opposition team huddle and cause an incident that involves breaches of the GSABA Codes of Conducts will receive an automatic two-week suspension if found guilty by the GSABA Management Committee.

4. COMPETITIONS:

4.1 JUNIOR COMPETITION

- a) Junior Competitions are based on age and gender groupings. Junior players must be under the prescribed age at the 31st December of the year of the conclusion of that season.
- b) The age grouping will be:

Under 10 boys (size 5) & Under 10 girls (size 5)

Under 12 boys (size 6) & Under 12 girls (size 6)

Under 14 boys (size 6) & Under 14 girls (size 6)

Under 16 boys (size 7) & Under 16 girls (size 6)

- c) Under 10, Under 12 and Under 14 age groupings are not allowed to play a zone defence in any game. **PENALTY:** The coach is warned and following occurrences will incur an automatic two-point penalty and the opposition gain possession of the ball from the sideline.
- d) Once a junior team has a lead of 20 points or more and upon the opposing junior coaches' request, they must restrict their defence to one player defending in the backcourt until that lead is reduced to below 2 points. **PENALTY:** The coach is warned and following occurrences will incur an automatic two-point penalty and the opposition gain possession from the sideline.

4.2 SENIOR COMPETITION

- a) Senior players will be offered Division 1, 2, 3 and 4 women's competition and Division 1, 2, 3 and 4 men's competition. Men's competitions will use size 7 basketballs, women's competitions will use size 6 basketballs.
- b) Senior and junior match money must be paid prior to the player taking the court. **SEE PENALTIES.**
- c) Senior teams will be graded by Management Committee at nomination meetings held for that purpose. The Management Committee will seek nomination of at least one team in each division by each Club, while also attempting to keep numbers of teams consistent across the divisions.
- d) The Management Committee shall reserve the right to grade teams into divisions other than those nominated, following consultation with the relevant Clubs. In particular, where a team (consisting of four or more of the same players) has finished the minor round in either first or second position for the previous two seasons, that team would be required to play the following season in a higher division.

4.3 ASSOCIATION TEAMS

- a) The Management Committee may permit junior association teams to play as "Slammers" in normal competitions.
- b) Slammers teams will generally play in the age group above their own, and in the case of Under 16's, in an appropriate Senior Division.
- c) Slammers teams will not be eligible to play in finals series.
- d) Clubs will generally support their players to play in Slammers teams, however may also recall them to Club teams as necessary during the season. Players may play for slammers and Club teams in the same round in the same competition. The player's first responsibility however will be for their Club.

5. REPORTING PLAYERS:

Reporting of players shall be done in accordance with the procedures outlined in the administration manual of S.A.C.B. Disciplinary Tribunals By-Laws.

6. MEMBERS AND SPECTATORS:

MEMBERS AND SPECTATORS of the Association are allowed only a direct path from the car to the stadium. all other areas, including congregating in the car park or congregating on the outside High School court for any purpose at all while G.S.A.B.A. has any event in progress (unless proof of an adult coach being in attendance) is prohibited. **PENALTY**, as deemed fit by the Committee.

7. POWERS OF MANAGEMENT COMMITTEE AND EXECUTIVE:

7.1 EXECUTIVE COMMITTEE:

Have the power to report any player or remove any spectator who is not behaving in a manner befitting the reputation of basketball.

7.2 MANAGEMENT COMMITTEE:

Have the power to rule on any points that are not covered under the constitution.

8. REGISTERED CLUB COLOURS:

LAKERS: Gold, Purple, Blue and Red. 1st option base colour is: Gold / Purple

WILDCATS: Royal and Light Blue. 1st option base colour is: Royal / Light Blue

SAINTS: Bottle Green, Grey and White. 1st option base colour is: Bottle Green

PISTONS: Red, Silver Grey Blue and White. 1st option base colour is: Red / Silver Grey

GOOLWA MAGIC: Black and White. 1st option base colour: Black / White

9. FEES:

These fees may be adjusted as the Management Committee see fit.

a) Affiliation fee: \$50.00 (issued with Winter Season Nomination)

b) Nomination fees: Under 10 \$150.00 per team

Under 12 \$150.00 per team

Under 14 \$150.00 per team

Under 16 \$150.00 per team

Senior \$200.00 per team

c) Match money: Under 8 \$5.00 per player

Under 10 \$6.00 per player

Under 12 \$6.00 per player

Under 14	\$6.50 per player
Under 16	\$6.50 per player
Senior	\$9.00 per player

- d) Forfeit fees:
 - Senior teams: \$90.00
 - Forfeit in finals: \$90.00
 - Junior teams: \$70.00
 - Forfeit in finals: \$70.00
- e) No Scorer: \$10.00
- f) Complaints fee: \$50.00
- g) Clearance fee: \$40.00
- h) Junior Ineligible Player: \$70.00
- i) Senior Ineligible Player: \$90.00
- j) Team Withdrawal Fine: \$100.00

10. PENALTIES: AMENDED APRIL 2017

- a) Failing to have representatives at nominated meetings or clinics: \$20.00 per rep. To be paid within 14 days of that meeting or clinic.
- b) Team withdrawal after nomination closing date.
 - i) Penalty from nomination meeting until program collated will be nomination fee of the team withdrawn.
 - ii) Penalty after the program has commenced printing will be the nomination fee plus a penalty of \$200.00 to cover the cost of reprinting.
- b) Ineligible player results in a forfeit, which incurs the forfeit fine as well as a 20-0 loss recorded.

Examples are: player not in correct uniform taking the court.

player arriving after half time and taking the court.

player playing in more than one team within the same division after the five-week period.

playing an under aged player in senior competition.

player failing to meet five game requirements for finals.

d) Player playing prior to transfer approval results in a forfeit, which incurs the forfeit fine as well as a 20-0 loss recorded.

e) Falsifying a score sheet is a loss of all premiership points to that date.

f) Failure to supply a score bench official results in a loss of one point for each minute there is no scorer present, up to a maximum of 20 points.

g) A player or a coach incurs the following offences:

i) 2 Technical fouls in a match or 2 Unsportsmanlike fouls in a match or 1 Technical foul and 1 Unsportsmanlike foul in a match.

PENALTY: Automatic eviction from the game. Senior players must leave the stadium. Junior players must leave the court area but remain in the stadium.

ii) If a player or a coach incurs two automatic eviction penalties in a year.

PENALTY: 2 weeks suspension.

iii) If a player or a coach incurs 4 Technical fouls or 4 Unsportsmanlike fouls or any combination of Technical fouls and Unsportsmanlike fouls totaling 4 in a year.

PENALTY: 2-week suspension.

iv) If a player or coach incurs 5 or more Technical fouls or 5 or more Unsportsmanlike fouls or any combination of Technical fouls and Unsportsmanlike fouls totally 5 or more in a year.

PENALTY: 5 weeks suspension.

The offending player or coach must also complete the next Level 'O' Referee course held by the GSABA. Failure to attend and complete the course will

mean that the offender will not be eligible to play or coach until the course is completed.

v) A disqualifying foul is to be recorded as two infringements in relation to the GSABA Playing Conditions. vii) Any further offences will be dealt with by Management Committee.

viii) Any player who receives a 2-game suspension is not eligible for Association Best & Fairest and Runner Up Awards.

ix) For the purpose of this clause, a year shall commence with the first scheduled game of each winter season.

**11. CORRESPONDENCE:
2009**

ADDITION: NOVEMBER 11TH

- a) Correspondence received from the Clubs to GSABA Management will not be addressed until the next GSABA Management Meeting.
- b) GSABA Correspondence is to be communicated to the Clubs and the Clubs are responsible to ensure their Club Members fulfil their obligations.
- c) GSABA Correspondence is to be communicated to the Clubs. It is the Club's responsibility to inform their Club member (s) of the correspondence. GSABA Correspondence to be communicated to the Club member as a courtesy.
- d) GSABA Correspondence communicated to the Clubs that involves fines and penalties needs a date for the fine and penalties to be finalised by.

ADOPTED: OCTOBER 2017

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

UMPIRES



SUB COMMITTEE

APPENDIX C

ADOPTED: SEPTEMBER 8th 2014

UMPIRES SUB COMMITTEE

1. POWERS

The Umpire's Sub Committee will oversee the umpiring sector of the Great Southern Amateur Basketball Association.

The Umpire's Sub Committee is answerable to the G.S.A.B.A. Management Committee.

The Umpire's Sub Committee is made up of the Umpire's Coordinator, the Umpire in Charge(s) and the Business Administrator. The Business Administrator is responsible for his contracted duties and may delegate some duties but must ensure the contracted duties are met.

The Umpire's Sub Committee will hold meetings when deemed necessary. Minutes of the meetings must be submitted to G.S.A.B.A. Management Committee.

2. DUTIES

- a) To do weekly umpiring rosters.
- b) To do finals umpiring rosters.
- c) To do carnival umpiring rosters.
- d) To ensure umpires are updated with all new umpiring information by a distribution process.
- e) To keep G.S.A.B.A Management Committee appropriately informed of umpiring information.
- f) To organise umpiring courses.
- g) To ensure umpires have information on procedure of reporting and tribunal procedures.

- h) To organise umpires to cover the games for each season and these umpires will be collectively known as the G.S.A.B.A. Umpires Panel.
- i) To set pay rates for Umpiring Levels comparable with S.A.C.B.C. guidelines.

3. UMPIRE(S) IN CHARGE

- a) Responsible to oversee the games that are rostered for that day.
- b) They will support and help with umpiring development.
- c) If umpires are unable to fulfil their rostered duties the umpires in charge must ensure the game is covered.
- d) To provide feedback to the umpires on their umpiring performance as deemed necessary.
- e) Responsible for umpire, spectator and player control when deemed necessary
- f) To ensure games are run in a timely manner.

4. UMPIRES PANEL

- a) G.S.A.B.A. members who are interested are encouraged to be members of the Umpiring Panel.
- b) The Umpire's Panel consists of current, active umpires with G.S.A.B.A.

5. RULINGS

All G.S.A.B.A competitions, events and activities shall function in

accordance with and in the spirit of the Great Southern Amateur Basketball Association Inc. Constitution, By-Laws, and the rulings of the Australia Basketball Federation Official Basketball Rules.

ADOPTED: SEPTEMBER 8Th 2014

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

ADMINISTRATION



OF

ASSOCIATION TEAMS

APPENDIX D ADMINISTRATION OF ASSOCIATION TEAMS

POWERS:

- a) The G.S.A.B.A. Association Teams Committee is a sub-committee which oversees the Association Teams.
- b) The G.S.A.B.A. Association Teams Committee is answerable to the G.S.A.B.A Management Committee.
- c) The Association Teams will be operated under a set of Association Teams guideline, which covers coaching appointments, player selection, policies and procedures which ensures an efficient running of the Association Teams program.
- d) The G.S.A.B.A. Association Teams Committee will hold meetings when deemed necessary. Minutes of the meetings must be submitted to the G.S.A.B.A. Management Committee.

ADOPTED: SEPTEMBER 8Th 2014

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA & SACBC



TRIBUNAL

PROCEDURE

TRIBUNAL PROCEDURE

Interpretation of Tribunal Procedure & General
Assistance in This Section Can Be Obtained From:

Executive Officer
SA Country Basketball Council Inc.
PO Box 29
FINDON SA 5023

Telephone: 08 8268 8157

Part 1 Jurisdiction and Establishment of Tribunals

1. Adoption of By-law

- 1.1 This By-law is made under the Constitution of the SA Country Basketball Council Inc. and comes into operation on 21 August 2004 and is binding on all members of affiliated Associations and other persons or organisations which submit themselves to the jurisdiction of the affiliated Association and SA Country Basketball Council.
- 1.2 Any and all By-laws of the affiliated Association previously made concerning Tribunals are expressly rescinded. For the avoidance of doubt, all penalties handed down under previous disciplinary by-laws shall continue to be recognised by the Association and SA Country Basketball Council Inc.

2. Authority of Tribunal

- 2.1 The SA Country Basketball Council (the Council) has the power under its constitution to hear and determine charges made against persons, affiliated associations, teams or clubs arising from or related to basketball activities, matches and competitions conducted by:
 - (a) the Council itself; or
 - (b) its Affiliated Associations(referred to in this By-law as "Organising Bodies").
- 2.2 The Council and each affiliated association has the right to delegate the power of hearing and determining charges to the Council or affiliated association tribunal ("Tribunal") in accordance with the provisions of this By-law.
- 2.3 Where a matter arises for determination by a Tribunal it shall be dealt with at first instance by the Tribunal of the relevant affiliated association. Where an affiliated association has not convened a Tribunal in accordance with these By-law matters may be referred to the Council Tribunal through the Executive Officer of the Council.

2.4 The Tribunal shall have power to suspend, disqualify, reprimand, fine, bond, ban or otherwise deal with any person involved with basketball and / or the Organising Body (including, but not limited to players, coaches, teams, clubs, officials or spectators) in accordance with this By-law, regarding any incident arising from an activity conducted by the Organising Body. The incident may have occurred before, during or after the conduct of the activity, within the confines of the stadium, activity venue or its immediate surrounds or elsewhere if directly related to a basketball activity of any sort.

2.5 The Tribunal may also deal with any other disciplinary matter delegated to it for adjudication by the Organising Body, including behaviour that is basketball related and occurs or utilises a technological medium such as:

- a. Mobile phones;
- b. Email or Instant Messaging services (including SMS);
- c. Internet forums;
- d. Internet social networking sites (such as, but not limited to, Facebook, Twitter);
- e. Other technologies that are a means of communication.

2.6 The Tribunal must at all times act independently and impartially in carrying out its duties in accordance with this Bylaw.

3. Membership of Tribunal

3.1 The Tribunal panel shall be appointed by the Organising Body each year immediately after their AGM or as required and shall comprise of the following persons:

- (a) a Tribunal chairperson who shall be a person of experience and skills suitable to the function of chairing the Tribunal and discharging the responsibilities set out under Clause 4.1;
- (b) no fewer than two Tribunal members in addition to the chairperson.

- 3.2 Where a Tribunal chairperson or Tribunal member resigns or is dismissed such that a vacancy exists on the Tribunal, the management committee of the Organising Body shall act to fill such vacancy by appointing a replacement for that position as soon as is reasonably practical to do so.
- 3.3 No Tribunal decision shall be invalidated by any irregularity in the appointment of a Tribunal member.

4. Responsibilities of Tribunal chairperson

- 4.1 Without limiting the duties of the Tribunal chairperson as set out under the various clauses of this By-law, a person appointed to the position of Tribunal chairperson is to ensure that the following tasks are carried out:
- (a) chair hearings of the Tribunal or to ensure that such task is delegated to a member of the Tribunal;
 - (b) raise with any proposed Tribunal member any potential or possible conflict of interest which may arise from time to time.
 - (c) that accurate records are kept of all of the Tribunal's proceedings and decisions:
 - (d) communicate to the Organising Body the results of hearings of the Tribunal.

5. Records of Tribunals Findings .

- 5.1 A "Notice Of Findings Of Tribunal" Form (**Appendix A**) is to be used by Tribunals for the purpose of recording their findings and decisions.

6. Convening Tribunal hearings

- 6.1 The Tribunal will be convened to hear charges arising from a report as soon as is practicable, preferably prior to the next

round of matches in which the reported person/team is participating.

- 6.2 Notification of persons charged under this By-law shall include details of the day, time and place of the Tribunal hearing at which the charge will be heard in accordance with Part 3 of this By-law and must be provided a reasonable period prior to such hearing.

Part 2 Reports and Notifications

7. Reports by officials

- 7.1 Game officials and any Organising Body official who has been so empowered by the Organising Body, shall be entitled to report any person, team or club which, in the opinion of the official has committed an offence under this By-law.

8. Investigations

- 8.1 Where an Organising Body or an official of an Organising Body believes an offence may have been committed or the Organising Body receives a letter of complaint, but no report has been made, the Organising Body may investigate, or appoint a person to investigate, the alleged offence and if after the investigation it or the person appointed to investigate recommends that a report should be made, the Organising Body or the person appointed by it may make a report.

9. Duties of officials making a report

- 9.1 An official who makes a report under clauses 7.1 or 8.1 shall enter the details of the alleged offence(s) on the report form (**Appendix B**) as soon as possible (but in any case within 4 days) after the match or investigation, noting all the particulars in connection with the report so that a clear account can be given to the Tribunal when the report is dealt with.
- 9.2 An official who makes a report under clauses 7.1 or 8.1 shall lodge the report form with

the person nominated by the Organising Body to take charge of reports at the venue on the day of competition as soon as possible after the game/incident and on the same day if the report resulted from a game. If that is not possible, to leave the report at the stadium or Association office, marked to the attention of that person, as soon as possible (but in any case within 4 days) after the activity.

- 9.3 The Organising Body official receiving the report under clauses 7.1 or 8.1 shall ensure that the charged person, team or club as well as any other person involved in the report and all other match officials receives a copy of the report form after the report is made.
- 9.4 If the Organising Body official is not able to give the report form to the reported person, team or club after the game as they have left the particular venue the report shall be passed on to the Organising Body Hearings Officer or their appointee (see clause 10.1) so that, within 24 hours, the report can be sent by the next available mail or handed to the player/team/club subject to the report and a copy sent to the nominated representative of the team/club concerned. In the case of a report resulting from an investigation or charge laid by a Tribunal the report form shall be passed on within 24 hours of being raised.

10. Duties of Organising Body receiving a report

- 10.1 The Organising Body shall nominate officer(s) as mention under clause 9.2.

The Organising Body shall also appoint a Hearings Officer to handle all administration of reports for the Organising Body. The officer to whom this responsibility is delegated under this clause may hold another position within the Organising Body.

- 10.2 The Organising Body shall require each team entered in competitions to designate on the entry form the telephone number of the team secretary, or manager, to be used for notification of reports.

10.3 The Organising Body shall maintain lists of names, addresses and telephone numbers of all officials registered with the Organising Body.

10.4 The Hearings Officer designated under clause 10.1 shall have the following duties:

- (a) to recommend to the Organising Body the venue, time and day of the week to be set aside for hearings of the Tribunal;
- (b) to convene hearings of the Tribunal to deal with matters referred to it;
- (c) to receive and refer to the Tribunal all material relating to any reports made under this By-law;
- (d) to ensure the availability of all forms required to be used in any proceedings of the Tribunal;
- (e) to notify the charged person, team or club, direct or through their team secretary or manager, of the date, time and place of the Tribunal hearing; (if the charged person is under 18 a parent or guardian is also to be notified) The "Notice To Reported Person Or Team" form (Appendix C) is to be used for this purpose.
- (f) if the notification under clause 10.4(e) is made by telephone, the officer giving the notification shall immediately make a written record of the time and details of the telephone conversation;
- (g) if the charged person is under the age of 18 years, or otherwise unable to represent him or herself, then they are to be advised that they have the right to have an adult with them at the Tribunal hearing, as an adviser, and that the adviser shall be allowed to ask questions;
- (h) to provide the charged person, team or club with additional copies of the report form if requested.
- (i) to notify the reporting official and any other officials or witnesses required to be in attendance, of the date, time and place of the Tribunal hearing. Where such reporting official is under 18 years of age, they are to be advised that they have the right to have an adult with them at the

Tribunal hearing, as an adviser, and that the adviser shall be allowed to ask questions;

- (j) to notify each of the above persons of the consequences of non-attendance at a Tribunal hearing and the procedure to be followed in each case;
- (k) to notify the chairperson (or his/her delegate) of the Tribunal that a report has been received, and to deliver to the chairperson (or his/her delegate) of the Tribunal the report form and any other information relevant to the case; and
- (l) to ensure sufficient report forms are available to officials at competitions conducted by the Organising Body and that officials are aware of the availability of such forms.
- (m) to act as minute Secretary to record Tribunal proceedings and decisions.
- (n) to report details of all charges which have been established including details of the penalty imposed to the SA Country Basketball Council Executive Officer within 48 hours of the hearing.

11. Period between report & Tribunal hearing

11.1 A charged person, team or club shall be entitled to participate in basketball competitions conducted by the Organising Body until such time as the Tribunal has heard and determined the report.

Part 3 Conduct of Tribunal hearing

12. Attendance at Tribunal hearings

12.1 The following persons shall be required to attend a Tribunal hearing conducted under this By-law:

- (a) the charged person or the president, secretary or other delegate representing a charged team or club;
- (b) the reporting official(s);

- (c) any other person involved in the report;
- (d) witnesses as indicated by the reporting official or charged person to be notified by the officer designated under clause 10.1.
- (e) any witness required by the Tribunal
- (f) the Hearings Officer (or their delegate) to act as minute Secretary.

12.2 The following persons shall be entitled to attend a Tribunal hearing as appropriate:

- (a) any player of a charged team or club;
- (b) any witnesses called to give evidence by a charged person, team or club;
- (c) any witnesses called to give evidence by the reporting official(s);
- (d) in the case of a charged person or reporting official under the age of 18 years, an adult advisor to that person.
- (e) a person to assist the charged person.

12.3 The following persons may be able to attend a Tribunal hearing with the permission of the Tribunal:

- (a) Organising Body representatives; (b) approved representatives of the media.
- (c) any other person.

12.4 Legal representatives or advocates are not permitted to appear before the Tribunal unless in exceptional circumstances and where leave to appear has been granted by the Tribunal chairperson.

13. Non-attendance at Tribunal hearings

13.1 If any charged person (or representative of a charged team or club) fails to attend a Tribunal hearing without reasonable cause, the hearing may proceed and a determination made by the

Tribunal in the absence of the charged person, team or club, provided that the Tribunal is satisfied that all notification procedures under this Bylaw have been carried out.

- 13.2 A charged person, team or club or reporting official may apply to the Hearings Officer to have a Tribunal hearing adjourned if there are compelling circumstances which warrant such steps being taken to avoid costs, hardship or significant inconvenience to the charged person, team or club. This will be at the discretion of the Hearings Officer

(or the Tribunal if already convened) and if the application is granted a new date shall be fixed.

- 13.3 A charged person who is unable to attend a Tribunal hearing shall be entitled to appoint a representative (who is not a legal practitioner) to appear in his/her place if that charged person intends pleading guilty, subject to the Tribunal receiving a letter of consent from the charged person containing the person's guilty plea to the charges contained in the report and any statement that person would have given to the Tribunal had he or she attended the hearing.

- 13.4 If any witness fails to attend a Tribunal hearing, the hearing may continue in their absence.

- 13.5 If a reporting official fails to attend a Tribunal hearing without reasonable cause, the

hearing may proceed and a determination made by the Tribunal in the absence of the reporting official, provided that the Tribunal is satisfied that all notification procedures under this By-law have been carried out.

- 13.6 If a reporting official or Organising Body official inadvertently fails to carry out any duties listed in Clause 10, the charges shall not be dismissed for this reason, but may be adjourned to allow the omission to be rectified. Where appropriate, the Tribunal shall take the failure into account and make suitable allowance

14. Tribunal hearing Conducted Via Teleconference

- 14.1 A charged person, team or club may apply to the Tribunal chairperson to have a Tribunal hearing conducted by telephone conference call if there are compelling circumstances which warrant such steps being taken to avoid costs, hardship or significant inconvenience to the charged person, team or club.
- 14.2 If the Tribunal grants a request of a charged person, team or club under Clause 14.1, the Tribunal shall organise for the presence of a neutral official at the offsite location to assist the Tribunal in the conduct of the hearing. In all other respects the procedure of the Tribunal hearing shall be conducted in accordance with this By-law.

15. Procedures of the Tribunal

- 15.1 For the purpose of this Clause 15, a reference to a charged person includes a reference to the representative(s) of a charged team or club.
- 15.2 In the event of a team or club being reported, one (1) member of the team or club shall act as spokesperson for the team or club provided that an individual member of that team or club may elect to speak on their own behalf.
- 15.3 At the commencement of a hearing, the chairperson shall identify the members of the Tribunal and determine if the charged person is present to answer the charge(s) set out in the report.
- 15.4 The charged person shall be asked whether he/she accepts the members of the Tribunal as impartial and independent, or whether he/she wishes to raise any objection in relation to any member. If the objection is found by the Tribunal to be valid, then the Tribunal member shall stand down for the duration of the hearing.

- 15.5 The charged person and the reporting official(s) shall be notified of their right to remain in the hearing until all evidence is presented but not to be present whilst the Tribunal considers its findings and determines an appropriate penalty (if any).
- 15.6 The chairperson shall advise all those present of the method of recording the hearing.
- 15.7 The charge(s) as contained in the report shall be read out in the presence of all persons eligible to be present.
- 15.8 The charged person shall be asked whether the charge is understood and the reporting official asked whether the charge correctly represents their intention.
- 15.9 The charged person shall be asked to plead.
- 15.10 If the charged person pleads guilty to the charge(s), the chairperson may read a short summary of the facts, admit the reporting official's evidence (written/verbal) and no witnesses need be called to give evidence unless the Tribunal requests it.
- 15.11 If the charged person pleads not guilty then the chairperson shall ask all witnesses except the reporting official(s) and the charged person (and their advisers in accordance with this bylaw) to leave the room and to wait to be called to give their evidence.
- 15.12 The reporting official (or the adviser to a reporting official who is a minor) shall proceed to give evidence and the witnesses of the reporting official(s) may be called upon to give his/her evidence in turn, subject to the approval of the number of witnesses to be called by the Tribunal in its discretion. The charged person or his/her adviser (in the case of minors) may ask questions of the reporting official or any witness called.
- 15.13 Each witness shall be entitled to leave the Tribunal hearing after giving evidence unless otherwise directed by the Tribunal. Witnesses may be entitled to remain in the hearing room after giving evidence with the permission of the Tribunal.

- 15.14 The charged person shall then be entitled to present their defence. Witnesses may be called subject to the approval of the number of witnesses to be called by the Tribunal in its discretion. Reporting officials or the adviser to a reporting official who is a minor may ask questions of the charged person or any witness called.
- 15.15 The Tribunal is empowered to question any person giving evidence.
- 15.16 Where a person exercises their right to have an adult observer or adviser present in accordance with this by-law, an opportunity for consultation shall be provided.
- 15.17 Video evidence may be presented at the discretion of the Tribunal.
- 15.18 At the conclusion of all of the evidence and submissions the chairperson shall ask the charged person, the reporting official and all other persons present to leave the hearing room while the Tribunal considers its findings.
- 15.19 If the Tribunal is not satisfied that the particular charge has been proved, but is satisfied that a lesser charge has been established, then the Tribunal may find such lesser charge established and shall apply the penalty applicable to the lesser charge.
- 15.20 Where it appears to the Tribunal that the reporting official has made an error in laying the wrong charge or omitted charges that should have been laid, the Tribunal may amend the charges and proceed to make a finding. Further, the Tribunal has the right to direct that a person other than the charged person be charged with an offence under this by-law on the basis of evidence presented before it during the course of conducting a hearing.
- 15.21 Where charges have been amended under Clause 15.19, the Tribunal shall adjourn the hearing unless the charged person consents to it proceeding at that time.

- 15.22 The decision of the Tribunal shall be given in the presence of all, by the Tribunal chairperson.
- 15.23 Subject to clause 15.19, if the Tribunal is satisfied that a charge has been established on the balance of probabilities (i.e. more probable than not) it shall find the charge proved. Otherwise the charge shall be dismissed.
- 15.24 If a charge has been found proven by the Tribunal the charged person shall be informed of the finding. Any previous convictions against the charged person should then be laid before the Tribunal.
- 15.25 The charged person should then be given the right to make a final statement in relation to previous convictions or other mitigating circumstances before being asked to leave the room a second time.
- 15.26 The Tribunal shall then determine the penalty to be imposed (if any) and shall recall the charged person and reporting official to advise of the penalty.
- 15.27 After a penalty has been imposed the tribunal Chairman shall inform the Offender of their right of appeal including;
- (a) the time and date by which the appeal must be lodged (b) the place of lodgement of the appeal.
- 15.28 The Tribunal is not obliged to give oral or written reasons for any decision made by it under this By-law.
- 15.29 A charged person who has been convicted of an offence and received a penalty under this By-law shall not play, coach, referee or otherwise take part in Organising Body activities as directed by the Tribunal until the penalty has been served to the satisfaction of the Organising Body.

Part 4 Offences and Penalties

16. Offences and penalties

16.1 Clause 16.3 sets out the standard offences and maximum penalties to be applied where a charge has been established by a Tribunal

16.2 For the purposes of this By-law, penalties for many offences which are established by a Tribunal shall be divided into two separate categories:

- (a) penalties for offences involving persons other than officials ("Group A offence"); and
- (b) penalties for offences involving an official ("Group B offence")

16.3 Offences and penalties

(a) Disputing the decision(s) of a referee
Maximum penalty: 6 weeks suspension

(b) Unsportsmanlike behaviour
Maximum penalty: 6 weeks suspension

(c) Breach of Code of Conduct
Maximum penalty: 6 weeks suspension

(d) Attempting to trip
A – Maximum penalty: 10 weeks suspension
B – Maximum penalty: 20 weeks suspension

(e) Tripping
A – Maximum penalty: 10 weeks suspension
B – Maximum penalty: 52 weeks suspension

(f) Obscene gestures
A – Maximum penalty: 10 weeks suspension
B – Maximum penalty: 20 weeks suspension

(g) Offensive language (which may include abusive, obscene or insulting language)

A – Maximum penalty: 10 weeks suspension

B – Maximum penalty: 20 weeks suspension

(h) Attempting to strike

A – Maximum penalty: 10 weeks suspension

B – Maximum penalty: 52 weeks suspension

(i) Striking (fist, hand, object, head)

A – Maximum penalty: 52 weeks suspension

B – Maximum penalty: life-time suspension

(j) Attempting to elbowing

A – Maximum penalty: 10 weeks suspension

B – Maximum penalty: 52 weeks suspension

(k) Elbowing

A – Maximum penalty: 20 weeks suspension

B – Maximum penalty: life-time suspension

(l) Fighting

A - More than 2 players: Maximum penalty 20 weeks suspension

(m) Attempting to kick

A – Maximum penalty: 10 weeks suspension

B – Maximum penalty: 52 weeks suspension

(n) Kicking

A – Maximum penalty: 104 weeks suspension

B – Maximum penalty: life-time suspension

(o) Spitting

A – Maximum penalty: 20 weeks suspension

B – Maximum penalty: 52 weeks suspension

(p) Moving under an airborne player (tunnelling)

A - Maximum penalty: 104 weeks suspension (q) Putting a person in fear of impending violence

A – Maximum penalty: 52 weeks suspension

B – Maximum penalty: 104 weeks suspension

(r) Coaching, refereeing, playing, score bench duties while under suspension

A - Minimum penalty: 2 weeks per game plus the suspension period

B - Maximum penalty: 5 weeks per game plus the suspension period

(s) Deliberately endangering the safety, health, of the players, spectators, officials (incidents involving blood/body fluids)

A: Maximum penalty: life-time suspension

(t) Conduct which brings the game of Basketball into disrepute

Maximum penalty: 19 weeks suspension

(u) Failure to attend Tribunal without proper cause when notified

Maximum penalty: 20 weeks suspension

(v) Failure to co-operate in, or hindering an investigation or hearing under these by-laws.

Maximum penalty: 20 weeks suspension

(w) Intimidating or bullying a person or attempting to do so

Maximum penalty: 52 weeks suspension

(x) Public criticism of officials, coaches or players related to basketball activities

Maximum penalty: 20 weeks suspension

- 16.4 Where charges arising from one particular incident are heard together and the Tribunal finds the person or team guilty of more than one offence, it may impose a single penalty, being not more than the maximum penalty for the most serious of the offences, or it may impose individual penalties for each offence.
- 16.5 A penalty handed down under this clause shall commence from the date of the Tribunal finding unless otherwise expressly directed by the Tribunal. Penalties are expressed to be calendar weeks as opposed to number of matches. The Tribunal has discretion to rule that a penalty will be suspended for the number of weeks, which fall between seasons or during any season break or for other reason such as intended absence of the person overseas or interstate.
- 16.6 Where a Tribunal imposes more than one period of suspension, it may impose them to be served concurrently or cumulatively or partly concurrently and partly cumulatively.
- 16.7 Persons on a first offence shall have this taken into account when assessing the penalty to be handed down.
- 16.8 A Tribunal may take into account a charged person's prior convictions in determining a penalty to be handed down provided the penalty does not exceed the maximum penalties assigned to offences under clause 16.3.
- 16.9 The Tribunal has the discretion to rule that a penalty apply only in relation to a particular competition, however this shall only be done in exceptional circumstances.
- The Tribunal has the discretion to apply suspended sentences as part of a penalty provided that they do not exceed the maximum penalties assigned to offences under clause 16.3. It is recommended that suspended sentences remain in place for a period of 12 months.

- If a charged person faces another Tribunal in the period in which the suspended sentence is in place (i.e. 12 months) and is found guilty the suspended sentence will be added to whatever penalty is handed down.

17. Administrative Tribunal (optional)

[This clause provides for the handing down of penalties without the need for a Tribunal hearing and may be implemented by Organising Body's which wish to provide such an option for charged persons, teams and clubs]

17.1 If a person is charged with an offence carrying a maximum penalty of ten weeks or less, and

- (a) is not a minor; and
- (b) has not been charged previously within the last 12 months the matter will be dealt with by an administrative tribunal.

17.2 Where:

- (a) a charged person is not a minor;
- (b) and is charged with an offence carrying a maximum penalty of twenty weeks or less; and
- (c) the Organising Body believes that circumstances exist that mean the matter can appropriately be dealt without proceeding to a Tribunal the matter may be dealt with by an administrative tribunal.

17.3 A person:

- (a) charged with an offence that has not been dealt with by an administrative tribunal under clause 17.1 or 17.2; or
- (b) who has rejects a penalty of the administrative tribunal under clause 17.6 must be dealt with by the Tribunal.

17.4 An administrative tribunal shall consist of:

- (a) The Tribunal Chairman for the relevant competition;
- and

- (b) The secretary or administrator for the relevant competition.

17.5 When a report is received that is dealt with under clauses 17.1 or 17.2 the administrative tribunal shall meet and determine a penalty. The charged person shall be notified of the penalty as soon as is practicable following the meeting of the administrative tribunal.

- (a) a reason/s why the charges have been dealt with by administrative tribunal;

- (b) the penalty;

- (c) their right to accept or reject the penalty proposed by the administrative tribunal.

17.6 The charged person shall be required to notify the Organising Body of his / her acceptance or rejection of the penalty within three working days of notification. If the penalty is acceptable to the charged person the penalty shall be enforced with no right of appeal.

17.7 If the penalty is not acceptable to the charged person the matter shall be referred to the Tribunal and be treated in the same manner as any other charge.

17.8 If the charged person fails to indicate acceptance or rejection of the administrative penalty in writing to the Organising Body within three working days of notification, the administrative penalty will automatically be invoked.

Part 5 Appeals

18. Right of Appeal

18.1 The decision of an administrative tribunal that is invoked under clause 17.8 can only be appealed if the charged person (“Appellant”) satisfies the SACBA Executive Officer, or their

nominee, in that person's sole discretion, that the Appellant did not receive the notice issued under clause 17.5.

18.2 There shall be no appeal from a decision of the normal Tribunal hearing unless the charged person ("Appellant") satisfies the Appeals Officer of the Association, or their nominee, in that person's sole discretion, that one or more of the following grounds of appeal is satisfied:

- (a) that significant new or additional evidence has become available, which is likely to make a material difference to the decision of the Tribunal;
- (b) that the penalty imposed by the Tribunal is not in accordance with the provisions of this By-law; or
- (c) that the Tribunal failed to follow procedures or requirements of this By-law to the significant detriment of the person seeking the appeal.

18.3 The Organising Body may appeal a decision of the Tribunal on the grounds that the penalty imposed by the Tribunal is inadequate.

19 Notice of Appeal

19.1 A person seeking to appeal a decision of the Organising Body Tribunal to the SACBC Appeal Tribunal must:

- (a) lodge a notice stating in full the grounds of appeal with the Executive Officer of SA Country Basketball Council within fourteen (14) days of the notification of a determination of an Organising Body Tribunal hearing ("Notice of Appeal" form **Appendix D**).
- (b) pay the appeal fee to the SACBC Executive Officer when lodging the Notice of Appeal, which shall be \$110.00 (including GST) (the appeal fee does not apply in the case of appeals by minors and may be waived in the discretion of the SACBC Executive Officer).

19.2 An Appellant shall be notified as soon as is reasonably possible after receipt of the Notice of Appeal as to whether an

appeal hearing is to be granted and the time, date and place of the Appeal hearing, in the event that it is granted.

19.3 An Organising Body wishing to appeal under clause 18.3 must:

- (a) provide the charged person with details of why they consider the penalty to be inadequate and setting out what penalty the Organising Body believes would have been adequate
- (b) provide an undertaking to pay the charged person's reasonable costs of the Appeal Tribunal if the Organising Body's appeal is not upheld.

20. Appeal Tribunal

- 20.1 On receipt of appeal form the SACBC Executive Officer shall convene a SACBC Appeal Tribunal to hear and determine the appeal in accordance with this By-law.
- 20.2 An Appeal Tribunal shall consist of no fewer than three (3) persons appointed by the SACBC Executive from time to time to hear appeals.
- 20.3 No person is eligible to sit on an Appeal Tribunal whilst that person is a member of the management committee of the Organising Body from whence the Appeal has originated.

21. Serving of Tribunal Penalties

- 21.1 Subject to Clause 21.2, where the Organising Body Tribunal imposes a penalty that prevents the Appellant from participating in a match, the appellant shall serve that penalty pending the determination of the appeal.
- 21.2 Subject to Clause 21.3, the Appeal Tribunal may of its own motion or upon application of any party to the appeal, order a stay of the execution of the penalty imposed by the Tribunal pending the determination of the appeal.

21.3 The Appeal Tribunal shall make an order under Clause 21.2 only where it is satisfied that there are exceptional and compelling circumstances that make it harsh and unconscionable if such an order was not made. In determining that question, the Appeals Tribunal shall without limitation have regard to:

- (a) the merits of the appeal and the Appellant's prospects of success;
- (b) the interests of other teams, clubs and players; and
- (c) the effect on the results of the competition; and
- (d) the nature and seriousness of the charges

22. Proceedings of Appeal Tribunal

22.1 Upon receipt of any appeal the SACBC Executive Officer on behalf of the Appeal tribunal shall;

- 1) check that the appeal complies with the rules concerning time of lodgement and completeness of information provided.
- 2) arrange for a copy of the transcript of the Organising Body tribunal to be obtained.

22.2 The Appeal Tribunal shall check the transcript of evidence and any other documents filed with it to determine whether in its view there are grounds to warrant a full hearing of the appeal. The relevant tribunal shall have absolute discretion to make determinations with regard to the appeal without a full hearing and is not be obliged to assign any reasons for such course of action.

22.3 In considering the evidence before it the Appeal Tribunal shall not set aside a determination of an Organising Body tribunal, which is the subject of the appeal, on technical or procedural grounds but shall do so only if there has been a substantive error made.

- 22.4 If the Appeal Tribunal decides to hear an appeal then the SACBC Executive Officer shall;
- i. make arrangements for the hearing of the appeal
 - ii. notify all parties concerned of the time, date and place of the hearing.
- 22.5 The Appeal Tribunal and persons appearing before it are bound by the same procedures under this By-law as if the Appeal Tribunal was a Tribunal hearing a matter at first instance.
- 22.6 The Appeal Tribunal shall have the discretion to conduct the hearing as a complete rehearing or to limit the hearing to consideration of the ground(s) of appeal relied upon by the Appellant under clause 19.1.
- 22.7 An Appeal Tribunal shall have the power (with or without a full hearing) to:
- (a) adjourn a full hearing of the appeal;
 - (b) dismiss the appeal;
 - (b) uphold the appeal;
 - (c) impose any of the penalties set out in Part 4 of this Bylaw.
 - (d) reduce, increase or otherwise vary any penalty imposed by the initial Organising Body Tribunal in such manner as it thinks fit.
- 22.8 The Appeal Tribunal is not obliged to give oral or written reasons for a decision under clause 22.7.
- 22.9 At the conclusion of the appeal, the SACBC Executive on behalf of the Appeal Tribunal shall ensure that the Appellant and the reporting official are correctly informed of the determinations of the Appeal Tribunal. The Organising Body Secretary shall also be notified of the decision of the Appeal Tribunal.

23. Refund of Appeal Fee

- 23.1 The Appeal Tribunal shall have the discretion to refund the appeal fee payable under clause 19.1(b).

24. Costs

- 24.1 Each party to an appeal shall bear their own costs. The Appeal Tribunal has the power to award that the reasonable costs of the Appeal Tribunal be borne by either party in its absolute discretion.

25. Single Right of Appeal

- 25.1 There is only one right of appeal following the decision of the initial Organising Body Tribunal. Any appeal must be solely and exclusively resolved by the Appeal Tribunal and the decision of the Appeal Tribunal is final and binding on the parties.

26. Exhaust Internal Appeal

- 26.1 A person shall exercise his right of appeal under this By-law and have any appeal heard and determined by the Appeal Tribunal before commencing any proceedings or becoming a party to any proceedings in a court of law.

Part 6 Miscellaneous

27. Relationship with criminal matters

- 27.1 If during an Organising Body Tribunal hearing or investigation under this By-law it becomes known that criminal charges have been brought (as opposed to merely the subject of police investigation) arising out of the actions the subject of the hearing or investigation, the Tribunal and / or the Organising Body may rule that further action be deferred until completion of the criminal charges, unless the police or other prosecuting authority advise they have no objection to the matter proceeding.
- 27.2 In making a determination under **clause 27.1**, the Organising Body Tribunal and / or Organising Body shall have regard to the

need to ensure the ongoing safety of players, referees and other persons involved in the Organising Body.

28. Natural Justice

- 28.1 To the extent that the principles of natural justice are not included in the provisions set out in this By-law they are expressly included.

29. Recognition of Penalties across Associations

- 29.1 Each Organising Body acknowledges and agrees that it is required to recognise and enforce penalties handed down against individual persons, teams or clubs by the disciplinary tribunals of all other Organising Bodies, basketball associations, leagues and competitions which are affiliated with Basketball Australia and or its Constituent Associations.
- 29.2 A charged person/team or anyone representing a charged person/team is not permitted to contact a reporting official or other parties involved in the reported incident, excluding their own witnesses from the time in which they are informed that a report will be submitted and the tribunal hearing.

ADOPTED: SEPTEMBER 8Th 2014

REVIEWED: AUGUST EACH YEAR

APPENDIX A

NOTICE OF FINDINGS OF TRIBUNAL

Name : _____

Association : _____

Date of Tribunal : ____/____/____

You are hereby notified that the Tribunal has considered all the facts in connection with the report made against you on / / in the match between _____ and _____, and have reached the following decision:

The findings are as follows:

Charge No. 1	Guilty / Not Guilty
Charge No. 2	Guilty / Not Guilty
Charge No. 3	Guilty / Not Guilty
Charge No. 4	Guilty / Not Guilty
Charge No. 5	Guilty / Not Guilty

The Tribunal has decided to impose the following penalty:

If suspension it shall be completed at midnight on / / , and will you will remain suspended from all basketball game activities during this period.

Under By-Laws you have the right to appeal to the SA Country Basketball Appeals Tribunal.

APPENDIX B

(Tribunal Chairman)

Tribunal Members: _____

REPORT FORM

This form is to be used by the game official or Association Official when Tribunal Action is to be taken against a player, team or any registered member.

DATE OF GAME: ____/____/____ VENUE: _____ TIME: _____

TEAMS PARTICIPATING: _____ v _____ MEN / WOMEN

NAME AND PLAYING NUMBER

OF REPORTED PERSON: _____

TEAM: _____

OFFICIAL MAKING REPORT: _____

SUPPORTING OFFICIAL: _____

CHARGE (S): _____

DETAILS RELATING TO CHARGE:

(Please use back of form if insufficient space)

APPENDIX C

THE REPORTED PERSON/TEAM HAS / HAS NOT BEEN VERBALLY NOTIFIED THAT
HE/SHE/THEY HAVE BEEN REPORTED.

(Signature of Reporting Official)

This form must be completed in FULL and given to the person nominated by the Association as soon as possible after the game/incident and within 4 days of the incident if the report resulted from a game. Action relating to the report will then be administered as set out in the Tribunal and Disciplinary By-Laws.

<u>NOTICE TO REPORTED PERSON OR TEAM</u>

You have been reported to appear before the Association Tribunal
Location:

On: / / 20 at pm/am

The charges for which you have been reported are as follows:

A copy of the by-laws under which the Tribunal operates may be obtained from the Association. You should familiarise yourself with those By-laws.

You may bring with you a witness/witnesses. Witness statements may be tendered by you. You may also bring a person to assist you. If you are under 18 you may bring with you an adult representative who will be given an opportunity to advise you and to ask questions of witnesses, through the Chairman, at appropriate times during the hearing.

If you cannot attend the hearing, you may give your evidence in writing and appoint a representative in writing to appear at the hearing on your behalf. Whether or not you attend, the hearing will proceed and if the Tribunal is not aware of any good reason for your nonattendance, it may impose a penalty for your non-attendance, without further notice and in addition to any other penalty it may impose.

APPENDIX D

At the hearing you will be asked whether you plead guilty or not guilty to the charges and whether you have any objection to the Tribunal members on the basis that they may not be impartial.

You will be given ample opportunity during the hearing to ask questions of the reporting official and any witnesses called and to make submissions on your own behalf. All this must be directed to and through the Chairman.

The Tribunal has the power to find you guilty of an alternative lesser charge if it is not satisfied of your guilt of the charges laid against you. It may also allow the charges to be amended during the hearing but then must give you the option of having the hearing postponed to another date.

If you are found guilty, you have a limited right of appeal. You will be given notification of those rights. If you have any questions before the hearing about the Tribunal procedures you should contact your local Association or the offices of SA Country Basketball Council Inc.

APPENDIX D

NOTICE OF APPEAL

NAME

ADDRESS

DATE OF BIRTH _____

PHONE: (Work) () _____

(Home) () _____

(Fax) () _____

ASSOCIATION _____

TRIBUNAL HEARING AT _____

DATE _____

GROUNDS OF APPEAL

(Appellant's Signature)

This form must have detailed grounds of appeal as set out in of the By-Laws.

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



CODE OF CONDUCT

ADMINISTRATORS & MANAGEMENT

SUPPORTED BY: BASKETBALL SA, SACBC AND GSABA

Administrators and Management Committees at all times accept and adhere to the following behaviours:

- Involve young people in planning, leadership, evaluation and decision-making related to the activity.
- Give all young people equal opportunities to participate.
- Create pathways for young people to participate in sport, not just as a player but as a coach, referee, administrator, etc.
- Ensure that rules, equipment, length of games and training schedules are modified to suit the age, ability and maturity level of young players.
- Provide quality supervision and instruction for junior players.
- Remember that young people participate for their enjoyment and benefit. Do not over emphasise awards.
- Help coaches and officials highlight appropriate behaviour and skill development.
- Ensure that everyone involved in junior sport emphasises fair play, rather than winning at all costs.
- Make codes of conduct available to all members of the association via the clubs, noticeboards, signage and websites and encourage them to follow it.
- Remember, you set an example. Your behaviour and comments should be positive and supportive.
- Support implementation of the National Junior Sport Policy.
- Make it clear that abusing young people in any way is unacceptable and will result in disciplinary action.

- Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



CODE OF CONDUCT

COACHES

SUPPORTED BY: BASKETBALL SA, SACBC AND GSABA

Coaches at all times accept and adhere to the following behaviours:

Coaches are not to make overly verbal or animated objections to a referee's decision.

Coaches are not to attempt to intimidate an opponent, or an official, by their words or actions.

Coaches are to refrain from asking questions or making comments to a referee whilst play is in progress or during short stoppages in play. This includes but is not limited to:

- A throw in resulting from a violation, foul or other occurrence,
- During the administration of free throws, or
- During a stoppage in play for substitutions.

Coaches are to direct questions to referee's only during time-outs, quarter and half-time breaks.

Coaches are to limit their questioning of Referee's to either Rules or Bylaw interpretations. If a coach is not satisfied with a ruling he/she may seek clarification with Court Supervisor for that stadium but he/she may not stay and argue the point with the referee's.

Coaches are not to make statements of an abusive nature towards a referee the nature of which includes but is not limited to:

- Performance or competence of referee or partner,
- Racial Discrimination,
- Gender or Sexuality based remarks, or
- Perceived bias of a referee towards an opposing team.

Coaches are not to use audible obscenities, which can be heard by other players, spectators or officials.

Coaches are to treat all players, spectators, officials and other coaches with the same respect, professionalism and courtesy that you expect.

Coaches are requested to assist a referee's request to address the conduct of his/her players and spectators.

Team followers who sit on the team bench are the responsibility of the Coach.

Spectators who are not sitting on the team bench will be answerable to the Court Supervisor. (Umpire in Charge).

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



CODE OF CONDUCT

OFFICIALS

SUPPORTED BY: BASKETBALL SA , SACBC AND GSABA

Officials at all times accept and adhere to the following behaviours:

- At all times co-operate with Captains, Coaches, Technical Officials and the Court Supervisor to ensure that the game runs smoothly and on time.
- Do not retaliate either verbally or physically to any abuse of misconduct.
- Treat all players, coaches, spectators and other officials with the same respect, professionalism and courtesy that you expect.
- The referee will lead by example, ensuring a high standard of game management and sound communication are used.
- Refrain from using bad language at all times on and off the court.
- Encourage and commend good behaviour and sportsmanship.
- Do not allow bad behaviour to go un-noticed.
- Use common sense and reason when applying policies.

- If approached by a coach for clarification on a decision or ruling then provide the coach with a clear and honest answer.
- If a referee cannot give a clear answer to the question he/she must make every effort to obtain the answer. Refer clarification to a Court Supervisor (Umpire in Charge).
- Refrain from commenting on the performance or competence of players, coaches or other officials.
- Do not condone or become involved in any form of racial discrimination.
- Refrain from making gender or sexuality-based remarks.
- Referees are required to arrive on time for games; in correct uniform; and in an appropriate condition to conduct their duties and represent the Association.
- Disciplinary actions for non-compliance:

If referees fail to adhere to the Code of Conduct, this will be first addressed by the Court Supervisor (Umpire in Charge) and if required, referred to the Referee Coordinator or GSABA Management Committee for disciplinary action.

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



CODE OF CONDUCT

PLAYERS

SUPPORTED BY: BASKETBALL SA, SACBC AND GSABA

Players at all times accept and adhere to the following behaviours:

- i) Players are not to make overtly verbal or animated objections to a referee's decision.
- ii) Players are not to attempt to intimidate an opponent, or an official, by their words or actions.
- iii) Players are not to disrupt or hinder the flow of the game in objecting to a referee's decision.
- iv) Players are not to make statements of an abusive nature towards a referee, the nature of which includes but is not limited to:
 - Performance or competence of referee or partner,
 - Racial discrimination,
 - Gender or sexuality-based remarks, or
 - Perceived bias of a referee towards an opposing team.
- v) Players are not to use audible obscenities, which can be heard by other players, spectators or officials.
- vi) Players are to address any complaint or queries about a referee's decision through their team captain or coach and only during a time-out or quarter or half time break.
- vii) Players are to treat all coaches, spectators, officials and other players with the same respect, professionalism and courtesy that you expect.

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



CODE OF CONDUCT

SPECTATORS AND PARENTS

SUPPORTED BY: BASKETBALL SA, SACBC AND GSABA

Spectators and Parents at all times accept and adhere to the following behaviours:

- Remember that young people participate in sport for their enjoyment and benefit, not yours.

- Applaud good performance and efforts from all individuals and teams
- Respect the decisions of officials and teach young people to do the same.
- Never ridicule or scold a young player or referee for making a mistake.
- Condemn the use of violence in any form, whether it is by spectators, coaches, officials or players.
- Show respect for your team's opponents.
- Encourage players to follow the rules and the officials.
- Do not use foul language, sledge, or harass players, coaches or officials.
- Spectators are not to attempt to intimidate an opponent, or an official, by their words or actions.
- Spectators are to treat all players, coaches, officials and other spectators with the same respect, professionalism and courtesy that you expect.
- Respect the rights, dignity and worth of every young person regardless of their gender, ability, cultural background or religion.

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



CODE OF CONDUCT

HOW TO BEHAVE

PARENTS CODE OF BEHAVIOUR AS ISSUED BY THE AUSTRALIAN SPORTS COMMISSION

REMEMBER Children participate in sport for their enjoyment, not yours.

ENCOURAGE children to participate, do not force them.

FOCUS on the child's efforts and performance rather than winning or losing.

ENCOURAGE children always to play according to the rules and to settle disagreements without resorting to hostility or violence.

NEVER ridicule or yell at a child for making a mistake or losing a competition.

REMEMBER that children learn best by example. Appreciate good performances and skilful plays by all participants.

SUPPORT all efforts to remove verbal and physical abuse from sporting activities.

RESPECT official's decisions and teach children to do likewise.

SHOW appreciation for volunteers, coaches, officials, and administrators.
Without them, your child could not participate.

RESPECT the rights, dignity and worth of every young person regardless of
their gender, ability, cultural background or religion.

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



ANTI-HARASSMENT

POLICY

The Association seeks to provide an environment which will enable all people to develop their full sporting potential and their ability to inter-relate freely on a social level.

The Association will therefore not tolerate victimisation, bullying or harassment of any kind which may interfere with the process of development. Victimisation/harassment is defined as any behaviour, word or action, either covert or overt, against another person which intimidates or threatens that person. It can also include harassment using electronic devices, such as mobile phones and computers. (refer GSABA Cyber Bullying Policies)

Harassment occurs through the misuse of power. it may involve repeated verbal and or/physical attacks on a person by another person or group. It is intended to hurt, frighten or embarrass. It is usually deliberate, BUT it can be just thoughtless and careless.

Physical and Verbal: examples might include;

Name calling, teasing, comments intended to demean or put down a person's race, culture, religious or social background, appearance or sporting ability. - threatening words of action - hitting, punching, jostling, deliberate pushing, spitting.

- hiding, vandalising, defacing another person's property e.g. Ball, bag or personal possessions.
- insulting or spreading rumours about people and their family. - the sending, receiving, viewing or storage of copyrighted, or obscene, offensive, pornographic, sexually explicit or sexually suggestive material. - The sending, receiving, or storing of messages, images or rumours.

Sex based harassment: examples might include:

- A deliberate action of brushing up against or touching another person. - Calling of abusive names. rude gestures and suggesting a person has loose morals
- Comments on the size or shape of a person's physical appearance.
- Pestering a person to go out with him/her.

- Sarcastic comments which are not genuine compliments or expressions of friendships.

Other harassment: examples might include:

- Deliberate exclusion in order to hurt.
- Offensive gestures or sounds

Involvement means:

- Active harassment (direct personal involvement)
- Being present and passively supportive when harassment by others is taking place.

Remember: Behaviour becomes harassment when the person has said it is unwelcome or unwanted and doesn't stop immediately.

What can I do if I feel harassed?

- Tell the person who is harassing you that what is occurring is unacceptable and that it is to stop and to leave you alone.
- Talk to a friend, listen to the advice and again tell the harasser to stop. - Talk with your coach about it, your parent, the age group coordinator and even the child protection and safety officers. **Remember:** Talking to someone is not "dobbing"

It is your right not to be harassed. A safe place is a caring place. If you are being harassed, other people do care. Your problem is our concern. Remember, each individual is protected by the Australian Legal System from victimisation and harassment.

HOW WILL THE GSABA DEAL WITH HARASSMENT?

The aim of the club is to restore good relationships. This can be done in the following ways.

For friends and witnesses of the harassed:

- Acknowledge the issue.
- Talk to the harasser and urge them to stop - Seek to have the issue reported.

For the harassed:

- Acknowledge the problem.
- Reported incidents will be dealt with.

- Counselling can be needed if required.

Against the harasser:

- Recognise the issue.
- Reported incidents will be dealt with through a scale of actions depending on the nature and seriousness of the offence, the impact on the victim and frequency of the offence. This could include any one or combination of the following.
- Discussion/education/warning
- Mediation
- Discussion with parents
- Suspension
- Exclusion

GSABA EXPECTATIONS

In order to contribute to the harmonious and efficient operation of the GSABA a number of rules apply. These are based on courtesy, common sense and consideration for others.

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



BASKETBALL SA OFFICIATING GUIDELINES

Officiating Guidelines 2017 - 2018

1. Use of Voice

Officials are expected to preventatively officiate the game with effective voice. This is a proactive approach to prevent illegal contact from occurring rather than being a reactive measure after contact has occurred. The use of voice however is not intended to replace the calling of fouls that would ordinarily have been called. Officials are expected to verbally support their calls and signals during the game.

2. Contact and Criteria

- Officials shall decide whether illegal contact caused by a player has had an effect on the play. If contact caused by a player in any way restricts the freedom of movement of an opponent or forcibly moves an opponent, such contact is a foul.
- When deciding on a personal contact or violation, the officials shall, in each instance, have regard to and weigh up the following fundamental principles:
 - o The spirit and intent of the rules and the need to uphold the integrity of the game.
 - o Consistency in application of the concept of illegal contact and effect on the play. The officials should not seek to interrupt the flow of the game unnecessarily in order to penalise incidental personal contact which does not give the player responsible an advantage nor place his opponent at a disadvantage.
 - o Consistency in the application of common sense to each game, bearing in mind the abilities of the players concerned and their attitude and conduct during the game.
 - o Consistency in the maintenance of a balance between game control and game flow, having a 'feeling' for what the participants are trying to do and calling what is right for the game.

3. Shooter Protection

Illegal contact on an opponent in the act of shooting is to be called a foul.

4. Fake a Foul

- Fake is an action by a player to simulate that he has been fouled or to make theatrical exaggerated movements in order to create an opinion of being fouled and therefore gaining an advantage.
- This type of behaviour does not fit within the spirit of sportsmanship and fair play and if identified should be controlled early.
- ***Standard (normal) Faking***
- A player who fakes being fouled but does not generate any illegal contact and the referee shows the fake signal:

i. A warning is given to the player and to the Head Coach during the next game interruption. This serves as a warning for that team. ii. Any repetition of faking by the same team is a technical foul. iii. Each team is entitled to one warning.

Excessive Faking

A player who fakes excessively (without any contact with an opponent) and does not generate any illegal contact, this is a Direct Technical Foul.

Faking and Illegal Contact

i. If a player fakes generating illegal contact, call the foul on the faker. ii.

If there is a foul on the play there cannot be a fake on the same play.

5. Player / Coach Behaviour

- Officials are encouraged to have open and respectful communication with players and coaches. Conversations should be short, sharp and to the point and without debate. All attempts should be made to resolve any conflict in a timely and professional manner, ensuring the game is not unnecessarily delayed.
- Inappropriate and unacceptable behaviour by a player or coach will not be tolerated.
- Mistakes made by coaches, players, administrators and officials are a part of the game.
- Disrespectful, inappropriate and unacceptable behaviour when mistakes are made will not be tolerated.
- Either the coach or the assistant coach, but only one of them at any given time, is permitted to remain standing during the game. They may address the players verbally during the game provided they remain within the team bench area. The assistant coach shall not address the officials.
- Officials should not allow coaches to enter the court, or leave the team bench area. Except;
 - a) During a charged time-out to address the team (provided they remain within the vicinity of their team bench area).
 - b) Attending to an injured player.
 - c) Courteously requesting a time-out or statistical information from the score table.
- Respectful questions asked in a calm manner by a player or a coach are to be answered by the official when an opportunity permits. Officials are to

listen, understand, respect and respond accordingly. Officials are to provide short, sharp responses to ensure that the game is not unnecessarily delayed.

- At no time shall a player or coach be disrespectful to officials and/or table officials.

A player/coach is not allowed an objectionable initial reaction to a call, including:

a) Any obvious or blatant verbal or non-verbal disputation of an official's decision. b) Any action that belittles or demeans an official. c) Any obvious non-verbal reactions which may incite the crowd. d) Any use of audible foul language.

Officials should not allow any continuous questioning towards the officials or continual commentary on the game.

- Officials should not allow assistant coaches or bench players rising to their feet to complain about an official's decisions.
- Officials should not allow coaches to become the centre of attention with theatrical gestures and constant complaining.

PROCEDURE

- Officials are encouraged to try where possible, to prevent from calling a technical foul by anticipating and reading the problem and consequently addressing the coaches behaviour before having to deal with it with a technical foul. Officials are to consider using a 3-step process:

STEP 1:

- Officials are encouraged to attempt to de-escalate the situation with effective communication techniques; clearly articulating the behaviour is not acceptable.

STEP 2:

- If the inappropriate or unacceptable behaviour continues, the referee is to issue a warning.
- This will involve the referee blowing their whistle and giving an obvious, clear and audible warning to the player / coach in a way that everyone knows a warning has been given.
- The official will use words similar to "Coach / Player, your behaviour is unacceptable / inappropriate and this is a warning for you to stop that

behaviour. If you continue, next time will be a technical foul.” The official is to ensure that their partners are aware of this warning.

- At the same time, the official will reinforce this verbal warning with visual signals. This includes a ‘continuation / next time’ hand gesture and a “technical foul” signal.

STEP 3:

- If the inappropriate / unacceptable behaviour continues, issue a technical foul.

NOTE - In the event that the behaviour of the coach / player is at such an unacceptable level, officials are entitled to progress immediately to either Step 2 or Step 3.

ADOPTED: OCTOBER 2017

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



BLOOD POLICY

Referees will need to be aware of, and implement, the following policy in relation to the safety of the basketball court and the risk of viral transmission.

As a practical guide the following interpretation of court safety is to be followed.

- During the game the official shall order any player who is bleeding or has an open wound, to leave the playing court and cause this player to be substituted.
- Before the player is allowed back into the game the wound should be treated (no further bleeding) and the affected area completely and securely covered.
- A bleeding player who has received treatment, and the affected area covered, may remain in the game at the expense of a team time-out. (as for an injured player.)
- If there is blood on the uniform the player should change the uniform immediately. (It will be necessary to carry a spare number uniform for this purpose.) Under no circumstances should a player with wet or dry blood stains on their uniform be allowed on the court.
- Prohibit a player returning to the court with a blood-stained uniform, unless the uniform has been soaked in the recommended solution for at least five minutes and thoroughly rinsed off with water.
- Destroy the HIV with a solution of 0.5% bleach and 2% detergent mixed with water and applied for five minutes. (Normal machine washing would kill the virus on pieces of clothing.)
- Blood on the ball - replace the ball.
- Blood spilt on the floor or benches should be wiped thoroughly with the bleach and detergent solution.
- A "Blood Kit" should be situated at the Score table during competition games. The Kit should be used only for the purpose of dealing with spilt blood on the floor or benches.

Suggested Contents of Blood Kit:

- 1 Packet of paper hand towels.
- 1 Packet of disposable latex surgical gloves.
- 1 Packet of medium size resealable plastic bags.

- 1 1500 ml Spray Bottle with 0.5% bleach and 2% detergent mixed with water. (Bleach is the key ingredient. Standard household bleach is acceptable, but it must not be used past its use by date.) Solutions should only be used if they have been mixed (prepared) that day.

All score table officials should be aware of these guidelines; item 4 is of particular importance.

When a uniform is changed draw one line through the old number, place the new number beside it, with an asterisk beside the numbers with an explanation at the bottom of the scoresheet.

Where score table officials observe substantial bleeding or blood on a playing uniform, and the referees have not become aware of the problem, the chairperson is to wait until the next dead ball period before advising the referees.

Persons Tending to Bleeding Players and Blood on Surfaces should;

- Take precautions so as not to come into contact with body fluids, particularly blood, or with soiled objects, even if the risk is low.
- Take care to avoid blood from the wounded person coming into contact with skin punctures or cuts, particularly on the fingers, or reaching the eyes or the mucous membranes of the nose or mouth.
- Spray the bleach and detergent solution directly onto the spilt surface, then wipe the surface with paper towels.
- Always wear latex, disposable surgical gloves in anticipation of contact with body fluids, particularly blood from the nose, mouth or a wound when touching nasal mucous membranes or broken skin (abrasions, dermatitis) or when handling soiled objects. The gloves must be discarded after use.
- Place soiled linen, and uniforms into sealed plastic bags, to then be washed in a normal machine-wash process.
- After placing soiled paper towels, surgical gloves, compresses, dressings and bandages into a sealed bag. Destroy or dispose of the bags in garbage disposal bins.
- Thoroughly wash hands with a bleach and detergent solution before and particularly immediately after contact with the person being treated, even if

gloves have been worn. Wash all areas that have come into contact with body fluids.

- Do not use sponges, especially not to clean several wounded persons in succession.

Information on the Prevention of AIDS:

(Taken from a circular from Dr. Jacques Hugué, President of FIBA Medical Council)

- Some sports carry a greater risk of contamination than others in so far as there is a greater possibility of blood contact.
- Contact can occur through open and bleeding wounds as well as through abrasive or inflammatory injuries to the skin.
- Basketball is classified in the medium risk category.
- In the field of sports, one should know that the AIDS virus cannot be transmitted by saliva, sweat, urine, skin contact, handshakes, bath water, swimming pools, showers or toilets.
- Light washing with detergent or water does not necessarily kill the HIV.
- HIV can survive in dried blood for up to seven days.
- The risk of blood on clothing being transmitted to another player is extremely small, but real.

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

BREACH OF CONDUCT



GOVERNANCE POLICY

This policy covers the governance and handling of a breach of conduct by GSABA Members, Members of other Associations and persons entering GSABA venues and GSABA events.

1. BREACH OF CONDUCT

- a) Is any violation of the GSABA, BASKETBALL SA and SACBC Code of Conducts.

2. CODES OF CONDUCT

- a) Administrators & Management
- b) Coaches
- c) Officials
- d) Players
- e) Spectators & Parents

3. REPORTING OF BREACH OF CONDUCT

Can occur in the following ways:

- a) Report of a person(s) by an umpire or umpire in charge.
- b) Report of a person(s) by an GSABA Committee Member.
- c) Official Complaint Letter from a GSABA Member supported by their Club on a Club Letterhead.
- d) Reporting of an incident verbally or in writing by a GSABA Management Member at a GSABA Management Meeting. The incident is recorded in the minutes.

4. ADMINISTRATION PROCESS

- a) The accused person(s) Club Secretary is informed of the breach of conduct.

- b) GSABA Management forwards the Correspondence to the GSABA Club Secretary and the accused person is given a right of reply and a timeframe for the reply.
- c) The right of reply needs to be in the form of a written reply or will not be accepted as an official response.
- d) The right of reply letter is then tabled at the next GSABA Management Meeting and a judgement will be made on the accused which is recorded in the minutes.
- e) The GSABA Club is informed by letter of the outcome and any penalty handed down.
- f) GSABA Management and the GSABA Clubs Administers Correspondence as per By-Laws. 11. Correspondence

5. GSABA MANAGEMENT CONSTITUTIONAL RIGHTS FOR HANDLING BREACHES OF CONDUCT.

3. POWERS:

- a) To develop and administrate the game of basketball in the Great Southern area.
- c) To manage settlement of all disputes within the Association.
- e) To deal with matters that the Association may deem to be in the best interest of the game of Basketball within the Great Southern area.
- f) Although under the jurisdiction of the SA Country Basketball Council, the Association may, from time to time, make such regulations for the conduct of its own proceedings, for the control of its funds and property and the proper carrying out of its objects as the Association may see fit.

GSABA BY-LAWS

1.7 CONDUCT

All clubs shall be held responsible for the conduct of its members and shall assist the match officials at all times. Management Committee to decide action for breaches of conduct.

GSABA PENALTY

Under the Constitutional process, the Management Committee has set a penalty as the action for the breach of conduct. This is a final decision under the Constitutional process.

APPEAL OF PENALTY

When the GSABA uses the Constitutional process and its rights within the Constitution the appeal process is to challenge the decision, our rights under the Constitution and our Constitution via common law.

CONSTITUTIONAL PROCESS

The process which includes providing natural justice with a written statement from the accused is the process used to manage settlement of breach of conduct disputes within the association. This is based on legal advice.

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



BUSINESS ADMINISTRATION CONTRACT

CONTRACTOR: PAID POSITION	PRINCIPAL: Great Southern Amateur Basketball Association
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THE WORK:

To generally oversee and administer basketball and related activities within the area covered by the GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION, under the direction of the GSABA MANAGEMENT COMMITTEE.

The contractor shall supply labour, office accommodation, transportation and any other items necessary for the performances of the following services:

To generally oversee and administer the activities of the GSABA by:

- Acting as its contact person and liaison officer, including handling of complaints.
- Attending to secretarial duties of the association, including all correspondence and meeting documentation.
- Performing the financial activities, payments, including banking, payments, financial reports, reporting requirements, GST and generally the Treasurers duties.
- Ensuring the legal aspects are attended to and to act from a legal perspective in the best interests of the association
- Coordinating the promotion and development of basketball within the association
- Co-ordinating members, clubs and umpires to achieve efficient running of the competitions.
- Specifically attending to the objectives listed in the schedule to the contract.

SCHEDULE TO CONTRACT:

This Memorandum of Understanding is the basis of an agreement between the **GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION AND** _____ whereby _____ will generally oversee and administer the affairs of the Great Southern Amateur Basketball Association.

OBJECTIVES:***The objectives of the position shall be:***

- To act as the contact person and liaison officer of the Association.
- To handle all complaints within the association including Slammers area
- To prepare agendas for and take minutes of the GSABA Management Committee Meetings
- To process incoming and outgoing correspondence
- To coordinate promotion of basketball, particularly in The Times, within the Association
- To seek out financial and sponsorship of the Association
- To prepare and distribute team nomination packs to the Clubs prior to each season.
- To check the programming each season.
- To maintain team and player lists for insurances and affiliation purposes.
- To prepare and manage the minor round umpire rosters.
- To appoint umpire in charge(s) each season.
- To promote and coordinate umpire recruitment and training as required
- To arrange tribunals as required.
- To supervise staff and canteen purchasing.
- To prepare financial reports of the Association.
- To manage the banking and provide monthly reports to the GSABA Management Committee.
- To prepare quarterly Business Activity Statements and arrange GST payment to the ATO each quarter
- To prepare and present the financial books to the Auditor
- To oversee those duties of collation of games results, premiership tables, association award voting, trophies, carnival advertising, carnival nominations and carnival uniforms has been performed
- Automatically deduct the appropriate penalty for discrepancies as set out in the By-laws.
- To provide recommendations to the GSABA Management Committee in regards to overall running of the Association and specific areas of the Association and legal requirements of the Association
- To perform other tasks as directed by the GSABA Management Committee
- Collate the Playing Conditions Infringement Records.

DELEGATION OF DUTIES:

The Business Administrator may delegate some of the objectives but remains responsible for those objectives and must gain approval from the GSABA Management Committee of the delegated objectives.

ADOPTED: NOVEMBER 1st 2017

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



CHILD SAFE POLICY

1. PURPOSE AND SCOPE

This policy provides guidelines to GSABA Members in recognising the duty of care the GSABA has to protect children involved in basketball competitions and programs. The GSABA is committed to providing a child safe environment. Where every child has the right to be safe from harm and the safety and wellbeing of all children is paramount.

2.DEFINITIONS

2.1 Child Abuse or neglect means:

- Sexual Abuse of the child; or
- Physical or emotional abuse of the child, or neglect of the child, to the extent that:

- the child has suffered, or is likely to suffer, physical or psychological injury detrimental to the child's wellbeing; or
 - the child's physical or psychological development is in jeopardy
- 2.2 A child means a person under 18 years of age.

2.3 Duty of care means - The law states that when it is foreseeable that a person may suffer harm or loss due to what someone else does or fails to do, then they owe that person a duty of care; it is the organisations responsibility to provide the children with adequate level of protection against harm.

2.4 Mandatory Reporting - a requirement by law that a person must notify the Child Abuse Report Line (Families SA) when they have suspicion on reasonable grounds, that a child has been, or is being abused or neglected.

2.5 Mandated Notifier - A person, who must by law, report suspicion of abuse or neglect of a child formed

LEGISLATION

Under Section II (1) & (2) of the Child Protection Act 1993, the following persons are obliged by law to notify the department if they suspect on reasonable grounds that a child/young person has been abused or neglected and the suspicion is formed in the course of the person's work (whether paid or voluntary) or in carrying out official duties:

- a medical practitioner
- a registered or enrolled nurse
- a dentist
- a pharmacist
- a psychologist
- a police officer
- a probation officer
- a social worker
- a minister of religion
- a person who is an employee of, or volunteer in, an organisation formed for religious or spiritual purposes
- a teacher in any educational institution (including a kindergarten)
- an approved family day provide

Any other person who is an employee of, volunteer in, a government department, agency or instrumentality, or a local government or nongovernment organisation, that provides health, welfare, education, sporting or recreational childcare or residential services wholly or partly for children/young people, being a person who:

- is engaged in the actual delivery of those services to children/young people.
- holds a management position in the relevant organization the duties of which

include direct responsibility for, or direct supervision of, the provision of those services to children/young people.

The above people are referred to as mandated notifiers.

It is now an offence to prevent a person from discharging the obligation of mandatory reporting through threat, intimidation or unfavourable treatment.

DISCOUNTING

The levels of discounting:

Existence: - there is no problem

Significance - there is a problem, but it is not very big.

Solvability - there is a problem, but there is nothing that can be done about it.

Self - there is a problem, but I cannot do anything about it.

Existence: There is no problem - a refusal to believe it exists. At this level one does not accept that child abuse exists. Statements that children/young people are fantasising about abuse or lying about it often reflects a refusal by the adult to accept that this problem even exists.

Significant: The problem exists but it's not very big - its insignificant and therefore not worth worrying about. At this level one accepts that child abuse exists, but refuses to accept that it is a very serious problem. Statements about it only happening in certain 'types' of families etc., are often attempts to discount the problem, to see it as something that affects a limited group of people and certainly not anyone in one's own circle. Statements about abuse being harmless to the child/young person also deny the significance of the problem. Refusing to see the problem as significant is another level of resistance that is used to justify inaction.

Solvability: There is a problem but there is nothing we can do to stop it. the significance of the problem is acknowledged but seen as too overwhelming to tackle. It is out of society's control. Believing there is no solution to the problem justifies the refusal to even attempt to find one. The problem ends up in the "too hard basket".

Self: There is a problem but what can I do about it?

At this level, one accepts that child abuse exists, that it is a significant problem, and that it may be solved, but the individual does not wish to be involved or is unable to see how one person can make a difference. Child protection is not seen as a personal responsibility, but the responsibility of the governments and experts. This level resists personal involvement.

THE CHILDREN'S PROTECTION ACT 1993

- Requires that organisations providing certain services to children create and maintain a child safe environment.

A child safe organisation is committed to protecting children from physical, sexual, emotional and psychological harm and from neglect. this commitment is embedded in the organisation's culture, it is reflected in the policies and procedures of the organisation and is understood and practiced at all levels of the organisation.

An organisation can do this by:

- reviewing how well it protects children
- having a child are policy in place
- taking steps to ensure that staff and volunteers are safe people to work with children
- listening to children and respecting their rights
- making sure that everyone knows how to report concerns about child safety.

LEGISLATION

In South Australia if your organisation is providing services wholly or partly for children in the areas of recreation and sport then your organisation is required by law to establish and maintain child safe environments policies and procedures.

This includes any recreation and sport organisation that provides programs and services either wholly or partly for children. The Children's Protection Act 1993 applies to both not-for- profit organisations and for profit organisations and businesses, so types of organisations affected could include:

- sport
- community recreation
- outdoor recreation
- fitness

Recent changes to the Children's Protection Act 1993 extends the steps these organisations must take to help protect the children in their care. From January 2011, these organisations will also be required to:

- Conduct criminal history assessment on certain employees, contractor and volunteers who are working with children.
- Lodge a Child Safe Environment Compliance Statement with the Department for Families and Communities (Completed by Basketball SA and SACBC)

LEGISLATION MANDATE

The Chief Executive of the Department for Families and Communities is also responsible for monitoring progress toward child safe environments in the government and non-government sectors. Organisations that do not meet their legislative obligations regarding the establishment and maintenance of child safe environments may face a fine of up to \$10,000.

Failure to lodge a Child Safe Environment Compliance Statement may incur a fine of \$5000.

PRINCIPLES OF GOOD PRACTICE

The principles and philosophy that underpin child protection work within Australia are based on the United Nations Convention on the Rights of the Child. The Convention provides the foundation for both the Children's Protection Act 1993 and these standards and principles of good practice.

The convention emphasises that:

- All children have equal rights to protection from abuse and neglect. - All children should be encouraged to fulfil their potential and inequalities challenged.

- *All children should be encouraged to participate fully in cultural and artistic life and appropriate and equal opportunities should be provided for cultural, artistic, recreational and leisure activities.

- Everyone has a responsibility to support the care and protection of children. - Organisation(s) shall take all appropriate legislative, administrative, social and educational measures to protect children from all forms of abuse, neglect or negligent treatment whilst in their care.

- Organisations have a duty of care to children with whom they work and with whom their agents, contractors and subcontractors work.

- * If organisations work through partners (e.g. contractors, subcontractors or agents), they have a responsibility to meet minimum standards of protection for their children in the partners programs.

KEY PRINCIPLES

- Identify and analyses risk of harm
- Develop a clear and accessible child safe policy (this can be part of existing MPP)
- Develop codes of conduct for adults and children.

- Develop a thorough screening process for employees and volunteers who work with children.
- Support, train and supervise employees and volunteers in all aspects of establishing and maintaining child safe environments.
- Promote the involvement of children and young people in developing and maintaining child safe environments.
- Report and respond appropriately when child abuse and/or neglect is suspected.

DEFINITIONS AND INDICATORS

Section 6 (1) Children's Protection Act 1993 abuse or neglect in relation to a child means:

- (a) sexual abuse of the child; or
- (b) physical or emotional abuse of the child, or neglect of the child, to the extent that:
 - i. the child has suffered, or is likely to suffer, physical or psychological injury detrimental to the child's wellbeing; or
 - ii. the child's physical or psychological development is in jeopardy, and 'abused' or 'neglected' has a corresponding meaning.

Section 6 (2) Children's Protection Act 1993 states a child is at risk if:

- (a) the child has been, or is being, abused or neglected; or
- (aa) there is a significant risk that the child will suffer serious harm to his or her physical, psychological or emotional wellbeing against which he or she should have, but does not have, proper protection; or
- (b) a person with whom the child resides (whether a guardian of the child or not):
 - i. has threatened to kill or injure the child and there is a reasonable likelihood of the threat being carried out; or
 - ii. has killed, abused or neglected some other child or children and there is a reasonable likelihood of the child in question being killed, abused or neglected by that person.

SEXUALISED BEHAVIOURS

It is important for individuals and groups to be aware of the range of expected through to problematic or abusive sexual behaviours that can be observed in children and young people.

The table provided as a handout is a useful guide for assessing this range of behaviours and for considering the most appropriate response.

RESPONDING TO THE CHILD OR YOUNG PERSON

What can I say or do to help the child or young person?

Some suggestions for responding to the child/young person who discloses include:

- . listening to the child/young person
- . controlling your expressions of panic or shock
- . expressing your belief that the child/young person is telling the truth
- . using the child/young person's language or vocabulary
- . reassuring the child/young person that to disclose is the right thing to do .
emphasising that whatever happened was not the child/young person's fault, and that the child/young person is not bad
- . acknowledge that it is difficult to talk about such things
- . telling the child/young person you will do your best to support and protect him or her
- . indicating what you will do, for example, "I will find out who else can help with this problem".

Handling disclosures:

Disclosure of abuse

A disclosure occurs when a child tells you or lets you know in some other way that he or she has been or is being abused. Sometimes children will tell you directly that they are being abused.

Often, they use indirect ways to let you know, for example, drawing pictures about hitting or inappropriate touching, writing about abuse in journal stories or play-acting frightening scenes. These indirect ways may be a child's way of hitting about abuse.

Children may disclose abuse that is ongoing, or abuse that happened weeks, months or years ago, abuse which took place in another location, or abuse that is happening to someone else.

You need to report all disclosures of abuse, no matter where or when they happened.

Listen in a caring and calm manner. Let the child tell the story in their own way. Don't ask leading questions about the disclosure. Make sure the child knows that you believe them and that what happened to them was not their fault. Let them know that telling someone was the right decision and that now you will contact a child protection worker to try to get some help. It is important that at

the end of the disclosure the child must continue to think that what they have to say is important, and they must feel safe enough so they can relate the complete disclosure to the child protection worker.

Don't make promises to the child that you have no way of keeping. For example, telling a child "everything is all right" or "now you will get the help you need" are promises that cannot be guaranteed.

Immediately after a disclosure, you should write down and date any comments or statements made by the child during the disclosure. Try to use their exact words. Also keep notes about the child's emotional state.

While you are not to conduct an investigation, it is appropriate to engage in a dialogue with the child for clarification. Use non-leading or open questions and comments.

While some child/young people may be relieved by the outlet of talking with a sympathetic adult, others may feel threatened and withdraw.

The child/young person may feel Guilty, Ashamed, Confused or Scared. The child/young person will need reassurance and support.

REPORTING PROCESS AND PROCEDURES

Legal Responsibility of Mandated Notifiers

Notification is mandatory under the Children's Protection Act 1993 and is not regarded as a breach of professional etiquette, ethics or conduct (Section 13). You are not helping the child/young person if you agree not to tell someone. Notification does not provide grounds for civil action if the report is made in good faith. Good faith simply means an honest belief by the notifier that the child/young person was abused, or that the substance of the notification, which may be only a suspicion, is based on reasonable grounds. Good faith does mean that you are professionally required to believe, beyond doubt, that abuse or neglect has occurred.

Any person who is legally required to report suspected abuse and acts in compliance with the law (Children's Protection Act 1993, Section 12 a 7 b) is immune from civil liability for reporting their suspicion.

Under Section 13 of the Children's Protection Act 1993 your identity as the notifier will not be disclosed to any other person unless the disclosure is made

in the course of official duties to another person acting in the course of official duties (egg, police acting in the matter of a criminal prosecution), or where the court deems the identity of the notifier is evidence which is important to the proceedings, or where the notifier has given permission for his/her identity to be disclosed.

It is the responsibility of Families SA or the police to inform parents of the allegations during the investigation stage. The notifier's identity will not be disclosed.

When notifying you may feel torn between your legal responsibility to report and your own beliefs which suggest that reporting itself may jeopardise the opportunity to maintain or develop a satisfactory working relationship with the family. The child/young person's safety must be paramount: it is essential therefore that a notification occurs.

A mandated notifier can be called before the youth court or criminal court to give evidence, but it is the exception rather than the rule.

It is an offence for anyone to prevent you from making a report. The law states that no one can prevent a person from discharging the obligation of mandatory reporting through threat, intimidation or unfavourable treatment.

OBJECTS OF THE CHILDREN'S PROTECTION ACT 1993

Objects of the Act are:

- (a) to ensure that all children are safe from harm;
- (b) to ensure as far as practicable that all children are cared for in a way that allows them to reach their full potential;
- (c) to promote caring attitudes and responses towards children among all sections of the community so that the need for appropriate nurture, care and protection (including protection of the child's cultural identity) is understood, risks to a child's well-being are quickly identified, and any necessary support, protection or care is promptly provided;
- (d) to recognise the family as the primary means of providing for the nurture, care and protection of children and to accord a high priority to supporting and assisting the family to carry out its responsibilities to children.

FOUR FUNDAMENTAL PRINCIPLES OF THE ACT ARE:

- (1) Every child has the right to be safe from harm.

- (2) Every child has the right to care in a safe and stable family environment or, if such a family environment cannot for some reason be provided, in some alternative form of care in which the child has every opportunity that can be reasonably provided to develop his or her full potential.
- (3) In the exercise of powers under the act, the above principles and the child's wellbeing and best interests are to be the paramount considerations.
- (4) In determining a child's best interests, consideration must be given to the following:
 - (a) the desirability of keeping the child within the child's own family and the undesirability of withdrawing the child unnecessarily from a neighbourhood or environment with which the child has an established sense of connection;
 - (b) the need to preserve and strengthen relationships between the child, the child's parents and grandparents and other members of the child's family (whether or not the child is to reside with those parents, grandparents or other family members);
 - (c) the needs to encourage, preserve and enhance the child's sense of racial, ethnic, religious, spiritual and cultural identity and respect the traditions and values of the community into which the child was born;
 - (d) if the child is able to form and express his or her views as to his or her best interests - those views;
 - (e) the undesirability of interrupting the child's education or employment unnecessarily.
- (5) In relation to an Aboriginal child, the Aboriginal Child Placement Principle applies.
- (6) A child who is placed or about to be placed in alternative care.
 - (a) must be provided with:
 - (i) a nurturing, safe and stable living environment;
 - (ii) care that is, as far as practicable, appropriate to the child's needs and culturally appropriate;
 - (b) must be allowed to maintain relationships with the child's family (including the child's grandparents) and community, to the extent that such relationships can be maintained without serious risk of harm;
 - (c) must be consulted about, and (if the child is reasonably able to do so) take part in making decisions about the child's ongoing care, where the child is to live, contact with the child's family and the child's health and schooling;
 - (d) must be given information that is appropriate, having regard to the child's age and ability to understand, about plans and decisions concerning the child's future;
 - (e) is entitled to have his or her privacy respected;
 - (f) if the child is in alternative care and under the guardianship, or in the custody, of the Minister - is entitled to regular review of the child's circumstances and the arrangements for the child's care.

(7) All the proceedings under the act must be dealt with expeditiously, with due regard to the degree of urgency of each particular case.

POLICE CHECKS/CRIMINAL HISTORY ASSESSMENTS

ADOPTED: JANUARY 2011

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



**CLEARANCE RULE
POLICY**

CLEARANCES

Players once they have played one game for a Club they are aligned to that Club. This includes playing in the Under 10's competition.

The GSABA maintains records of this and if a Club/Player is unsure when they last played for their Club they need to contact Fiona Haynes 0435 236 671.

A player that wants to transfer to another Club must obtain a clearance before playing for another club. The Clearance Form must be presented at a GSABA Management Committee Meeting where it is tabled for approval.

An Under 10 player transferring to another Under 10 team needs to submit a clearance for approval but the \$40 Clearance Fee is not required.

An Under 10 player transferring to another Under 12 team needs to submit a clearance for approval and the \$40 Clearance Fee is required.

No player shall play for more than one affiliated Club.

Players may present clearances to Management Committee at any time. A player may not be cleared if he/she has played a game in the current season.

The Clearance form must be signed by the player's current Club President or Secretary, the President or Secretary of the Club they wish to be cleared to and it must state the reasons for such a request.

Players must await Management Committee verification before transferring. A cleared player must not be cleared to a further Club for at least two years. Players who have not played any games during the preceding four seasons shall not require a clearance, providing no monies or uniforms are owed to the previous club.

Players who are without a team to play in at their current club and are transferring for one season only to enable another club to form a team are required to fill out a permit clearance and pay a one-off \$40 fee.

CLEARANCE PROCEDURE

The player seeking a clearance must:

1. Obtain a Clearance Form from the Club they are currently playing for.
2. Complete Part A of the Clearance Form.
3. Seek the President or Secretary of the New Club to complete Part B.
4. Seek the President or Secretary of the Current Club to Complete Part C.
5. Submit the Clearance Form & \$40 Fee to the New Club who presents the form for processing at a GSABA Management Meeting.

SLAMMER PLAYER CLEARANCES

A junior association player may not be cleared to another club for 6 months from the last Association match played by the player. The GSABA Management Committee reserves the right to make the final judgement on the clearance.

NOMINATIONS MEETING

1. Clearances for the new season should be submitted at this meeting.
2. After the minutes of the GSABA Nominations have been moved, second and accepted players on the Club nominations can't be cleared to another club for that season.
3. Players not nominated for that season by a Club can obtain a clearance at a GSABA Management Meeting providing all Clearance rules are followed.

POINT 2: Clubs have to organise on average 22-25 teams and if GSABA Management allowed players to clear after nominations, we could have team withdrawals due to insufficient players in teams, leading to redraw of competitions. There needs to be a cut-off point and the Nominations Meeting is the cut-off.

Players intending on leaving their club need to be honest with their current club and advise before nominations. Clubs have a limited time to organise their teams before the nominations meeting.

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



COMMUNICATION POLICY

This policy covers communication within the **GSABA**. The **GSABA** has many official modes of communication to its membership. They include the **GSABA** Website, **GSABA** Winter and Summer Programs, **GSABA** Club Updates, the **GSABA** Noticeboards, The Victor Harbor *Times*, **GSABA** Slammers Facebook, **GSABA** Club Email Groups, **GSABA** Referee Email Groups, **GSABA** Slammers Email Groups, **GSABA** Feedback and *Slammers* Feedback Forms, **written** correspondence and **verbal** communication.

The development of the **GSABA** Operations Manual is a key document to ensure the Clubs and the members are well informed.

Other useful communication sites are Basketball Australia, Basketball South Australia and South Australian Country Basketball Council Websites.

GSABA WEBSITE

The ***GSABA Website*** is designed to keep the ***GSABA*** membership informed of the day to day running of the Association, the history, the and any changes,

The key areas of information on the GSABA Website are:

- Home Page
- Match Day
- Contact Details
- Premiership Tables
- GSABA Management Details and History
- GSABA Junior Carnival
- Umpiring Details and History
- Slammers Details and History
- Senior & Junior Premiership History
- Senior & Junior Awards History
- Policies
- Club Websites
- GSABA News
- GSABA Sponsorship

GSABA WINTER AND SUMMER PROGRAMS

The ***GSABA Winter and Summer Programs*** provide the contact details of GSABA Management, GSABA Departments, Match Fee Costs, General information relating to the Competitions, Age Groups, GSABA Achievements such as Life Members, State & National Team Representatives, previous seasons Premiership Results, Association Trophy Awards, Umpiring Awards. The Program has information about Sponsorship, Playing Conditions Infringements and Philosophies.

GSABA UPDATES

GSABA Management uses updates as a common communication tool. The Updates are in form of Clubs Updates, Umpires Updates, Slammers Update and Coaches Updates. The Clubs Updates are the most common form of Update.

GSABA NOTICEBOARDS

GSABA Management has access to noticeboards which in the main contains a hard copy of the current season program, the current Umpiring Directions, Codes of Behaviours and the Premiership Tables.

The Clubs have their own noticeboards and they can use them how they see fit, commonly it has Player Registration Forms and general information about the Clubs.

THE VICTOR HARBOR TIMES

GSABA Management uses the ***Victor Harbor Times*** for Weekly Match Scores and for GSABA Promotional Articles, like Slammers Carnivals, Jump Shots for advertising for umpires, meetings, courses and GSABA achievements.

The ***Victor Harbor Times*** currently are no longer putting in the GSABA Premiership Tables and will only put in game reports if they have enough space.

THE GSABA SLAMMERS FACEBOOK

The GSABA Slammers Committee uses ***Slammers Facebook*** to promote Slammers. It supplies information about Slammer Try-outs, Slammers Coaches Applications, Slammers Achievements, GSABA Carnival, Country Circuit Carnivals and SACBC State Country Championships.

GSABA FEEDBACK AND SLAMMERS FEEDBACK

GSABA Management promotes the use of the ***GSABA Feedback*** and ***SLAMMERS Feedback*** forms and views it as an effective mode of communication allowing the membership to have a voice.

GSABA WRITTEN CORRESPONDENCE

The GSABA has rules within the ***CONSTITUTION, RULES, POLICY AND PROCEDURES*** that covers when written correspondence is required to be used.

GSABA Management requires the Clubs to provide written correspondence for complaints.

The **GSABA BYLAWS** states:

11. CORRESPONDENCE:

- a) Correspondence received from the Clubs to GSABA Management will not be addressed until the next GSABA Management Meeting.
- b) GSABA Correspondence is to be communicated to the Clubs and the Clubs are responsible to ensure their Club Members fulfil their obligations.
- c) GSABA Correspondence is to be communicated to the Clubs. It is the Club's responsibility to inform their Club member (s) of the correspondence. GSABA Correspondence to be communicated to the Club member as a courtesy.
- d) GSABA Correspondence communicated to the Clubs that involves fines and penalties needs a date for the fine and penalties to be finalised by.

GSABA VERBAL COMMUNICATION

Verbal communication will continually occur in the GSABA covering all aspects of basketball. Good verbal communication is encouraged in and between GSABA departments, between Club Management and GSABA Management, to build relationships, increase knowledge and solve problems. The Umpire in Charges regularly can “put out spot fires” that means problems can be handle on the night and not escalated to GSABA Management.

ADOPTED: *AUGUST 2018 DRAFT*

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



CONFLICT OF INTEREST POLICY

GSABA CONFLICT OF INTEREST STATEMENT

The **GSABA** acknowledges that **CONFLICT OF INTEREST** situations can occur in sporting organisations and when this aspect occurs the challenge is now will it be dealt with. The **GSABA** will adopt sound conflict of interest practices aiming for unbiased, ethical and an association with integrity. Definition of conflict of interest

Conflict of interest' refers to a situation in which an individual has competing interests or loyalties.

Definition of perceived conflict of interest

Perceived conflict of interest can occur even if the person involved has not acted improperly. This is called a perceived or potential conflict of interest.

Dealing with conflict of interest

Dealing with conflict of interest when it occurs is the aim of the GSABA. Due to the nature of sport, "conflicts or roles or responsibilities' can occur and these needs to be dealt with effectively.

While failing to deal with a Conflict of Interest in many situations may not be illegal, it can be unethical and can cause real damage to the club and the reputations of the individuals involved.

Conflict of interest examples

In sporting organisations situations can be wide and varied. Some examples are:

- A coach selects his daughter for a team even though she doesn't meet the official selection criteria.
- The Club President is tasked with finding a new office for the club and chooses space in a building he owns.
- A Board Member's son is given a job within the organisation despite the position not being advertised.

Perceived conflict of interest

Examples may include

- The Club President also sits on the local council. The two organisations are about to become involved in a dispute about the relocation of the club's home grounds.
- One of the people on the Board recommends his sister's business for a consulting contract with the club.
- A club member is asked to mediate in a dispute between two parties, one of whom is a close work colleague.

How to avoid conflicts of interest

The **GSABA** will adopt the principle that a good conflict of interest strategy is to avoid situations that may lead to it occurring. While this can be difficult, the following principles will be used:

the key principle is to declare any potential or actual conflicts of interest which could arise from private or professional interests up front, enabling appropriate action to be taken to remove that conflict.

- is to retain your position and it may be necessary for members to be involved in discussions but should not be involved in the decision making or voting process where a conflict may exist.
- each person needs to make decisions that are unbiased and ethical and to behave with integrity at all times when undertaking their responsibilities within the **GSABA**.

How will the GSABA manage conflicts of interest?

It will be managed through:

- effective governance and this includes this policy for managing potential conflicts.
- having statements within the Code of Conducts.
- strategies designed to avoid conflict of interest.
- policies outlining the responsibility of all club administrators and officials to disclose any real, perceived or potential conflicts of interest.
- what actions are the actions to be taken when a conflict of interest is identified.

Potential Identified GSABA Conflicts of Interest Strategies

A) REFER: **GSABA UMPIRING PHILOSOPHY**

In relation to possible conflict and how it will be dealt with by GSABA:

SEE: **MINOR ROUND SEASON CRITERIA and FINALS CRITERIA**

B) **GSABA MANAGEMENT & SUB COMMITTEE VOTING**

- All members are entitled to be involved in discussion.
- All members are entitled to vote.

- Members who have a conflict of interest should declare their conflict of interest and refrain from voting.
- There is a potential conflict of interest when a GSABA Management Member is voting on an issue that involves their Club.

c) GSABA OTHER POTENTIAL CONFLICTS OF INTEREST

- In GSABA there will be potential conflict of interest through all areas of the association. Members do hold dual roles in most areas of the association. Club Representatives can and often do hold GSABA Management and Club Management Roles.
- Members to declare their conflict of interest and a risk assessment should be carried out.
- These may occur in the Slammers Department, Referee Department in any selection process, coaching and player selection.

ADOPTED: ***MARCH 2018 DRAFT***

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



**CYBER BULLYING
&
SOCIAL MEDIA POLICY**

GSABA Cyber Bullying & Social Media Policy Statement

Every person in sport, in every role, has the right to participate in an environment that is fun, safe and healthy, and to be treated with respect, dignity and fairness.

Bullying is any behaviour that is offensive, abusive, belittling, intimidating or threatening - whether this is face to face, indirectly, or via communication technologies such as mobile phone and computers.

Cyber bullying is a form of bullying, which is carried out through an internet service such as an email, a chat room, discussion group, instant messaging or web pages. It can also include bullying through mobile phone technologies such as SMS.

Examples of cyber bullying behaviour are:

Teasing and being made fun of
Spreading rumours online
Sending unwanted messages
Defamation

GSABA is concerned at the increasing number of complaints being made about the inappropriate use of text messaging, Facebook, Twitter, YouTube and other social networking sites by people involved in basketball.

These sites have been used to bully other basketballers, to criticise referees and to criticise GSABA Management.

This behaviour is totally unacceptable in our sport and will not be tolerated. Basketball SA's, SACBC's and GSABA's Codes of Conduct and Member Protection Policy addresses bullying behaviour as well as a range inappropriate behaviour including discrimination, harassment and abuse and provide a complaints process dealing with incidents.

The Member Protection By-Laws refer specifically to inappropriate use of technology for that purpose. Under Basketball SA's Tribunal By-Laws and Member Protection By-Laws, behaviour which is unacceptable can be brought to the Tribunal, even if it didn't occur on the basketball court.

As long as the incident is basketball related, the tribunal is able to deal with it.

GSABA will have no hesitation in reporting to the Tribunal and penalising, inappropriate, basketball related behaviour which misuses mobile phones, internet networking sites or other technology.

Basketball SA will not allow or tolerate cyber bullying or bullying in general.

This policy statement and the information below is provided to members to assist them in identifying and dealing with cyber bullying within basketball and to provide a process for reporting such behaviour should it occur in our sport.

GSABA Information Sheet - Cyber Bullying

What is Cyber Bullying?

Cyber Bullying is a form of bullying, which is carried out through an internet service such as email, a chat room, discussion group, instant messaging or web pages. It can also include bullying through mobile phone technologies such as SMS.

Anyone can be bullied online and the bully can act anonymously if he or she desires.

What is Cyber Stalking?

Cyber Stalking describes when a person is stalked or harassed by another person using a service of the internet such as email, instant messages or via a posting in a discussion group. Stalking behaviours can include threats, cryptic messages, and sexual innuendo that occur in a frequent and intrusive manner. The usual goal for stalking is to create a sense of fear in the recipient and the motivation is based on control and intimidation.

What activities can I report?

Under the circumstances (such as harassment and making threats) cyber bullying is a criminal activity and illegal. If you feel your immediate safety is at risk, contact '000' in an emergency situation or your local police. Police around Australia work together to reduce this type of crime and there are serious consequences if people participate in such activities.

You can report to the authorities any personal threat that you consider stalking. Personal threats are considered as an assault, even when no physical contact has been made.

How can you protect yourself against cyber stalking?

- Find out what is already published about you on the internet. type your name into one of the Google services (web, images, groups, directory or news) and see if anything is already online.
- Stay anonymous. Only use your ISP email for communication and create other email accounts, for example when you enter an online competition.
- Choose a name that you wish to use online which is different to your real name and not specifically a male or female name.
- Refrain from submitting any personal information others will be able to see online (e.g. when signing up for an online service such as chat or instant messaging)
- Be careful where you display any real-life photos. It is easy for others to save photos and display them on other parts of the internet.
- Be aware of the online services that people can contact you and take any precautions necessary to protect yourself and your machine from any attacks when using these services. Only add 'friends' who you know are real people and actually exist.

How do you stop cyber bullies?

- Keep a record including time and date. This may help you, or the police, to find out who is sending the messages.
- Tell someone. Talk to someone you trust, a parent, friend, school counsellor or teacher.
- Contact your telephone or Internet service provider and report what is happening. They can help you block messages or calls from certain senders.
- If messages are threatening or serious get in touch with the police. Cyberbullying, if it's threatening, is illegal.

- Don't reply to bullying messages - it'll only get worse if you do. By replying the bully gets what he or she wants. Often if you don't reply the bully will leave you alone.
- Change your contact details. Get a new user name for the Internet, a new email account, a new mobile phone number and only give them out to your closest friends.
- Keep your username and passwords secret. Keep your personal information private so it doesn't fall into hands of someone who'll mis-use it.

If you're a parent, what can you do about Cyber Bullying?

- Discuss the incident with your child, assure them that you can help even if you know less about mobiles than they do.
- Help your child implement strategies to minimize harassment.
- Make your child's school or club aware of the problem. most schools have a policy on the use of mobile phones.
- Share your experiences with other parents, and raise concerns through your child's school, sporting club or other community groups in which they're involved.
- Remember the law is on your side and it is a criminal offence to use a mobile phone to menace or harass another person.

RECOMMENDATIONS

Adult Members which includes GSABA Management Committee Members, Coaches, Umpires, Team Managers should not make minors face book friends. If electronic communication is required with a minor by an Adult, it is recommended to be done through the Parents email, Parents telephone in conversation or as a text to the parents and communication should be limited to basketball related conversations.

ADOPTED: JANUARY 2011

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



DEBTORS

POLICY

a) GSABA FINES TRADING TERMS: within 14 days from date of invoice for all GSABA Fines. Day 1 of the trading terms is the date of the invoice.

b) GSABA FINES: these include Forfeit Fines, Team Withdrawal Fines, Ineligible Player Fines and No Scorer Fines.

- c) **GSABA FINES ISSUED:** invoice required to be issue as soon as possible.
- d) **GSABA CLEARANCE FEES TRADING TERMS:** must be paid with submitted clearance.
- e) **GSABA AFFILIATION FEES TRADING TERMS:** must be paid by the Friday of the third round of the current season.
- f) **GSABA NOMINATION FEES TRADING TERMS:** must be paid by the Friday of the third round of the current season.
- g) **GSABA AFFLIATION AND NOMINATION FEES ISSUED:** invoice required to be issued as soon as possible and no later than the start of the new season.
(This gives the clubs a minimum of 21 days trading terms)
- h) **GSABA FINES NOT PAID WITHIN TRADING TERMS:** the club will be forwarded a reminder with a copy of the outstanding invoice(s) and if the payment is not received within 28 days of the date of the original invoice - a 10% late fee will be added to the value of the original invoice. Every 14 days the process will occur until the fine has been paid.
- i) **GSABA AFFLIATION & NOMINATION FEES NOT PAID WITHIN TRADING TERMS:** the club will be forwarded a reminder with a copy of the outstanding invoice(s) and if payment is not received within 14 days of the date of the reminder - a 10% late fee will be added to the value of the original invoice. Every 14 days the process will occur until the fine has been paid.
- j) **GSABA INVOICE DISPUTE:**
- i) Clubs have within 14 days from the date of the invoice to dispute an invoice.
 - ii) The dispute must be completed in writing and be on an official Club Letterhead.
 - iii) The disputed invoice will be addressed at the next GSABA Management Committee Meeting.
 - iv) A decision will be made at this meeting and it will be final. The Club will be informed in writing on an official GSABA Letterhead of the decision.

- v) If the invoice dispute is unsuccessful the Club has within 14 days after the GSABA Management Committee Meeting to pay the disputed invoice.
- vi) If an invoice is disputed after the trading terms no correspondence will be addressed.
- vii) A disputed invoice doesn't permit the club to place other invoices on hold for payment.
- viii) If a club is facing financial hardship the Club must write to the GSABA Management Committee on an official Club Letterhead.
- ix) The financial hardship letter will be addressed at the next GSABA Management Committee Meeting. A financial payment plan will be negotiated and finalised with GSABA Management. The Club will be informed in writing on an official GSABA Letterhead confirming the payment plan.

k) GSABA FINES LATE PAYMENT PENALTIES:

If an unpaid invoice is outstanding for 49 days from the date of the invoice. The date of the invoice is considered day 1. When day 49 has been reached and the invoice is unpaid then all teams from that Club will automatically lose 2 premiership points. Each 7 days that the invoice remains unpaid all teams from the club will lose 2 more premiership points. The 7-day cycle process continues until the invoice is paid. (i.e. 56,63,70 etc.)

l) GSABA AFFILIATION & NOMINATION FEES LATE PAYMENT PENALTIES:

If an unpaid invoice is outstanding for 56 days from the date of the invoice. The date of the invoice is considered day 1. When day 56 has been reached and the invoice is unpaid then all teams from that Club will automatically lose 2 premiership points. Each 7 days that the invoice remains unpaid all teams from the club will lose 2 more premiership points. The 7-day cycle process continues until the invoice is paid (i.e.63,70,77 etc.).

ADOPTED: SEPTEMBER 2014

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



DOOR/CANTEEN MANAGER

VOLUNTEER:
HONARIUM POSITION

PRINCIPAL:
Great Southern Amateur Basketball
Association

THE WORK:

To generally oversee the canteen area and be responsible for the collection Door Fees (Match Fees) of the GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION and is under the direction of the GSABA MANAGEMENT COMMITTEE.

The role is a five night a week role and may be shared by volunteers. The Canteen Manager needs to be available on the Sunday Grand Final Days and for the GSABA Slammers Carnival week-end.

The volunteer(s) shall supply labour for the performances of the following duties:

To generally oversee the canteen area and be responsible for the collection of door fees of the GSABA by:

- Collection of the match fees.
- Ensure the players write their name down the scoresheet and once paid stamp their hand.
- Responsible for serving customers as the canteen manager.
- Responsible for the ordering, stocking, items for sale and to check the orders to the invoice. If order is correct, initial the invoice and write "ok to pay."
- If the order is incorrect, to contact supplier to fix or contact the Business Administrator, who pays the invoices, so a payment adjustment can be made.
- Responsible for set up of the courts, e.g. score benches and chairs. (UIC will normally do this)
- Responsible for compiling Match Scores on the "The Time Match Results Form."
- Responsible for collating umpire's payment sheet and for paying match referees each night and ensuring referees signs for payment.
- Responsible for printing off the GSABA Cash Register Tape, GSABA Canteen Supplies Form which contains receipts, which is attached to the Umpires Payment Sheet, money is bagged and placed in a calico bag.
- Responsible for lock up of the canteen and lock up of the stadium.

DELEGATION OF DUTIES:

The Door/Canteen Manager may delegate some of the duties but they remain their responsibility and they must gain approval from the GSABA Management Committee of the delegated duties.

CURRENT HONARUIM DOOR/CANTEEN MANAGER POSITIONS:

Monday to Thursday: Deb Stringer

Fridays: Fiona Haynes

GSABA Management has given authority to the Canteen Managers to swap days providing the role is covered.

ADOPTED: *MARCH 2018 DRAFTED*

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



DRUG & ALCOHOL POLICY

SACBC DRUG & ALCOHOL POLICY

The GSABA as an affiliated SACBC Association we accept and adopt the policy and where SA Country Basketball and GSABA is mentioned in the document the relevant controlling body of the event is applied. In some cases, it may be relevant to both controlling bodies.

Summary SA Country Basketball & **GSABA** is committed to providing a safe, healthy and productive environment.

Everyone has a responsibility to ensure that they take reasonable care to protect the health and safety of themselves and others whilst performing their role by not being affected by alcohol or other drugs to the extent that it impacts on those around them.

Athletes, employees or volunteers who have concerns about working with any other party due to possible alcohol or other drug use should consult with the leader of the event immediately. Should this person be the cause of concern,

the Executive Officer or President of SA Country or the **GSABA Business Administrator** should be contacted.

For the purpose of this Policy, SA Country Basketball & **GSABA** defines alcohol and drugs as follows: “**Alcohol**” refers to any beverage, containing an alcoholic content that temporarily impairs a person’s physical or mental capacity. “**Drugs**” refers to a chemical substance, whether it is legal or illegal, which may have the ability to impair a person’s physical or mental capacity. These can include prescribed drugs issued by a medical practitioner, or nonprescribed drugs, for example, but not limited to, speed, heroin, amphetamines, LSD, crack, cocaine, ecstasy, marijuana, etc.

Athletes

Athletes within our program are all under the age of consent and are therefore prohibited from consuming alcohol whilst at an event managed by or for SA Country or **GSABA**. Consumption of drugs not prescribed by a Doctor or authorised by the athlete’s parent or guardian is also prohibited.

Athletes must not self-medicate without the approval of SA Country or **GSABA** and their family. All medication must be handed to the Team Manager at the commencement of an event.

Athlete breach of policy

An athlete found possessing, consuming, distributing, selling or manufacturing alcohol or other drugs or under the influence of alcohol or other drugs, on SA Country or **GSABA** premises will be subject to disciplinary action, dependent to the nature of incident, which may result in the athlete being:

- Counselling;
- Instantly suspended on from participation, pending the outcome of an investigation into the incident; or
- Dismissed from the program, provided the manager/supervisor has actual proof.

In all instances the family of the athlete will be contacted to participate in the investigation and disciplinary process as deemed appropriate by the manager/supervisor.

The manager/supervisor will confiscate the substance in question for possible evidence.

SA Country or the **GSABA** reserves the right to search its premises or any premises under its control and/or responsibility for alcohol or other drugs.

Employees and volunteers

All employees and volunteers of SA Country or the **GSABA** are prohibited from selling, distributing, manufacturing, possessing or consuming alcohol (to the point where they are unable to adequately function) or other drugs while performing their role or when on the premises of SA Country or the **GSABA**. Employees and volunteers are also prohibited from arriving to perform their role or returning to perform their role from any break under the influence of alcohol or other drugs.

However, there may be certain occasions where alcohol may be available at SA Country or **GSABA** functions. In these specified situations, SA Country or **GSABA** accepts that alcohol may be consumed within the appropriate guidelines and with the permission of management.

In instances when employees or volunteers attend either workplace functions or functions on behalf of SA Country or the **GSABA**, management and employees will be expected to behave in a professional and responsible manner, ensuring that duty of care is provided to both themselves and others.

In circumstances where an employee or volunteer is taking medically prescribed drugs to manage a specific condition that may interfere with their ability to perform their role, they are required to notify their manager/supervisor. The manager/supervisor, in consultation with the employee or volunteer (and the employee's or volunteer's doctor if relevant to the particular circumstances), may (if practicable) make adjustments to the role of the employee or volunteer concerned.

If this is not possible and the situation is temporary, the employee or volunteer will either resume or commence sick leave (in the case of an employee) or suspend themselves from their role until the employee or volunteer is able to resume that role.

The right of employees and volunteers to consume alcohol or take other drugs socially is acknowledged, however it is inappropriate to do so while performing their role for SA Country or the **GSABA**. Therefore, SA Country or the **GSABA** reserves the right to take action if an employee or volunteer is:

Affected by alcohol or other drugs, so as to endanger their own safety or the safety of members, clientele or any other employee or volunteer; ¹ Found in the possession of drugs or drug use equipment on SA Country or **GSABA** premises; or ² Affected by alcohol or other drugs, so that the employee's or volunteer's ability to perform their role is affected.

Employee/Volunteer breach of policy

An employee found possessing, consuming, distributing, selling or manufacturing alcohol or other drugs or under the influence of alcohol or other drugs, on SA Country or **GSABA** premises will be subject to disciplinary action, dependent to the nature of incident, which may result in the employee or volunteer being:

- Counselling;
- Instantly suspended on full pay, pending the outcome of an investigation into the incident; or
- Dismissed for misconduct, provided the manager/supervisor has actual proof.

The manager/supervisor will confiscate the substance in question for possible evidence.

SA Country or the **GSABA** reserves the right to search its premises or any premises under its control and/or responsibility for alcohol or other drugs.

ADOPTED: ***FEBRUARY 2018 DRAFT***

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



EQUAL OPPORTUNITY

POLICY

The **GSABA** has adopted policies and plans that ensure no person is discriminated against on the basis of their gender, sexuality, marital status, pregnancy, race, age, or physical or intellectual impairment.

The **GSABA** is required to be compliant with the:

Equal Opportunity Act 1984

An Act to promote equality of opportunity between the citizens of this State; to prevent certain kinds of discrimination based on sex, race, disability, age or various other grounds; to facilitate the participation of citizens in the economic and social life of the community; and to deal with other related matters.

The **GSABA** policies and procedures that complies with the Act are:

- 66. GSABA CODE OF CONDUCT – ADMINISTRATORS & MANAGEMENT**
- 67. GSABA CODE OF CONDUCT – COACHES**
- 68. GSABA CODE OF CONDUCT – OFFICIALS**
- 69. GSABA CODE OF CONDUCT – PLAYERS**
- 70. GSABA CODE OF CONDUCT – SPECTATORS & PARENTS**
- 71. CODE OF CONDUCT – ASC – HOW TO BEHAVE**
- 72. GSABA ANTI-HARASSMENT POLICY**
- 73. GSABA CHILD SAFE POLICY**
- 74. GSABA MEMBER PROTECTION POLICY**

The **GSABA** is a registered as a **STARCLUB** association and has developed a separate **STARCLUB POLICY** which adds traction to and reinforces the willingness of the GSABA to be compliant with the **Equal Opportunity Act 1984**.

The **GSABA** is committed to compliance of the entire act but must be aware and act accordingly in the parts of the act that specifically relate to **SPORT**.

Equal Opportunity Act 1984 specific reference to Sport reads as follows:

48—Sport

This Part does not render unlawful the exclusion of persons from participation in a competitive sporting activity on the ground of sex in the following circumstances:

- (a) if the sporting activity is one in which the strength, stamina or physique of the competitor is relevant to the outcome of the competition;
- (b) if the exclusion is genuinely intended to facilitate or increase the participation of persons, or a class of persons, of a particular sex in the sporting activity and—
 - (i) it is unlikely that those persons will participate, or that there will be an increase in participation by those persons, in the sporting activity if the exclusion is not made (having regard to all of the circumstances of the persons or class of persons); and
 - (ii) there are reasonable opportunities for excluded persons to participate in the sporting activity in another competition;
- c) if—
 - (i) the exclusion is reasonably required to enable participants in the sporting activity to advance to competitions at a level higher than that in which the exclusion is to occur (being a requirement that is due to the structure of, or restrictions in, the higher-level competitions); and
 - (d) in such other circumstances as may be prescribed by the regulations.

GSABA Compliance to the ACT

(1) The **GSABA** has:

Junior Boys and Girls Competitions

Senior Men and Women Competitions

Special Needs Competition

The Junior competitions starts from **U8's** which is a combined females and males training session. The **U10, U12, U14, & U16** competitions have separate female and male competitions.

The Senior competitions are graded as **Division 1,2,3 & 4 and U21s** and there are separate females and male's competitions.

The Senior competitions have no age limits, so age is no barrier to playing in any of the competitions. However, the **Division 4** competitions predominately have older players nominate for this grade.

In all competitions disability is no barrier to playing in any of the competitions, with special need players able to play in all junior and senior competitions.

There are **special needs** players that play in both the **special needs competition** and the **GSABA local competition**.

(2) The **GSABA** has:

The following policy in regard to selection of **GSABA ASSOCIATION TEAMS**:

The **GSABA** is governed by laws that cover all incorporated bodies and we must adhere to equal opportunity laws.

The following processes will therefore occur:

All Association coaching positions will be advertised and perspective coaches will be required to apply in writing.

All players in the association have the opportunity to make our association sides and are welcome to attend try-outs for their respective competitions.

(3) The **GSABA** has:

The following policy in regard to selection of the **GSABA BUSINESS ADMINISTRATOR**:

The **GSABA** is governed by laws that cover all incorporated bodies and we must adhere to equal opportunity laws.

The following process will therefore occur:

The Business Administrator position will be advertised and perspective applicants will be required to apply in writing.

The **GSABA** in relation to the **GSABA operations** has developed an **Operations Manual** that contains the policies and plans that ensure no person is discriminated against on the basis of their gender, sexuality, marital status, pregnancy, race, age, or physical or intellectual impairment.

While **PREGANCY** is no barrier the **GSABA** has **GSABA GUIDELINES FOR PARTICIPATION REGARDING PREGANCY AND BASKETBALL.**

ADOPTED: *FEBRUARY 2018 DRAFT*

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA

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ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GOVERNANCE



ADMINISTRATION POLICY

ADMINISTERING GSABA CONSTITUTION, RULES, BY-LAWS & POLICIES STATEMENT

The Business Administrator on behalf of GSABA Management administers the Constitution, Rules, Bylaws and Policies of the GSABA.

CORRESPONDENCE FROM THE CLUBS PROCESS:

GSABA BY-LAWS states:

- a) Correspondence received from the Clubs to GSABA Management will not be addressed until the next GSABA Management Meeting.
- b) GSABA Correspondence is to be communicated to the Clubs and the Clubs are responsible to ensure their Club members fulfil their obligations.
- c) GSABA Correspondence is to be communicated to the Clubs. It is the Club's responsibility to inform their Club member(s) of the correspondence. GSABA Correspondence to be communicated to the Club Member as a courtesy.
- d) GSABA Correspondence communicated to the Clubs that involves fines and penalties needs a date included for the fine and penalties to be finalised by.

PROCESS:

- i) Club sends in a letter.
- ii) Letter not sent with a Club Letterhead will not be addressed.
- iii) The Business Administrator checks the rules governing the GSABA. iii) If the rules are clear then the Business Administrator sends a reply based on the rules. iv) If the rules are not clear then the Business Administrator will inform the Club and inform GSABA Management. A decision will be determined at the next GSABA Management Meeting.
- v) The letter will be tabled at the GSABA Management, the reply if already made will be tabled and decisions will be tabled when necessary.

GSABA COMPETITIONS: BREACHES OF RULES

The GSABA Registrar which is the GSABA Secretary administers the rules governing the GSABA.

i) GSABA RULES State:

2. Registrar:

- g) Automatically deduct the appropriate penalty for discrepancies as set out in the By-Laws. ii) The GSABA Secretary informs the Business Administrator of the penalty who informs the Club of the penalty.

ADOPTED: JANUARY 2011

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



GRIEVANCE POLICY

The **GSABA** handles grievances and complaints through the GSABA Rules, the following process is used:

7. COMPLAINTS:

- f) Any complaint lodged, must be in writing from the Club to the Association Secretary, accompanied by the complaints fee, which shall be refunded if the complaint is proved to be justified.
- g) A complaint related to an Association controlled match, shall be lodged no later than 12 pm **within four days** of game referred to in the complaint.
- h) The Association Secretary on receiving the complaint shall contact the Management Committee who shall decide if the complaint is valid.
- i) If the complaint is valid then the Management Committee will deal with it **at the next GSABA Management Meeting.**
- j) Any Club, team or person upon whom a decision has been made, shall if not satisfied with the decision of the Management Committee, have the right to appeal against such decision to S.A. Country Basketball Council Inc.

COMPLAINT/ GRIEVANCES DETAILS

The following steps need to occur:

- a) A member needs to detail the alleged complaint/grievances, noting all the particulars in connection with the complaint/grievances so that a clear account can be given to GSABA Management.
- b) If there is an allegation against another member they will be provided with natural justice, they will be given a right of reply.
- c) Once a right of reply has been received the GSABA Management will make a decision.

ADOPTED: ***FEBRUARY 2018***

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



**GUIDELINES FOR
PARTICIPATION REGARDING
CONCUSSION AND
BASKETBALL**

The GSABA as an affiliated association to SACBC, Basketball SA and Basketball Australia we accept and adopt the policy. Where Basketball Australia is mentioned in the document the relevant controlling body of the event is applied. In some cases, it may be relevant to both controlling bodies.

Concussion and Basketball Participation Guidelines

Advances in sport and medical science have highlighted the need for a change in the way concussion is treated. Basketball Australia acknowledges that many of the instances of concussion will take place in places where a medical practitioner is not immediately available to make an assessment of an athlete who sustains a head injury.

These guidelines have been developed to outline the issues for athletes, coaches, team managers and others responding to athletes who have received a head injury. The purpose of these guidelines is to protect the welfare of athletes and they are not intended to replace medical assessment and treatment.

1. What is Concussion?

- A disturbance in brain function caused by trauma
- A minor (non-structural) brain injury
- Concussion may be caused by a blow to the head, face or neck or by impact that transmits force to the head

2. Signs and symptoms of suspected concussion

- Loss of consciousness
- Headache
- Seizure or convulsion
- Lying motionless on the ground/slow to get up
- Balance problems/uncoordinated
- Confusion/ not aware of events
- Dizziness
- Clutching head
- Amnesia
- Nausea or vomiting
- Feeling slowed down
- Drowsiness
- “Pressure in the head”

- More emotional
- Blurred/ double vision
- Irritability
- Sensitivity to light
- Sadness
- Sensitivity to noise
- Fatigue or low energy
- Feeling like “in a fog”
- Nervous or anxious
- Neck pain
- “Don’t feel right”
- Dazed, blank or vacant look
- Difficulty remembering
- Difficulty concentrating

Concussion should be suspected whenever any of these signs or symptoms are present.

3. Memory function

If an athlete cannot answer the following questions correctly this may suggest concussion:

“Which venue are we at today?”

“What quarter is it now?”

“Who scored last in this game?”

“Which team did you play last game?”

“Did your team win their last game?”

If a medical professional or trained person is available then a Standardised Concussion Assessment Tool (SCAT) Card should be used to evaluate players for concussion.

4. Removal from play

The signs and symptoms of concussion tend to resolve by themselves over time with rest and management; however, they are the same as for more serious structural brain injury, so athletes are advised to seek medical assessment.

Athletes with suspected concussion should:

- Be treated in accordance with normal first aid principles (danger, response, airway, breathing, circulation);
- Not be moved by others (except where required for airway support);
- Be removed from play immediately;
- Not be returned to play till they are medically assessed, even if symptoms resolve;
- Not be left alone; and
- Not drive.

If a doctor has diagnosed concussion and declared a player unfit to play the rest of the game, no one may override this decision, including the player.

5. Treatment where structural brain injury, or other serious injury should be Suspected

If any of the following signs or symptoms are present, it is urgent the athlete be medically assessed and if necessary call for an ambulance:

- Athlete complains of neck pain
- Deteriorating conscious state
- Increasing confusion or irritability
- Severe or increasing headache
- Repeated vomiting
- Unusual behaviour change
- Seizure or convulsion
- Double vision
- Weakness/tingling/burning in arms or Legs

6. Return to play

Any athlete who sustains a suspected concussion or more serious brain injury must provide a medical certificate clearing them to return to play in subsequent games or to travel.

ADOPTED: *FEBRUARY 2018 DRAFT*

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



GUIDELINES FOR PARTICIPATION REGARDING PREGNANCY AND BASKETBALL

The GSABA as an affiliated association to SACBC, Basketball SA and Basketball Australia we accept and adopt the policy. Where Basketball Australia is mentioned in the document the relevant controlling body of the event is applied. In some cases, it may be relevant to both controlling bodies.

This guideline supersedes and replaces all previous BA guidelines and the **GSABA** in relation to participation in basketball relating to pregnancy.

Purpose

These guidelines have been developed to provide associations and clubs with some assistance in dealing with pregnancy and basketball. The WNBL has a

more detailed pregnancy and basketball policy, as part of its rules and a copy may be obtained from Basketball Australia upon request.

The Basketball Australia pregnancy guidelines have been developed following consideration of current medical and legal advice. These guidelines outline some of the issues which should be considered by the pregnant player, the association, the coaches and the referees.

Disclaimer

The information contained in this publication is of general nature only and is not intended to be relied upon as, nor to be a substitute for, specific professional advice. No responsibility for the loss occasioned to any person acting on or refraining from action as a result of any material in this publication can be accepted.

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Policy Statement

The pregnant player should:

1. Obtain expert medical advice. (Understand the advice and assess the risks)
2. Discuss the issues and implications of competing with other people in the basketball environment (Coaches, team members, managers).
3. Use common sense and do not take unnecessary risks.
4. Take into account their changed physical condition.
5. Do not attempt to increase the level of training or playing during pregnancy.

The ultimate decision to play will always be the player's.

Associations and clubs should:

1. Be aware of the discrimination legislation which applies to them.
2. Review their rules and regulations in light of the discrimination legislation.
3. Seek professional advice where there is uncertainty as to appropriate steps.
4. Provide relevant information for all players in relation to pregnancy and playing.
5. Develop general policies to minimise the risk of injury.
6. Consider obtaining appropriate releases and indemnities from players.

Coaches should:

1. Ensure players are aware of the medical implications of participating and should advise the player to discuss these implications with their treating medical professional.
2. Develop open communication.
3. Not pressure the player.
4. Remember the individual player comes first.
5. Seek professional advice where necessary.

Referees should:

1. Apply the rules equitably at all times.
2. Place the safety and welfare of all players above all else.
3. Be courteous and respectful.

In summary, it is up to the individual player to weigh up the benefits of exercising during pregnancy against the perceived risk of injury to herself or her unborn child.

The information contained in these guidelines is in the nature of general comment only, and neither purports, nor is intended, to be advice on pregnancy and basketball participation. No responsibility or liability whatsoever can be accepted by Basketball Australia for any loss, damage or injury that may arise from any person acting on any statement or information contained in these guidelines and all such liabilities are expressly disclaimed.

ADOPTED: ***FEBRUARY 2018 DRAFT***

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



HOT WEATHER

POLICY

3.5 HOT WEATHER POLICY:

AMENDED: APRIL 15th 2013

On days when the forecast maximum competition temperature as published in the Advertiser that day is 35 -37 for Victor Harbor, Junior Competition timing rules for games may be modified as follows:

1. Referees to call a time-out at the halfway point (5-minute mark) of each period, if one has not been already called.
2. The half-time break to be extended by a minute, from 2 minutes to 3 minutes.
3. The clock to only stop in the last minute of the game instead of the last two minutes.

The Business Administrator will access the Bureau of Metrology to determine if a modified game is required. The Umpire in Charge will be notified before the commencement of the first game of the night.

On days when the forecast maximum temperature as published in the Advertiser that day is 38 degrees or more, junior scheduled games for that day will be cancelled at 1.00p.m. of that day if the predicted temperature for 4.00p.m. that day is 38 degrees or more. Senior scheduled games for that day will be cancelled at 1.00p.m. of that day if the predicted temperature for 6.00p.m. that day is 38 degrees or more.

The Business Administrator will use the Bureau of Metrology prediction for Victor Harbor to determine the cancellation.

If the scheduled games for days with a forecast temperature of 35 or above are cancelled this will be posted on the GSABA Website on the Home Page and the Hot Weather Policy page at 1.00p.m. If games are to be modified this will be listed at 1.00p.m. as well.

It is the responsibility of the Clubs, Coaches, Team Contacts, Players to check the GSABA Website to see if the games are to be cancelled. The responsibility to check game cancellations lies with the Club.

GSABA HOT WEATHER GUIDELINES

The **GSABA HOT WEATHER POLICY** has adopted the following guidelines regarding the playing of basketball in hot weather conditions, which relates in particular to players and officials.

Irrespective of the predicted maximum temperature, umpire in charges, coaches, team managers and referees should adopt the following as appropriate, in cases of hot weather:

Umpire in Charges should:

Take steps to maximise the airflow and reduce heat buildup in the stadium.

Make an assessment of playing conditions and advise referees and coaches.

Cancel or postpone games if playing conditions are considered unsafe.

Coaches should:

Ascertain whether any players have known medical conditions which may be affected by heat.

Ensure that players take adequate fluid during the game.

Be alert and react to any signs of distress/potential distress in players.

Make substitutions as appropriate.

Utilise available time-outs.

Referees should:

Call additional time-outs.

Extend the breaks between quarters.

Coaches/Team Managers should:

Ensure that players take adequate fluid before, during and after the game. Be alert and react to any signs of distress/potential distress in players.

Ascertain whether players have medical conditions which may be affected by weather conditions.

No-one should ever feel as though they must play if they believe it is unsafe or they are feeling distressed.

ADOPTED: APRIL 2013

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

INTERNET & ELECTRONIC



INFRINGEMENT POLICY

1. LETTER OF COMPLAINT

- (1) The member contacts his club first and the Club contacts the Hearings Officer as soon as possible and within 24 hours if possible to inform a letter of complaint will be coming.
- (2) The letter of complaint needs to be received by the Hearings Officer within 72 hours of the notification.

2. INVESTIGATION/CHARGES

The Hearings Officer must:

- i) Speak to all parties involved in the investigation.
- ii) Fill out a report of the investigation.
- iii) Fill out a report form listing the charges applicable.
- iv) Supply copies of both the investigation report & the report form to the Tribunal.

3. HEARINGS OFFICER

- i) Needs to be appointed by GSABA Management Committee.
- ii) Needs to follow their role as outlined in the SACBC Tribunal Procedure.
- iii) Needs to report back to the GSABA Management Committee on the process of each investigation and the outcome of each investigation.
- iv) Supplies copies of both investigation report and the report form to the Tribunal. Same stepped Infringement Procedure as listed in the ***SPECTATORS AND PARENTS INFRINGEMENT PROCEDURE.***

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



MEMBERS PROTECTION POLICY

Basketball South Australia and the **GSABA** is committed to the health, safety and well-being of all its members and participants and is dedicated to providing a safe environment for participation in the sport of basketball throughout South Australia.

Most state and territory governments have introduced, or are considering the introduction of, child protection legislation. This legislation aims to ensure that people working (in a voluntary or paid basis) with children do not pose a risk to children.

Increasingly, this legislation requires “screening” to be undertaken in defined circumstances relating to junior sport and the Basketball SA Member Protection Policy generally requires screening in the same situations.

Harassment in sport has become an issue that many sports have unfortunately had to face. As a result, Basketball SA has acknowledged that a proactive and preventative approach needs to be taken in dealing with the issue.

“**Member Protection**” is a term that is now widely used in the sports industry. Member protection is all about practices and procedures that protect a sports

organisation's members - including players/participants, administrators, coaches and officials.

It involves:

- Protecting members from harassment and inappropriate behaviour; □ Adopting appropriate measures to ensure the right people are involved in an organisation; and
- Providing education

The successful implementation and enforcement of this Member Protection policy requires the cooperation and commitment of Basketball SA members and participants at all levels.

The following document formalises the procedures to be implemented by Basketball SA and its member Clubs and Associations to comply with current legislation in this area and conveys a strong message to all Basketball members and participants, and prospective members and participants, that as a sport, we are committed to ensuring the safety of our most valuable asset well into the future.

This document describes the procedures for the registration of employees and volunteers appointed to positions in our Clubs and Associations. The purpose of implementing these procedures is to:

- Minimise and guard against potential risks to children involved in basketball - Establish the suitability of people working and volunteering in junior basketball.
- Assist clubs with adherence to legislation regarding the screening of employees and volunteers involved in sport.

This document, which is to read in conjunction with the Basketball SA Member Protection Policy outlines the requirements of individuals, Clubs and Associations in the screening process and the measures taken by Basketball SA to ensure compliance with current legislation aimed at creating and maintaining Child Safe Environments.

Member Protection

Important Information for Clubs and Associations to Assist them in Dealing with Recent Changes to Member Protection Legislation

Child Safe Environments

This document is to be read in conjunction with the Basketball SA Member Protection Policy and the procedures, processes and recommendations contained in it are adopted as part of that policy to be adopted and implemented by all members and affiliates.

Summary

The *Children's Protection Act 1993* requires sport and recreation organisations that provide services 'wholly or partly' for children in South Australia to establish policies and procedures to safeguard and protect children. Recent changes to the *Children's Protection Act 1993* extend the steps organisations must take to help protect the children in their care.

This document is a brief outline of the current changes and the steps sports organisations will need to take to ensure they are compliant. It also provides links to resources to assist you through this process.

Child Safe Environment Compliance Statement

From January 2011, sporting organisations are required to Lodge a Child Safe Environment Compliance Statement with the Department for Education and Child Development.

A 'representative body' such as a Basketball SA may lodge a single compliance statement on behalf of its affiliated associations and clubs.

Basketball SA has done this on behalf of its affiliated clubs and associations.

Basketball SA will require annually, however, each of its member Clubs and Associations to formally commit in writing to support the policies and procedures put in place by Basketball SA to ensure compliance with the legislative changes and to maintain a child safe environment in our sport.

Police Checks/Criminal History Assessments

Recreation and sport organisations are required to assess all "prescribed" positions and to undertake a relevant history assessment to determine a person's *suitability for working with children*.

All paid or volunteer persons holding a 'prescribed position' will now be required to undertake a 'relevant history assessment', to be conducted by the organisation, before they are engaged or appointed, which must include a police check unless an exemption applies.

Organisations must determine what positions in their organisation are 'prescribed' positions requiring suitability for working with children screening checks and if the exemptions apply to any positions or persons.

Relevant history assessments must be conducted in accordance with the guidelines set out by the Chief Executive for the Department Education and Child Development.

"Prescribed" Position

☐ All people who have regular contact with children or regularly work in close proximity to children and are not directly supervised or

- Manage or supervise such personnel or
- Have access to records relating to children that are prescribed by regulation (child protection services, education services, health services, disability services, court orders and proceedings) or
- Undertake functions of a type prescribed by regulation (currently overnight care is prescribed)

Exemptions

- A person volunteering in their own children's activities
- A person who volunteers who is less than 18 years of age
- A person working or volunteering for a short-term event or activity of less than 10 days duration or for no more than 1 day in any month
- A person occupying a position in which all work involving children is undertaken in the presence of the child's parents or guardians and in which there is ordinarily no physical contact with the children
- A person who undertakes, or a position that only involves, work that is not for the exclusive benefit of children and is not provided to any child on an individual basis
- An organisation that provides equipment, food or venues for children's parties or events but does not provide any other services
- A person who has regular contact with a child as part of an employment relationship (for example, a person working alongside a child or supervising an employee who is a child)
- A person who is a police officer or a registered teacher

This document and all documents referred to within it are available on the Basketball SA website: www.basketballsa.com.au

What does the Club/Association need to do?

Much of the work involved in developing appropriate policies and procedures has already been done for you.

If you are affiliated with Basketball SA then we ask that you take the following steps:

Club / Association Checklist:

- Have your Committee or Board discuss this paper and the issues it contains.

- Appoint a member of your Club or Association to be the Member Protection Officer for the organisation and to have responsibility for ensuring that the organisation is compliant with the appropriate legislation. This person will be the point of contact with Basketball SA on Member Protection issues.
- Formally adopt the Basketball Australia Member Protection Policy (**Available at www.basketballsa.com.au**).
- Formally adopt the Basketball SA screening process procedures outlined in the following pages.
- Ensure your by-laws to include the **attached by-law** which formally acknowledges that the Club/Association has adopted the policies and procedures of Basketball SA in the area of member protection.
- Regularly communicate that by-law to your members.
- Include on your website a link to the member protection information and resources on the Basketball SA website. If your Club or Association does not have a website but would like to have one, this can be set up for you by Basketball SA without cost (this would include a website, database and a competition management tool).
- ***Complete and submit to Basketball SA the attached Child Safe Environment Compliance Statement which formally acknowledges that your Club or Association has adopted the Basketball SA Member protection policies and will commit to providing a Child Safe Environment for its members.***
- Put in place the processes set out in the attached documents titled Basketball SA Screening Process.

Documents and Resources

- 'Child Safe Environments' – Background Information
- Summary of the *Children's Protection Act 1993*
- Mandatory Notification: Summary of Legislative Obligations
- Step by Step Checklists:

1. Conducting a Relevant History Assessment

2. Obtaining a National Police Certificate

3. Applying for a Department for Communities and Social Inclusion Child Related Work Screening (where required)

Documents

1. Working With Children Register Template
2. Child Safe Environment Compliance Statement
3. Draft Club/Association By-Law
4. Obtaining and Assessing Criminal History Reports Flowchart

Additional Resources and Information

Child Safe Environment – Background Information

In order to keep children safe when they are accessing services in the community, the *Children's Protection Act 1993* requires that organisations providing certain services to children create and maintain a child safe environment. In this context, a child safe environment is one which protects children from abuse and harm.

All organisations providing health, education, welfare, **sporting and recreational**, child care, or residential services wholly or partly for children must ensure that they have a child safe environment policy in place to promote the safety and well-being of children.

Organisation in this context includes a wide range of bodies who work with children, including businesses, services providers and incorporated and unincorporated groups. '**Organisation**' covers all sporting and recreational organisations including **basketball clubs and associations**.

Also included in the legislation is the requirement under the law for certain people to report suspected abuse and neglect (Mandatory Notification).

From January 2011 the *Children's Protection Act 1993* extended the steps these organisations must take to help protect the children in their care.

These organisations are required to:

- Conduct relevant history assessments on certain employees, contractors and volunteers who are working with children
- Lodge a Child Safe Environment Compliance Statement with the Department for Education and Child Development.

Basketball SA fully supports the initiatives of the South Australian Government in establishing Child Safe Environments.

The purpose of this document is to assist basketball clubs and associations to establish and maintain Child Safe Environments and to comply with these legislative requirements by putting in place the appropriate policies and procedures.

Summary of the Children's Protection Act 1993 (section 8C)

Sporting and recreational organisations need to:

- Conduct **relevant history assessments** for people **working with children** in a prescribed position unless an **exemption** applies, and
- Lodge a **child safe environment compliance statement** with the Department for Education and Child Development.

Note: Basketball Clubs and Associations are sporting and recreational organisations.

Relevant History Assessment

A **relevant history assessment** is a decision by the club or association about whether a particular person is suitable to **work with children**, having regard to:

- The person's criminal history (if any) and
- The assessed risk to children who receive the service.

Note: A relevant history assessment involves more than simply getting a police check.

Working with Children

A prescribed position is one where a person:

- Has regular contact with children that are not directly supervised at all times;
or
- Works in close proximity to children on a regular basis and is not directly supervised at all times; or
- Supervises or manages people who:
- Have regular contact with children or

- Work in close proximity to children on a regular basis
- Has access to certain records relating to children
- Undertake functions of a type prescribed by regulation (currently overnight care is prescribed)

Note: In basketball the people who may fall into these categories are:

- Coaches
- Assistant coaches
- Managers
- Referees
- Administrators
- Volunteers

Exemptions:

The following people are exempt under the legislation from requiring the assessment:

- Parents volunteering in activities in which their child ordinarily participates.
- People volunteering or working for short term events or activities of less than ten days duration or for no more than one day in any month.
- People who work with children – but only ever in the presence of their parents (*i.e. a parent of each of the children*)
- A person whose only relationship with a child is a colleague or employer.
- Volunteers who are less than 18 years of age
- Work that is primarily provided to adults or provided to the community generally and is not provided to any child on an individual basis.
- An organisation or position that provides equipment, food or venues for children's parties or events but does not provide any other services.
- A sworn police officer or registered teacher.

Note: The Basketball SA District Competition Coach Registration Policy requires that all coaches and assistant coaches obtain and have assessed a National Police Record regardless of whether they are exempt under the legislation.

Given that people move from position to position within sporting organisations and this is often done at short notice, Clubs and Associations should consider

whether it would be a more efficient process to conduct an assessment of all adult members (except police officers and teachers) who are involved in their junior programs rather than relying on exemptions to avoid doing the work involved in those assessments.

Conducting an Assessment

An organisation must request that an individual working in a prescribed position either:

- Apply to the Department for Communities and Social Inclusion screening unit for a Child Related Work Screening Assessment. (There is a cost involved in this process) This assessment is a requirement for any person in a prescribed position working at a DECD facility.
- Obtain a National Police Certificate and present the original to the organisation for assessment.
- Present 'other evidence' such as a working with children check from interstate.

Note: Sporting organisations have generally followed the second of these options in that they have insisted on production of a National Police Certificate which does not involve a cost (utilising the VOAN system through their peak body) but it must be noted that the assessment process involves two steps:

1. Obtain a National Police Certificate from the applicant/employee/volunteer, and
2. Conduct the assessment.

In most cases, a person will have no criminal history. It is important however that a record of the assessment is maintained including the reference number of the criminal report and the due date for reassessment.

No further assessment of this document is required and it must be returned to the applicant within three months and must not be copied.

However, where a person does have a criminal history, this information must be assessed in accordance with Standard 5 of the Standards issued by Department for Education and Child Development.

Please note: Other assessments such as referee checks should be conducted particularly when engaging new staff or volunteers.

When must an assessment be conducted?

- **Prior to the appointment of the employee or volunteer.**
- At least once every three years for current employees and volunteers

Note: The requirement that the assessment must be conducted **prior to appointment** might encourage clubs and associations to be proactive and conduct an assessment of all adult members who are involved in their junior programs in anticipation of their potential appointment to a position and possible appointment on short notice.

Basketball SA, as the peak body for basketball completed and submitted a Child Safe Environment Compliance Statement on behalf of its affiliated clubs and associations.

This means that individual clubs and associations have not had to lodge that statement.

The compliance statement is a record that affiliated basketball clubs and associations are providing the necessary policies and procedures to ensure that there is a child safe environment within our sport.

Affiliated clubs and associations are expected to commit their support and best endeavours to maintain a child safe environment within the sport by adopting the policies and procedures outlined in the following pages.

Mandatory Notification

The Children's Protection Act 1993 requires organisations to put in place policies and procedures to ensure appropriate reports of abuse and neglect are made by mandated notifiers.

Under this legislation certain volunteers in sport and recreation organisations have a legal obligation to report child abuse or anyone suspected of child abuse or neglect

Maximum penalty for breach: \$10,000

Definition

Abuse or neglect, in relation to a child, means:

- (a) Sexual abuse of the child; or
- (b) Physical or emotional abuse of the child, or neglect of the child, to the extent that:
 - (i) The child has suffered, or is likely to suffer, physical or psychological injury detrimental to the child's wellbeing; or
 - (ii) The child's physical or psychological development is in jeopardy,

Obligation Notify Abuse or Neglect

Under Part 4 of the Children's Protection Act 1993, certain people are obliged to notify Families SA via the Child Abuse Report Line (CARL) 13 14 78 if they suspect on reasonable grounds that a child/young person has been, or is being, abused and/or neglected and the suspicion is formed in the course of the person's work (whether paid or voluntary) or in carrying out official duties.

Mandated notifiers are any person who is an employee of or volunteer in, a government or non-government organisation that provides health, welfare, education, sporting or recreational, child care or residential services wholly or partly for children.

These people:

- a) Are engaged in the actual delivery of those services to children; or
- b) Hold a management position in the relevant organisation the duties of which include direct responsibility for, or direct supervision of, the provision of those services to children.

Protection from liability for voluntary or mandatory notification

A person who notifies CARL of a suspicion that a child has been or is being abused or neglected or provides any information to CARL in respect of such a notification is protected from any criminal or civil liability provided they have acted in good faith.

It is also an offence to prevent a person from discharging the obligation of mandatory reporting through threat, intimidation or unfavourable treatment.

Confidentiality of notification of abuse or neglect

A person who receives a notification of child abuse or neglect from a notifier, or who otherwise becomes aware of the identity of a notifier, must not disclose the identity of the notifier to any other person unless the disclosure:

- (a) Is made in the course of official duties to another person acting in the course of official duties; or
- (b) Is made with the consent of the notifier; or
- (c) Is made by way of evidence adduced in accordance with provisions of the Act designed to protect the identity of the notifier.

For More Information:

- Department for Education and Child Development
- Office for Recreation and Sport
- Keeping Children Safe in Recreation and Sport
- Managing allegations of child abuse in recreation and sport

Basketball SA Screening Process: Conducting a Relevant History Assessment

The following outlines the obligations of Clubs and Associations under legislation to conduct relevant history assessments of members who work with children and recommends appropriate processes to fulfil those obligations.

Recommendation:

Basketball SA recommends that the procedures and processes outlined here be the responsibility of an appointed **Member Protection Officer** for the Club/Association who will respect and maintain the confidentiality of the information provided in the course of the process.

See the link below to the Department Education and Child Development website for information and assistance in conducting relevant history assessments.

<http://www.families.sa.gov.au/childsafes>

Sporting and recreational organisations will need to conduct **relevant history assessments** on people **working with children** unless an **exemption** applies

Step 1: Determine who in your organisation is ‘working with children’ (see definition earlier in this paper).

This will include coaches, assistant coaches and team managers.

Clubs and associations will need to assess all other roles in their organisation to determine if those roles involve the appointed person ‘working with children’.

Step 2: Prepare and maintain a ‘**Working with Children Register**’. (See attached template).

Enter in that register **all** persons appointed to positions in your organisation that are deemed to be ‘working with children’.

Step 3: Determine who is exempt from the relevant history assessment under the legislation. (See list of exemptions earlier in this paper)

Record the nature of the exemption in the ‘Working with Children Register’. If the exemption relates to the individual’s role as a teacher or police officer it is recommended that the responsible person in the club or association sight some evidence of that fact e.g. police badge or Teacher’s Registration Certificate.

Step 4: Ensure that all others appointed to positions working with children obtain a National Police Certificate and allow the responsible person in your organisation to sight that certificate.

(The procedure for obtaining a National Police Certificate is set out in the attached document titled ‘Basketball SA Screening Process: Obtaining a National Police Certificate’).

Step 5: Conduct an assessment of that person’s suitability to work with children having regard to:

- ☐ The person’s criminal history (if any) and
- ☐ The assessed risk to children who receive the service.
- ☐ Referee check or other relevant information.

In most cases, a person will have no criminal history. No further assessment of the document is required therefore it must be returned to the applicant and must not be copied.

However, where a person does have a criminal history, this information must be assessed in accordance with the **Standards issued by the Department for Education and Child Development**. This document is available on the Basketball SA website.

Alternatively, the club or association may choose to pay a fee (or have the individual pay the fee) and apply to the Department for Communities and Social Inclusion to undertake this task.

Information regarding this service is available through the following website link to the Department for Communities and Social Inclusion Screening Unit:
<http://www.dcsi.sa.gov.au/services/screening>

Step 6: Record the outcome of the relevant history assessment in the Working with Children Register.

Step 7: Provide to Basketball SA and/or SA Country Basketball a copy of the Working with Children Register as and when it is requested by them.

This is an ongoing process.

The relevant history assessment will be valid for three years.

The process will need to be repeated for each individual every three years.

The Working with Children Register should be updated as needed to ensure:

- All persons 'working with children' in the organisation are included.
- Exemptions are valid and current.
- All assessments are less than three years old.

Basketball SA Screening Process: Obtaining a National Police Certificate

It is a requirement of the Basketball SA member protection policy that all people 'working with children' should undergo a police check and screening process.

Step 1:

The individual must complete an application form for a National Police Certificate. This certificate is available online and **must be completed online** before being printed.

The application is available through this link: here.

<http://www.police.sa.gov.au/services-and-events/apply-for-a-police-recordcheck>

Advice for completing the Application form: a)

Applicant Details - self explanatory

- b) **Purpose of Check** - Basketball Coach/Basketball Team Manager/Junior Club Administrator etc.
- c) **Category** - Working with Children/Vulnerable Groups
- d) **Check Type** - VOAN Volunteer
- e) **Fingerprints** - leave blank
- f) **Consent** - Do not sign this until you attend the police station because it must be signed in front of a police officer at the same time as you produce your proof of identity.

Step 2:

Print the form

Step 3:

Take the form and your proof of identity (see details on the application form for what this entails) to your local police station or to a Justice of the Peace where you will be asked to sign the consent in front of the police officer or Justice of the Peace.

The police officer or Justice of the Peace will then complete other sections of the form. You will need to have photocopies of your proof of identity documents which they will endorse.

Do not leave these documents with the police or Justice of the Peace. Once signed or endorsed the application form and proof of identity documents should be given back to you by the police or Justice of the Peace.

Step 4:

Return the **Original** Police Check application form and the proof of identity documents to your club secretary who will pass them on to Basketball SA or SA Country Basketball.

Basketball SA will then complete the **Volunteer Authority** section. This will include inserting the VOAN number which will enable the check to be done without charge.

Please note that it is the individual's responsibility to ensure that the form is completed and completed correctly. Basketball SA and SA Country Basketball will not be checking the documents for completeness or accuracy. Failing to complete the document or inserting inaccurate information may result in the document being rejected by the Police Records Unit.

Step 5:

Basketball SA or SA Country Basketball will send the application to the Police Records Unit.

Step 6:

The National Police Certificate will be returned directly to you (this may take a few weeks). The certificate remains the property of the applicant.

Step 7:

Arrange for the person appointed by your club or Association (Member Protection Officer) to sight the **original** of the National Police Certificate to enable them to complete the relevant history assessment process to determine if the individual is suitable to work with children.

The Screening Unit Alternative

If there are matters contained in the National Police Certificate which are of concern to the Club or Association in making the appropriate assessment they may elect to submit an application to the **Department for Communities and Social Inclusion Screening Unit** for a recommendation in this regard i.e. The Screening Unit will investigate and conduct the assessment for you.

This will involve the completion of further forms and will involve the payment of a fee by the individual or the club/association.

This additional process will only be done with the consent and cooperation of the individual involved.

This option to apply to the Screening Unit for a recommendation is available from the outset and may be used if the person being assessed wishes to maintain complete confidentiality in regard to their criminal history.

In that case the person being assessed can elect at the outset to pay the fee and make the application direct to the Screening Unit for an assessment of their suitability to work with children at a particular club/association. The outcome will be an email to the club involved and a simple letter of assessment sent directly to the person being assessed. In this case the person's criminal history remains confidential and will not be disclosed to anyone in the club or association.

Documents and information regarding this option are available here:

<http://www.dcsi.sa.gov.au/services/screening>

An updated National Police Certificate or DCSI screening assessment must be provided every three years.

Common mistakes made by applicants for a National Police Certificate:

- Failing to sign the form (not necessarily be picked up at the police station or by the Justice of the Peace)
- Sending in to your club and Basketball SA a photocopy of the application. The original is required to be submitted.
- Failing to attach the proof of identification documents with the application when submitting it to the Club/Association and Basketball SA.

Basketball SA Screening Process: Applying for a Department for Communities and Social Inclusion Child Related Work Screening (Where required)

This assessment is a requirement for any person in a prescribed position working at a **Department for Education and Child Development** facility.

Apply to the Department for Communities and Social Inclusion screening unit for a Child Related Work Screening Assessment.

There is a cost involved in this process.

The forms and process can be accessed here:

<http://www.dcsi.sa.gov.au/services/screening>

The screening information on the DECD web site is located at the Relevant History Screening page.

The Relevant History Screening – Summary for Site Leaders document gives specific details of who needs a DCSI Screening within a DECD site.

There is also a link within the Summary for Site Leaders to assist specifically identifying Community Groups which may or may not require the DCSI Screening.

All Contact should be through the Screening Liaison Officers, phone 8226 0430.

Basketball SA: Child Safe Environment Compliance Statement

The ***(Insert full name of Club or Association)***, hereby acknowledges that we have read the Basketball SA Member Protection Update accompanying this document.

We confirm that we understand the obligations required of our club/Association by the Children's Protection Act 1993.

We agree to adopt and implement throughout our Club/Association the Member Protection Policies and Procedures adopted and implemented by Basketball SA.

We understand that Basketball SA has lodged on our behalf, and on behalf of our members, with the Department for Education and Child Development, a Child Safe Compliance Statement pursuant to the Children's Protection Act 1993.

Signed *(Association Secretary or President)*

Full Name *(Print name of signatory)*

Date

This form is to be returned to Basketball SA.

Draft Club/Association By-Law

To be inserted in Club/Association By-Laws

Member Protection

The ***(Name of Basketball Club/Association)*** is committed to the health, safety and well-being of all its members and participants and is dedicated to providing a safe environment for participation in the sport of basketball.

In this regard the Association recognises and adopts the Basketball SA Member Protection Policy and adheres to the procedures, processes and guidelines issued pursuant to that policy by Basketball SA.

Additional Resources and Information

Basketball SA documents: Available on the Basketball SA website

[www.basketballsa.com.au /Administration/Policies/Member Protection](http://www.basketballsa.com.au/Administration/Policies/Member%20Protection)

- A Summary of the Children's Protection Act 1993 Section 8C - Checklist of Actions Your Club/Association Needs to Do - The Basketball SA Screening Process:
- Step by Step: Conducting a Relevant History Assessment - Step by Step: Obtaining a National Police Certificate - Document Templates:
- Draft Club/Association Member Protection By-Law
- Working With Children Register
- Basketball SA Child Safe Environment Compliance Statement
- Basketball SA Member Protection Policy
- Obtaining and Assessing Criminal History Reports Flowchart

Department for Education and Child Development:

www.families.sa.gov.au/childsafe

- Information Sheet 1 – Child Safe Environments
- Child Safe Environments: Standards for dealing with information obtained about the criminal history of people working with children
- Conducting Relevant History Assessments

Office for Recreation and Sport:

Create a Child Safe Environment

Keeping Children Safe in Recreation and Sport

Managing allegations of child abuse in recreation and sport Play by the Rules

ADOPTED: JANUARY 2011

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



MENS & WOMENS

DIVISION ONE

COMPETITION RULES

MINOR ROUND TIMING RULES:

- The clock stops for all time-outs.
- The clock stops for all whistles and field goals in the last two minutes of the fourth quarter.

MINOR ROUND TIME OUT RULES:

- Each team can have two-time outs per half.
- Unused time-outs may not be carried over to the next half.

18.2.3 A time-out opportunity begins when:

- For both teams, the ball becomes dead, after a whistle and the official has ended communication with the scorer's table.
- For both teams, the ball becomes dead following a successful last or only free throw.
- For the non-scoring team, a field goal is scored.

MINOR ROUND SUBSTITUTIONS:

19.2.2 A substitution opportunity begins when:

- For both teams, the ball becomes dead, following a whistle and the official has ended communication with the scorer's table.
- For both teams, the ball becomes dead following a successful last or only three throw.
- For the non-scoring team, a field goal is scored in the last two (2) minutes of the fourth period or the last two (2) minutes of each extra period.

MINOR ROUND EXTRA TIME:

- Minor Round draws- results stand - no extra time is played.

FINALS TIMING RULES:

- The clock stops on all whistles in the last minute of the 1st, 2nd & 3rd quarters.
- The clock stops on all whistles in the last two minutes of the 4th quarter.
- The clock stops on all field goals in the last two minutes of the 4th quarter.
- The clock stops for all time outs during the match.

FINALS TIME OUT RULES:

- Two (2) time outs may be granted to each team during the first half - Three (3) time-outs during the second half.
- A maximum of two (2) of these time-outs can be called in the last two minutes of the second half.

FINALS SUBSTITUTIONS:

Same rules apply as in the minor round.

FINALS - DRAWN MATCH - EXTRA TIME RULES:

- Three (3) minutes of extra time will be played when a match is drawn at full time.
- The clock stops for the last minute of extra time.
- The clock stops for time outs taken during extra time.

FINALS - EXTRA TIME - TIME OUTS:

- Each team is entitled to one time-out only during extra time.

FINALS - EXTRA TIME – SUBSTITUTIONS:

Same as regular playing time except:

- For the non-scoring team, after a field goal is scored in the last one minute of extra time.

COMPETITION STRUCTURE:

The Senior Men's and Women's Division 1 competition will be played over hourly time-slots.

The Senior Men's and Women's Division 1 competition will be played on Wednesday Nights.

The Grand Final is played on a Sunday and the Women's final is the second last game on the day and the Men's final is the last game on the day.

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



NO ZONE

RULE POLICY

SACBC - U12 & U14 COMPETITIONS

A. DEFINITION - ZONE DEFENCE

Any defence in the half court which does not incorporate normal man to man defensive principals shall be considered to be a zone. For this purpose, trapping defences which rotate back to man to man principals shall be acceptable.

B. VIOLATIONS OF MAN TO MAN DEFENCE

Specifically, violations fall into one of the four categories listed below-

1. One or more players was/were not in an acceptable man to man defensive position in relation to their man and the ball.
2. A cutter moved all the way through the key and was not defended using acceptable man to man defensive techniques - e.g. bumped, switched, followed.

3. Following a trapping or help and recover situation the team made no attempt to re-establish man to man defensive positioning
4. The team zone pressed and did not assume man to man defensive positioning once the ball had been advanced into the quarter court.

C. NOTES WHICH ARE TO BE USED BY OBSERVERS - IN ANY JUDGEMENT

- Take into account the intention of the defensive team.
 - Take into account the time and state of the game.
 - Deliberate and pre-meditated use of the zone at a critical time in a game should be acted upon immediately.
 - Where there is any doubt the benefit of the doubt must be given to the defence. i.e. be sure of the violation.
 - Under no circumstances will any official observer re-act to a call from any player, coach or other official to declare a zone.
 - Zones are often confused with lazy defence, poor coaching. tired players and players lost in defensive positions.
- _ The onus of proof lies with the offensive team. i.e. the offence must pass the ball and send cutters to the basket or ball side to get the defence to adjust their positions according to man-to man principles.
- Because a player or a number of players run back to the defensive key it doesn't make it a zone.
 - You cannot judge a zone from one offensive or defensive phase. You must watch a number of game phases.
 - What is the intention of the Coach? Have they instructed their players to play man-to -man?
 - Only concerned about the quarter court - you can trap or whatever until the quarter court.

D. PROCEDURE & PENALTY

1. A person will be appointed at each stadium by the Executive Officer to make all the decisions. This person will not be a game referee.

2. If this person has been advised by a team Coach that a zone is being played they will observe the game.
3. When they are sure a zone is being played (this should be more than once) they will advise the Coach of the offending team of their first and final warning in a calm manner, stating who they are.
4. The game should continue to be observed giving the Coach time to make changes.
5. If the Coach fails to act on the direction of the observer and continues to play a zone the Coach will be advised at the next interval in play that they have automatically forfeited the game.
6. The game may continue but the observer will instruct the referees and the score bench officials that a forfeit has occurred.
7. The score will be recorded as 20 - 0.
8. The observer has the final say and there is no appeal of this decision.

(The above is the SACBC penalty process)

GSABA PROCEDURE & PENALTY

- 1. The procedure is the same as SACBC process outline in POINT D.*
- 2. The penalty is the coach is warned and following occurrences will incur an automatic two-point penalty and the opposition gains possession of the ball at the centre line.*

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



NOMINATIONS GUIDELINES

GSABA NOMINATIONS GUIDELINES

1. GSABA NOMINATION DUE:

- i) Nominations for the next season are due by the last Friday of the last minor round of the current season.

2. GSABA NOMINATION REQUIREMENTS:

- i) All GSABA Clubs are to submit fully completed nomination team summary.
- ii) All GSABA Clubs are to submit fully completed nomination team lists.
- iii) All forms are to be present at the GSABA Nomination Meeting.

3. GSABA NOMINATIONS MEETING:

- i) All Management members to look over the Club nominated team lists. ii)

The team lists are to be looked at by the other four Clubs representatives.

When Nominations have been accepted at the Nominations Meeting senior players can only play in their nominated grade or above.

Junior Slammers players must play in Division 3 or higher.

Women's Division 4 is predominately for older players, inexperience players and less-skilled players.

Players who played the previous season may only drop back one division in the new season.

Clubs should attempt to field at least one team in each division.

If a Club only fields a division 2 side and they win the grand final. They should play division 1 the next season.

4. COMPETITION GUIDELINES and PHILOSOPHIES

- i) All Clubs to nominate at least one Men's and Women's Division 1 team.
- ii) All Clubs to aim to field teams in each junior grade.
- iii) All Clubs when fielding a team in junior divisions must nominate a Division 1 team. iv) All divisions need a minimum of four teams.
- v) If there is a Slammers team in the division there must be four club teams.
- vi) Slammers team should be placed in Division 1 in the domestic local competition.
- vii) If there are only three Club teams nominated in Division 1, a fourth Club must be promoted to make divisions or only a single competition will occur in the age group.

5. NOMINATION PLAYING EXEMPTIONS

- i) Players with Special Needs.
- ii) Players with Basketball reasons for not playing a higher grade.
(District trainings, District Competition, State Country Commitments) iii)
Players with study commitments. iv) These players must only play in that
grade in the finals series.
- v) Clubs/Players seeking exemptions to play in a lower grade must submit them
at the nominations meeting.

6. NOMINATIONS ACCEPTED

- i) The Nominations will be moved, seconded, and accepted at the
Nominations Meeting
- ii) If the Clubs field a stronger team than the players nominated then
GSABA Management will review the team.
- iii) Any current team nominated and that team reflects the nominated team
list then no changes can be made by the GSABA Management at a later date.

REASONING:

- All other club representatives viewed the lists.
- The nominated team was accepted at the nominations meeting.
- Any team playing that is weaker than the team list nominated they must still
play in the competition passed at nominations.
- Any team that becomes weaker during a season due to players becoming sick,
injured, unavailable, must play out the season in the division accepted at
nominations.

ADOPTED: SEPTEMBER 8Th 2014

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



BASKETBALL SA

OFFICIATING

GUIDELINES

Officiating Guidelines 2017 - 2018

1. Use of Voice

Officials are expected to preventatively officiate the game with effective voice. This is a proactive approach to prevent illegal contact from occurring rather than being a reactive measure after contact has occurred. The use of voice however is not intended to replace the calling of fouls that would ordinarily have been called. Officials are expected to verbally support their calls and signals during the game.

2. Contact and Criteria

- Officials shall decide whether illegal contact caused by a player has had an effect on the play. If contact caused by a player in any way restricts the freedom of movement of an opponent or forcibly moves an opponent, such contact is a foul.
- When deciding on a personal contact or violation, the officials shall, in each instance, have regard to and weigh up the following fundamental principles:
 - o The spirit and intent of the rules and the need to uphold the integrity of the game.

- o Consistency in application of the concept of illegal contact and effect on the play. The officials should not seek to interrupt the flow of the game unnecessarily in order to penalise incidental personal contact which does not give the player responsible an advantage nor place his opponent at a disadvantage.
- o Consistency in the application of common sense to each game, bearing in mind the abilities of the players concerned and their attitude and conduct during the game.
- o Consistency in the maintenance of a balance between game control and game flow, having a 'feeling' for what the participants are trying to do and calling what is right for the game.

3. Shooter Protection

Illegal contact on an opponent in the act of shooting is to be called a foul.

4. Fake a Foul

- Fake is an action by a player to simulate that he has been fouled or to make theatrical exaggerated movements in order to create an opinion of being fouled and therefore gaining an advantage.
- This type of behaviour does not fit within the spirit of sportsmanship and fair play and if identified should be controlled early.
- ***Standard (normal) Faking***
- A player who fakes being fouled but does not generate any illegal contact and the referee shows the fake signal:

i. A warning is given to the player and to the Head Coach during the next game interruption. This serves as a warning for that team. ii. Any repetition of faking by the same team is a technical foul. iii. Each team is entitled to one warning.

Excessive Faking

A player who fakes excessively (without any contact with an opponent) and does not generate any illegal contact, this is a Direct Technical Foul.

Faking and Illegal Contact

i. If a player fakes generating illegal contact, call the foul on the faker. ii.

If there is a foul on the play there cannot be a fake on the same play.

5. Player / Coach Behaviour

- Officials are encouraged to have open and respectful communication with players and coaches. Conversations should be short, sharp and to the point and without debate. All attempts should be made to resolve any conflict in a timely and professional manner, ensuring the game is not unnecessarily delayed.
- Inappropriate and unacceptable behaviour by a player or coach will not be tolerated.
- Mistakes made by coaches, players, administrators and officials are a part of the game.
- Disrespectful, inappropriate and unacceptable behaviour when mistakes are made will not be tolerated.
- Either the coach or the assistant coach, but only one of them at any given time, is permitted to remain standing during the game. They may address the players verbally during the game provided they remain within the team bench area. The assistant coach shall not address the officials.
- Officials should not allow coaches to enter the court, or leave the team bench area. Except;
 - a) During a charged time-out to address the team (provided they remain within the vicinity of their team bench area).
 - b) Attending to an injured player.
 - c) Courteously requesting a time-out or statistical information from the score table.
- Respectful questions asked in a calm manner by a player or a coach are to be answered by the official when an opportunity permits. Officials are to listen, understand, respect and respond accordingly. Officials are to provide short, sharp responses to ensure that the game is not unnecessarily delayed.
- At no time shall a player or coach be disrespectful to officials and/or table officials.

A player/coach is not allowed an objectionable initial reaction to a call, including:

- a) Any obvious or blatant verbal or non-verbal disputation of an official's decision.
- b) Any action that belittles or demeans an official.
- c) Any obvious non-verbal reactions which may incite the crowd.
- d) Any use of audible foul language.

Officials should not allow any continuous questioning towards the officials or continual commentary on the game.

- Officials should not allow assistant coaches or bench players rising to their feet to complain about an official's decisions.
- Officials should not allow coaches to become the centre of attention with theatrical gestures and constant complaining.

PROCEDURE

- Officials are encouraged to try where possible, to prevent from calling a technical foul by anticipating and reading the problem and consequently addressing the coaches behaviour before having to deal with it with a technical foul. Officials are to consider using a 3-step process:

STEP 1:

- Officials are encouraged to attempt to de-escalate the situation with effective communication techniques; clearly articulating the behaviour is not acceptable.

STEP 2:

- If the inappropriate or unacceptable behaviour continues, the referee is to issue a warning.
- This will involve the referee blowing their whistle and giving an obvious, clear and audible warning to the player / coach in a way that everyone knows a warning has been given.
- The official will use words similar to "Coach / Player, your behaviour is unacceptable / inappropriate and this is a warning for you to stop that behaviour. If you continue, next time will be a technical foul." The official is to ensure that their partners are aware of this warning.
- At the same time, the official will reinforce this verbal warning with visual signals. This includes a 'continuation / next time' hand gesture and a "technical foul" signal.

STEP 3:

- If the inappropriate / unacceptable behaviour continues, issue a technical foul.

NOTE - In the event that the behaviour of the coach / player is at such an unacceptable level, officials are entitled to progress immediately to either Step 2 or Step 3.

ADOPTED: OCTOBER 2017

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



ORGANISATIONAL STRUCTURE & ROLES

CORPORATE STRUCTURES

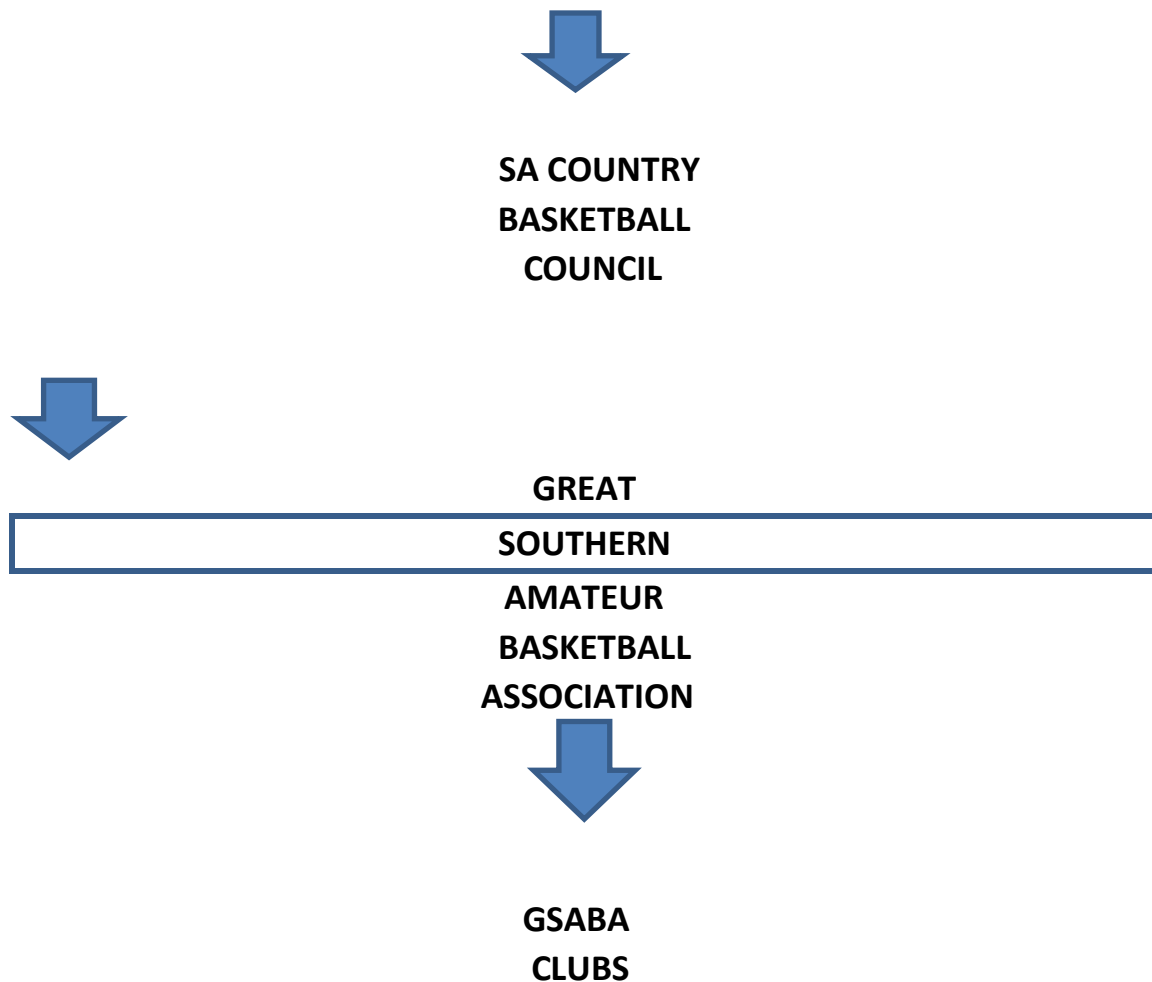
FIBA
BASKETBALL



BASKETBALL
AUSTRALIA



BASKETBALL
SA



GSABA – RELATIONSHIP WITH THE CORPORATE STRUCTURE

FIBA:

The major key relationship of the GSABA with the International Basketball Governing Body is the GSABA uses the FIBA Rule Book.

Another key relationship is we are guided by FIBA Strategic Planning, Policies and general direction of the game.

Limited Communication other than use of the FIBA Website

BASKETBALL AUSTRALIA:

The Common key relationship with is Basketball Australia uses the FIBA Rule Book.

Another key relationship is we are guided by Basketball Australia's Strategic Planning, Policies and general direction of the game.

Limited Communication other than use of Basketball Australia Website. From time to time we do receive correspondence from Basketball Australia.

BASKETBALL SA:

The Common key relationship with is Basketball SA uses the FIBA Rule Book.

Another key relationship is we are guided by Basketball SA's Strategic Planning, Policies and general direction of the game.

Communication includes Basketball SA's Website. We do have regular correspondence from Basketball SA's, especially Refereeing information and directions.

Basketball SA conducts Referee courses at the GSABA on a needs basis.

SA COUNTRY BASKETBALL COUNCIL:

The Common key relationship with is SACBC uses the FIBA Rule Book.

Another key relationship is we are guided and regularly adopt SACBC Principles including Strategic Planning, Policies and general direction of the game.

Communication includes SACBC Website. The GSABA being a country association we have an increased level of regular correspondence from SACBC covering all areas of basketball. We have constant communication in relation to the SA Country State Country Championships. We have good communication in relation State Country Trials for the State Country Teams.

SACBC conducts Coaching courses at the GSABA on a needs basis.

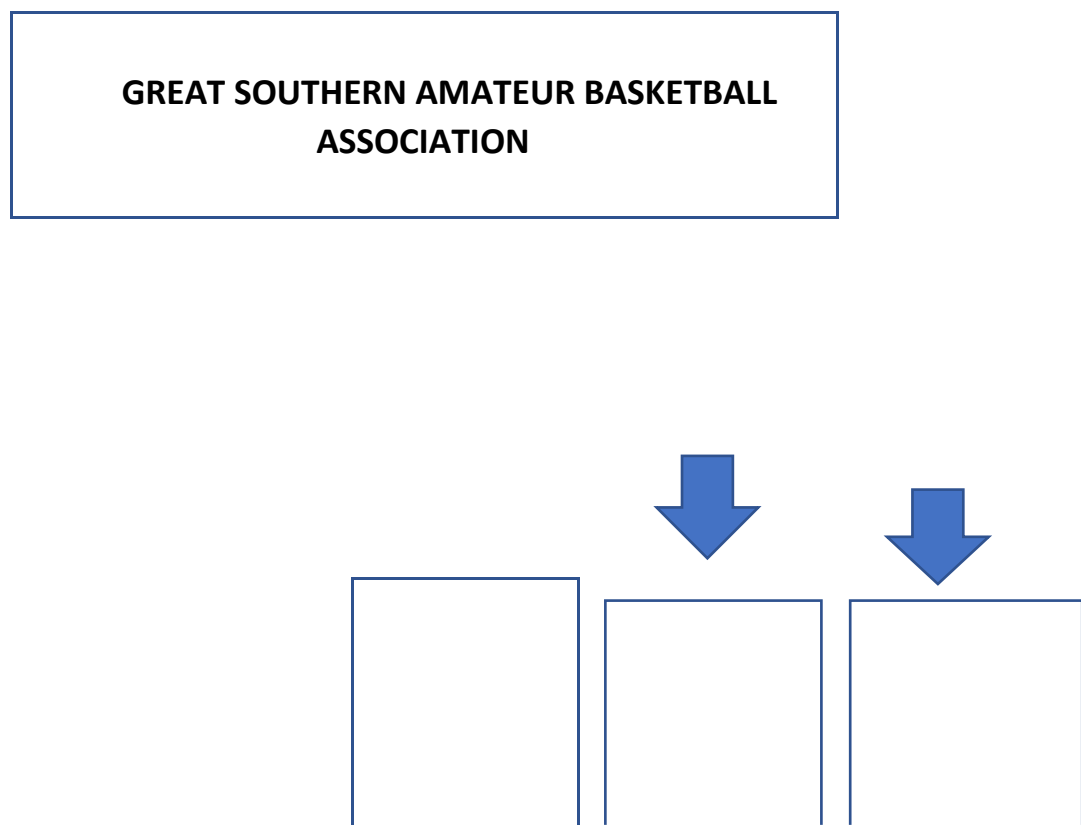
GSABA CLUBS:

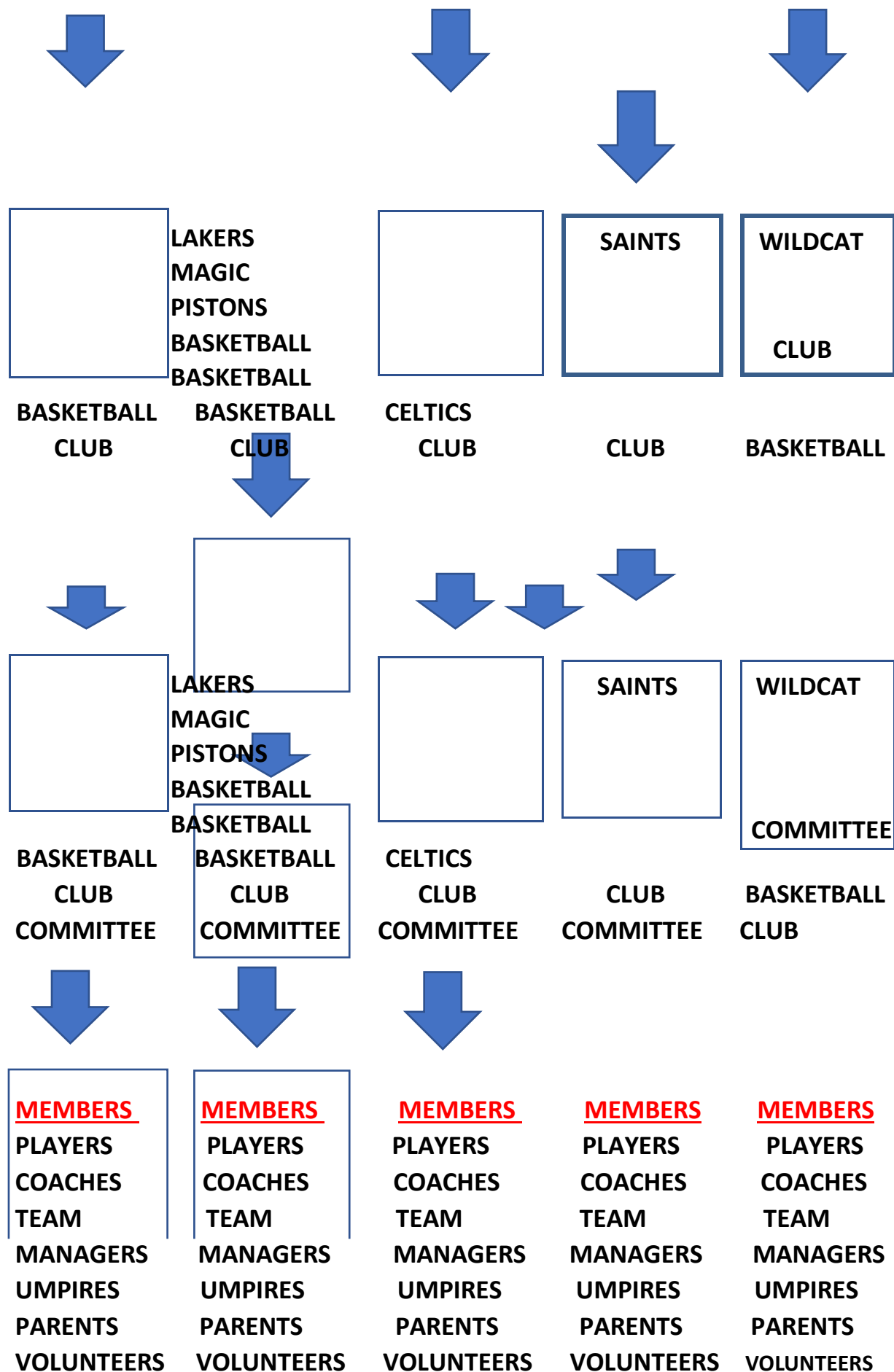
The Common key relationship the GSABA Clubs has with all the tiered basketball bodies is the use of the FIBA Rule Book.

Another key relationship is GSABA Clubs are guided and regularly adopt GSABA Principles including Strategic Planning, Policies and general direction of the game.

Communication includes GSABA Website. The GSABA Clubs being an affiliated country association we have an increased level of regular correspondence from SACBC covering all areas of basketball. We have constant communication in relation to the SA Country State Country Championships. We have good communication in relation State Country Trials for the State Country Teams.

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION CLUB STRUCTURE





AFFILIATION

The five clubs, ***Lakers, Magic, Pistons, Saints*** and ***Wildcat Celtics*** are required each year at the start of the Winter Season to be affiliated with ***the Great Southern Amateur Basketball Association***. Affiliation forms are filled out and signed by the Club Secretaries.

NOMINATIONS

The GSABA has two seasons a Winter Season (generally late April to late September) and a Summer Season (generally early October to early April).

The Clubs nominate teams for the Winter Season by the Friday of the last minor round week in the Summer Season. The nominations meeting is generally the following Monday.

The Clubs nominate teams for the Summer Season by the Friday of the last minor round week in the Winter Season. The nominations meeting is generally the following Monday.

Nominations forms are sent out by the GSABA Business Administrator five weeks before the close of the current season for the new season. Nominations forms are filled out and signed by the Club Secretaries.

The GSABA Association teams known as the Slammers play in the Summer Season.

COMPETITION STRUCTURE

The Clubs can nominate in Junior Divisions in the following age-groups - U10, U12, U14, U16 Boys and Girls. The U10 competition is not for premiership points. The U12, U14 & U16 competitions are for premiership points.

The Clubs can nominate in the following Senior Divisions groups – Division 1, 2, 3, 4 & U21 Men's and Women's. All the Senior Competitions are for premiership points. The Division 4 competition is generally for older participants and new participants.

CLUB COMMITTEE

Each of the five Clubs have Club Management Committees and each have their own Constitution and this determines the Club Structures and Governance.

As each Clubs are affiliated with GSABA they are bound by the GSABA Constitution and Governance.

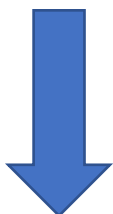
CLUB MEMBERSHIP

Each of the five Clubs have their members fill out registration forms for each year.

The members are generally made up of Players, Coaches, Team Managers, Umpires, Parents and Volunteers

GSABA MANAGEMENT COMMITTEE STRUCTURE

**GSABA
MANAGEMENT
COMMITTEE**



<u>GSABA EXECUTIVE</u>	<u>GSABA</u>	<u>GSABA ADMINISTRATION</u>
PRESIDENT		BUSINESS
VICE PRESIDENT	<u>SPECIALISEI</u>	ADMINISTRATOR
SECRETARY	<u>POSITION</u>	
TREASURER	JUNIOR	
	DEVELOPM	
	OFFICER	
	UMPIRES	
	ORDINAT	

CURRENT GSABA MANAGEMENT EXECUTIVE

PRESIDENT: Rod Walker
VICE PRESIDENT: Stephen Scarvelis
SECRETARY: Fiona Haynes
TREASURER: Sharyn Nixon

SPECIALISED POSITIONS

JUNIOR DEVELOPMENT OFFICER: David Todd
UMPIRES CO-ORDINATOR: Sharyn Nixon

COMMITTEE MEMBERS:

Sue Giddings, Sarah Bell, Ryan Stewart, Tim Round, Shaun Durward & Belinda Jackson.

BUSINESS AMINISTRATOR: Dennis Earl **(Contract Position)**

GSABA MANAGEMENT COMMITTEE GOVERNANCE

The GSABA Management Committee is governed by the CONSTITUTION, RULES, BY-LAWS, GUIDELINES, POLICIES and AUSTRALIAN LAW.

GSABA MANAGEMENT SPECIFIC ORGANISATIONAL STRUCTURE & DUTIES

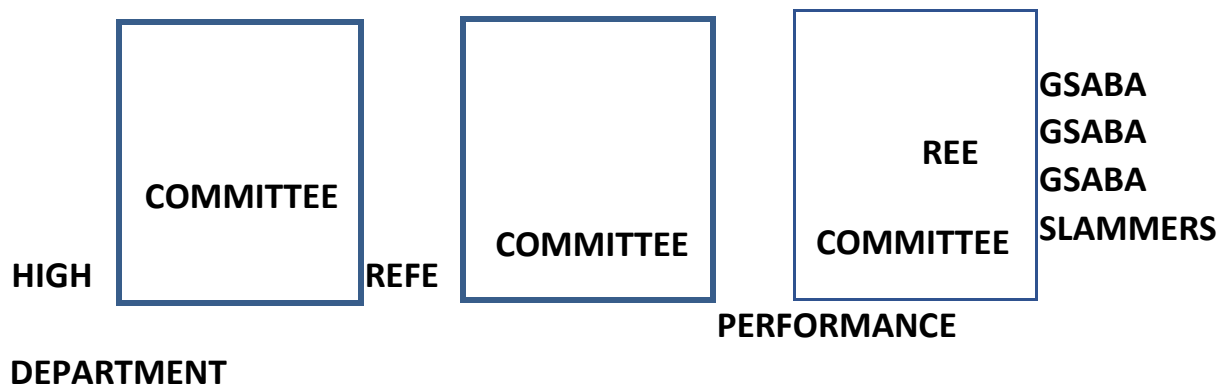
Refer:

- a) CONSTITUTION OF THE GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION INC. **Refer: 5. MANAGEMENT COMMITTEE**
- b) RULES OF THE GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION I INC. **Refer: 1. DUTIES OF MANAGEMENT COMMITTEE**
- c) BYLAWS OF THE GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION INC. **Refer: 7. POWERS OF MANAGEMENT COMMITTEE AND EXECUTIVE:**

GSABA MANAGEMENT SUB- COMMITTEE STRUCTURE

**GSABA
MANAGEMENT
COMMITTEE**





GSABA MANAGEMENT SUB COMMITTEE GOVERNANCE

The GSABA Management Committee is governed by the CONSTITUTION, RULES, BY-LAWS, GUIDELINES, POLICIES and AUSTRALIAN LAW.

GSABA MANAGEMENT SPECIFIC GOVERNANCE IN RELATION TO SUBCOMMITTEES, ORGANISATIONAL STRUCTURE & DUTIES

Refer:

a) CONSTITUTION OF THE GREAT SOUTHERN AMATEUR BASKETBALL

ASSOCIATION INC. **Refer:**

14. APPOINTMENT OF SUB-COMMITTEES & OFFICIALS 14.3 THE

UMPIRES SUB-COMMITTEE - APPENDIX Error! Bookmark not defined.

25. AMINISTRATION OF ASSOCIATION TEAMS - APPENDIX 150

b) RULES OF THE GREAT SOUTHERN AMATEUR BASKETBALL
ASSOCIATION 150

INC. **Refer:**

1.5 THE UMPIRES CO-ORDINATOR

1.6 JUNIOR DEVELOPMENT OFFICER

3. SUB COMMITTEES

c) BYLAWS OF THE GREAT SOUTHERN AMATEUR BASKETBALL
ASSOCIATION INC. **Refer:**

4.3 ASSOCIATION TEAMS

d) GUIDELINES AND POLICIES OF THE GREAT SOUTHERN AMATEUR
BASKETBALL ASSOCIATION INC. **Refer:**

GSABA SLAMMERS GUIDELINES

GSABA SLAMMERS OPERATIONS

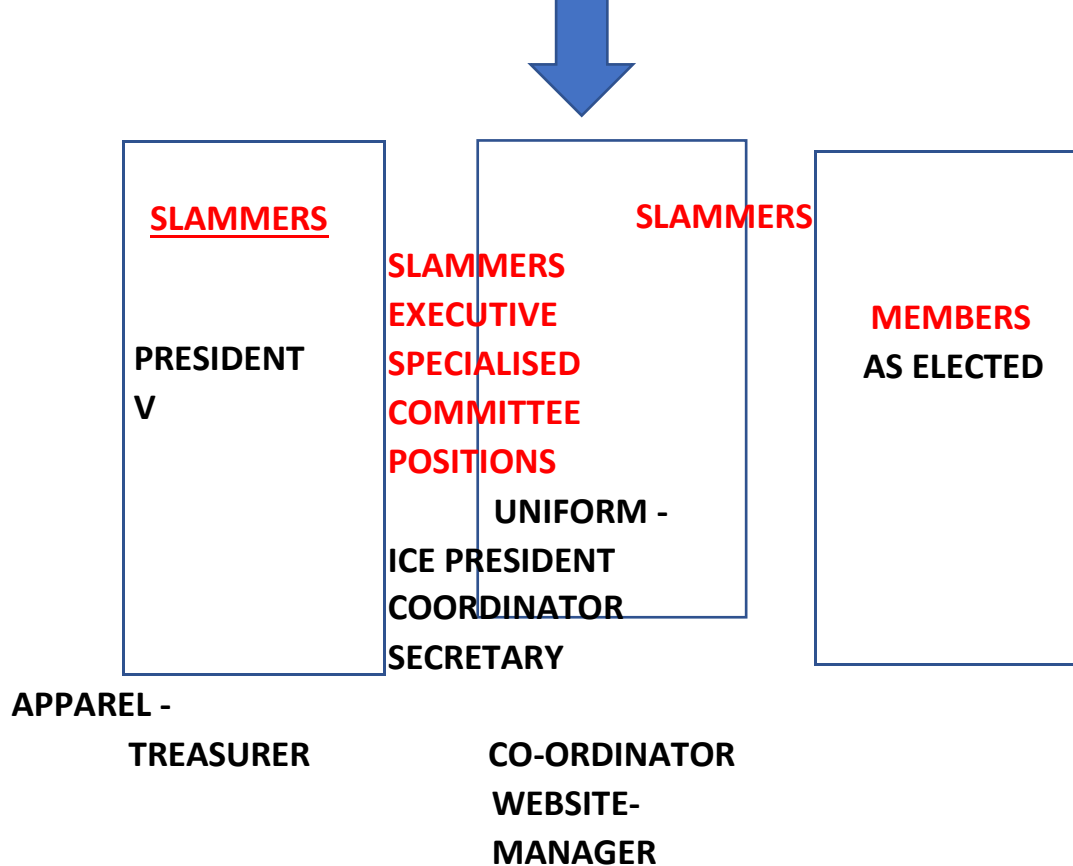
GSABA UMPIRING PANEL & REFEREE DEPARTMENT POLICY

GSABA UMPIRING PHILOSOPHY POLICY

GSABA SLAMMERS COMMITTEE STRUCTURE

**GSABA
SLAMMERS
COMMITTEE**





CURRENT SLAMMERS COMMITTEE

EXECUTIVE

PRESIDENT: Shaun Durward
VICE PRESIDENT: Boyd Fitton/Ryan Stewart
SECRETARY: Anita Priddle (Volunteer Position)
TREASURER: Sue Baxter (Volunteer Position)

SPECIALISED POSITIONS

SLAMMERS UNIFORM CO-ORDINATOR: Bev Earl (Volunteer Position)
SLAMMERS APPAREL CO-ORDINATOR: Bonnie Basham (Volunteer Position)

COMMITTEE MEMBERS:

Sarah White, Kelly Stanton, Mark Sommerville & Ritsue Phillips

GSABA SLAMMERS MANAGEMENT COMMITTEE GOVERNANCE

The GSABA Slammers Management Committee is governed by the CONSTITUTION, RULES, BY-LAWS, GUIDELINES, POLICIES and AUSTRALIAN LAW.

**GSABA SLAMMERS MANAGEMENT SPECIFIC GOVERNANCE IN RELATION TO
SUB-COMMITTEES, ORGANISATIONAL STRUCTURE & DUTIES**

Refer:

b) CONSTITUTION OF THE GREAT SOUTHERN AMATEUR BASKETBALL
ASSOCIATION INC. **Refer:**

14. APPOINTMENT OF SUB-COMMITTEES & OFFICIALS

25. AMINISTRATION OF ASSOCIATION TEAMS - APPENDIX D

b) RULES OF THE GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION I
INC. **Refer:**

1.6 JUNIOR DEVELOPMENT OFFICER

3. SUB COMMITTEES

c) BYLAWS OF THE GREAT SOUTHERN AMATEUR BASKETBALL
ASSOCIATION INC. **Refer:**

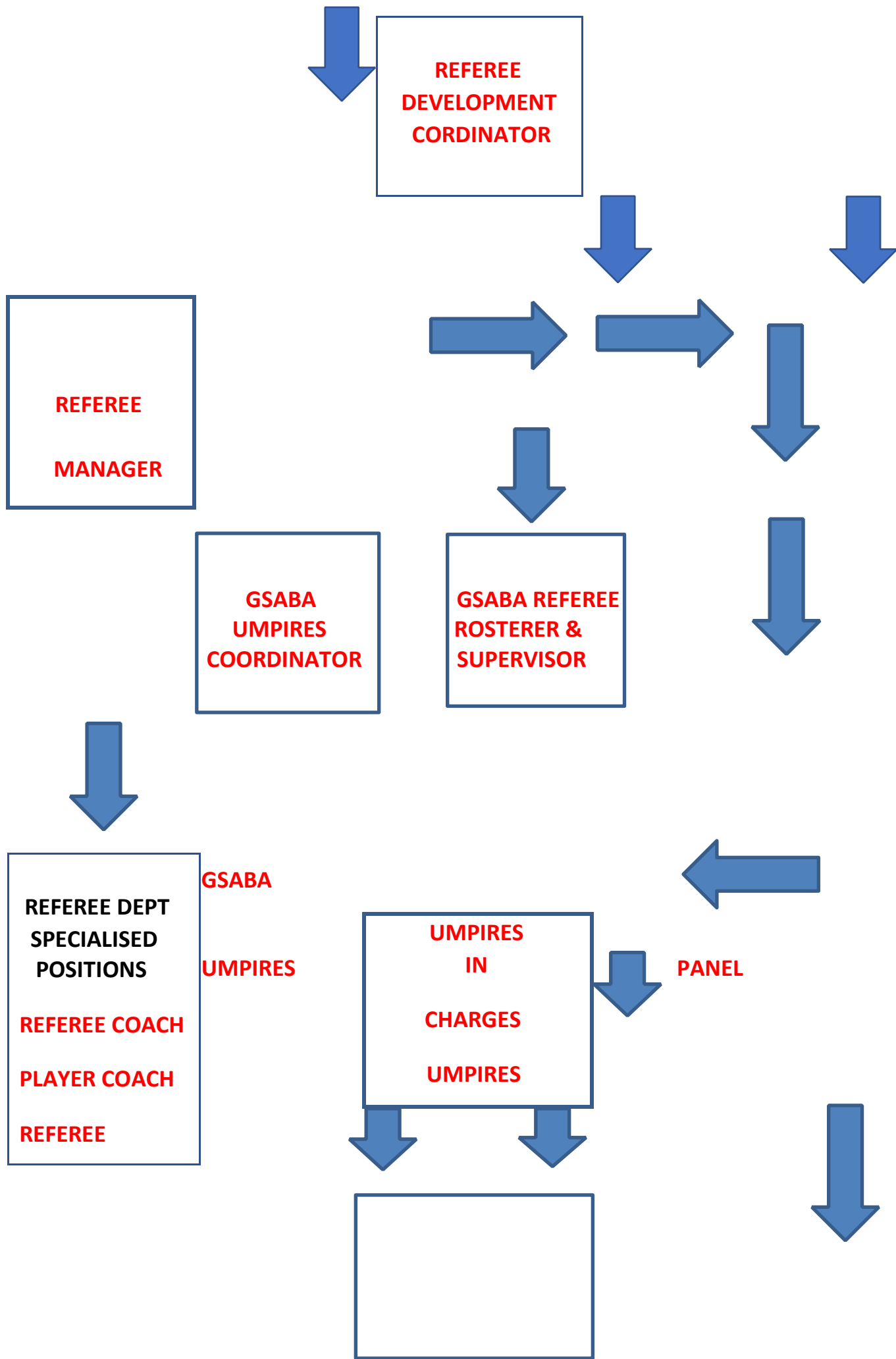
4.3 ASSOCIATION TEAMS

d) GUIDELINES AND POLICIES OF THE GREAT SOUTHERN AMATEUR
BASKETBALL ASSOCIATION INC. **Refer:**

GSABA SLAMMERS GUIDELINES

GSABA SLAMMERS OPERATIONS

**GSABA
REFEREE
DEPARTMENT**



CURRENT REFEREE DEPARTMENT

REFEREE DEVELOPMENT CO-ORDINATOR: Mike Richardson (Honarium)

REFEREE MANAGER: Tim Round (Honarium)

REFEREE COACH: Position Vacant

PLAYER COACH: Position Vacant

REFEREE: Brett Stringer

UMPIRES CO-ORDINATOR: Sharyn Nixon

REFEREE ROSTERER & SUPERVISOR: Dennis Earl UMPIRE

IN CHARGES:

Dennis Earl (Mon - Victor Stadium) (Volunteer position)

Rhys Mason (Tues - Victor Stadium)

Peter Ashby (Thurs - Victor Stadium)

Dennis Earl (Fri - Encounter Lutheran) (Volunteer position)

Tim Round (Thurs - Goolwa Stadium)

Stuart Fahey (Fri - Goolwa Stadium)

UMPIRES PANEL:

Peter Ashby, Emma Ashmore, Sam Bailie, Nick Baxter, Sam Baxter, Cameron Beaton, Estelle Brayford, Campbell Brennan, Josiah Clarke, Zac Cole, Charlotte Durward, Dennis Earl, Meg Earl, Stuart Fahey, Harry Fox, Luke Giddings, Harry Grenfell, Rhett Grenfell, Hamish Lange, Kelly MacLean, Rhys Mason, Kasper Muirhead, Kody Muirhead, Darcy Mulhern, Sharyn Nixon, Eliouse Perry, Leon Phillips, Luka Phillips, Gabby Priddle, Billy Round, Hallie Round, Kelly Round, Tim Round, Brett Stringer, Montana Sumner, Gus Telfer, Seth Wallis

GSABA REFEREE DEPARTMENT GOVERNANCE

The GSABA Referee Department is governed by the CONSTITUTION, RULES, BYLAWS, GUIDELINES, POLICIES and AUSTRALIAN LAW.

GSABA REFEREE DEPARTMENT SPECIFIC GOVERNANCE IN RELATION TO SUBCOMMITTEES, ORGANISATIONAL STRUCTURE & DUTIES

Refer:

c) CONSTITUTION OF THE GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION INC. **Refer:**

14. APPOINTMENT OF SUB-COMMITTEES & OFFICIALS

14.3 THE UMPIRES SUB-COMMITTEE - APPENDIX C

b) RULES OF THE GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION I
INC. **Refer:**

1.5 THE UMPIRES CO-ORDINATOR 3. SUB COMMITTEES

c) BYLAWS OF THE GREAT SOUTHERN AMATEUR BASKETBALL
ASSOCIATION INC. **Refer:**

NOT APPLICABLE

d) GUIDELINES AND POLICIES OF THE GREAT SOUTHERN AMATEUR
BASKETBALL ASSOCIATION INC. **Refer:**

GSABA UMPIRING PANEL & REFEREE DEPARTMENT POLICY GSABA UMPIRING PHILOSOPHY POLICY

**GSABA
HIGH PERFORMANCE
DEPARTMENT**



**GSABA
HIGH
PERFORMANCE
HEAD COACH**



**GSABA
JUNIOR
DEVELOPMENT
OFFICER(S)**

CURRENT HIGH PERFORMANCE DEPARTMENT

HIGH PERFORMANCE HEAD COACH: David Todd (Honarium)

JUNIOR DEVELOPMENT OFFICERS: Boyd Fitton & Ryan Stewart (Honarium)

GSABA SLAMMERS MANAGEMENT COMMITTEE GOVERNANCE

The GSABA High Performance Department is governed by the CONSTITUTION, RULES, BY-LAWS, GUIDELINES, POLICIES and AUSTRALIAN LAW.

**GSABA SLAMMERS MANAGEMENT SPECIFIC GOVERNANCE IN RELATION TO
SUB-COMMITTEES, ORGANISATIONAL STRUCTURE & DUTIES**

Refer:

d) CONSTITUTION OF THE GREAT SOUTHERN AMATEUR BASKETBALL
ASSOCIATION INC. **Refer:**

14. APPOINTMENT OF SUB-COMMITTEES & OFFICIALS

25. ADMINISTRATION OF ASSOCIATION TEAMS - APPENDIX D

b) RULES OF THE GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION I
INC. **Refer:**

1.6 JUNIOR DEVELOPMENT OFFICER

3. SUB COMMITTEES

c) BYLAWS OF THE GREAT SOUTHERN AMATEUR BASKETBALL
ASSOCIATION INC. **Refer:**

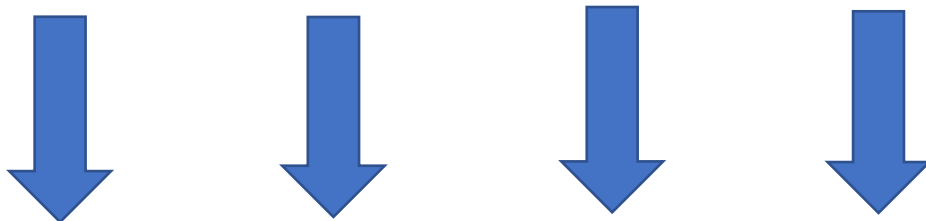
4.3 ASSOCIATION TEAMS

d) GUIDELINES AND POLICIES OF THE GREAT SOUTHERN AMATEUR
BASKETBALL ASSOCIATION INC. **Refer:**

GSABA SLAMMERS GUIDELINES

GSABA SLAMMERS OPERATIONS

**GSABA
MANAGEMENT
WORKING STRUCTURE**



<u>GSABA SLAMMERS</u> <u>DEPT</u> HIGH PERFORMANCE COACH JUNIOR DEVELOPMENT OFFICER(S)	GSABA REFEREE DEPT REFEREE DEVELOPMENT COORDINATOR REFEREE MANAGER	<u>GSABA DOOR/CANTEEN</u> MANAGER	<u>GSABA ADMINISTRATION</u> ADMINISTRATOR REGISTRAR
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CANTEEN

BUSINESS

CURRENT DOOR MANAGER/CANTEEN MANAGER

DOOR/CANTEEN MANAGERS:

Deb Stringer (Victor Harbor Mon -Thurs) (Honarium)

Fiona Haynes (Encounter Lutheran – Fri) (Honarium)

Helen Moroney (Goolwa Stadium Mon – Thurs) (Honarium)

Round (Goolwa Stadium Mon – Thurs) (Honarium)

REGISTRAR:

John Haynes (Volunteer) & **Fiona Haynes** (Volunteer)

GSABA WORKING STRUCTURE GOVERNANCE

The GSABA High Performance Department is governed by the CONSTITUTION, RULES, BY-LAWS, GUIDELINES, POLICIES and AUSTRALIAN LAW.

GSABA SLAMMERS MANAGEMENT SPECIFIC GOVERNANCE IN RELATION TO SUB-COMMITTEES, ORGANISATIONAL STRUCTURE & DUTIES

Refer:

- a) CONSTITUTION OF THE GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION INC. **Refer:**
 - 5. MANAGEMENT COMMITTEE**
 - 14. APPOINTMENT OF SUB-COMMITTEES & OFFICIALS**
 - 25. ADMINISTRATION OF ASSOCIATION TEAMS - APPENDIX D**
- b) RULES OF THE GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION INC. **Refer:**
 - 1. DUTIES OF MANAGEMENT COMMITTEE**
 - 1.6 JUNIOR DEVELOPMENT OFFICER**
 - 3. SUB COMMITTEES**
- c) BYLAWS OF THE GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION INC. **Refer:**
 - 7. POWERS OF MANAGEMENT COMMITTEE AND EXECUTIVE 4.3 ASSOCIATION TEAMS**
- d) GUIDELINES AND POLICIES OF THE GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION INC. **Refer:**
 - GSABA SLAMMERS GUIDELINES**
 - GSABA SLAMMERS OPERATIONS**
 - GSABA UMPIRING PANEL & REFEREE DEPARTMENT POLICY**
 - GSABA UMPIRING PHILOSOPHY POLICY**
 - GSABA VOLUNTEERING POLICY**
 - GSABA BUSINESS ADMINISTRATOR CONTRACT**
 - GSABA REGISTRAR DUTIES**

ADOPTED: *DRAFT MARCH 2018*

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



PLAYING CONDITIONS POLICY

PLAYING CONDITION INFRINGEMENTS

- All Verbal Technical Fouls are playing conditions infringements are to recorded on the Player Infringement Form and will go towards the Player Condition Infringement Count.

i.e. Disrespectful communication to the any official of the game, baiting and taunting an opponent and language that can incite spectators.

THE FOLLOWING INFRINGEMENTS DO NOT COUNT TOWARDS THE PENALTY COUNT.

- Technical Foul for a defender putting their hand over the line and touching the ball on a pass-in.
- Technical Foul for tapping the ball away after a basket is scored.
- Technical Foul on a substitution entering the playing court while the ball is in play.
- Faking a foul.
- Obstructing the vision of an opponent by waving/placing his hand(s) near his eyes.
- Goaltending during the last or only free throw by a defensive player.
- Any Unsportsmanlike Foul that the referee/umpire believes that the contact is not hard or dangerous. ****The referee making the call will make the decision on whether the Unsportsmanlike Foul is hard.****

PLAYING CONDITIONS CORRESPONDENCE PRODECURE

1. The Business Administrator where possible will issue a warning letter to the Club and Player when three infringements have occurred against a player.
2. When a player is suspended the Business Administrator will issue a letter to the Club. It is the Clubs responsibility to inform the player of the suspension.
3. The GSABA Bylaw covering this:

11. Correspondence

(b) GSABA Correspondence is to be communicated to the Clubs and the Clubs are responsible to ensure their Club Members fulfil their obligations.

4. The Playing Conditions Infringement year commences at the start of the Winter Season and finishes at the end of the Summer Season.

G.S.A.B.A. PLAYING CONDITIONS

A player or a coach incurs the following offences:

- A) 2 Technical fouls in a match or 2 Unsportsmanlike fouls in a match or 1 Technical foul and 1 Unsportsmanlike foul in a match

Penalty: Automatic eviction from the game.

Senior players must leave the stadium. Junior players must leave the court area but remain in the stadium.

- B) If a player or a coach incurs two automatic eviction penalties in a year.

Penalty: 2-week suspension.

- C) If a player or coach incurs 4 technical fouls or 4 unsportsmanlike fouls or any combination of technical fouls and unsportsmanlike fouls totally 4 in a year.

Penalty: 2-week suspension.

- D) If a player or coach incurs 5 or more technical fouls or 5 or more unsportsmanlike fouls or any combination of technical fouls and unsportsmanlike fouls totally 5 or more in a year.

Penalty: 5-week suspension.

The offending player or coach must also complete the next Level '0' Referee course held by the GSABA. Failure to attend and complete the course will mean that the offender will not be eligible to play or coach until a course is completed.

- E) Any player who receives a 2-game suspension is not eligible for the Association Best & Fairest and Runner Up Awards.

ADOPTED: APRIL 2005

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



POLICE CLEARANCE PROCEDURE

GSABA COACHES NATIONAL POLICE CHECKS FOR COACHES

There is a GSABA Child Safe Policy and there are legislative requirements that are required to be adhered to in relation to "Working with Children legislation.

The GSABA is adopting the policy of Police Checks for GSABA Club coaches, assistant coaches and team managers for teams with minors (17 or under) in the team.

Steps 1,2 and 3 to be completed as outlined below.

Step 4 - The forms then need to be given to the GSABA Business Administrator Dennis Earl, these forms can be left with the canteen staff at either stadium.

We will then submit the forms in a block of Police Checks to SA Country Basketball and they will add the VOAN details and send them off to SAPOL. The Police Checks when verified and processed by SAPOL are sent direct to the applicant.

The Police Check process as outlined will be at no charge to the applicant. When the Police Clearance is received by the GSABA Member a copy will need to be submitted to the GSABA Business Administrator as soon as possible.

POLICE CLEARANCES

GSABA Coaches, Assistant Coaches and Team Managers who have current Police Clearances can submit copies of their Police Clearance to GSABA Business Administrator as soon as possible.

Registered Teachers, Police Officers and Coaches who are minors (17 or under) are exempt.

EXEMPT MEMBERS need to inform the GSABA Business Administrator via Register.

GSABA PROCEDURE

The GSABA members can follow the steps below.

GSABA - NATIONAL POLICE CHECK PROCEDURE

Step 1: Download and print a police check application from SAPOL website.
Police check application form PD267 (PDF 1,28MB)
Alternatively you can obtain a printed copy from your local Police Station.

Step 2: Check that you have 100 points of original identification as explained in the application form.

Step 3: Applicants will then need to get their application witnessed by either a Police Officer or Justice of the Peace.

Attend a Police Station or Justice of the Peace.

Completed the application form

100 points of original identification

Photocopies of 100 points of identification, for certification South

Australian Police (SAPOL) or Justice of Peace will then:

Witness signature on application form

Certify your 100 points of identification

Complete the authorisation section on your application form

GSABA COACHES REGISTER

A GSABA Coaches Register will be set up as the final part of this process and this is part of the GSABA Child Safe Policy. The Coaches Register will now be part of the GSABA Nominations Pack, a template will be forwarded and this template will need to be used by the Clubs.

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



REGISTAR

DUTIES

VOLUNTEER: VOLUNTEER POSITION	PRINCIPAL: Great Southern Amateur Basketball Association
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THE WORK:

To generally complete certain roles of the Registrar as listed in the RULES of the GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION and is under the direction of the GSABA MANAGEMENT COMMITTEE.

The volunteer shall supply labour for the performances of the following duties:

To generally complete certain roles of the Registrar as listed of the GSABA by:

- Complete the Winter and Summer Season Programs
 - Ensure that all members play within their age groups.
 - Collate the scores weekly and keep a record of the premiership tables.
 - Arrange posting of the premiership tables on the GSABA Website each week.
 - Notify Business Administrator of any discrepancies in the score sheets, forfeits and registrations. Deduct the appropriate penalty for discrepancies as set out in the By-laws.
 - Post on the GSABA Website the teams playing in the finals.
-
- Provide a list of the players qualified for finals and complete the final Be responsible for keeping a record of all registered playing members.
 - games scoresheets.
 - Count the votes and collate the Best and Fairest, Runner Up and Top Point Scorer Awards.
 - Organise the trophies
 - Be the second check of Playing Conditions Infringement Records.

DELEGATION OF DUTIES:

The Registrar may delegate some of the duties but they remain their responsibility and they must gain approval from the GSABA Management Committee of the delegated duties.

CURRENT VOLUNTEER REGISTRAR POSITION:
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Fiona Haynes & John Haynes

ADOPTED: *MARCH 2018 DRAFTED*

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



REWARDS & RECOGNITION POLICY

The **GSABA** promotes reward and recognition for its members and follows sporting standards with its awards and has various awards for outstanding service to the association.

A. GSABA LIFE MEMBERSHIP

The **GSABA** recognises through its reward and recognition program, the prestigious honour of ***Life Membership***. It is regarded as the highest honour in the **GSABA**.

This is a ***time-honoured sporting standard*** which allows sporting bodies to recognise those members who have given long term outstanding service.

Life Membership is awarded on the Summer Season Grand Day at Senior Presentations.

The **GSABA CONSTITUTION** covers the process:

7. LIFE MEMBERSHIP:

- e) Life Membership of the Great Southern Amateur Basketball Association, may be nominated to the Association, at the Annual General Meeting, provided such nomination shall be given to the Secretary at least fourteen (14) days prior to such meeting.
- f) Life Members must be elected by a majority from the members that are entitled to vote. The voting member must be present at the meeting to record a vote.
- g) The number of Life Members appointed shall not exceed two in any one year.
- h) Criteria. Ten years' service to the G.S.A.B.A. Committee.
 - Ten years as an Association Coach.
 - Ten years' service as a GSABA Referee
 - Ten years' service on a Sub- Committee
 - Ten years as a Junior Development Officer
 - Ten years' service of outstanding service as a GSABA Volunteer
 - At the Management Committees discretion, service to G.S.A.B.A. can be rewarded with life membership before ten years' service is reached.
- i) Life Membership of the SA Country Basketball Council, may be recommended of any person or persons, by the Association as per the SA Country Basketball Council Constitution.

GSABA Life Membership Recipients

1998 KAYE BOWEY
2002 SUE GIDDINGS
2004 GUS TELFER
2004 PETER ASHBY
2006 ANDREW EGARR
2006 BRIAN DOMAN
2008 PETER TREBILCOCK
2008 KATHLEEN MCKENZIE
2009 LUKE GIDDINGS
2009 GRAHAM WILDMAN
2010 JANICE CUTHBERT
2011 GARY STEWART
2011 PETER CANNIN

2012 COLLEEN GALPIN

2013 BILL KELTON

2014 FIONA HAYNES

2015 RALPH STEELES

B. GSABA PLAYER LIFE MEMBERSHIP

The **GSABA** recognises through its reward and recognition program, the prestigious honour of ***Player Life Membership***. It is regarded as a great honour in the **GSABA**. It recognises those players who have played at the highest level for a sustained period. It is an award that promotes commitment, skill, work ethic and a will to play at the highest level in the domestic competition.

This is a ***time-honoured sporting standard*** which allows sporting bodies to recognise those members who have given long term outstanding playing service at the highest level in the domestic competition.

Player Life Membership is awarded on the Summer Season Grand Day at Senior Presentations.

7.1 PLAYING LIFE MEMBERSHIP

- a) Criteria: Ten (10) years' service as a GSABA Affiliated Club player at Senior Division One (1) level.
- b) Player Life Members must be elected by a majority of those present at the meeting entitled to vote. The voting member must be present at the meeting to record a vote.
- c) Player Life Members can be elected at the Annual General Meeting or a GSABA Management Committee Meeting.

GSABA Player Life Membership Recipients

2010 DAVID VENNER

2011 LUKE GIDDINGS

2011 CRAIG STOCK

2012 COLLEEN GALPIN

2012 JULIE DAVIS

2013 GABBIE NOTTLE

2013 JANE DOWNES

2014 SARAH WHITE

2014 CATHY VENNING

2014 KELLY ROADS
2016 KYM HODGKISS
2016 MATTHEW PARKER
2016 MATTHEW DOYLE
2016 DENNIS SILVESTRI
2016 SHANE HASTINGS
2016 TOM FERGUSON
2016 NEIL SILVESTRI
2016 ANNIE KRAFT

C. GSABA MARG BRAND AWARD

The **GSABA** recognises through its reward and recognition program, the prestigious Award, the **Marg Brand Award**, this is a memorial award. It is regarded a high honour to be awarded this award in the **GSABA**.

The **Marg Brand Award** is for outstanding service to the **GSABA**. It is a yearly award and can only be awarded to a member once.

Marg Brand was a committed person, who gave outstanding service to the GSABA and on passing gifted a significant amount of money to the GSABA. This is a **time-honoured award** within the **GSABA** allowing the association to recognise members who has either given outstanding service in a year or to recognised those members who have given long term outstanding service.

The Marg Brand Award is awarded on the Winter Season Grand Day at Senior Presentations.

Marg Brand Award Recipients

1992 - KAYE BOWEY
1993 - SUE WEST
1994 - MICHAEL RICHARDSON
1995 - COLLEEN GALPIN
1996 - SUE GIDDINGS
1997 - GUS TELFER
1998 - PETER RIX
1999 - GRAHAM WILDMAN
2000 - DENNIS EARL
2001 - PETER TREBILCOCK
2002 - BRENTON HUTCHINSON
2003 - PETER ASHBY

2004 - ANDREW EGARR
2005 - KATHLEEN MCKENZIE
2006 - FIONA HAYNES
2007 - BILL KELTON
2008 - RALPH STEELES
2009 - PETER CANNIN
2010 - GARY STEWART
2011 - JANICE CUTHBERT
2012 - LEIGH DELAINE
2013 - DENISE STEELES
2014 - SHARYN NIXON
2015 - ROD WALKER
2016 - BRETT STRINGER **2017** - DEB STRINGER

D. GSABA CHERYL TELFER AWARD

The **GSABA** recognises through its reward and recognition program, the prestigious Award, the ***Cheryl Telfer Award***, this is a memorial award. It is regarded a high honour to be awarded this award in the **GSABA**.

The ***Cheryl Telfer Award*** is for outstanding service to the **GSABA**. It is a yearly award and can only be awarded to a member once.

Cheryl Telfer was a passionate, hard working person, who gave outstanding service to the GSABA, in particular in the junior area of the association, she was the key person in the setting up of the juniors when the GSABA converted to Clubs. Cheryl was just as committed to her Pistons Club.

This is a ***time-honoured award*** within the **GSABA** allowing the association to recognise members under the age of 20 who has either given outstanding service in a year or to recognised those who have given long term outstanding service.

The Cheryl Telfer Award is awarded on the Winter Season Grand Final Day at Junior Presentations.

Cheryl Telfer Award Recipients

W2006	SALOME HAYTHORPE
S2006-07	BELINDA EVANS
W2007	ADAM STEVENS
S2007-08	RYAN STEWART
W2008	ALEXANDER HAYNES
2009	DALE FRANCIS
2010	AMY DOYLE
2011	NO AWARD GIVEN
2012	DYLAN MASON
2013	NATALIE OVERALL
2014	ELENA EARL
2015	RHYS MASON
2016	CALEB POPE
2017	STUART FAHEY

- Award was changed to a yearly award in 2009.

E. GSABA AMANDA STOCK AWARD

The **GSABA** recognises through its reward and recognition program, the prestigious Award, the **Amanda Stock Award**, this is a memorial award. It is regarded a high honour to be awarded this award in the **GSABA**.

The **Amanda Stock Award** is for outstanding service to the **GSABA**. It is a yearly award and can only be awarded to a member once.

Amanda Stock was a very passionate contributor, who gave outstanding service to the GSABA, in particular in the Slammers area of the association, she was a committed coach and a key helper in the Slammers Program. She was a devoted member of her beloved Wildcat Celtics Club and was heavily involved in coaching at Club level.

This is will be a **time-honoured award** within the **GSABA** allowing the association to recognise a coach under the age of 18 who has been passionate towards coaching and has either given outstanding service in a year as a coach or to recognised those who have given long term outstanding service as a coach, either at Club or at Slammers level or both.

The Amanda Stock is awarded on the Winter Season Grand Final Day at Junior Presentations.

Amanda Stock Award Recipients

2015 KAYLA WARWICK

2016 MONTINA SUMNER & SKYE SUMNER

2017 MEG EARL

F. GSABA BEST AND FAIREST & RUNNER UP ASSOCIATION AWARDS

The **GSABA** recognises through its reward and recognition program, the prestigious Award, the ***Best and Fairest & Runner Up to Best and Fairest Award***, this a seasonal award which is awarded to the Best and Fairest Player and the Runner Up to Best and Fairest in the Association for each competition playing for premiership points. (U12's through to Senior Division 1 competition). The Best and Fairest Award is given to the player with highest number of votes during the minor round. The Runner Up to Best and Fairest Award is given to the player with second highest number of votes during the minor round. The Umpires cast the votes at the end of each game on a Best and Fairest form allocating 2 votes to who they consider the Best and Fairest Player and 1 vote to the who they consider the second Best and Fairest player.

The Best and Fairest & Runner Up to Best and Fairest Award is awarded on the Summer Season Grand Final Day at the Junior & Senior Presentations.

G. GSABA MOST VALUABLE PLAYER (GRAND FINAL) ASSOCIATION AWARD

The **GSABA** recognises through its reward and recognition program, the prestigious Award, the ***Most Valuable Player Award in the Grand Final***, this a seasonal award which is awarded by the Umpires who they consider to be the Most Valuable Player in the Grand Final. The award is awarded for each competition playing for premiership points. (U12's through to Senior Division 1 competition).

The Most Valuable Player Award is awarded on the Grand Final Day at the Junior & Senior Presentations

G. GSABA UMPIRING ASSOCIATION AWARDS

The **GSABA** recognises through its reward and recognition program, the prestigious Award, the ***Umpiring Awards***, these are a seasonal award which is awarded by the Umpiring Area of the Association, consultation with the Umpire in Charges occurs. The awards are given to Junior umpires generally and two awards as a rule are generally given, normally the called the ***Most Consistent*** and ***Most Improved*** Awards. From time to time, more than two awards have been given and at times a more suitable naming of the award has been given.

The Most Valuable Player Award is awarded on the Grand Final Day at the Junior Presentations.

H. GSABA PREMIERSHIP TEAMS

The **GSABA** recognises through its reward and recognition program, the prestigious Award, the **Premiership Teams**, these are a seasonal award which players, coaches and team managers are presented with a premiership medallion on Grand Final Day. The awards are awarded for each competition playing for premiership points. (U12's through to Senior Division 1 competition).

The Premiership Teams Award is awarded on the Grand Final Day at the Junior & Senior Presentations

I. GSABA RUNNER UP JUNIOR TEAMS

The **GSABA** recognises through its reward and recognition program, the honoured Award, the **Runners Up Junior Teams**, these are a seasonal award which players, coaches and team managers are presented with a runner up medallion on Grand Final Day. The awards are awarded for each junior competition playing for premiership points. (U12's through to U16's competition).

The Runner Up Junior Award is awarded on the Grand Final Day at the Junior Presentations. The Senior Runner Up Teams are not awarded runner up medallions. However, at Senior Presentations each player's name is read out to recognise the achievement of making a Grand Final.

J. GSABA TOP POINT SCORER AND RUNNER UP TOP POINT SCORES SENIOR MENS AND WOMERNS DIVISION 1 ASSOCIATION AWARDS

The **GSABA** recognises through its reward and recognition program, the honoured Award, the **Top Point Scorer and Runner Up Top Point Scorer in Men's and Women's Senior Division 1 Competition** during the Minor Round, these are a seasonal award. It is an extra award given that is part of the recognition process of those playing and striving to play at the highest level in the domestic competition.

ADOPTED: ***DRAFT MARCH 2018***

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



RISK MANAGEMENT POLICY

GSABA RISK MANAGEMENT STATEMENT

The **GSABA** acknowledges that **RISK** will always be part of everyday life and it is certainly a key aspect of sport and recreation. Without risk there would be limited opportunities for exploring physical and personal development. However, the **GSABA** can provide a healthier and legally safer operating environment for our organisation and its participants by adopting sound risk management practices. We are adopting the principles outlined in the ORS ***“Risk Management Process”*** document.

Definition of Risk

The **GSABA** accepts **Risk** is defined in the Australian New Zealand Risk Management Standard (AS/NZS.31000:2009) as the ***‘effect of uncertainty on objectives’***.

A risk is anything untoward happening that can affect your organisation’s objectives and operations by creating exposure to potential loss or damage.

What is risk management?

The **GSABA** accepts Risk management is systematically identifying threats (risks) to your organisation and developing ways to minimise them. It helps to determine the most important risks to your organisation and decides how you allocate resources to deal with them.

Definition of Risk Management

The **GSABA** accepts **Risk Management** is defined in the Australian New Zealand Risk Management Standard (AS/NZS.ISO.31000:2009) as ***the ‘coordinated activities to direct and control an organisation with regard to risk’***

Risk management is an essential element of governance.

Why manage risks?

It is important that risks are managed because they could negatively affect key aspects of the organisation as well as its overall success. Areas most affected by risk include:

- Health and safety
- Plant, equipment, environmental costs
- Financial position of your organisation
- Confidence by members, key stakeholders and funders
- Insurance premiums
- Member protection
- Reputation publicity, credibility
- Compliance requirements.

Establishing a risk management framework

The **GSABA** accepts **Risk Management Framework** is defined in the Australian New Zealand Risk Management Standard {AS/NZS.ISO.31000:2009} as a '**set of components that provide foundations and organisational arrangements for designing, implementing, monitoring, reviewing and continually improving risk management throughout the organisation where:**

- ***The foundation includes the policy, objectives, mandate and commitment to manage risk***
- ***The organisational arrangements include plans, relationships, accountabilities, resources, processes and activities'.***
- ***By establishing a risk management framework, your organisation can effectively manage the risks involved in all of its activities and achieve improved outcomes based on informed decision-making.***

Developing a risk management process

The **GSABA** accepts the following approach and will aim to achieve this approach as outline by the **ORS** in developing a risk management process is to:

- Make a board commitment to risk management and appoint one member responsible for the process.
- Identify key people to be involved in the process. (stakeholders, coaches, instructors, treasurer, staff, event coordinator, etc.).
Set up a committee to undertake the risk management process and report to the board regularly.
- Communicate your risk management strategies to everyone in your organisation.
- Monitor and review your risk management plan regularly and at the board level.

Generally, risk management tends to focus on what can go wrong but it is important to remember that any event, circumstance or situation that occurs can also provide an opportunity for improvement.

Risk management can be simplified into four questions

1. What untoward things could happen?
2. What would be the impact?
3. What can the organisation do about it?
4. How do we communicate this to everyone involved?

Key stages of risk identification and management include identification, assessment, analysis, evaluation and treatment. This means:

- Identifying what is the risk
- Determining how it is best treated which can involve:
 - avoiding the risk (i.e. deciding not to commence or continue with the activity that results in the risk)
 - removing the source of the risk
 - changing the likelihood of the risk occurring
 - changing the consequence of the risk on your organisation's goals
 - sharing the risk with another party or parties
 - retaining the risk by informed decision
- Determining when is it best treated
- Deciding who will manage the risk.

The **GSABA** accepts the **ORS** ten steps to risk assessment and developing a risk management action plan which are:

1. Make a commitment as an organisation to risk management.
 2. Identify all possible material threats and risks.
 3. Assess the level of each risk
 4. Decide to accept, treat or transfer each risk.
 5. Determine treatment options for all unacceptable risks.
 6. Formalise your risk management action plan.
 7. Implement your treatment options.
 8. Communicate information to everyone affected.
 9. Review your risk management action plan on a periodical basis (at least quarterly) or sooner if a major issue arises in your organisation's operations.
 10. Identify any new risks and update your plan.
- 1. Make a commitment as an organisation to risk management.**

The **GSABA** will adopt a formal GSABA Risk Management Policy.

2. Identify all possible material threats and risks.

The **GSABA** will determine what standards and legal requirements apply and review the goals of our organisation as a whole with a big picture feel.

We will look at inside risks and outside risks for the organisation. The type of risks we will consider:

- Physical
- Legal
- Moral/Ethical
- Financial
- Human resource
- Information technology
- Social Media

What risks we will look for but is not confined to these risks:

- Decline in number of volunteers
- Loss of data/records
- Funding Cuts
- Negative publicity
- Attracting too many participants for an event
- Damage to the environment
- Discrimination or harassment
- Theft of property
- Injury to a staff member, spectators or participants
- Equipment failure
- Lack of appropriate policies and procedures relating to finance, member protection etc
- Key services not covered by a legally binding contractual agreement
- Inadequate funds to service association needs and undertakings
- Flooding of premises
- Safety of playing courts

We will review the following operational areas but is not confined to these areas:

- Administration and Management

- Finances
- Education and Training
- Facilities and Equipment
- Health and Safety
- Event Management
- Personnel/Key people
- Legal (regulations, contracts and duty of care).

We will identify:

- Source of the risk
- What is at risk
- What the impact could be

We will consider the following factors but not confined to these factors:

- Age and capacity of the participants (children require extra care)
- Type of activities
- Past history of accident, injuries and losses
- Standard of equipment
- Use of equipment
- Existing problems with operating procedures or practices
- The facilities and equipment to be utilised
- The environment in which activity is taking place

We will develop **Audit Tools** which enable us to create a process of continuous improvement and by using the tools to evaluate their performance and guide their direction in risk management for the **GSABA**.

We need to understand what is an audit:

An audit is a systematic and critical examination of the key risk and safety areas in the **GSABA**. A diagnostic tool identifying our organisation's strengths and weaknesses and areas most vulnerable to risk.

- Risk Audit – relates to the **GSABA's** risks
- Safety Audit – focusing on **GSABA's** injury prevention

Organisation Risk Audit – Checklist

Governance/Management	YES	NO
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Is your organisation incorporated?		
Does your organisation have an up-to-date constitution?		
Is the person listed with Consumer and Business Services as your public officer up to date (as Required under the Association Incorporation Act 1985 (SA))?		
Have you reviewed your constitution within the last twelve months?		
Have you registered your current constitution with Consumer and Business Services (as required under the Association Incorporation Act 1985 (SA))?		
Does your organisation have any policies or procedures to guide its decision-making (code of conduct for the board, conflict of interest policy, etc)?		
Are these policies communicated to all affected?		
Do you have position descriptions for all office bearers/staff?		
Does your board meet regularly and document all decisions and actions?		
Is the annual report circulated to all members?		
Are your rules, by-laws and practices non-discriminatory?		
Do you have a clear plan for the future that describes what you want to do and how you are going to do it?		
Does the organisation have or has considered the need for the following insurance covers: public liability, professional indemnity and directors and officers liability?		
Does the organisation have a register of insurance policies detailing all current insurance policies?		
Does your organisation meet the terms of any contracts with which it is involved?		

Legal	YES	NO
When your organisation is entering into a major contract does it seek legal advice?		
Financial	YES	NO
Are all financial transactions accurately recorded (receipted, banked)?		
Do you have a realistic budget and do you present regular financial reports that identify how you are going against that budget?		

Is an annual audit required and conducted of your financial records?		
Is all expenditure authorised through an identified process?		
Do you have financial policies and procedures in place to guide officers of the organisation/treasurer/general members?		
Do your financial policies and procedures ensure that each step in financial handling (receipt, recording, banking, reporting) is not completed by one person?		
Human Resources	YES	NO
For paid staff, does your organisation comply with the minimum conditions for employment and/or the applicable modern award?		
Is your organisation able to present documentary evidence in support of this compliance?		
Are procedures in place to ensure the security of staff and volunteers information and compliance with privacy legislation?		

Do you have a set of standard human resource policies and procedures in place to help guide behaviour and decision making to manage the human resource risk associated with the paid staff and volunteers within your organisation?		
Do you have a volunteer management plan?		
Do you have proper induction processes for all new paid staff and volunteers who have a specific role and responsibility?		
Do you have position descriptions for all key paid and volunteer positions in your organisation?		
Do you have written and signed agreements/contracts in place for each paid staff member?		
Member Services	YES	NO
Are procedures in place to ensure the security of membership information and compliance with privacy legislation if applicable?		
Does your organisation communicate regularly and effectively with its member?		
Do you have a procedure for dealing with companies?		
Has everyone (staff, volunteers and participants) agreed to a code of behaviour conduct?		
Do members understand the extent of their duty of care?		
Do you require participants to sign a membership application or registration form prior to participating?		

Are all applications for membership vetted and approved by the Board?		
Do all coaches/instructors/leaders have appropriate and current accreditation?		
Do you promote education and training opportunities for members?		
Do you conduct risk assessments on all programs, activities and events?		
Are risk assessments documented?		
Have you considered whether the use of a recreational services waiver under the Fair-Trading Act would be the appropriate for your organisation to manage risk to participants?		
Is there a clear procedure for reporting accidents/injuries?		
Are regularly safety inspections made of buildings, grounds and equipment?		
Do you ensure the recommended rules of play and protocols are followed for your activity?		
Do you have an emergency plan?		
Compliance	YES	NO
Do you have a mechanism in place to periodically review and assess whether your organisation meets the definition of a 'prescribed organisation' as per section 35 of the <i>Association Incorporation Act 1985 (SA)</i> ?		
Is your organisation eligible for income tax exemption?		
Is your organisation an exempt employer for payroll tax purposes?		
Have you considered the health and safety of everyone in the organisation and do you meet work health and safety regulations?		
Do you meet the legislative requirements (for example PAYG, super contributions) for paid employees?		
If you provide services to children, have you lodged on your behalf, a child safe environment compliance statement and are you aware of the organisation's requirements under the <i>Children's Protection Act 1993 (SA)</i> ?		
Are you aware of the legislation or local government by-laws that could apply to your activities?		
Are you aware of the Industry standards that apply to your operations?		
Other	YES	NO

Does your organisation have a social media policy and procedure?		
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Risk Management Action Plan will include the following:

- Potential Risk
- Level of Risk
- Reason for Risk Rating
- Action
- Resources Required
- Responsibility
- Timeline
- Communication
- Risk treated
- Review Date

3. Assess the level of each risk

The **GSABA** to assess the level of risk is the use of a risk severity matrix. This allows us to incorporate factors of frequency (the likelihood of the risk occurring) and severity of impact (consequences when the risk occurs).

The following frequency risk matrix will be used:

Score	Likelihood	Definition/Parameter
5	Almost certain	Is expected to occur in most circumstances.
4	Likely	Will probably occur in most circumstances.
3	Possible	Might occur at some time.
2	Unlikely	Could occur at some time.
1	Rare	May occur in exceptional circumstances.

The following consequence of risk matrix will be used:

Score	Risk Rating	Impacts	Description of impact
5	Catastrophic		
4	Major		
3	Medium		
2	Minor		

1	Insignificant		
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4. Decide to accept, treat or transfer each risk.

The GSABA will assess each risk, decide if it is acceptable or unacceptable. Risks will be prioritised, starting with the highest risk.

When evaluating risks, we will consider:

- The controls already in place to manage the risk
- Costs associated with managing the risk or leaving it untreated
- The possibility of transferring some or all the risk through insurance waivers

5. Determine treatment options for all unacceptable risks

The GSABA will address unacceptable risks with an action.

Treatment options can include:

- ***Avoiding the risk*** – not doing the activity
- ***Reducing the risk*** - is a common type of action, changes rules or equipment
 - (i) First consider solutions not involving human behaviour and then consider administrative solutions.
 - (ii) Finally consider personal protective equipment.
- ***Transferring the risk*** – purchase insurance, use of waivers, warnings and release forms
- ***Retaining the risk*** – some risks are acceptable such as minor injuries in contact sports

Strategies that could be used:

- ***Training*** – requiring personnel to have specific training for certain activities.
- ***Documentation*** – creating standard operating procedures for using specific equipment
- ***Resourcing*** – obtaining additional funds to reduce staff/client ratios
- ***Systems*** – creating a maintenance schedule

6. Formalise your risk management plan

The steps for a risk management plan:

- Document the plan.
- Appoint a risk management officer.
- Standing agenda item.

A) Document the plan

- Use the Risk Management Action Plan
- Prioritise the risks
- Determine who is responsible for management of the risk
- Determine if risk is strategic or operational
- (i) **Strategic risks** – from fundamental decisions management makes concerning organisational objectives.
- (ii) **Operational risks** – potential losses arising from organisational operations.

B) Appoint a risk management officer

- Management needs to appoint a person responsible for risk management

C) Create a standing agenda item

- Management can make it a standing agenda item to ensure risks are considered each meeting

7. Implement your treatment options

The following questions need to be asked to treat the risk:

- What is to be done?
- What resources are required?
- Who is responsible for the treatment?
- When should it be completed?
- When should it be reviewed?

Treatment options can be:

- Implementing policies
- Erecting signs
- Providing Training
- Replace Equipment
- Purchasing insurance
- Regular reporting of management of the risk

Establish a minimum risk management standard:

- Identify legal requirements
- Identify national standards
- Identify standards relating to facilities and equipment
- Implement best practices
- Use resources to set up the minimum risk management - Treatment actions need to be recorded and filed.

8. Communicate information to everyone affected

- Need to communicate to have a successful implementation of risk management.
- Feedback on risk management strategies
- Communication processes that can be used is Club Updates, Website, emails.

9. Review your risk management plan

- Action plan needs to be reviewed regularly.
- To be done at monthly meetings and then agreed intervals.

10. Identify any new risks and update your action plan

- Risk Management needs to be a continuous process as change will often lead to new risks.

DRAFTED: JANUARY 2018

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



SENIOR & JUNIOR 50 MINUTE COMPETITION RULES

COMPETITION STRUCTURE:

- i) The Under 12 competition is played on Thursday Nights. ii) The Under 14 competition is played on Tuesday Nights. iii) The Under 16 competition is played on Monday Nights. iv) The Under 21 Men's Competition is played on Monday Nights in the Winter Season.
- v) The Under 21 Women's Competition is played on Monday Nights when it occurs.
- vi) The Women's Division 2, 3, & 4 is played on Tuesday Nights. vii) The Men's Division 2, 3 & 4 is played on Thursday Nights.

- viii) The Junior Competition games are played in the earliest timeslots. The Senior Competition games are played in the later timeslots.
- ix) The Grand Finals are played on a Sunday with the Juniors playing in the morning and the Seniors in the afternoon.

COMPETITION RULES:

- i) In all games the rules of Basketball Australia will apply. The current FIBA rule book applies. Any GSABA Bylaws overrides corresponding rules in the rule book.
- ii) All games will be played for premiership points.
- iii) Correct uniform must be worn.
- iv) Forfeit rules apply.
- v) Late player penalties rules.
- vi) Each team is to supply a scorer.
- v) Coaches are to stay in the coach's area.

GAME OPERATIONS:

- i) At the start of the match the umpire will blow their whistle and give the teams a minute warning.
- ii) The umpire will set the clock for 11 minutes for the start of the first and third quarters and set the clock running.
- iii) The umpire will set the clock for 12 minutes for the half-time break and set the clock running.

MINOR ROUND TIMING RULES:

- i) Four ten-minute quarters will be played.
- ii) The clock does not stop once it been started for the 1st, 2nd & 3rd quarters.
- iii) The clock stops in the 4th quarter for the last two minutes of the quarter. **EXCEPTION:** If the margin is 20 points or more then the clock doesn't stop.
- iv) The umpire has the power to ask the clock to be held due to injury, ball stuck in between ring and board (jump ball) or for safety reasons.

MINOR ROUND TIME-OUT RULES:

- (i) One time out per quarter is allowed by each team.

- (ii) Unused time outs can't be carried over into the next quarter.
- (iii) The coach who has called the time-out can call the time-out back in before the minute is used. (Minor round only)
- (iv) The clock will not stop for time outs in minor round games.
- (v) In the 1st, 2nd & 3rd quarters no time outs can be called in the last minute of the game.
- (vi) In the 4th quarter of the match in the last two minutes of the quarter if the clock is held a time-out can be called.
- (vii) In the 1st, 2nd & 3rd quarters time outs called between 1.00 and 2.00 minutes left in the quarter can be called but players must be ready to resume at the 1.00-minute mark on the clock.
- (viii) A time-out opportunity is:
 - For both teams, the ball becomes dead, after a whistle and the official has ended communication with the scorer's table.
- (ix) For the non-scoring team when a field goal is scored.

MINOR ROUND SUBSTITUTIONS:

- (i) For both teams, the ball becomes dead, after a whistle and the official has ended communication with the scorer's table.
- (ii) For both teams following a successful last or only free throw in the last two minutes of the game if the clock is stopped.

MINOR ROUND EXTRA TIME:

- (i) There is no minor round extra time. Minor round games that finish in a draw will be recorded as a drawn match.

FINALS TIMING RULES:

- (i) The clock stops for all time outs and on each whistle during the last minute of the first, second and third quarters and during the last two minutes of the final quarter.

FINALS TIME-OUT RULES:

- (i) Two (2) time outs may be granted to each team at any time during the first half, three (3) at any time during the second half and one (1) during each extra period.
- (ii) Unused time-outs may not be carried over to the next half or extra period.
- (iii) For both teams on all whistles during the game.
- (iv) For both teams following a successful last or only free throw.
- (v) For the non-scoring team when a field goal is scored.

FINALS SUBSTITUTION RULES:

- (i) For both teams on all whistles during the game.
- (ii) For both teams, the ball becomes dead following a successful last or only free throw.

FINALS DRAWN MATCH - EXTRA TIME RULES:

- i) No finals game can finish in a draw and must be decided by extra periods of three-minute durations, until a win result is achieved. The clock is held on all whistles in the final minute of an extra period.
- ii) The teams will continue to play in the same directions. iii) Team fouls continue from the second half. iv) If a team draws again the same procedure is followed for as many times as it takes until a winner is obtained.
- v) The clock will stop for each whistle during the last minute of any extra period.

FINALS EXTRA TIME - TIME-OUTS:

- i) One time out is permitted for each team. ii) The clock will stop for time outs and each whistle during the last minute of any period.

FINALS EXTRA TIME – SUBSTITUTIONS:

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- (i) For both teams on all whistles during the game.
- (ii) For both teams, the ball becomes dead following a successful last or only free throw
- (iii) For the non scoring team, a field goal is scored when the game clock shows 2:00 minutes or less in the fourth period and in each extra period.

ADOPTED: SEPTEMBER 2014

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

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GSABA



SLAMMERS FEEDBACK FORM

The Slammers Committee and the GSABA Management Committee promotes both positive and negative feedback about all areas of our operations. Please feel free to provide us with feedback, questions and suggested improvements.

[illegible]

GSABA



SLAMMERS GUIDELINES

VISION: (Updated July 2017)

Our vision is to be recognised as an association that has become a leader in assisting local athletes participate and progress along Basketball SA High Performance Pathways.

MISSION: (Updated July 2017)

Our Mission is to:

- expose athletes to high performance basketball coaching.
- create a love for the game of Basketball.
- develop individual and team fundamental basketball skills and athleticism.

- promote individual growth and development of personal qualities such as self-esteem, self-awareness and self-motivation.
- produce committed, focused and socially responsible athletes.
- assist athletes to achieve selection in SA Country teams.

Ultimately, placing our association in a position to win Division 1 SA Country Basketball Titles.

AIM:

Our aim is to compete in Division One in all age groups with the ultimate endeavour of winning Division 1 titles. All Association teams in attempting to reach this endeavour must adhere to our current philosophies of the association.

CONCEPT: (Updated September 2015)

The Association Teams will be known as SLAMMERS when playing in our local competition. The coaches will decide if they want their Association Team to play in the local competition in the grade above their age group. i.e. The Association Under 12 team will play in the local under 14 competition.

PREMIERSHIP TABLE RULINGS

- (i) The Slammers teams are not eligible for the finals.
- (ii) Slammers results are recorded on the premiership tables.
- (iii) The four highest club teams will play in the finals.
- (iv) The Slammers players are not to be awarded GSABA best and fairest votes in the games they are playing for Slammers and are ineligible for these awards.

SLAMMERS PLAYERS PLAYING IN THE GSABA

DOMESTIC COMPETITION (Updated August 2018)

- (1) Junior Slammers players must play in Division 3 or higher.

This means they can't play in the Senior Division 4 competition.

GSABA SLAMMERS PROCESSES (Updated August 2012)

SLAMMERS LAW REQUIREMENTS:

The GSABA is governed by laws that cover all incorporated bodies and we must adhere to equal opportunity laws.

The following processes will occur:

- (i) All Association Coaching positions will be advertised and perspective coaches will be required to apply in writing.
- (ii) All players in the Association have the opportunity to make our association sides and are welcome to attend try-outs for their respective competitions.

APPOINTMENT OF COACHES: (Updated September 2015)

- (i) All Association Coaching positions will be advertised and perspective coaches will be required to apply in writing.
- (ii) If coaching positions are not filled then the Association Teams Committee may approach and appoint coaches to fill those positions.

PLAYER SELECTION PROCESS:

- (i) All players in the Association have the opportunity to make our association sides and are welcome to attend try-outs for their respective competitions.
- (ii) The Association Teams Committee and the appointed Coaches need to compile a list of the better players in that age group.
- (iii) There will be a minimum of 8 players selected in the Association Team.
- (iv) There will be a maximum of 10 players selected in the Association Team.
- (v) The appointed coaches will work with the Association Team Committee in the selection process. Once teams have been ratified by the Association Team Committee then players/parents will be given a list of available carnivals, which they then declare their eligibility for, once declared a player unless medical reasons prohibit them from participating, MUST adhere to their commitment or else they may be dropped from the team.
- (vi) If the coach decides to take 8 players to the carnival and more than 8 players try-out, the coach will appoint 1 reserve if 9 players try-out and 2

reserves if 10 or more players try-out. The 8 players and reserves make up the squad for the team and may have their position within the squad reviewed upon performance and commitment.

- (vii) If there is more than one team in an age group, then the two teams make up one squad for that age group and players may be moved between the two teams.
- (viii) Teams once ratified will be listed on the GSABA Website.
- (ix) If a player wants feedback after the teams have been posted they may contact David Todd for feedback.
- (x) The Association Team Committee will allocate, record and distribute the player's uniform to the selected player.
- (xiii) All players are responsible for their uniform and if lost the player will be required to pay \$80 for a new uniform. A player who has not returned their uniform by the required date becomes unfinancial and therefore ineligible to play any games within the GSABA competition.

RESERVES FOR THE TEAM:

- (i) Up to two reserves may be picked in an Association Team Squad. (ii) The reserves for the team can be used during the season at the coach's discretion.
- (iii) The coach may exercise the option of adding the reserve to the carnival side if they believe it is necessary.

NEW PLAYERS TO THE ASSOCIATION

- (i) If a new player begins playing within the GSABA after the try-outs have occurred and the player is of Association standard in the opinion of the coach and the Association Teams Committee and the player wants to play at this level they must be considered for selection.
- (ii) If in the opinion of the coach and the Association Team Committee the player should be in the Association team the following process must occur:
- (iii) If the team only has 8 players with no reserve, they may simply add the player to the team.
- (iv) If the team only has 9 players with no reserve, they may simply add the player to the team.

- (v) If the team only has 8 players with 1 reserve, they may simply add the player to the team but they must inform the reserve player another player has been added.
- (vi) If the team only has 9 players with 1 reserve, they may simply add the player to the team but inform the reserve player they are still a reserve and another player has been added.
- (vii) If the team has 10 players with no reserves, the Association Team Committee must inform Management in writing or by email they wish to replace the new player with a selected player.

The selection must be approved by Management.

- Management when assessing such a situation must take into account the timing of arrival of the new players.
- Whether adding the player will be detrimental to the side or enhance the side.

Points to consider: How many games can the player play for the Slammers.

(viii) The new player is exempt from the playing half the games rule when playing for the Slammers in the local competition.

** Management may stipulate how many games a player needs to play with Slammers to be eligible to play at the SACBA Country Championships.

PLAYERS - SELECTION PROCESS AND RESPONSIBILITIES TO THE TEAM (updated September 2015)

- (i) Players need to attend try-outs to gain selection.
- (ii) If unable to attend a try-out, it is the player's responsibility to contact the association Teams Committee or relevant coach to inform them of their unavailability prior to tryouts.
- (iii) When selected the player has to fulfil the following responsibilities. (a) Play in the Slammers team in our local GSABA competition in the age-group above or in the case of the Under 16 Slammers teams in a nominated competition. The under 18 teams are exempt. (Players who have a higher level of basketball commitment that clashes with the night, may negotiate this clause with David Todd). If coach has decided to play in local competition (b) Play in the Slammers Team at the Carnivals they and their coach have committed to.

- (c) Play in the Slammers Team at the GSABA Carnival held over a week-end in December.
- (d) Play in the State Country Championships held in March (possibly early April) each year.
- (iv) Slammers players are not to play and represent any other association at carnivals
- (v) Players from another Country Association are not to represent Slammers at carnivals.
- (vi) Any player who represents another association will not receive payment from the GSABA for State Country Selection or National Country Selection. (vii) If a player is approached to play for another Association by a member of another Association or a member of our Association they need to contact the High-Performance Head Coach - David Todd.
- (viii) Players who play in two associations, if the residential address of the player is not a GSABA address, the player must be cleared to play in the GSABA. The Business Administrator will contact the other association in writing to gain clearance to play.

PLAYING CRITERIA AND PLAYER RESPONSIBILITIES TO SLAMMERS TEAMS PLAYING IN THE GSABA LOCAL COMPETITION

- (i) Players are encouraged to play all the games for Slammers during the season.
- (ii) Players must notify their coaches if unavailable to play on as soon as possible.
- (iii) Players must notify their coaches if unavailable to play on a particular night.
- (vi) Players are responsible for their Slammers uniform during the season and at the carnivals. If a uniform is lost the player needs to inform the coach and contact the Association Teams Committee immediately.
- (v) If a uniform is lost the cost of the replacement uniform is the players responsibility. \$80 is the replacement cost.
- (vi) Players can only wear their Slammers uniform at Slammers games, Slammers training sessions and at the carnivals.

- (vii) Players are required to purchase and pay for a Slammers warm up top. (approx. cost: \$50-00)
- (viii) Players are required to uphold the philosophies of the Association (Philosophies are in the GSABA Program)
- (ix) Slammers teams to have an alternative uniform when playing Magic White. ****A junior association player may not be cleared to another club for 6 months from the last Association match played by the player. The GSABA Management Committee reserves the right to make the final judgment on the clearance.**

COACHING POSITIONS

(i) COACHING APPLICATION PROCEDURE (Updated August 2018)

Coaching Applications to be in writing and sent to GSABA PO Box 164, Victor Harbor SA 5211, or emailed to Dennis Earl GSABA Business Administrator at earl648666@gmail.com or to High Performance Coach David Todd dptodd@live.com.au

The applications will be reviewed by the GSABA High Performance Team who will submit the selected Slammers Coaches for approval at the next GSABA Management Committee Meeting. The application should include previous experience and can include the preferred age-group they would like to coach. Coaches may not be selected for the age-group of preferred choice and may be appointed to another age-group. The applicant has every right not to accept an appointment and such a decision will not influence future season's applications.

(ii) COACHING APPLICATION DATES: are set each year by GSABA Slammers Committee and GSABA Management.

(iii) COACHING REQUIREMENTS All coaches when applying for a position are bound by the Slammers Guidelines and it would be prudent to read these Guidelines before submitting an application.

Coaches need to take note of: (Updated: October 2015)

AIM: Our aim is to compete in Division One in all age groups with the ultimate endeavour of winning Division 1 titles. All Association teams in attempting to reach this endeavour must adhere to our current philosophies of the association.

GENERAL INFORMATION: GSABA Management, Slammers Management and SACBC all believe we are a Division 1 Association. This is based on our overall performances, our High-Performance Program, our Association Program, our overall structure, the number of State Players and the overall size of our association.

GSABA Management and Slammers Management believe we should always strive to play at the highest level.

The statement being made is we are a Division 1 association and if we have a team that may be below our expected standard then the association rather than nominate in Division 2, needs to take its turn at the lower end of Division 1 rather than try and claim a Division 2 title. The onus is on Association to work with and improve that team.

This means:

All Coaches applying for a Slammers First team (top team) they must expect to be coaching in Division 1 at the SA State Country Championships. If SACBC believes we have a team that is Division 2 standard they can make that call otherwise we nominate all our top teams in Division 1.

COACHING AND PLAYING PROCESSES WITH SLAMMERS (Updated August 2012)

- (i) Coaches need to give the players court time to all players when playing with Slammers in the local GSABA competition.
- (ii) Coaches at the carnivals during minor round games need to guarantee all players approximately 8 minutes per game.
- (iii) Coaches at the carnivals in quarter finals, semi-finals and grand finals do not have to guarantee any court time to players.

- (iv) Coaches at the carnivals should be aware of and use opportunities within the minor round carnival matches to give regular bench players more time in games that have big scoring margins whether winning or losing margins.
- (v) Coaches at the carnivals should be aware of and use opportunities within the finals carnival matches to give their regular bench players some time in games that have big scoring margins whether winning or losing margins but must exercise this option carefully.
- (vi) Coaches are not allowed to make approaches to players in the Slammers team to change clubs.

****A Breach of this process will be handled by the GSABA Management Committee.****

SLAMMERS TRAININGS (Updated July 2017)

- (i) Slammers trainings will be paid for by the GSABA.
- (ii) All players must seek to attend as many trainings sessions as possible.
- (iii) Any players if unable to train need to advise their coach.

CONDITIONS OF CLUBS IN RELATION TO SLAMMERS TEAMS PLAYING IN THE GSABA LOCAL COMPETITION

- (i) All Clubs should encourage all their players to aim for Slammers selection.
- (ii) All Clubs should promote the Slammers processes.
- (iii) All Clubs need to uphold our philosophies of our Association.
- (iv) All Clubs should create pathways and selection criteria to enable the Slammers concept to be exercised properly.
- (v) All Clubs when nominating sides in the Summer Season and if they are using players from the grade below - they need to be mindful if they have a Slammers player they are required to fulfil the Slammers game playing rule.

REASONING FOR THIS RULE:

- (a) The majority of players and parents of the players want to or want their children to play in the Slammers sides in the local competition.

- (b) For the Slammers concept to be exercised properly this needs to occur.
- (c) The Clubs need to accept the Slammers concept is used within other Associations and is considered a high priority within those Associations. It is considered an essential part of the processes in developing their players and improving results at Carnival level.
- (d) It is a junior development process that has its own niche but fits congruently with TI program, DNSP program and with our mission statement. It should be viewed as an integral part of the combined and overall process of junior development

PLAYERS AVAILABILITY RULES: (Updated July 2017)

- (i) Slammers players are required to play for their local club in their previous Winter Season or current Summer Season - i.e. The Association Under 12 Slammers players must meet their age group or club commitments for their Club. Slammers players can't solely play for Slammers in the 12-month period. (Players who have a higher-level basketball commitment that clashes with the night, may negotiate this clause with David Todd).
- (ii) Slammers players can play in both the Club & Slammers teams in the same round. (but not both if playing each other)

PLAYERS BENEFITS:

- (i) The players should be better prepared as a team unit.
- (ii) The players will become very familiar with each other's styles of play.
- (iii) The players will be able to practice set offensive and defensive plays every week.
- (iv) The players should gain greater knowledge of the game.
- (v) The players should improve and develop their basketball skills. (vi) The players should become fitter and this should better place them for sustained performance over the entire carnival.
- (vii) To help develop the players mindset of trying to play at the highest level possible.
- (viii) The player will develop a better understanding of the coach and his/her techniques.

COACHING BENEFITS:

- (i) The Coach will be more familiar with each player.
- (ii) The Coach will be able to develop an understanding of player's strengths and weaknesses.
- (iii) The Coach will be able to implement set offensive and defensive plays under a game situation every week.
- (iv) The Coach can review and assess the plays every week.
- (v) The Coach should further develop his/her skills and knowledge.
- (vi) The Coach will be able to better structure training sessions and game plans as they will gain knowledge about the team and each player.

PARENTS GUIDELINES & PARENTS

GRIEVANCE PROCEDURE:(UPDATED 12.08.2013)

- (i) Parents must adhere to our current philosophies of the Association.
- (ii) Parents are not allowed to enter the court to speak to the umpires. (iii) Parents are not allowed to directly approach coaches after a game.
- a) Parents are to wait a night and then talk to the coach. We believe 95% of the problems will be resolved with this process.
- b) Coaches are instructed not to deal with negative feedback following a game.
- c) If after talking to the coach, the issue has still not been resolved then you need to put it in writing and give to David Todd, High Performance Team Head Coach.
- d) Finally, if there is still a problem write a letter to GSABA Management and give to Dennis Earl, the Business Administrator.

PLEASE NOTE:

Coaches, Slammers Committee and GSABA Management will not deal with issues that have not been followed by the proper procedure. This process will ensure everyone communicates and deals with each other openly, honestly and with integrity. Coaching from the sidelines, no matter how little or great your knowledge is not appropriate. The coach is the sole source of technical feedback. Refrain from negative feedback towards referees, without them we have no game.

ROLE OF TEAM MANAGERS (Added: 12.08.2013)

- (i) Collect the team uniforms from the Uniform Co-Ordinator and distribute to the team.
- (ii) Responsible for communicating all Slammers information to the players and the parents
- (iii) Responsible for collecting Carnival Nomination Fees and give to the Slammers Secretary prior to the Closing Nomination Date.
- (iv) Responsible for First Aid Kit supplied and looking after team's drink bottles
- (v) Organising Carnival Scoring Rosters
- (vi) At the State Country Championships, after the last game for their Slammers team, collect and wash all the team's uniforms (note any damage to the uniform) and return to Bev Earl within 7 days.
- (vii) Ensure you are familiar with the Parent Grievance Procedure

SHORT TERM AIM: (AIM MET)

- (i) To develop a mindset within our youth that representing our Association at state Country Championship is important.
- (ii) To fill Association teams at junior level for all age groups every year.
- (iii) To fill competitive teams at State Country Championship.
- (iv) To fill the First Slammers Side in each age group in a minimum of Division 2 at the State Country Championships.

MEDIUM TERM AIM: (AIM MET)

- (i) To maintain and further develop a mindset within our youth that representing our Association at our State Country Championship is important
- (ii) To continue to fill Association teams at junior level for all age groups every year.
- (iii) To continue to fill competitive teams at the State Country Championship.
- (iv) To fill the first Slammers junior side in each age group in a minimum of Division 1 at the state Country Championships.

LONG TERM AIM: (AIM NOT MET)

- (i) To maintain and further develop a mindset within our youth that representing our Association at State Country Championship is important.
- (ii) To fill Association teams at senior level every year.
- (iii) To fill competitive teams at all levels in the State Country Championship.
- (iv) To fill Junior and Senior sides in Division 1 at the State Country Championships.

REVIEW PROCESS: All GSABA documents are reviewed annually in August. GSABA Clubs and Slammers players are sent feedback forms at the end of the Slammers season. Reviews are also carried out on a need basis.

ADOPTED: 2005

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

SLAMMERS



OPERATIONS

1. SLAMMERS - ASSOCIATION TEAMS GOVERNANCE

- i) The Slammers Management Committee governance is covered by the GSABA Constitution. Specifically Point 25 of the GSABA Constitution – Administration of Association Teams, Appendix D, and the Slammers Guidelines.
- ii) Point 25 of the GSABA Constitution reads:

Administer Association Teams as set out in the guidelines.

The Management Committee shall have the power to make, alter or repeal at any time all such guidelines as it may deem necessary or convenient or

expedient in relation to the proper conduct of the business and affairs of the Association, and the attainment of its objects, within the guidelines:

- a) The guidelines shall be binding on all members, representatives, and Officials of the Association.
- b) The Management Committee shall at the Associations Nominations Meeting for each of the Winter Season and Summer Season pass the existing guidelines.
- c) All guidelines shall be clearly distinguished from the Rules and By-Laws and recorded and referred to as guidelines in the minutes of the meeting at which they are made, altered, or repealed, and the motion shall include on which the guidelines is to come into effect.

iii) Appendix D of the GSABA Constitution – Administration of Association Teams reads:

POWERS:

- a. The G.S.A.B.A. Association Teams Committee is a sub-committee which oversees the Association Teams.
- b. The G.S.A.B.A. Association Teams Committee is a sub-committee is answerable to the G.S.A.B.A Management Committee.
- c. The Association Teams will be operated under a set of Association Teams Guidelines which covers coaching appointments, player selection, policies and procedures which ensures an efficient running of the Association Teams program.
- d. The G.S.A.B.A. Association Teams Committee will hold meetings when deemed necessary. Minutes of the meetings must be submitted to G.S.A.B.A. Management Committee.

iv) Slammers Guidelines

- a. The G.S.A.B.A. Association Teams Guidelines are referred to as the “Slammers Guidelines.”
- b. The Slammers Committee can review the Slammers Guidelines at any point and can make a submission to the G.S.A.B.A Management Committee. Any changes must be approved by the G.S.A.B.A Management Committee.

- c. The GSABA Management Committee or GSABA Business Administrator can review any GSABA Official Document at any time.
- d. The GSABA Business Administrator is responsible to ensure any legal requirements are documented within any policy.

2. ASSOCIATION TEAMS (SLAMMERS) MANAGEMENT STRUCTURE

- i) The GSABA Management Committee will appoint a High-Performance Head Coach.
- ii) The GSABA Management Committee will appoint a Junior Development Officer(s).
- iii) The High- Performance Coach and the Junior Development Officer(s) form the High-Performance Team and they are answerable to the GSABA Management Committee.
- iv) The Junior Development Officer(s) are answerable to the HighPerformance Head Coach.
- v) The Slammers Management Committee is answerable to the GSABA Management Committee.

3. SLAMMERS MANAGEMENT COMMITTEE

- i) The Slammers Management Committee can have as many members as deemed necessary.
- ii) The Slammers Management Committee shall have an Executive Committee of a President, Vice President(s), Secretary and Treasurer. The Secretary and Treasurer can be the same person.
- iii) The Slammers Management Committee shall have a Slammers Uniform Co-Ordinator, Slammers Apparel Co-Ordinator and Slammers Website Manager. The remaining members are Slammers Committee members.

4. DUTIES OF SLAMMERS MANAGEMENT COMMITTEE

SLAMMERS PRESIDENT JOB SPECIFICATION OVERVIEW

Duties:

- i) Act as a chairperson at all slammers meetings. ii)
Oversee the operations of the slammers program. iii)
Convene meetings of the committee.
- iv) Ensure that all members perform their duties in a manner consistent with the objectives.
- v) Assist in the development of partnerships with sponsors, local government and other organisations.
- vi) Oversee the organisation of the Great Southern Tournament.

4.1 The President shall:

- i) Be a member of the G.S.A.B.A, preferably with experience in the Slammers Area of the Association.
- ii) Preside as the Chairperson over all the Slammers Association Meetings.
- iii) Ensure that all minutes of each meeting are correct and uniform.
- iv) Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Management Committee.
- v) Make sure that a quorum is present.
- vi) Conduct the meeting in accordance with the Constitution. vii) In addressing the meeting, be impartial and brief in remarks.
- viii) Preserve order, and for the purpose censure or have removed any person is speaking. The meeting may be adjourned for this purpose.
- ix) Give all members a reasonable opportunity of speaking but ensure that no members for an undue length of time or unnecessarily repeats points that have already been put before the meeting.
- x) Terminate any discussion, which is not at the time, relevant to the business before the meeting.

4.2 The Vice-President(s) shall:

- i) Be a member of the G.S.A.B.A, preferably with experience in the Slammers Area of the Association.
- ii) Assist the other officers as required, and should the President be temporarily unable from any cause to fulfil all or any of his duties. iii)
Recognise that the appointment may be terminated by the Management Committee at any time if there is failure to carry out duties to the satisfaction of the Management Committee.

4.3 The Secretary shall:

- i) At all meetings carry out all directions given at any such meetings.
- ii) Attend to all the administration and clerical work of the Slammers Management Committee and the GSABA Carnival.
- iii) Record those present at all meetings. iv) Record the minutes of all Slammers Committee Meetings.
- v) Keep in proper files of all Slammers Association Teams records and reports.
- vi) Keep the books containing the minutes or records of proceedings of all meetings of the Slammers Committee and produce them as required. A copy of each meetings minutes must be forwarded to the GSABA Management Committee. They need to be sent to the GSABA Business Administrator.
- vii) Obtain a directive from the GSABA Management Committee before disposing of any Association property or records.
- viii) Specific Secretary Duties are:
 - 1. To be the point of contact for communication of Slammers documentation to other associations.
 - 2. To communicate with the Slammers Coaches/Team Managers to find out which carnivals each team is going to attend.
 - 3. To organise the Slammers team nominations forms for each carnival.
 - 4. To communicate with the Slammers Uniform Co-Ordinator to ensure the correct numbers are placed on all the nominations forms.
 - 5. To organise the sending out of documentation to other associations for the GSABA Carnival. These include the GSABA Junior Carnival Invite, GSABA Carnival Nomination Form, GSABA Carnival Referee Nomination Form, GSABA Carnival Player Declaration form and the GSABA Carnival Rules Form.
 - 6. To co-ordinate the GSABA Carnival Draw. This may be delegated to one or other GSABA Slammers Committee Members. If this is delegated to inform the Business Administrator who will be undertaking this role.
 - 7. To compile the scoresheets for each game of the carnival.
 - 8. To communicate with the GSABA Referee Department:
 - a. The carnival draws so the they can organise the GSABA Carnival Roster.

- b. The visiting association umpire's names and contacts details
- 9. To communicate with the GSABA Business Administrator which Associations are supplying umpires and which are paying the no referee nomination fee. So, the Business Administrator can invoice the correct amount to each Association.
- 10. The Secretary can delegate duties to other Slammers Committee Members but needs to be put in the minutes.

4.3.1 The Treasurer shall:

- i) Be responsible, assisted by such persons as the Management Committee may appoint, for the receipt of all monies due to the Association from the Slammers program. Monies shall be forwarded to the GSABA Business Administrator who will deposit without undue delay to the credit of the Associations appropriate account, at the bank delegated as the Association bank or organise for monies to be direct deposited into the without undue delay to the credit of the Associations appropriate account, at the bank delegated as the Association bank.
- ii) Be responsible, directly, or indirectly, for the issuing of official numbered receipts for all monies received.
- iii) Be responsible for communicating with the GSABA Business Administrator to ensure all monies owing to the GSABA by the Slammers Team have been received. To follow up any outstanding monies owing to the GSABA by the Slammers Teams.
- iv) Be responsible for communicating with the GSABA Business Administrator the total amount of fees to be paid to the other associations in relation to carnival nomination fees owing by the GSABA. The Business Administrator will organise payment of the fees owing.

4.4 The Uniform Co-Ordinator shall:

- i) Be responsible for the Slammers uniforms. ii) Have a database of the Slammers Uniforms in stock. Communicate this information to the GSABA Business Administrator so this can be placed on the Asset register.
- iii) Set up a process with Slammers Coaches, Team Managers and Players in relation distribution and collection of uniforms.

4.5 The Slammers Apparel Co-Ordinator shall:

- iv) Be responsible for the Slammers Apparel.
- v) Have a database of the Slammers Apparel in stock. Communicate this information to the GSABA Business Administrator so this can be placed on the Asset register.
- vi) Be responsible for communicating with the GSABA Business Administrator to ensure all monies owing to the GSABA by the Slammers members for Slammers Apparel have been received. To follow up any outstanding Slammers Apparel monies owing to the GSABA by the Slammers members.
- vii) Be responsible for communicating with the GSABA Business Administrator the invoices that are required to be paid for Slammers Apparel. Checking we have received the correct amount of stock. The Business Administrator will organise payment of the invoices owing.
- i) Be responsible for the distribution of the Slammers Apparel to Slammers members.
- ii) Be responsible for establishing the payment process for Slammers Apparel to the GSABA for Slammers Apparel sold.

4.6 The Slammers Website Manage shall:

- i) Be responsible for the placing Slammers information on the GSABA Website.
- ii) Be responsible for the Slammers Facebook Page. iii) Be responsible for any information that the Slammers Management Committee deems necessary. Documentation such as:
 - a. How to join Slammers
 - b. Appointed Coaches for the current Slammers Season.
 - c. Slammers Teams for the current Slammers Season.
 - d. Slammers Team Managers for the current Slammers Season.
 - e. Slammers Advertising requirements

The Business Administrator currently is responsible for the updating and maintaining Slammers History Documentation and is responsible for updating Slammers Policy Statements. Any Policy Statements including the Slammers Guidelines need to be approved by the GSABA Management Committee.

4.7 The GSABA Referee Department shall:

- i) Be responsible for the GSABA Carnival Umpires Roster. ii) Communicate with the Slammers Secretary for the names and contact of visiting association referees.
- iii) Communicate with GSABA referees who is available for the GSABA Carnival.
- iv) Communicate with Slammers Committee Member who is responsible for doing the GSABA Carnival Draw. So appropriate umpiring coverage occurs in the games.
- v) Responsible for Referee Recruitment of Metropolitan Referees for the GSABA Carnival. Consult with GSABA Management how many umpires are likely to be required, pay rates and other costs associated in obtaining them.

4.8 The GSABA Carnival Draw Co-Ordinator shall:

- i) Be responsible for the GSABA Carnival Draw.
- ii) Communicate with the Slammers Secretary about the teams nominated.
- iii) Communicate with the GSABA Referee Department when doing the draw.
- iv) Look at special requests from the visiting associations, re teams scheduling and where playing referees from all associations are playing to maximise efficiency of the running of the carnival and ensure appropriate umpiring coverage.
- v) Drafts need to be sent to between the GSABA Carnival Draw Co-Ordinator and GSABA Referee Department before being finalised.
- vi) The GSABA Carnival Draw Co-Ordinator is to consider the following:
 - 1. Early timeslots to the U12 and U14 timeslots.
 - 2. Later timeslots to the U16 and U18 timeslots. It is usual for the U18s to have the night timeslots on the Saturday. 7.00pm and 8.00pm or later are common at all carnivals and championships
 - 3. Run later on the Saturday to prevent late finishes on the Sunday, therefore given consideration to the time visiting teams will be returning home on the Sunday.
 - 4. All stadiums need to have Umpire in Charges if we don't have enough Umpire in Charges we may need to reduce stadiums and run later.

5. SUB COMMITTEE VOTING

- i) All sub-committee members are entitled to one vote. The Chairperson at all meetings shall have a casting vote only, but may refrain from exercising this right, in which case the proposal is rejected, but may be brought forward again at a subsequent meeting.
- ii) The number of people to constitute a quorum at all meetings shall be half of those entitled to vote as per the GSABA Constitution.
- iii) A motion must be carried by the majority of those entitled to vote at Slammers Committee Meetings and voting abstainers' will not be counted.
- iv) The method of voting at all meetings shall be carried out by a show of hands, unless a ballot is requested by the Slammers Committee President.

6. GSABA CARNIVAL INFORMATION AND DUTIES

- i) Is held on the first week-end of December. ii) Hire Agreements where necessary need to be completed and venues to be booked are City of Victor Harbor Stadium Court 1 & Court 2, Goolwa Stadium, Investigator College, Encounter Lutheran College & Victor R-7.
- iii) Rostering for Canteens at each venue where required. The Goolwa Stadium Canteen is run by the Magic Basketball Club. The Victor Harbor Stadium Canteen is run by GSABA staff. The Investigator College Canteen is generally rostered to the GSABA teams playing at the venue. The Encounter Lutheran College has an appointed Canteen Co-Ordinator and GSABA teams playing at this venue are generally rostered to help. ix) Administration duties are carried out by the Slammers Committee Secretary as outlined previously in the specific Secretary Duties.
- X) Appoint a GSABA Carnival Co-Ordinator who will be the go to person for the carnival, information person and the face of the carnival that people can go to for help. The person will be responsible to ensure on the day(s) of the carnival they will communicate with the stadiums to ensure any needs of each stadium are met. This may include canteen stock, delivery of equipment and urgent delivery needs.
- XI) Appoint a member for the compiling the carnival results for each grade and keep the premiership tables up to date. Design a strategy for collection of scoresheets from each stadium and have an expedient process of getting the scores back to the Victor Stadium. So, the results

and tables can be placed on the Victor Harbor Noticeboard in a timely manner.

XII) Carnival Premiership Tables Placings for all Competitions.

3 points are allocated for a win.

2 points are allocated for a draw.

1 point is allocated for a loss.

- 1)** Placings on the Carnival premiership ladder are compiled by adding the points together the points for each team. The teams are ranked from 1st to last.
- 2)** Should two or more teams be tied on the same points at the conclusion of the carnival, the final placings shall be determined by the win-loss ratio in only those games played between the tied teams.
- 3)** Should there remain a tie, ranking shall be determined by the difference between the total points scored for and against for each team in only those games played between the tied teams,
- 4)** If teams remain tied, rankings shall be determined by the overall carnival percentage of all games in that competition.

XIII) The GSABA Carnival Playing Conditions are as follows:

- 1)** 50-minute timeslot games are played in the Minor Round, Quarter Finals and Semi-finals.
- 2)** 60-minute timeslot games are played in the Grand Finals.
- 3)** Clock not held for time-outs, unless in final two minutes.
- 4)** In final two minutes clocked stop for field goals and on all whistles.
- 5)** Only one Time-out per quarter in Minor Round and Semis. Can't carry over a time-out into next quarter.
- 6)** Clock not stop if the lead is 14 points or more.
- 7)** Draws in minor round (2pts), Win (3pts) Loss (1pt)
- 8)** Head to Head Countback system to determine final placings as per the GSABA website on premiership table page.
- 9)** Drawn finals - 3 minutes extra time. Clock is stopped in last minute. Timeout - one each per team.
- 10)** Grand Finals - FIBA Rules for Time-outs, clocked held for all time-outs. (2time outs first half and three in second half).

- 11) No Zone Policy for U12 and U14 Competitions.

GSABA CARNIVAL PHILOSOPHY

- 1) The GSABA Carnival is part of the SACBC Country Program. We aim to run an efficient carnival which is built around integrity and attracts other associations to our carnival.
- 2) In striving for integrity, we aim for quality teams to attend, we aim to provide a professional standard of refereeing and provide professionalism in administration. We aim to present a warm, friendly and accommodating environment for our visiting associations.
- 3) While we seek to raise funds for the GSABA it should not compromise the integrity of the GSABA Carnival.

ADOPTED: *DRAFT MARCH 2018*

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



NEEDS **SPECIAL** **PROGAM**

The **GSABA** proudly promotes the need to be inclusive and has been operating a ***Special Needs Basketball Program*** since

The Special Needs Basketball Program originally operated on Wednesdays, 3.30 - 4.30pm. In 2017, the program shifted to Thursday, 3.30 – 4.30 pm. There are four teams in the competition. The competition has a Winter Season and a Summer Season and runs in conjunction with the regularly GSABA Competition seasons. The Special Needs has a final series and on GSABA Grand Final the Special Needs Grand Final is often a stand-alone grand final. The Premiership Teams are awarded Premiership Medallions and the Runner-Up team is awarded Runner-Up Medallions. There is a Most Valuable Player in the Grand Final Award. There is no match fees or subscriptions charged. On average we have 25 -30 players play over a course of the season. In the Minor Round, the first game commences 3.35 and the second game commence at 4.05. The Grand Final Day timeslot varies each season but is generally played around 11.30am or 12.00 or 12.30 pm.

We have a ***Special Needs Co-ordinator***, and a ***Special Needs Uniform Coordinator*** and the games are normally umpired by two referees and two scorers. All these positions are volunteer positions.

GAMES RULES:

- The games are played over two 11-minute halves, with a two-minute break at half-time.
- The clock doesn't stop.
- Three-point line is used.
- Players once they score 10 points are not allowed to shoot and must pass the ball. This rule doesn't apply in the finals series and therefore Grand Final Day.
- Scores are recorded. Results are recorded and 2 points for a win, 1 point for a draw and 0 points for a loss. There are no forfeits. Head to Head results are used to determined premiership placings at the end of the season, if required.

CURRENT VOLUNTEER POSITIONS

Special Needs Co-ordinator – Gus Telfer

Special Needs Uniform Co-ordinator - Vicki Tyrell

Referees – Gus Telfer, Dylan Tyrell

Scorers - Vicki Tyrell and another parent (varies).

Basketball South Australia in the past has run a special needs coaching clinic in the GSABA. This was well attended. Recently, in 2018, a coaching clinic run by the Noarlunga Tigers, saw Special Needs Players attend the course.

The GSABA actively promotes Special Needs players into the mainstream local domestic competition. Currently, two men's players play regularly, one in the Division 2 competition and one in the Division 4 competition. We have previously had four players in one season play regularly in the local domestic competition.

ADOPTED: *MARCH 2018 DRAFTED*

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



SPECTATORS & PARENTS INFRINGEMENT PROCEDURE

- (i) Firstly a verbal warning is given to the spectator.
- (ii) If a second warning is required on that night. The spectator will be asked to leave the stadium. Junior spectators must leave the court area but remain in the stadium. A warning letter will be sent from GSABA Management.

- (iii) If a second warning occurs on a different night. A warning letter will be sent from GSABA Management.
- (iv) If there is a further breach by the same spectator, then another verbal warning is to be given. The spectator will then be notified in writing of a two week suspension from GSABA Stadiums.
- (v) If there is a further breach by the same spectator, then another verbal warning is to be given. The spectator will then be notified in writing of a five week suspension from GSABA Stadiums. Also:
 - * If the spectator abuse is towards another spectator they will be required to do the "Play by the Rules" course on the Office of Recreation and Sport Website. This must be submitted to GSABA Management before re-entering the GSABA Stadiums.
 - * If the spectator abuse is towards an umpire they will be required to complete the next " Level "O" Referee Course held by the GSABA. Failure to attend the course will mean that offender will not be eligible to enter GSABA Stadiums until the course is completed.
- (vi) The Umpire, Umpire in Charge or GSABA Management Committee member must report verbal warnings given as soon as possible to the Hearings Officer. The Hearings Officer will keep a record of verbal warnings and infringements.
- (vii) The Hearings Officer can send any severe breach of conduct to a Tribunal if it is believed necessary and the Tribunal will be conducted under the SACBC Tribunal Procedure.

ADOPTED: SEPTEMBER 2014

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



SPONSORSHIP PROGRAM

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION



**ABN: 32 040 438 905
PO BOX 164
VICTOR HARBOR SA 5211**

MOBILE: 0416 094 764 (Admin)

EMAIL: earl648666@gmail.com

PH: 8552 6297(Stadium)

GSABA SPONSORSHIP

Dear Business Manager,

It would be fantastic to have your business involved in the Great Southern Amateur Basketball Association. Your sponsorship would help develop and improve basketball within our community. The contribution would enhance our ability to operate our local basketball competition, association teams, the High Performance and Community Programs, the Special Needs Program and help to maintain all existing requirements to run basketball throughout the year and assist in future planning. We have been allocated a new area by the City of Victor to be our new home and will be working hard to achieve the aim within the councils timeframe.

We have a strong focus on youth and we are a strong vibrant basketball association where each year we have players reach State Country Teams and National Country Teams. We have won the John Spooner Award twice 2013 and 2014 – which is the award for the most consistent Country Association at Division 1 level at the State Country Championships and we are working towards achieving that feat again. We value we have been able to conduct a Special Needs Program which has been running for a decade.

The GSABA offers three types of sponsorship in the sponsor package. We have **GOLD, SILVER** and **BRONZE** packages.

GSABA \$500 GOLD SPONSORSHIP

1 sign on the wall at Victor Harbor Stadium (Court 2) (1200 x 800)

Naming Rights to the Men's and Women's Division 1 Competition

Name on Player Premiership medallions, Grand Final MVP and Association Trophies

Name on GSABA Letterhead as Major Sponsor

Sponsorship Advertising on the GSABA Website

GSABA \$350 SILVER SPONSORSHIP

1 sign on the wall at Victor Harbor Stadium (Court 2) (1200 x 800)

Naming Rights to a grade of any other available competition

Name on Player Premiership medallions, Grand Final MVP and Association Trophies

Sponsorship Advertising on the GSABA Website

GSABA \$250 BRONZE SPONSORSHIP

1 sign on the wall at Victor Harbor Stadium (Court 2) (1200 x 800)

Advertising on GSABA Website

SIGNAGE COSTS

The Sponsor organises the sign and pays for the sign which then belongs to your business.

SIGNAGE REQUIREMENTS

Due to our hire arrangements with the City of Victor Harbor the sign is required to be 1200cm in width and 800cm in height. The sign must be a corflute sign.

TIMEFRAME

Every Sponsor has a different sponsorship year. The years starts from the time your sign is placed on the stadium wall. For example, the sign is placed on the wall in May then the renewal month will be May the following year.

An invoice will be forwarded to the company and a renewal notice will forwarded when due each year.

Please do not hesitate to contact me if you have any concerns or feedback on email earl648666@gmail.com or 0416 094 764

Yours sincerely,

DKEarl

Dennis Earl
Business Administrator

ADOPTED: 2019

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



STARCLUB POLICY

GSABA STARCLUB POLICY STATEMENT

The **GSABA** is committed to the **STARCLUB – Club Development** Program which is an Office for Recreation and Sport initiative. We are a registered STARCLUB member.

The **GSABA's aim** is to achieve **STARCLUB STATUS**. It is a 30-step process to meet the requirements for **STARCLUB STATUS**.

STARCLUB DEFINITION

A **STARCLUB** is a well-run club where quality coaches and officials work alongside valued volunteers in a safe and welcoming environment.

The **STARCLUB CLUB DEVELOPMENT PROGRAM** is an initiative of the **South Australia Office for Recreation and Sport** and is all about continuous improvement and on-going development to provide the best environment possible for your members and the wider community.

STARCLUB INFORMATION

1. To apply for Office for Recreation and Sports Grants you must be **STARCLUB** registered.
2. Reaching **STARCLUB STATUS** will help ensure compliance of the Australian Law in relation to running an association.
3. It will allow continuous improvement to occur within the **GSABA** by promoting and using **BEST PRACTICE PRINCIPLES** that will enable the **GSABA** to remain up to date and continually evolve at the required pace as expected by the Office for Recreation and Sport.
4. It will ensure we maintain the community standards and values that are expected of a sporting organisation.
5. It will ensure we are well organised and help us to better prepare for the future and the future generation members of the **GSABA**.

STARCLUB REQUIREMENTS

The **ORS** under the **STARCLUB** process has defined 6 key areas:

PART 1: Well Managed

PART 2: Coaches and Officials

PART 3: Volunteers Valued

PART 4: Positive and Welcoming

PART 5: Safe for All

PART 6: Sustainability

In the six key areas there are 30 key questions and the aim is for these requirements to be met.

PART 1: WELL MANAGED

QUESTION 1: Is your club incorporated? Is it well governed?

QUESTION 2: **Does your club have a risk management policy to protect participants and volunteers? If the club employs staff, does it have a Work Health and Safety (WHS) policy?

QUESTION 3: Is your club affiliated with the state or national body for your sport?

QUESTION 4: Has your club reviewed and updated its constitution and regulations (by-laws) in the past two to three years?

QUESTION 5: Does your club have a strategic document/plan for the next three to five years?

PART 2: COACHES AND OFFICIALS

QUESTION 6: Do you support your 'mum and dad' coaches by providing them with information on available courses and resources for beginner coaches?

QUESTION 7: Does your club use accredited coaches, instructors and officials?

QUESTION 8: Does your club provide codes of behaviour for all club coaches, instructors and officials to abide by?

QUESTION 9: Are sideline trainers (or First Aid officers) in attendance during club training sessions and matches?

QUESTION 10: Does your club subsidise course and travel costs for coaches, instructors and officials?

PART 3: VOLUNTEER VALUED

QUESTION 11: **Does your club provide its volunteers/staff with induction information?

QUESTION 12: Does your club have a volunteer/staff management policy in place?

QUESTION 13: Does your club recognise and reward its volunteers/staff?

QUESTION 14: Are young people encouraged to take up leadership roles in your club?

QUESTION 15: Does your club have a succession plan?

PART 4: POSITIVE AND WELCOMING

QUESTION 16: **Does your club comply with Equal Opportunity (EO) principles?

QUESTION 17: Does your club treat people from all cultural backgrounds fairly and with respect?

QUESTION 18: Does your organisation manage the behaviour of its supporters and spectators?

QUESTION 19: Does your club provide options for members experiencing hardship?

QUESTION 20: Does your club have processes in place to deal with complaints or conflict?

PART 5: SAFE FOR ALL

QUESTION 21: ** Does your club comply with its legal obligation to provide child safe environments?

QUESTION 22: Has your club appointed and trained a Child Safe Officer?

QUESTION 23: Does your club promote 'Play by the Rules' online training?

QUESTION 24: Has your organisation adopted a hot/extreme weather policy?

QUESTION 25: Does your club promote a positive, drug and alcohol-free junior sport environment?

PART 6: SUSTAINABILITY

QUESTION 26: Does your club pay all or part of its water bill?

QUESTION 27: Is your club responsible for maintaining its sporting ground?

QUESTION 28: Does your club pay its energy bills?

QUESTION 29: Does your club have plans in place to be more utility efficient in the future?

QUESTION 30: Find out if your club is meeting its minimum financial requirements.

ADOPTED: 2015

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



STRATEGIC PLAN POLICY

The GSABA Strategic Plan needs to be congruent with ***Basketball SA and SA Country Basketball Council Inc Strategic Planning***. The specific Strategic Plans of ***"Basketball SA 2014-18"*** and ***"the SA Country Council Inc 2015-18"*** forms the platform of the ***"GSABA Strategic Plan 2015-18"***

Basketball SA 2014-2018 Strategic Plan

Vision

Introduction to the Plan

Basketball continues to be one of the highest participation sports in South Australia and has enjoyed a sustained period of growth for a number of years that has placed the sport in a healthy position.

This plan aims to set the foundation for the activity required to drive the sport over the coming years so that basketball progresses to be widely recognized as a successful high participation mainstream sport.

The plan has been established in consultation with our stakeholders and has been structured to be a holistic plan for basketball in South Australia. It is envisaged that the plan will be adopted by the basketball community as a base for our members plans to align.

Basketball SA's implementation of the Strategic Plan is underpinned by annual Business Plans which detail specific strategies, actions, timelines, responsibilities and performance measures.

Ongoing progress against the strategic plan shall be regularly communicated to our stakeholders; and the strategic plan shall be reviewed annually.

Mission

To be active in the community by:

- Providing affordable and accessible participation
- Promoting basketball as healthy, safe and enjoyable
- Understanding, embracing and valuing the differences within the basketball community

- Providing pathways, competition, challenges and opportunities at all levels of the sport

Values

- **Participation** – An inviting accessible experience for everyone
- **Inclusive** – Deliver across a broad section of the community to provide opportunities for all
- **Ethical** – Conduct ourselves in accordance with our codes of behaviour at all times
- **Trust and integrity** - Build an environment of trust through open, transparent and honest leadership
- **Fun** – Promote enjoyment of basketball through good sportsmanship, a welcoming environment and dynamic programs.
- **Safe** – Provide a safe environment that protects and considers everyone's physical and emotional well being
- **Healthy lifestyle** – Provide the ability for all to participate and lead an active lifestyle

Strategic pillars

Participation

Facilities

High Performance

Governance & Finance

Marketing & Communication

Member support

Coaching & officiating

Aspirational goals

To provide a fun, safe and quality basketball participation environment for people of all ages and ability in all forms of the sport

Achieve sufficient fit for purpose facilities to meet existing and future demand

A nationally respected program that achieves continuous success at state and national levels

To model best practice in governance integrity and leadership in all levels of the sport at all times

To be recognised by the public and participants for being one of the most popular and successful sports in Regional South Australia

All affiliated associations will have the ability to deliver best practice levels of service

Enable associations to have sufficient coaches, technical officials and volunteers that are appropriately accredited, registered and supported at all levels

Key objectives

PA1 Develop a growth strategy to ensure basketball becomes the sport of choice in Regional SA

PA2 Develop and implement viable business systems to inform accurate reporting information on participation and membership and provide for effective communications

FI1 Achieve sufficient fit for purpose facilities to meet existing and future demand

FI2 Secure a long-term office and storage solution to meet the current and future needs of SA Country Basketball

FI3 Assist Associations to assess their facilities and ensure they are fit for purpose

HP1 Continuously produce a number of national athletes, coaches and officials proportionally greater than our population in Regional SA

HP2 To continuously perform successfully at national championships

GF1 Develop governance that ensure the best leadership for the sport

GF2 Keep basketball affordable

GF3 Strengthen capacity and encourage excellence in the workforce

MC1 Improve the profile of the sport

MC2 Develop a plan to promote all key basketball priorities

MC3 Foster healthy and vibrant relationships with members and key stakeholders

MSS1 Facilitate the development of Associations to optimise service delivery and performance

CO1 Prioritise support and development of referees

CO2 Encourage positive behaviours in basketball that are recognised as leading the sporting community

CO3 To have more than sufficient depth and quality of coaching to ensure high standards of athlete development across association and network levels

PARTICIPATION

Aspirational Goal - To provide a fun, safe and quality basketball participation environment for people of all ages and ability in all forms of the sport.

Key Objective - P1 Develop a growth strategy to ensure basketball becomes the sport of choice in SA

Strategies:

P1.1 Outline and communicate a clear, comprehensive and well promoted pathway through the sport, including offering a wider brand of basketball options

P1.2 Develop and implement a focussed approach to increasing female participation above 40% of total participation, with a specific focus on juniors

P1.3 Facilitate approaches to improving the focus and presence of basketball in the education environment.

P1.4 Develop and implement an inclusive program incorporating multi-cultural and diverse community groups

P1.5 Maximise the number of accredited Aussie Hoops Centres

P1.6 Foster improved connections between the community, grass roots basketball and the national leagues

Key Objective - P2 Develop and implement viable business systems to inform accurate reporting information on participation and membership, and provide for effective communications

Strategies:

P2.1 Fully implement The Basketball Network (TBN) system to collect all membership data

Key Objective - P3 Develop and implement a competition structure that effectively caters for the needs of players from grass roots through to elite level

Strategies:

P3.1 Review current competition structures to ensure maximizing participation and achieving high performance goals

P3.2 Modify and/or initiate new structures as deemed necessary

FACILITIES & INFRASTRUCTURE

Aspirational Goal - Achieve sufficient, fit for purpose facilities to meet existing and future demand.

Key Objective FI 1 Advance sufficient, fit for purpose facilities to meet existing demand

Strategies:

FI 1.1 Lobby for increased State and Local government investment in response to the ever-decreasing suitability of facilities to meet the needs of growing basketball participation

FI 1.2 Establish partnerships and/or collaborate in planning for facilities to meet growth demand

FI 1.3 Establish and communicate fit for purpose facility models for 3-6 court indoor facilities that can be built for a viable cost

FI 1.4 Proactively drive priority facility projects whilst being in the position to maximize opportunities as they arise

FI 1.5 Prepare a marketing brief that communicates facility needs

Key Objective -FI 2 Secure a home for Basketball

Strategies:

FI 2.1 Outline the needs for the administrative home of basketball in SA

FI 2.2 Develop a plan to secure the envisioned home

Key Objective - FI 3 Ensure that existing Basketball SA managed or hired facilities are fit for purpose

Strategies:

FI 3.1 Develop an asset management schedule by site

FI 3.2 Develop a set of minimum standards for facilities, determine gaps and outline a plan to address

HIGH PERFORMANCE

Aspirational Goal - A nationally respected program that achieves continuous success at state and national levels.

Key Objective HP 1 Continuously produce a number of national athletes, coaches and officials proportionally greater than our population in SA

Strategies:

HP 1.1 To provide an environment and program enabling athletes to reach their full potential

HP 1.2 Establish effective partnerships to assist with the provision of quality daily training environments (DTE's), support services and high-performance training environment

HP 1.3 Develop or secure a purpose built high performance training centre

HP 1.4 Establish clear coaching pathways and processes

HP 1.5 Establish a professional development program for coaches

HP 1.6 Provide a clear pathway and exceptional programs for elite officiating development

HP 1.7 Develop leading talent identification processes

Key Objective HP 2 To continuously perform successfully at national championships

Strategies:

HP 2.1 Implement a new state team's development plan, programs, policies and procedures that align to the state high performance programs

GOVERNANCE AND FINANCE

Aspirational Goal - To model best practice in governance integrity and leadership in all levels of the sport at all times

Key Objective GF 1 Develop governance that ensures the best leadership for the sport

Strategies:

GF 1.1 Complete the governance review conducted with the Office for Recreation and Sport

GF 1.2 Ensure a continued focus on strategy and innovation

GF 1.3 Implement the strategic plan and organize regular reviews and communicate progress to stakeholders

Key Objective GF 2 Keep basketball affordable

Strategies:

GF 2.1 Develop multiple funding solutions, including a commercial plan, that enables stronger reinvestment in the sport and maintains affordability for participants

Key Objective GF 3 Strengthen capacity and encourage excellence in the workforce

Strategies:

GF 3.1 Continually improve the positive outcomes of staff through greater investment in the enjoyment of their role and overall development

GF 3.2 Ensure a greater focus on increasing, developing and recognizing the volunteer workforce

MARKETING AND COMMUNICATION

Aspirational Goal - To be recognised by the public and participants for being one of the most popular and successful sports in South Australia

Key Objective MC 1 Improve the profile of the sport

Strategies:

MC 1.1 Promote recognition of basketballs successes, including its position as a leading sport at state, national and international levels

MC 1.2 Develop a marketing strategy to grow public awareness of and support for basketball, including the use of digital media

MC 1.3 Develop a public relations strategy to increase coverage of basketball in state wide and major media

Key Objective MC 2 Maximize outcomes for all key basketball products

Strategies:

MC 2.1 Outline key products, prioritize opportunities, and implement recommended actions

Key Objective MC 3 Foster healthy and vibrant relationships with members and key stakeholders

Strategies:

MC 3.1 Develop and implement a communication strategy with key stakeholders to strengthen relationships and capabilities

MEMBER SUPPORT AND SERVICES

Aspirational Goal - All member organisations will have the ability to deliver best practice levels of service

Key Objective MSS 1 Facilitate the development of Clubs and Associations to optimize service and performance

Strategies:

MSS 1.1 Work towards establishing model structures for Clubs/Associations

MSS 1.2 Deliver training and education to improve Club and Association capabilities to effectively manage core activity

MSS1.3 Provide resources and information to support and increase the capacity of Clubs and Associations

MSS1.4 Develop and conduct a program that will instil a service culture in the basketball community

COACHING AND OFFICIATING

Aspirational Goal - Enable associations to have sufficient coaches, technical officials and volunteers that are appropriately accredited, registered and supported at all levels

Key Objective CO 1 Prioritize support and development of officials

Strategies:

CO 1.1 Focus on increasing numbers and developing officials within school and domestic programs

CO 1.2 Focus on core activity around recruitment, nurturing, development and recognition

CO 1.3 Create an abundant network of skilled presenters, referee coaches, mentors, coordinators and ambassadors across all areas of SA

Key Objective CO 2 Encourage positive behaviours in basketball that are recognized as leading the sporting community

Strategies:

CO 2.1 Fully support the Fair Enough campaign

CO 2.2 Work to adopt a positive culture of support for all participants, including players, coaches, officials and administrators

Key Objective CO 3 To have more than sufficient depth and quality of coaching to ensure high standards of athlete development across club, association and network levels

Strategies:

CO 3.1 Develop and implement coach development pathways and plans

CO 3.2 Facilitate access to best practice resources to assist coach education and development

CO 3.3 Create a network environment to assist in nurturing a culture of sharing knowledge and ideas

CO 3.4 Initiate and research innovative strategies/techniques that support coaches to develop their potential

SA Country Basketball Council Inc. 2015-2018 Strategic Plan

Vision

The sport of first choice for Regional South Australians

Mission

To be active in the community by:

- Providing affordable and accessible participation
- Promoting basketball as healthy, safe and enjoyable
- Understanding, embracing and valuing the differences within the basketball community
- Providing pathways, competition, challenges and opportunities at all levels of the sport

Values

Participation – An inviting accessible experience for everyone Inclusive – Deliver across a broad section of the community to provide opportunities for all

Ethical – Conduct ourselves in accordance with our codes of behaviour at all times

Trust and integrity - Build an environment of trust through open, transparent and honest leadership

Fun – Promote enjoyment of basketball through good sportsmanship, a welcoming environment and dynamic programs.

Safe – Provide a safe environment that protects and considers everyone's physical and emotional well being

Healthy lifestyle – Provide the ability for all to participate and lead an active lifestyle

Strategic pillars

Participation

Facilities

High Performance

Governance & Finance

Marketing & Communication

Member support

Coaching & officiating

Aspirational goals

To provide a fun, safe and quality basketball participation environment for people of all ages and ability in all forms of the sport

Achieve sufficient fit for purpose facilities to meet existing and future demand

A nationally respected program that achieves continuous success at state and national levels

To model best practice in governance integrity and leadership in all levels of the sport at all times

To be recognised by the public and participants for being one of the most popular and successful sports in Regional South Australia

All affiliated associations will have the ability to deliver best practice levels of service

Enable associations to have sufficient coaches, technical officials and volunteers that are appropriately accredited, registered and supported at all levels

Key objectives

PA1 Develop a growth strategy to ensure basketball becomes the sport of choice in Regional SA

PA2 Develop and implement viable business systems to inform accurate reporting information on participation and membership and provide for effective communications

FI1 Achieve sufficient fit for purpose facilities to meet existing and future demand

FI2 Secure a long-term office and storage solution to meet the current and future needs of SA Country Basketball

FI3 Assist Associations to assess their facilities and ensure they are fit for purpose

HP1 Continuously produce a number of national athletes, coaches and officials proportionally greater than our population in Regional SA

HP2 To continuously perform successfully at national championships

GF1 Develop governance that ensure the best leadership for the sport

GF2 Keep basketball affordable

GF3 Strengthen capacity and encourage excellence in the workforce

MC1 Improve the profile of the sport

MC2 Develop a plan to promote all key basketball priorities

MC3 Foster healthy and vibrant relationships with members and key stakeholders

MSS1 Facilitate the development of Associations to optimise service delivery and performance

CO1 Prioritise support and development of referees

CO2 Encourage positive behaviours in basketball that are recognised as leading the sporting community

CO3 To have more than sufficient depth and quality of coaching to ensure high standards of athlete development across association and network levels

GSABA 2015-2018 Strategic Plan

Vision

The sport of first choice for South Australians

The **GSABA** has adopted the **Vision** of the Controlling Bodies **Basketball SA** and **SA Country Basketball Council Inc.** in order to fall in line with the overall vision for Basketball in the State of South Australia.

Mission

The Great Southern Amateur Basketball Association aims to promote and encourage participation in the playing and support of Basketball.

We seek to create an environment that promotes enjoyment, good sportsmanship, creates opportunities for excellence and maintains standards acceptable to our community.

We intend to be conscientious and diligent in the promotion and development of our youth, the existence, growth and continued improvement of our association is clearly dependent upon them.

The **GSABA** has adopted its own **Mission** and as we work under the umbrella of the Controlling Bodies **Basketball SA** and **SA Country Basketball Council Inc.** we support and adopt the **Mission** of these bodies.

Values

WILDCAT CELTICS

PISTONS

GOOLWA MAGIC

SAINTS

LAKERS



**WORKING TOGETHER BUILDING A PASSIONATE BASKETBALL COMMUNITY
INCORPORATING THE FOLLOWING VALUES**

TRUST

TEAM WORK

SPORTSMANSHIP

CO-OPERATION

HONESTY

RESPECT

The **GSABA** has adopted its own **Values** and as we work under the umbrella of the Controlling Bodies **Basketball SA** and **SA Country Basketball Council Inc.** we support and adopt the **Values** of these bodies

Philosophies

1. The objective of our Association is to provide a place to play and foster basketball and promote excellence of endeavour.
2. Our Association should always encourage players, coaches and officials to be involved in the highest level of basketball possible.
3. Our association actively and positively promotes the development of our youth in all facets of the game, which includes playing, coaching and officiating. We see youth as the key to future.
4. Our Association promotes positiveness and we accept a responsibility to maintain high standards of social behaviour based upon the moral standards acceptable to the community.
5. Our association teams, clubs, coaches and players representing our association need to show good sportsmanship and should discipline themselves to be proud but graceful winners and graceful losers.
6. Our Association, clubs, coaches and players should project a winning attitude - we believe there is great merit and noble achievement in winning premierships, but the attitude should not include "win at all costs".
7. Our Association needs to actively promote its referees and umpires, provide developmental opportunities and be completely supportive of their efforts.
8. Our Association accepts the heritage which its players, coaches, officials and administrators have passed down to us, in doing so we do not intend to rest in idleness, but shall strive with all our power to further the Association's fine achievements.

9. Our Association should be forward thinking, needs to accept change and be ready to progress by continually implementing clear management concepts and business plans.
10. Our Association needs to adopt coaching philosophies that are congruent with our aims and needs to ensure the emphasis of development of youth is exercised properly.
11. All Association dealings, negotiations and activities should be carried out in a professional and business-like based upon fair play.
12. Members of the Management Committee should contribute to open, healthy debate on the running of the association and give full backing to committee decisions. They need to set an example that promotes good sportsmanship and acceptable behaviour.
13. At all times we should promote respectfulness, truthfulness, sincerity, reliability and always act in the best interest of the Association.
14. To be successful each of us must be active, positive and devoted to the cause.

Strategic pillars, Aspirational goals, Key objectives and Strategies

The **GSABA** adopts the **Strategic pillars, Aspirational goals, Key objectives** and **Strategies** as found in the **Basketball SA 2014-2018 Strategic Plan** and **SA Country Basketball Council Inc. 2015-2018 Strategic Plan**.

The **GSABA** works under the umbrella of the Controlling Bodies **Basketball SA** and **SA Country Basketball Council Inc.** The principles are supported and where relevant to **GSABA Operations** the **GSABA** will seek to meet its commitment in its role of achieving the desired outcomes. This streamlines the **GSABA** into a clear direction in its Strategic Planning, giving the **GSABA** an overall purpose of its role in the framework of basketball in the State.

The **GSABA** by encompassing the **Strategic pillars, Aspirational goals, Key objectives** and **Strategies** ensures all bodies are working as a team to reach the common goals, the future growth and development of basketball in South

Australia. The **GSABA** has recognised its role in the **Key objectives** and has made a statement on each of these objectives.

The **GSABA** will need to formalise a **GSABA Business Plan** encompassing the key objectives and setting the strategies and steps to be undertaken to meet the **GSABA Strategic Planning**.

The **GSABA** as a feeder grass-roots body may need to develop its own **Strategic pillars, Aspirational goals, Key objectives** and **Strategies** unique to the association. These **GSABA** specific additions will need to fit within the controlling bodies framework.

GSABA Strategic pillars

Participation

Facilities

High Performance

Governance & Finance
Marketing & Communication

Member support

Coaching & officiating

Aspirational goals

To provide a fun, safe and quality basketball participation environment for people of all ages and ability in all forms of the sport

Achieve sufficient fit for purpose facilities to meet existing and future demand

A nationally respected program that achieves continuous success at state and national levels

To model best practice in governance integrity and leadership in all levels of the sport at all times

To be recognised by the public and participants for being one of the most popular and successful sports in Regional South Australia

All affiliated associations will have the ability to deliver best practice levels of service

Enable associations to have sufficient coaches, technical officials and volunteers that are appropriately accredited, registered and supported at all levels

Key objectives

PA1 Develop a growth strategy to ensure basketball becomes the sport of choice in Regional SA

The **GSABA** to play its role in this key objective needs to develop a growth strategy to ensure basketball becomes the sport of choice in the **Great Southern Amateur Basketball Association**.

PA2 Develop and implement viable business systems to inform accurate reporting information on participation and membership and provide for effective communications

The **GSABA** to play its role in this key objective needs to develop and implement viable business systems to inform accurate reporting information on participation and membership and provide for effective communications in the **Great Southern Amateur Basketball Association**.

FI1 Achieve sufficient fit for purpose facilities to meet existing and future demand

The **GSABA** to play its role in this key objective needs to achieve sufficient fit for purpose facilities to meet existing and future demand in the **Great Southern Amateur Basketball Association**.

FI2 Secure a long-term office and storage solution to meet the current and future needs of SA Country Basketball

The **GSABA** specifically would not be playing a role in this key objective. However, specifically has an objective of securing long-term office and storage solution to meet the current and future needs **Great Southern Amateur Basketball Association**.

FI3 Assist Associations to assess their facilities and ensure they are fit for purpose

The **GSABA** to play its role in this key objective needs to update **SACBC** on it plans for future facility planning.

HP1 Continuously produce a number of national athletes, coaches and officials proportionally greater than our population in Regional SA

The **GSABA** to play its role in this key objective needs to continuously produce a number of national athletes, coaches and officials proportionally greater than our population in **Great Southern area**.

HP2 To continuously perform successfully at national championships

The **GSABA** to play its role in this key objective needs to specifically set strategies for our athletes, coaches and officials to be ready to perform at State and National Level.

GF1 Develop governance that ensure the best leadership for the sport

The **GSABA** to play its role in this key objective needs to develop governance that ensures the best leadership for the sport in the **Great Southern Amateur Basketball Association**.

GF2 Keep basketball affordable

The **GSABA** to play its role in this key objective needs to develop strategies to keep basketball affordable in the **Great Southern Amateur Basketball Association**.

GF3 Strengthen capacity and encourage excellence in the workforce

The **GSABA** to play its role in this key objective needs to develop strategies to strengthen capacity and encourage excellence in the workforce in the **Great Southern Amateur Basketball Association**.

MC1 Improve the profile of the sport

The **GSABA** to play its role in this key objective needs to develop strategies to improve the profile of the sport in the **Great Southern Amateur Basketball Association**.

MC2 Develop a plan to promote all key basketball priorities

The **GSABA** to play its role in this key objective needs to develop a plan to promote all key basketball priorities in the **Great Southern Amateur Basketball Association**.

MC3 Foster healthy and vibrant relationships with members and key stakeholders

The **GSABA** to play its role in this key objective needs to foster healthy and vibrant relationships with members and key stakeholders in the **Great Southern Amateur Basketball Association**.

MSS1 Facilitate the development of Associations to optimise service delivery and performance

The **GSABA** to play its role in this key objective needs to facilitate the development of the **Great Southern Amateur Basketball Association** to optimise service delivery and performance.

CO1 Prioritise support and development of referees

The **GSABA** to play its role in this key objective needs to prioritise support and development of referees facilitate in the **Great Southern Amateur Basketball Association**.

CO2 Encourage positive behaviours in basketball that are recognised as leading the sporting community

The **GSABA** to play its role in this key objective needs to encourage positive behaviours in basketball that are recognised as leading the sporting community in the **Great Southern Area**.

CO3 To have more than sufficient depth and quality of coaching to ensure high standards of athlete development across association and network levels

The **GSABA** to play its role in this key objective needs to have more than sufficient depth and quality of coaching to ensure high standards of athlete development across the **Great Southern Amateur Basketball Association**.

ADOPTED: ***MARCH 2018 DRAFT***

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



SUCCESSION PLAN POLICY

The **GSABA** has succession planning in place as a volunteer based organisation this covered within the following policies which details the roles of management and members in the **GSABA**:

75.GSABA CONSTITUTION

76.GSABA RULES

77.GSABA BY-LAWS

The **GSABA** has developed an **OPERATION MANUAL** which is an ideal platform for **SUCCESSION PLANNING** with the **GSABA**. It contains the GSABA policies and procedures and this provides a detailed plan of GSABA Operations which will help with a smooth transition of roles.

GSABA MANAGEMENT COMMITTEE SUCCESSION PLANNING

The **GSABA CONSTITUTION** states:

j) The Management Committee of the Association shall be elected annually at the Annual General Meeting of the Association and shall hold office until the next Annual General Meeting of the Association.

h) Each Affiliated Club must nominate in written form the members they want to serve on the GSABA Management Committee. The Business Administrator is to be forwarded the nominations at least 14 days prior to the Annual General Meeting.

i) To be elected to the Management Committee of the Association members must be present at the Annual General Meeting of the Association or a written apology must be received prior to the Annual General Meeting.

Succession of the ***GSABA Management Committee*** is governed by the **CONSTITUTION**.

The **GSABA** encourages ***GSABA Management Committee*** members to have:

- Previous experience on Club Management Committees
- Clubs are encouraged to nominate members with experience
- Elected annually, members are encouraged to serve for several years to provide stability.

- GSABA Committee Members are encouraged to serve as Committee Members for several years before standing for GSABA Management Executive positions. This will allow the Committee Members to gain experience and have a good understanding of the requirements of the GSABA Management Executive Positions.
- Previous GSABA Executive and Committee Members are encouraged to be available for support to new members.
- A new GSABA Committee Member will be provided with the **GSABA OPERATIONS MANUAL**.

GSABA BUSINESS ADMINISTRATOR SUCCESSION PLANNING

Succession of the **GSABA Business Administrator** is governed by the **CONSTITUTION**.

The **GSABA CONSTITUTION** states:

- f) The Management Committee may appoint a Business Administrator as required.
- g) The Business Administrator duties must be submitted in a form of a contract, which must be approved by the Management Committee. The contract must be signed by the President and the Business Administrator.
- h) The Business Administrator duties may include any of the duties of the Secretary, the Treasurer and the Umpires Co-ordinator.
- i) The Business Administrator contract is a legal document and any duties listed in the contract are the responsibility of the Business Administrator.

The **GSABA** encourages the **GSABA Business Administrator** to have:

- Previous experience in sports, with emphasis on basketball.
- Previous experience as a Sports Administrator or Business Management.
- Previous experience in finance.
- Previous experience on Club Management Committees especially Management Executive Positions.
- Contract position which aims for the Business Administrator to serve for several years to provide stability.

- The previous GSABA Business Administrator is encouraged to be available for support to the new Business Administrator.
- A new Business Administrator will be provided with the **GSABA OPERATIONS MANUAL**.

There is specific policy in relation to:

GSABA VOLUNTEER SUCCESSION PLANNING

The **GSABA** works towards Volunteer Succession Planning by having Handover Procedures.

Each current volunteer is encouraged to provide the following when handover a position:

- A Volunteer Exit Checklist
- A Volunteer Handover report

NEW VOLUNTEER AND STAFF INDUCTION FORMS

The **GSABA** has developed a new volunteer and staff induction forms. They are:

- New Volunteer and Staff Induction form
- New Volunteer and Staff Induction form – Tour of Facilities.

ADOPTED: MARCH 2018 DRAFT

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



UMPIRES

MANUAL

GREAT SOUTHERN BASKETBALL ASSOCIATION



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GREAT SOUTHERN BASKETBALL ASSOCIATION



WELCOME TO THE GSABA UMPIRE'S PANEL

The GSABA Management welcomes and thanks you for supporting the GSABA by joining the GSABA Umpire's Panel.

Your contribution to the association is vital in ensuring basketball is an ongoing sporting code and that the GSABA is an ongoing sporting association within the Fleurieu community.

Basketball, like all sporting codes needs umpires and your commitment allows the GSABA players to play basketball throughout the year.

It can be a bold step to become an umpire. You are taking on a role that the majority of people either will not or don't want to undertake. You should be proud of that fact and proud that you are providing a service to basketball, the GSABA and to sport in general that helps maintain the game and keeps the sport alive. To ensure

Umpires have a big responsibility to the game. Umpires are entrusted to ensure the game is played within the framework and guidelines of the Rules. The role you play is of vital importance and you need to act with due diligence to ensure the game's integrity is maintained.

Umpiring is a challenging, rewarding and often an enjoyable experience which helps you maintain fitness and helps improve your health. It gives you responsibility, allows you to work on communication skills and your levels of concentration, tests your ability to perform under pressure, helps with your assertiveness and helps build qualities that are used and are useful in everyday life.

Being a basketball umpire is not an easy task. It is a fast-paced game, with 10 players on the court, played in a reasonably confined area and there is constant movement on the court and most games are played with intensity and passion. Basketball is a game of passion, which is competitive, where players are not just involved but are committed to the game, to the outcome of the game and to the outcome of their basketball seasons and hence basketball umpires should always give a strong commitment to giving their best effort at all times.

The GSABA has support systems for umpires through umpire education, which includes courses, ongoing umpire support provided by umpire in charges and mentoring by senior referees.

SA Basketball Council and Basketball SA often conduct umpiring courses throughout the year and you are most welcome to contact these bodies in relation to umpire education.

There are opportunities to move forward in your umpiring careers, with exposure to our local GSABA Association Carnival and other country association carnivals. The SACBC State Country Championships are part of the umpiring pathway.

We hope you enjoy your experience as a basketball umpire within the GSABA and GSABA Management is here to support you.

GREAT SOUTHERN BASKETBALL ASSOCIATION



UMPIRING AND DECISION MAKING

Basketball is a sport which involves constant player movement and is a game where ball movement is constant and often quick. The pace of the game, the number of participants and the size of the court inevitably translates into contact occurring constantly throughout the course of the match. It needs to be understood, contact will occur and illegal contact needs to be penalised.

The pace and nature of the game leads to contact occurring on a regular basis, turnovers can occur regularly, either poor footwork, poor passing and poor decision making will often lead to a decision having to be made. Many decisions are required over a four-quarter period, these include line calls, violations and fouls. For every foul called, in all likelihood an equal number or more of non-foul calls in relation to contact occurs in a match.

Remember, while we are always attempting to make the right decisions, we as umpires will not always get it right.

Instantaneous decisions are made and inevitably, at times, the decision may lack rationality and may be wrong. "No Umpire is perfect." There is never a game where the umpire can say 'I was faultless.' Human involvement means human decisions are required and will lead to human error at times. However, it should always be the umpires aim to make the correct decision.

It is important you don't dwell on what you consider a poor or wrong decision, this will affect your judgement with later calls. Put the decision behind you and concentrate on the next call. You can't change the past but you can affect the future. So be completely focussed on trying to get the next call right.

We all know when we have made a poor call. Don't chastise yourself during the game. Take time after the game and go through the call in your own mind and try and work-out why it was a poor call. Was it poor positioning, lack of fitness, lack of concentration, unsure of the rule properly or inconsistent with previous decisions made by you in the game. Self-analysis is vital to improved performance and discussing with other referees, especially senior referees is a great support in this process.

Don't judge player or coach's reactions to whether the call was right. They are not neutral and they have an emotional involvement in the game. The basketball community has all seen times when a player or coach has acted negatively to a call which the rest of the people at the courts know the umpire got it right.

GREAT SOUTHERN BASKETBALL ASSOCIATION



UMPIRING AND DECISION MAKING (CONTINUED)

In general, most players are respectful of umpires and their decisions but you will encounter situations where a team or player will find fault with almost every call. While this can be an unpleasant type of game to be involved with, view it as a challenge and always keep in the back of your mind you need to protect the integrity of the game. Always ensure you have the game under control and you will need to be firm, decisive and assertive in games of this type. Try and remove the negativity shown by being positive and confident.

You must also be prepared to make the “tough calls” when needed. Players and coaches who are not playing or coaching in the “spirit of the game”, placing the integrity of the game into disrepute by their actions, affecting the safety of others by their actions need to be penalised as required under the laws of the game.

Concentration is a very important skill for an umpire. Keep focused on the game at hand. Good concentration leads to good decision making and by

concentrating where you need to be on the court it will enhance good decision making.

Umpires need to constantly work on their positioning to ensure the right decisions are being made. Umpires need to be in the right place at the right time to make the right call. **POSITIONING IS A KEY FACTOR.**

There is a high correlation between the officials positioning on court and the accuracy of their decisions. Umpires need to get in the best possible position.

An umpire's greatest virtue is consistency. It is important to try and call the same play the same way all game. Call it the same way irrespective of the stage of the game or irrespective of other pressures. **GOOD POSITIONING** leads to **CONSISTENCY** with decisions.

The best umpires:

- 1) Have "a feel for the game".
- 2) Have an easy authority.
- 3) Have a rapport with the players and coaches. 4) Have an ability to keep calm under pressure.
- 5) Have a thorough understanding of the game.
- 6) Have a thorough understanding of the rules.
- 7) Have acute powers of observation.
- 8) Have and use common sense.
- 9) Have good concentration levels.
- 10) Make good position.
- 11) Are in excellent physical condition.
- 12) Are consistent with decision making.
- 13) Always try their best.
- 14) Have a strong commitment towards their personal performance.
- 15) Have a strong commitment towards the sport.
- 16) **ENJOY** what they are doing.

REMEMBER, it is still a game and it should be enjoyed by all involved.

GREAT SOUTHERN BASKETBALL ASSOCIATION



UMPIRES RESPONSIBILITIES WITHIN THE GSABA

1. All umpires are required to umpire in the appropriate uniform. Black shorts are acceptable.
2. The correct foot-ware is required for insurance purposes. Black shoes are the preferred option. However, sandals are acceptable.
3. No umpires are to shoot baskets at any time during any game they are officiating. This includes time-outs, quarter breaks and intervals of play.

4. Spectators are not allowed to shoot baskets at time-outs. Umpires are required to enforce this.
5. Spectators are not allowed to shoot baskets at any time during a finals game. This includes time-outs, quarter breaks and intervals of play. This includes semi-finals, preliminary finals and grand finals.
6. Please encourage coaches to go through the bench for time-outs and substitutions.
7. Umpires are to add late player points to the scoresheet at the half-time break.
8. Umpires need to fill details of the winning team, the scores of the game and sign the scoresheet.
9. Umpires must complete Best and Fairest Votes after the end of the match.
10. If an umpire calls a technical foul, unsportsmanlike foul or a disqualifying foul during the game that umpire needs to ensure it is accurately recorded by the scorers with a T or U or D. If the recording of the T or U or D is difficult to read or unreadable make a reference on the back of the scoresheet.
11. A minimum of one umpires meeting will be held each season. All umpires should be in attendance, unless otherwise stipulated.
12. Umpires are required to uphold the philosophies of the association and act in a respectful manner.
13. Umpires need to have read the GSABA Umpires Manual. The Umpires should read it at least once a season. All GSABA Umpires Updates should be filed in your GSABA Umpires Manual.
14. There is a copy of the GSABA By-Laws in the GSABA Umpires Manual. Umpires have the responsibility to ensure GSABA By-Laws are followed. Any By-Law that relates to areas of umpiring need to be enforced. If unsure refer to the Umpire in Charge. If there is no Umpire in Charge available it is the responsibility of the most senior referee (highest accreditation) to make the decision. A copy of the GSABA Umpires Manual will be kept in the canteen at both stadiums.

GREAT SOUTHERN BASKETBALL ASSOCIATION



UMPIRE IN CHARGE RESPONSIBILITIES WITHIN THE GSABA

1. The umpire in charge is to ensure the correct processes and procedures required of the umpires is being carried out.
2. If an umpire is unsure how to apply a GSABA BY-LAW it is the responsibility of the Umpire in Charge to make a decision. A copy of the GSABA Umpires Manual will be kept in the canteen at both stadiums o be used for referral. The Umpire in Charge can contact the GSABA Business Administrator or GSABA Management Committee Members if necessary.
3. The Umpire in Charge is required to provide regular feedback to the umpires about their umpiring over the course of the season.
4. The Umpire in Charge is required to handle concerns, queries and problems that Coaches of junior teams may have with our junior referees.
5. The Umpire in Charge doesn't have the responsibility to do the umpires roster but last-minute changes become their responsibility. All other umpiring changes are handled by the Business Administrator.
6. It is the responsibility of the umpire in charge to allocate the pairings of umpires per each game.
7. If an Umpire is injured on the night, the Umpire in Charge needs to find a replacement.
8. The Umpire in Charge needs to handle umpiring situations that arise over the course of the night. This can include umpire concerns, coaches concerns and player concerns. However, if the person raising the concerns is being unreasonable, please refer to the Business Administrator. The Business Administrator will try to come to a complaints resolution with the person.

9. The Umpire in Charge is entitled to right a letter of complaint to the GSABA Management to handle situations if they believe the situation has become intolerable and they have been unable to solve the situation with verbal communications.
10. The Umpire in Charge is required to uphold the Philosophies, act in accordance with the Code of Conducts and act in respectful manner.
11. Members of the GSABA Management Committee regularly are in the stadium and are obligated to handle breaches of behaviour and breaches of Code of Conducts that may occur on the night. However, at times the Umpire in Charge may be required to deal with these situations. If these situations occur please inform the Business Administrator as soon as possible.

GREAT SOUTHERN BASKETBALL ASSOCIATION



SPORTS OFFICIALS RESPONSIBILITIES TO SPORTS LAW

All sports officials from all sporting codes have responsibilities in relation to the law and this comes in the form of a DUTY OF CARE.

1. All sports officials have a duty to enforce the rules.
2. All sports officials have a duty to protect participants.
3. All sports officials have a duty to warn and act to ensure safety of participants.
4. All sports officials have a duty to anticipate reasonably foreseeable dangers.
5. All sports officials have a duty to control and supervise.

WHAT THIS DUTY OF CARE MEANS TO GSABA BASKETBALL OFFICIALS The

DUTY OF CARE deals in two main areas.

- (1) Ensuring the game is played in safe playing conditions.
- (2) Ensuring the game is played in safe manner by the participants.

SAFE PLAYING CONDITIONS

The officials must determine whether the playing area is safe for the participants to play on.

If the officials believe the playing area is unsafe, they should call off the game or stop the game until it can be safely started.

The officials have a responsibility to ensure the safety of the participants of the game they are officiating.

Examples: poor lighting, water on the floor, broken playing equipment, extreme playing conditions (heat).

Officials are not considered to have failed in the duty of care if a player is injured while playing in a sports match where the playing conditions are safe.

This means the mere fact a player gets injured in a sporting contest does not make the officials liable. Officials are protected from participants sustaining everyday injuries under normal playing conditions.

PARTICIPANTS PLAYING IN A SAFE MANNER

The officials must determine whether participants are playing in a safe manner. The rules must be enforced appropriately, appropriate warnings and actions are to be taken to ensure preventative measures have been imposed and all participants must be protected and all foreseeable dangers need to be prevented or removed.

By applying the rules correctly, you would be considered to be controlling and supervising the participants.

If you umpire according to the rules you will not have failed in your duty of care.

Most games are played in good spirit but occasionally some games are not and it is in these types of games an official could fail in their duty of care. If a player or players are playing in an unsafe manner, assertiveness needs to occur.

i.e. If the game has more physical contact than usual, use verbal preventative warning measures, "verbalise hands off, keep it clean or simply give a warning." If the foul contact is major, disqualify the person if appropriate. If the contact is reportable, ensure you report.

The reason the duty of care sports law needs to be adhered too is based on a precedent set in the laws courts that occurred in a sports match, where a referee umpiring a hockey games was found to be negligent due to failing to enforce the rules. A player was severely injured in a game full of incidents and it was ruled he failed in his duty of care to properly supervise the game as he took no preventative actions.

There have been other incidents in other countries of similar nature involving different sports, including a rugby match in England and a basketball match in the USA and similar decisions have been handed down.

This is rare and it is unlikely it will happen in our association but all officials need to be aware of their responsibilities under sports law.

This statement was made by the courts after the hockey match incident.

"No responsible official has anything to fear in relation to their duty of care if they use their commonsense and apply the rules of the game as expected. Officials are expected to have a sound understanding of the rules and those officials who combine commonsense with rule knowledge and remove foreseeable dangers. Application of the laws of the game by officials will ensure control and supervision of the game and its participants occurs."

GSABA MANAGEMENT advises all **GSABA REFEREES** to read **the UMPIRES MANUAL** regularly through-out the year and updated with rule knowledge and rule application.

A good rule of thumb is **PROTECT** the shooter, **PROTECT** the ball carriers and **PROTECT** the players who are playing in the spirit of the game and **PENALISE** the players who are **NOT** playing in the spirit of the game. **REWARD** the players with the appropriate call who use good defensive techniques with a **NO CALL** or a **CHARGE**.

GREAT SOUTHERN BASKETBALL ASSOCIATION



GSABA ASSOCIATION BEST AND FAIREST VOTING

The ***GSABA ASSOCIATION BEST AND FAIREST VOTING*** is for the Best and

Fairest player and the Runner Up to Best and Fairest player in the Association for each grade. It is an honour to receive an award of this nature.

Umpires need to pay the appropriate respect to these awards and this is required to occur each time a voting slip is filled in.

The Best and Fairest each game is given 2 votes.

The Runner Up to Best and Fairest each game is given 1 vote.

We realise we need to be attempting to run the games on time to the best of our ability and this may put some pressure on the umpires when making selections. However, the votes are important and we need to show due diligence.

At the quarter time breaks, time-outs and when you leave the court to go to the canteen to finalise the paperwork you should be discussing these issues. You can cover a good deal of detail in a minute conversation about the game.

If you need to take an extra minute or two to decide after the game please do so if you focus your discussion on this award at the available times this should not be necessary.

SLAMMERS PLAYERS - BEST AND FAIREST VOTING

Slammers players are NOT ELIGIBLE for Best and Fairest votes.

Votes must be given to two players from the Club teams in matches involving Slammers teams.

GSABA GRAND FINAL MOST VALUABLE PLAYER - MVP



THE **GSABA GRAND FINAL MOST VALUABLE PLAYER-MVP** is for the Most Valuable Player on the court in the Grand Final. It is an honour to receive an award of this nature.

Umpires need to pay the appropriate respect to this award and this is required to occur every time the player is chosen.

At the quarter time breaks, time-outs and when you leave the court to go to the canteen to finalise the paperwork you should be discussing these issues. You can cover a great deal of detail in a minute conversation about the game.

GREAT SOUTHERN BASKETBALL ASSOCIATION

GSABA ASSOCIATION BEST AND FAIREST VOTING GUIDELINES

1. Discuss with the other umpire at the breaks and time-outs who has played well.
2. A player doesn't have to be picked from both sides.
3. The best and fairest player doesn't have to come from the winning side.
4. Both sets of votes don't have to come from winning side.
5. Both sets of votes can come from losing side but this is unlikely.
6. Don't just look at the point scorers but don't ignore them.
7. Look at the players who rebound well, the guards who provide assists and produce steals, the player who plays good defence.
8. A player who shoots well, provides assists, rebounds well and plays good defence is a good candidate.
9. If a side wins by 20 points or more, the best and fairest player is more likely to come from the winning side. The greater the winning margin the more likely both set of votes will come from the winning side.
10. Sides with winning margins of 30,40,50,60,70,80 points it is more likely the best and fairest player and the 2nd best and fairest player is to be from the winning side. The greater the winning margin the more likely both set of votes will come from the winning side.
11. In lower scoring games where the winning side doubles or triples the opposition score the same principles apply as in point 9 & 10.
12. In high scoring games where the losing side doesn't reach double figures, it is highly unlikely any votes will come from the losing side.
13. It is entirely up to the judgement of the two officials who are the best and fairest players of each game.
14. It must be remembered it is a great honour to win any association award. All umpires are to treat this process with due care. It is an important responsibility that needs to be respected and should be a valued umpiring duty.



15. Please spend some time making a decision.

PLEASE NOTE: the same processes and guidelines are required for the MVP on GSABA Grand Final Day.

GREAT SOUTHERN BASKETBALL ASSOCIATION REPORTING PROCEDURE

Reporting of players, coaching or team follower.

PLEASE NOTE:

Clarification: Players, coaches and team followers can be reported but spectators cannot be reported by the officials (referee or umpire).
Clarification of team follower; you must be sure that the person is from one of the Clubs involved in the game. If not, they are not a team follower, they are considered a spectator.

PLEASE NOTE: *Spectators are dealt with by a letter of complaint to the GSABA.*

1. When reporting a person, the official (referee or umpire) reporting the player must have witnessed the reportable offence. i.e. either seen the action or heard the verbal indiscretion.
2. When reporting a player, a coach or a team follower, the official (referee or umpire) must tell the person immediately they are reported if possible and briefly what they reporting them for. i.e. striking or verbal abuse etc.

PLEASE NOTE:

Clarification: 9.1. An official who makes a report under clauses 7.1 or 8.1 shall enter the details of the alleged offence(s) on the report form (Appendix B) as soon as possible *(but in any case, within 4 days)* after the match or other activity, noting all the particulars in connection with the report so that a clear account can be given to the Tribunal when the report is to be dealt with.

PLEASE NOTE:

If the person being reported has committed the reportable offence on leaving the court and/or stadium and can no longer be verbally notified of the report then you need to notify the umpire in charge or the Business Administrator immediately, so the person or the club they are a member of can be notified by the GSABA within the 4 days period deadline.

1. At all other times the reported person needs to be notified immediately by the umpire reporting them. (as per Basketball Australia, referee education, level 2 course)
2. The official (referee or umpire) is required to fill out the report form as soon as possible. The person reported or the club the person is a member of must be notified within 4 days period of the completion of the match by the Organising Body (GSABA).



3. The report has to be filled out correctly. You must have:

- (i) the correct date of the game.
- (ii) the correct venue of the game.
- (iii) the correct time of the game (programmed commencement time).
- (iv) the correct teams participating in the game.
- (v) the correct name of the person reported.
- (vi) the correct playing number of the person reported (if applicable).
- (vii) the correct team the person reported is a member of.
- (viii) the correct name of the official making report.
- (ix) the correct name of the supporting (other official involved in the match) official.
- (x) the correct charge of the report.
- (xi) the correct details relating to the charge.
- (xii) advised if the person was verbally notified or not notified on the report form.
- (xiii) fill in the report form completely. It must be completed in FULL.
- (xiv) signed the report form if you are the reporting official.

GREAT SOUTHERN BASKETBALL ASSOCIATION

REPORTABLE OFFENCES

There are a number of reportable offences that can be applied in basketball in Australia. The following offences listed are the entire reportable offences that can occur as

16.3 Offences and penalties

- (a) Disputing the decision(s) of a referee.
- (b) Unsportsmanlike behaviour.
- (c) Gross breach of Code of Conduct.
- (d) Attempting to trip.
- (e) Attempting to strike, elbow or kick.
- (f) Tripping.
- (g) Elbowing or kicking.
- (h) Obscene gestures.
- (i) Offensive language (which may include abusive, obscene or insulting language).
- (j) Striking including but not limited to fist, hand, object, head, hip or shoulder.
- (k) Fighting.
- (l) Spitting.
- (m) Moving under an airborne player (tunneling).
- (n) Putting a person in fear of impending violence.
- (o) Coaching, refereeing, playing, score bench duties while under suspension.
- (p) Deliberately endangering the safety, health, of the player, spectators, officials (incidents involving blood/body fluids).
- (q) Conduct which brings the game of basketball into disrepute.
- (r) Failure to Attend Tribunal without a proper cause when notified.
- (s) Failure to co-operate in or hindering an investigation or hearing under these by-laws.

When filling out a report form, a referee can report a person for one or more reportable offences. When filling out the CHARGE(S) section of the report form, the offence is required to be one or more of the above offences. The report offence needs to have the number and the letter recorded as well as the name of the charge.

i.e. **CHARGE(S): 16.3 (J)** Striking including but not limited to fist, hand, object, head, hip or shoulder.

On the report form, there is a section called **DETAILS RELATING TO THE CHARGE:** this is where you detail the detail the incident that occurred.



i.e. (Name of the person and playing number) from (name of the Club) struck (name of the person struck and playing number) from (name of the Club) to the head with a right fist.

When detailing the report, keep it simple and precise. State the facts of the incidents clearly and simply describe what happened.

It is wise on a separate note to record any other details of the incident and this information can be used at the Tribunal Hearing. Record this information as soon as possible after the game while the incident is fresh in your mind. It is not a requirement to list every intricate detail of the report on the report form and it is not good practice to provide any emotional detail of the incident on a report form. Stick to the facts.

It is advised to compile a formal written statement of the incident that can be submitted to the Tribunal on the night of the Tribunal Hearing. A well thought out, well written statement means you are prepared and the Tribunal would consider this good reporting practice.

GREAT SOUTHERN BASKETBALL ASSOCIATION



OFFICIALS PROTOCOL IN REPORTABLE SITUATIONS

1. The Official (referee or umpire) makes their own decision whether a player is reported.

PLEASE NOTE:

Clarification: The official should not be discussing with the other referee whether they should have reported the person. ***THE OFFICIAL CONCERNED MAKES THEIR OWN DECISION.*** *If the official is unsure contact the Business Administrator who will organise the Hearings Officer to undertake an investigation.*

2. The person being reported is advised immediately. Unless unable to be advised immediately as no longer in the vicinity of the stadium (as previously outlined).
3. If one official (referee or umpire) has decided not to report a player and the other official believes the person should be reported. That official reports the person and advises immediately when possible.

PLEASE NOTE:

Clarification: The officials don't consult each other or try and talk the other referee into reporting a player.

4. If both officials witness a reportable incident, only one official should report. It is only necessary for one official to report. So, if an official witness the other official advising a person they are reported, no further action is required by the second official.

PLEASE NOTE:

Clarification: Both officials are allowed to report. However, if both officials report then both referees would make their statements separately at the Tribunal without the other referee present and if the statements varied even

slightly there would be a case for reasonable doubt even with the process used at Tribunal of the ***“balance of probabilities”*** and the person could be found not guilty. The GSABA advises only one official to report.

5. Duties of officials making a report

9.1. An official who makes a report under clauses 7.1 or 8.1 shall enter the details of the alleged offence(s) on the report form (Appendix B) as soon as possible ***(but in any case, within 4 days)*** after the match or other activity, noting all the particulars in connection with the report so that a clear account can be given to the Tribunal when the report is to be dealt with.

9.2. An official who makes a report under clauses 7.1 or 8.1 shall lodge a report form with the person nominated by the Organising Body to take charge of reports at the venue on the day of competition as soon as possible after the game/incident and on the same day if the report resulted from a game. If that is not possible, to leave the report at the stadium or Association office, marked to the attention of that person, as soon as possible ***(but in any case, within 4 days)*** after the activity.

GREAT SOUTHERN BASKETBALL ASSOCIATION



SA COUNTRY BASKETBALL COUNCIL INC.

UNDER 12 & 14 JUNIOR COMPETITIONS

NO ZONE RULES

A Definition - Zone Defence

Any defence in the half court which does not incorporate normal man-to-man defensive principals shall be considered to be a zone. For this purpose, trapping defence which rotate back to man-to-man principals shall be acceptable.

B Violations of Man-To-Man Defence

Specifically, violations fall into one of the four categories listed below: -

1. One or more players was/were not in an acceptable man-to-man defensive position to their man and the ball.
2. A cutter moved all the way through the key and was not defended using acceptable man-to-man defensive techniques - e.g., bumped, switched, followed.
3. Following a trapping or help and recover situation the team made no attempt to re-establish man-to-man defensive positioning.
4. The team zone pressed and did not assume man-to-man defensive positioning once the ball had been advanced into the quarter court.

C Notes which are to be used by observers - In any judgement

Take into account the intention of the defensive team.

- Take into account the time and state of the game.
- Deliberate and pre-medicated use of the zone at a critical time in a game should be acted upon immediately.
- Where there is any doubt the benefit of the doubt must be given to the defence i.e. be sure of the violation.
- Under no circumstances will any official observer re-act to a call from any player, coach or other official to declare a zone.
- Zones are often confused with lazy defence, poor coaching, tired players and players lost in defensive positions.
- The onus of proof lies with the offensive team, i.e. the offense must pass the ball and send cutters to the basket or ball side to get the defence to adjust their positions according to man-to-man.
- Because a player or a number of players run back to the defensive key it does not make it a zone.
- You cannot judge a zone from one offensive or defensive phase. You must watch a number of game phases.
- What is the intention of the Coach? Have they instructed their players to play man-to-man?
- If the offensive "big man" stays on the weak side the oppositions "big man" is not required to move from split line help position. If he/she is also on the baseline this situation is more pronounced.

Major concern is about the quarter court - you can trap or play half court man to man.

ALL GSABA REFEREES ARE TO BE MINDFUL OF THIS WHEN UMPIRING.

UNDER 12' AND UNDER14'S ARE NOT ALLOWED TO PLAY ZONES.

TO HELP: JUDGEMENT CAN'T REALLY BE MADE UNTIL THE BALL REACHES THE QUARTER COURT.

IN THE MINOR ROUND, IF IT IS OBVIOUS THAT THE PLAYERS ARE JUST STANDING AROUND THE KEY AND GUARDING AN AREA AND NOT PLAYING MAN-TO-MAN YOU CAN MAKE A JUDGEMENT AND ADVISE THE COACH YOU THINK THEY ARE PLAYING ZONE.

IF THERE IS A UMPIRE IN CHARGE ASK THEM TO COME AND HAVE A LOOK AND THEY CAN MAKE A JUDGEMENT. (USE THIS OPTION FIRST).

THE MOST OBVIOUS IS IF A PLAYER SPRINTS STRAIGHT BACK AND MORE OBVIOUS IF THE FIVE PLAYERS SPRINTS BACK INTO THE KEY, THE POTENTIAL IS THEY ARE JUST GUARDING AN AREA.

WHEN A PLAYER CAMPS THEMSELVES ON THE SPLIT LINE IN THE KEY AND IS BALL WATCHING. IF THEIR PLAYER BACK CUTS AND THEY DON'T SEE THEM IT IS A ZONE.

YOUR MAIN JOB IS TO CALL THE GAME PROPERLY.

GSABA PROCEDURE & PENALTY

1. The penalty is the coach is warned and following occurrences will incur an automatic two-point penalty and the opposition gains possession of the ball at the centre line.

GREAT SOUTHERN BASKETBALL ASSOCIATION



THE TEN C'S FOR OFFICIALS

1. **COMMITMENT:** Doing the job to the best of your ability, by sacrificing, studying, observing, discussing and practicing all elements of officiating.
2. **CONDITIONING:** Officials are athletes and therefore must be physically and mentally prepared for their craft.
3. **CONCENTRATION:** Directing attention to things that are critical to making the right decisions throughout the entire contest.
4. **CONSISTENCY:** Evenness with which officials make decisions irrespective of game situation and other external pressure.
5. **CONSIDERATION:** Having a common-sense approach to understanding what the game is about and what participants are trying to achieve.
6. **CONFIDENCE:** Officials must portray sureness and decisiveness in their calls along with a positiveness in their decision making.
7. **CONDUCT:** How an official presents themselves has a great influence on how they are accepted by participants and fans alike.
8. **COMMUNICATION:** Being able to effectively convey a message to partners, participants and spectators alternatively achieving the desired response.
9. **CONTROL:** Ability to make the right decisions at the right time to maintain the respect and acceptance of the participant throughout the entire game.

10.COVERAGE: Direct ability to maintain objectivity and consistency without regard to the game situation or external pressures.

GREAT SOUTHERN BASKETBALL ASSOCIATION



Basketball SA - Officiating Guidelines 2017 - 2018

1. Use of Voice

Officials are expected to preventatively officiate the game with effective voice. This is a proactive approach to prevent illegal contact from occurring rather than being a reactive measure after contact has occurred. The use of voice however is not intended to replace the calling of fouls that would ordinarily have been called. Officials are expected to verbally support their calls and signals during the game.

2. Contact and Criteria

- Officials shall decide whether illegal contact caused by a player has had an effect on the play. If contact caused by a player in any way restricts the freedom of movement of an opponent or forcibly moves an opponent, such contact is a foul.
- When deciding on a personal contact or violation, the officials shall, in each instance, have regard to and weigh up the following fundamental principles:
 - o The spirit and intent of the rules and the need to uphold the integrity of the game.
 - o Consistency in application of the concept of illegal contact and effect on the play. The officials should not seek to interrupt the flow of the game unnecessarily in order to penalise incidental personal contact which does not give the player responsible an advantage nor place his opponent at a disadvantage.

- o Consistency in the application of common sense to each game, bearing in mind the abilities of the players concerned and their attitude and conduct during the game.
- o Consistency in the maintenance of a balance between game control and game flow, having a 'feeling' for what the participants are trying to do and calling what is right for the game.

3. Shooter Protection

Illegal contact on an opponent in the act of shooting is to be called a foul.

4. Fake a Foul

- Fake is an action by a player to simulate that he has been fouled or to make theatrical exaggerated movements in order to create an opinion of being fouled and therefore gaining an advantage.
- This type of behaviour does not fit within the spirit of sportsmanship and fair play and if identified should be controlled early.
- ***Standard (normal) Faking***
- A player who fakes being fouled but does not generate any illegal contact and the referee shows the fake signal:

A warning is given to the player and to the Head Coach during the next game interruption. This serves as a warning for that team. ii. Any repetition of faking by the same team is a technical foul. iii. Each team is entitled to one warning.

Excessive Faking

A player who fakes excessively (without any contact with an opponent) and does not generate any illegal contact, this is a Direct Technical Foul.

Faking and Illegal Contact

- i. If a player fakes generating illegal contact, call the foul on the faker.
- ii. If there is a foul on the play there cannot be a fake on the same play.

5. Player / Coach Behaviour

- Officials are encouraged to have open and respectful communication with players and coaches. Conversations should be short, sharp and to the point and without debate. All attempts should be made to resolve any conflict in a timely and professional manner, ensuring the game is not unnecessarily delayed.
- Inappropriate and unacceptable behaviour by a player or coach will not be tolerated.
- Mistakes made by coaches, players, administrators and officials are a part of the game.
- Disrespectful, inappropriate and unacceptable behaviour when mistakes are made will not be tolerated.
- Either the coach or the assistant coach, but only one of them at any given time, is permitted to remain standing during the game. They may address the players verbally during the game provided they remain within the team bench area. The assistant coach shall not address the officials.
- Officials should not allow coaches to enter the court or leave the team bench area. Except;
 - a) During a charged time-out to address the team (provided they remain within the vicinity of their team bench area).
 - b) Attending to an injured player.
 - c) Courteously requesting a time-out or statistical information from the score table.
- Respectful questions asked in a calm manner by a player or a coach are to be answered by the official when an opportunity permits. Officials are to listen, understand, respect and respond accordingly. Officials are to provide short, sharp responses to ensure that the game is not unnecessarily delayed.
- At no time shall a player or coach be disrespectful to officials and/or table officials.

A player/coach is not allowed an objectionable initial reaction to a call, including:

- a) Any obvious or blatant verbal or non-verbal disputation of an official's decision.
- b) Any action that belittles or demeans an official.
- c) Any obvious non-verbal reactions which may incite the crowd.
- d) Any use of audible foul language.

Officials should not allow any continuous questioning towards the officials or continual commentary on the game.

- Officials should not allow assistant coaches or bench players rising to their feet to complain about an official's decisions.
- Officials should not allow coaches to become the centre of attention with theatrical gestures and constant complaining.

PROCEDURE

- Officials are encouraged to try where possible, to prevent from calling a technical foul by anticipating and reading the problem and consequently addressing the coach's behaviour before having to deal with it with a technical foul. Officials are to consider using a 3-step process:

STEP 1:

- Officials are encouraged to attempt to de-escalate the situation with effective communication techniques; clearly articulating the behaviour is not acceptable.

STEP 2:

- If the inappropriate or unacceptable behaviour continues, the referee is to issue a warning.
- This will involve the referee blowing their whistle and giving an obvious, clear and audible warning to the player / coach in a way that everyone knows a warning has been given.
- The official will use words similar to "Coach / Player, your behaviour is unacceptable / inappropriate and this is a warning for you to stop that behaviour. If you continue, next time will be a technical foul." The official is to ensure that their partners are aware of this warning.
- At the same time, the official will reinforce this verbal warning with visual signals. This includes a 'continuation / next time' hand gesture and a "technical foul" signal.

STEP 3:

- If the inappropriate / unacceptable behaviour continues, issue a technical foul.

NOTE - In the event that the behaviour of the coach / player is at such an unacceptable level, officials are entitled to progress immediately to either Step 2 or Step 3.

GREAT SOUTHERN BASKETBALL ASSOCIATION



MENS & WOMENS DIVISION ONE COMPETITION RULES

MINOR ROUND TIMING RULES:

- The clock stops for all time-outs.
- The clock stops for all whistles and field goals in the last two minutes of the fourth quarter.

MINOR ROUND TIME OUT RULES:

- Each team can have two-time outs per half.
- Unused time-outs may not be carried over to the next half.

18.2.3 A time-out opportunity begins when:

- For both teams, the ball becomes dead, after a whistle and the official has ended communication with the scorer's table.
- For both teams, the ball becomes dead following a successful last or only free throw.
- For the non-scoring team, a field goal is scored.

MINOR ROUND SUBSTITUTIONS:

19.2.2 A substitution opportunity begins when:

- For both teams, the ball becomes dead, following a whistle and the official has ended communication with the scorer's table.
- For both teams, the ball becomes dead following a successful last or only three throw.
- For the non-scoring team, a field goal is scored in the last two (2) minutes of the fourth period or the last two (2) minutes of each extra period.

MINOR ROUND EXTRA TIME:

- Minor Round draws- results stand - no extra time is played.

FINALS TIMING RULES:

- The clock stops on all whistles in the last minute of the 1st, 2nd & 3rd quarters.
- The clock stops on all whistles in the last two minutes of the 4th quarter.

- The clock stops on all field goals in the last two minutes of the 4th quarter.
- The clock stops for all time outs during the match.

FINALS TIME OUT RULES:

- Two (2) time outs may be granted to each team during the first half - Three (3) time-outs during the second half.
- A maximum of two (2) of these time-outs can be called in the last two minutes of the second half.

FINALS SUBSTITUTIONS:

Same rules apply as in the minor round.

FINALS - DRAWN MATCH - EXTRA TIME RULES:

- Three (3) minutes of extra time will be played when a match is drawn at full time.
- The clock stops for the last minute of extra time.
- The clock stops for time outs taken during extra time.

FINALS - EXTRA TIME - TIME OUTS:

- Each team is entitled to one time-out only during extra time.

FINALS - EXTRA TIME – SUBSTITUTIONS:

Same as regular playing time except:

- For the non-scoring team, after a field goal is scored in the last one minute of extra time.

COMPETITION STRUCTURE:

The Senior Men's and Women's Division 1 competition will be played over hourly time-slots.

The Senior Men's and Women's Division 1 competition will be played on Wednesday Nights.

The Grand Final is played on a Sunday and the Women's final is the second last game on the day and the Men's final is the last game on the day.



SENIOR & JUNIOR 50 MINUTE COMPETITION RULES

COMPETITION STRUCTURE:

- i) The Under 12 competitions is played on Thursday Nights. ii) The Under 14 competitions is played on Tuesday Nights. iii) The Under 16 competitions is played on Monday Nights.
- iv) The Under 21 Men's Competition is played on Monday Nights in the Winter Season.
- v) The Under 21 Women's Competition is played on Monday Nights when it occurs. vi) The Women's Division 2, 3, & 4 is played on Tuesday Nights. vii) The Men's Division 2, 3 & 4 is played on Thursday Nights.
- viii) The Junior Competition games are played in the earliest timeslots. The Senior Competition games are played in the later timeslots. ix) The Grand Finals are played on a Sunday with the Juniors playing in the morning and the Seniors in the afternoon.

COMPETITION RULES:

- i) In all games the rules of Basketball Australia will apply. The current FIBA rule book applies. Any GSABA Bylaws overrides corresponding rules in the rule book. ii) All games will be played for premiership points. iii) Correct uniform must be worn. iv) Forfeit rules apply.
- v) Late player penalties rules.
- vi) Each team is to supply a scorer.
- v) Coaches are to stay in the coach's area.

GAME OPERATIONS:

- i) At the start of the match the umpire will blow their whistle and give the teams a minute warning.
- ii) The umpire will set the clock for 11 minutes for the start of the first and third quarters and set the clock running.
- iii) The umpire will set the clock for 12 minutes for the half-time break and set the clock running.

MINOR ROUND TIMING RULES:

- i) Four ten-minute quarters will be played.
- ii) The clock does not stop once it been started for the 1st, 2nd & 3rd quarters.
- iii) The clock stops in the 4th quarter for the last two minutes of the quarter. **EXCEPTION:** If the margin is 20 points or more then the clock doesn't stop.
- iv) The umpire has the power to ask the clock to be held due to injury, ball stuck in between ring and board (jump ball) or for safety reasons.

MINOR ROUND TIME-OUT RULES:

- (i) One time out per quarter is allowed by each team.
- (ii) Unused time-outs can't be carried over into the next quarter.
- (iii) The coach who has called the time-out can call the time-out back in before the minute is used. (Minor round only)
- (iv) The clock will not stop for time outs in minor round games.
- (v) In the 1st, 2nd & 3rd quarters no time outs can be called in the last minute of the game.
- (vi) In the 4th quarter of the match in the last two minutes of the quarter if the clock is held a time-out can be called.
- (vii) In the 1st, 2nd & 3rd quarters time outs called between 1.00 and 2.00 minutes left in the quarter can be called but players must be ready to resume at the 1.00-minute mark on the clock.
- (viii) A time-out opportunity is:
 - For both teams, the ball becomes dead, after a whistle and the official has ended communication with the scorer's table.
- (ix) For the non-scoring team when a field goal is scored.

MINOR ROUND SUBSTITUTIONS:

- (i) For both teams, the ball becomes dead, after a whistle and the official has ended communication with the scorer's table.
- (ii) For both teams following a successful last or only free throw in the last two minutes of the game if the clock is stopped.

MINOR ROUND EXTRA TIME:

- (i) There is no minor round extra time. Minor round games that finish in a draw will be recorded as a drawn match.

FINALS TIMING RULES:

- (i) The clock stops for all time outs and on each whistle during the last minute of the first, second and third quarters and during the last two minutes of the final quarter.

FINALS TIME-OUT RULES:

- (i) Two (2) time-outs may be granted to each team at any time during the first half, three (3) at any time during the second half and one (1) during each extra period.
- (ii) Unused time-outs may not be carried over to the next half or extra period.
- (iii) For both teams on all whistles during the game.
- (iv) For both teams following a successful last or only free throw.
- (v) For the non-scoring team when a field goal is scored.

FINALS SUBSTITUTION RULES:

- (i) For both teams on all whistles during the game.
- (ii) For both teams, the ball becomes dead following a successful last or only free throw.

FINALS DRAWN MATCH - EXTRA TIME RULES:

- i) No finals game can finish in a draw and must be decided by extra periods of three-minute durations, until a win result is achieved. The clock is held on

all whistles in the final minute of an extra period. ii) The teams will continue to play in the same directions.

iii) Team fouls continue from the second half. iv) If a team draws again the same procedure is followed for as many times as it takes until a winner is obtained.

v) The clock will stop for each whistle during the last minute of any extra period.

FINALS EXTRA TIME - TIME-OUTS:

i) One time out is permitted for each team. ii) The clock will stop for time outs and each whistle during the last minute of any period.

FINALS EXTRA TIME – SUBSTITUTIONS:

(i) For both teams on all whistles during the game.

(ii) For both teams, the ball becomes dead following a successful last or only free throw

(iii) For the non-scoring team, a field goal is scored when the game clock shows 2:00 minutes or less in the fourth period and in each extra period.

GREAT SOUTHERN BASKETBALL ASSOCIATION



GSABA UMPIRING STRUCTURE

The GSABA Umpiring Structure has changed and so please find the ***UMPIRING PANEL & REFEREE DEPARTMENT POLICY*** which will provide you with greater knowledge of the GSABA Umpiring Operations. The aim is for you to be able to access the correct personnel for any of your umpiring needs.

7. GSABA UMPIRING PANEL & GSABA REFEREE DEPARTMENT GOVERNANCE

- iv) The GSABA Umpiring Panel and the GSABA Referee Department governance is covered by the GSABA Constitution. Specifically Point 14 of the GSABA Constitution – Appointment of Sub Committees & Officials, Appendix C, Umpires Sub Committee.
- v) Point 14 of the GSABA Constitution reads:
 - a) At its first meeting after the Annual General Meeting, the Management Committee shall appoint such Umpires sub-committees as prescribed by the Rules of the Association.
 - b) The Management Committee has the power to appoint as deemed necessary other sub-committees.
 - c) Umpires sub-committee. APPENDIX C.
 - d) Administer the Umpiring Panel as set out in the guidelines.

The Management Committee shall have the power to make, alter or repeal at any time all such guidelines as it may deem necessary or convenient or

expedient in relation to the proper conduct of the business and affairs of the Association, and the attainment of its objects, within the guidelines:

- d) The guidelines shall be binding on all members, representatives and Officials of the Association.
- e) The Management Committee shall at the Associations Nominations Meeting for each of the Winter Season and Summer Season pass the existing guidelines.
- f) All guidelines shall be clearly distinguished from the Rules and By-Laws and recorded and referred to as guidelines in the minutes of the meeting at which they are made, altered or repealed, and the motion shall include on which the guidelines is to come into effect.

A. POWERS:

- The Umpire's Sub Committee will oversee the umpiring sector of the Great Southern Amateur Basketball Association
- The Umpire's Sub Committee is answerable to the G.S.A.B.A. Management Committee.
- The Umpire's Sub Committee is known as the GSABA Referee Department.
- The Business Administrator is responsible for his contracted duties relating to umpiring and may delegate some duties but must ensure the contracted duties are met.
- The Umpire's Sub Committee will hold meetings when deemed necessary. Minutes of the meetings must be submitted to G.S.A.B.A Management Committee.

B. UMPIRING DUTIES

The GSABA Business Administrator will do the following:

1. Be responsible for the GSABA local competition weekly umpiring rosters and organise umpires to cover the games for each season and

these umpires will be collectively known as the GSABA Umpires Panel.

2. Ensure the Umpiring Policies are up to date and reviewed each year.
3. All Umpiring Policies need to be sent to the GSABA Referee Department for review and feedback, including the GSABA Umpires Manual before being officially endorsed by GSABA Management.
4. To ensure umpires have information on the procedure of reporting players and tribunal procedures (currently in the GSABA Umpires Manual)
5. To set pay rates for Umpiring Levels comparable with S.A.C.B.C guidelines but needs to be approved by GSABA Management

The GSABA Referee Department will do the following:

1. The GSABA local competition finals umpiring rosters.
2. The GSABA Carnival umpiring rosters.
3. Ensure umpires are updated with all new umpiring information by a distribution process.
4. Keep GSABA Management Committee appropriately informed of umpiring information.
5. Organise umpiring courses.
6. Meet the duties and act in accordance with the Referee Development Coordinator, Referee Manager, Referee Coach and Player Coach Duties Policy Documents.

C. UMPIRE (S) IN CHARGE

- a) Responsible to oversee the games that are rostered for that day.
- b) They will support and help with umpiring development.
- c) If umpires are unable to fulfil their rostered duties the umpire in charge must ensure the game is covered.
- d) To provide feedback to the umpires on their umpiring performance as deemed necessary.
- e) To ensure games are run in a timely manner.

D. UMPIRES PANEL

- a) G.S.A.B.A. members who are interested are encouraged to be members of the Umpiring Panel.

- b) The Umpires Panel consists of current, active umpires within the G.S.A.B.A.
- c) If the G.S.A.B.A. Umpires Panel can't be completely formed by volunteers then the Clubs will be allocated game time-slots to be fill.
- d) The allocation of these game time-slots will reflect that all Clubs have an equal responsibility to the umpiring area of the association. After nominations are finalised, a Club percentage will be calculated as per total nominations and those Clubs not meeting their percentage voluntarily will be allocated the games unable to be filled.

E. RULINGS

G.S.A.B.A. competitions, events and activities shall function in accordance with and in the spirit of the Great Southern Amateur Basketball Association Inc Constitution, By-laws and the rulings of the Australia Basketball Federation Official Basketball Rules.

8. SUB COMMITTEE VOTING

- v) All sub-committee members are entitled to one vote. The Chairperson at all meetings shall have a casting vote only, but may refrain from exercising this right, in which case the proposal is rejected, but may be brought forward again at a subsequent meeting.
- vi) The number of people to constitute a quorum at all meetings shall be half of those entitled to vote as per the GSABA Constitution.
- vii) A motion must be carried by the majority of those entitled to vote at Umpires Committee Meetings and voting abstainers' will not be counted.
- viii) The method of voting at all meetings shall be carried out by a show of hands unless a ballot is requested by the RDC.

9. THE GSABA REFEREE DEPARTMENT - GSABA CARNIVAL RESPONSIBILITIES

The GSABA Referee Department shall:

- vi) Be responsible for the GSABA Carnival Umpires Roster. vii) Communicate with the Slammers Secretary for the names and contact details of the visiting association referees.

- viii) Communicate with GSABA referees who is available for the GSABA Carnival.
- ix) Communicate with Slammers Committee Member who is responsible for doing the GSABA Carnival Draw. So appropriate umpiring coverage occurs in the games.
- x) Responsible for Referee Recruitment of Metropolitan Referees for the GSABA Carnival. Consult with GSABA Management how many umpires are likely to be required, pay rates and other costs associated in obtaining them.
- xi) Responsible for the Umpiring Supervision during the carnival.

10. REFEREE SUB COMMITTEE

Roles includes but is not limited to;

- i) The Referee Sub Committee shall consist of the Referee Development Coordinator (RDC), the Referee Manager (RM) and will be appointed by and report to the GSABA Management Committee. ii) It will also be made up of; 1 Referee, 1 Referee Coach and 1 Player Coach.
These positions shall be appointed by the RDC and RM.
- iii) Meet Monthly to discuss these, but not limited to:
 1. Recruiting and retaining Referees.
 2. Developing Referee programs to further improve refereeing standards.
 3. Developing Referee Coach programs to further improve their skills.
 4. Any question or issues a Referee or Referee Coach or Player Coach may have.
 5. Referee appointments to Slammers Tournaments, GSABA Finals Referees.
 6. Encourage, foster and promote a progressive and positive environment between all Referees and patrons.
 7. Develop a culture of professionalism and communication.

11. REFEREE DEVELOPMENT CO-ORDINATOR (RDC)

Job Description includes but is not limited to:

- i) The Referee Development Coordinator (RDC) is to be Honarium position and set in agreeance with the GSABA Management Committee.

- ii) The RDC will report and is answerable to the GSABA Management Committee.
- iii) During the season visit the local GSABA stadiums on a needs basis to review the umpires.
- iv) Provide training, encouragement, to expand a core group of Referee Coaches to help in the delivery of Referee programs.
- v) With assistance of the BSA Officiating Development Manager, deliver Referee level 0, Level 1C and 1B as required.
- vi) Run level 0 Referee Coaches course every 2 years or as required.
- vii) Provide ongoing development and support to Referees and Referee Coaches, through continued Rules and Mechanics training.
- viii) Provide video feedback to Referees and Referee Coaches when available.
- ix) Meet with other members of the Referee Sub Committee.
- x) Liaise with SA Basketball Referee Development Officer to ensure up to date education. xi) Liaise with SA Basketball Rules interpreter to ensure up to date rule knowledge.
- xii) Nominate to the SRDP any Referee that shows potential.
- xiii) Encourage, foster and promote a progressive and positive environment between all Referees and patrons.
- xiv) Develop a culture of professionalism and communication. xv) Investigate the opportunity to secure sponsorship for the Referee panel.

Specific GSABA Carnival Duties:

- i) Check the GSABA Carnival Referee Draft Roster.
- ii) Approve the final GSABA Carnival Roster.
- iii) Be the GSABA Referee Department contact in relation to referee changes during the carnival.
- iv) To visit each stadium during the GSABA Carnival to check and supervise how the referees are performing.

12. REFEREE MANAGER (RM)

Job Description includes but is not limited to;

- i) The Referee Manager (RM) is to be paid a position and set in agreeance with the GSABA Management Committee.

- ii) The Referee Manager will report and is answerable to the Referee Department Co-Ordinator (RDC) and is answerable to the GSABA Management Committee.
- iii) Assistant to the Referee Development Coordinator. iv) Nominate Referees to the GSABA competitions finals.
- v) Nominate Referees to Slammers tournaments in consultation with Slammers Secretary.
- vi) Assist with Referee training as required.
- vii) Referee sub-committee representative to the GSABA Management Committee.
- viii) Assist Referees with uniforms, whistles, FIBA Rule and Mechanics books.
- ix) Meet monthly or on a needs basis with other members of the Referee Sub Committee.
- x) Referee Department Secretary and to record minutes for presentation to the GSABA Referee Committee.
- xi) Encourage, foster and promote a progressive and positive environment between all referees and patrons. xii) Develop a culture of professionalism and communication.

Specific GSABA Carnival Duties:

- xiii) Establish the GSABA referee's availability for the GSABA Carnival. xiv) Complete the GSABA Carnival Referee Draft Roster. xv) Send the final GSABA Carnival Referee Roster to the RMC for approval.
- xvi) Communicate with the person who is co-ordinating the GSABA Carnival Draw.

13. REFEREE COACH

- i) The Referee Coach is part of the GSABA Referee Department and reports to and are answerable to GSABA Referee Department Co-ordinator (RDC).
- ii) The Referee Coach is answerable to the GSABA Management Committee.
- iii) The Referee Coach is a voluntary position.
- iv) Being a member of the GSABA Referee Department Committee v) A referee selector of GSABA Finals Referees
- vi) The Referee Coach will help with duties within the GSABA Referee

Department as agreed with the Referee Department Co-Ordinator (RDC).

14. PLAYER COACH

- i) The Player Coach is part of the GSABA Referee Department and reports to and are answerable to GSABA Referee Department Co-ordinator (RDC).
- ii) The Player Coach is answerable to the GSABA Management Committee.
- iii) The Player Coach is a voluntary position.
- iv) The Player Coach is a member of the GSABA Referee Department Committee.
- v) Providing feedback from players and return feedback and responses to and from the GSABA Referee Department
- vi) The Player Coach will help with duties within the GSABA Referee Department as agreed with the Referee Department Co-Ordinator (RDC).

The **GSABA REFEREE DEPARTMENT POSITIONS** are held by:

REFEREE DEVELOPMENT CO-ORDINATOR: Mike Richardson

REFEREE MANAGER: Sharyn Nixon

UMPIRES CO-ORDINATOR: Sharyn Nixon

REFEREE ROSTERER & SUPERVISOR: Dennis Earl

REFEREE COACH: Position Vacant

PLAYER COACH: Position Vacant

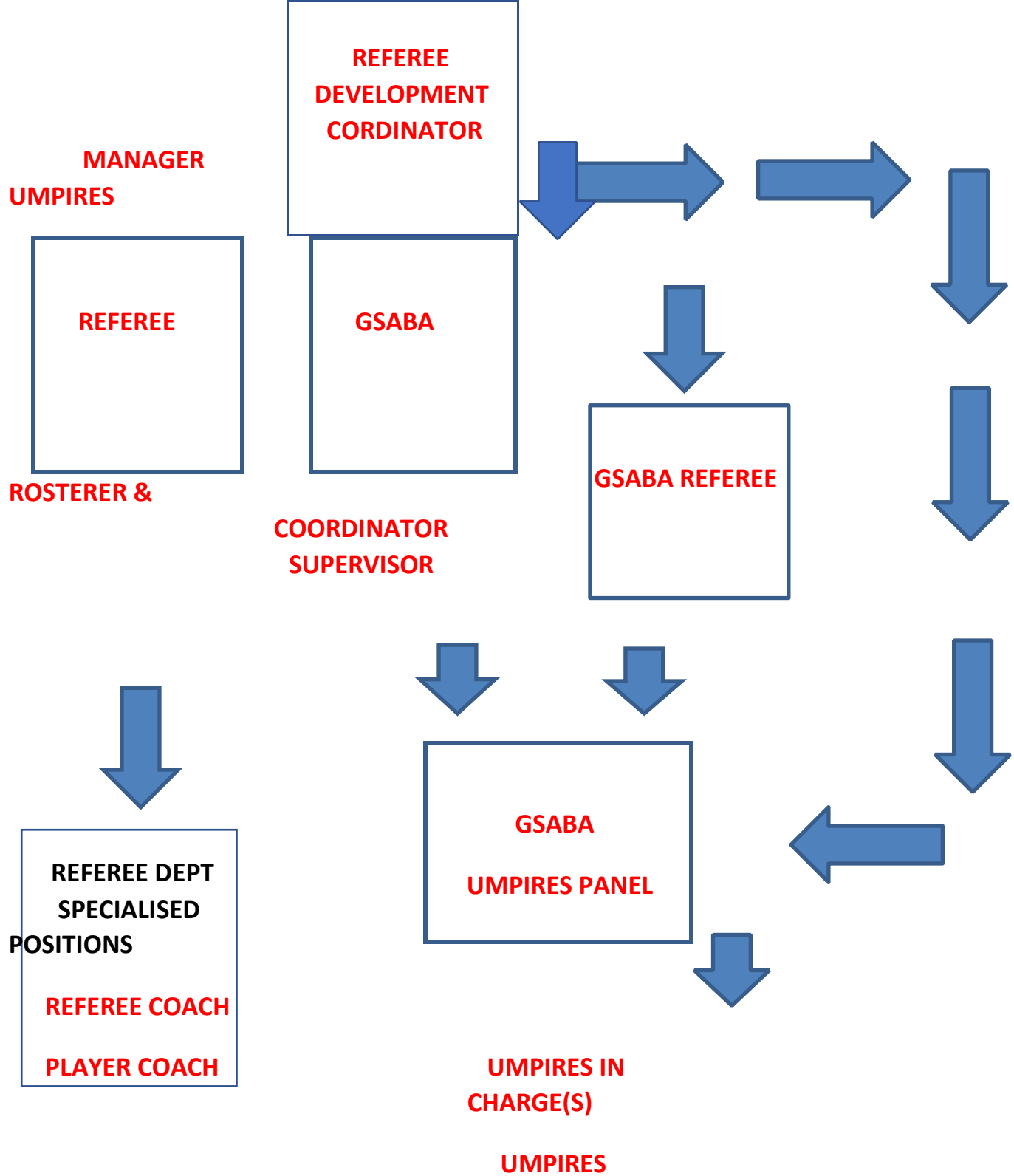
REFEREE SUB COMMITTEE: Mike Richardson, Sharyn Nixon & Tim Round (Referee)

GSABA Umpires are encouraged to consult and tap into the knowledge of the **GSABA Referee Department**, headed by Mike Richardson. Listen to the Umpire in Charges who are there to help in the development of umpires and work as a team with other umpires.

The **FLOWCHART** below explains the structure:

**GSABA
REFEREE
DEPARTMENT**





GREAT SOUTHERN BASKETBALL ASSOCIATION



GSABA UMPIRING RESOURCES

The **GSABA Website** has umpiring resources which contains necessary and valuable information. The site contains umpiring history.

Access the **GSABA Website Umpiring Tab** to gain access to this information.

The GSABA Website contains:

a) **FIBA Official Rule Book 2017 Page:**

which contains:

- FIBA Official Rule Book 2017
- FIBA Official Summary of changes – Basketball Rules 2017
- FIBA Official Rules Interpretations 2017
- Basketball SA Officiating Guidelines 2017-18
- FIBA Two-person Officiating

b) **Goolwa Stadium Umpires Roster**

c) **Victor Harbor Stadium Umpires Roster**

d) **GSABA Umpiring Philosophy**

e) **Basketball SA – Referee Development Policy**

f) **Basketball SA – State Accreditation Policy**

g) **FIBA Referee Guidelines**

which contains:

- Travelling Violations
- Dribbling Violations
- Lead Official
- Trail Official
- Verticality
- One on One Situations
- Post Play
- Block/Charge Fouls
- Calling 24 Second Violations
- Hand Checking

- Guarding a player without the ball
- Advantage/Disadvantage Concept

h) **GSABA Referee Panels**

i) **Umpire Awards**

j) **Men's & Women's Division 1 Grand Final Referees**

GSABA MANAGEMENT & GSABA REFEREE DEPARTMENT encourages the members of the **GSABA Umpires Panel** to use the following resources:

FIBA Website

Basketball Australia Website

Basketball SA Website

South Australia Country Basketball Council Website

ADOPTED: MAY 2010

LAST UPDATED: MARCH 2018

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



(DRAFT)

UMPIRING PANEL

&

REFEREE DEPARTMENT POLICY

15. GSABA UMPIRING PANEL & GSABA REFEREE DEPARTMENT GOVERNANCE

- vi) The GSABA Umpiring Panel and the GSABA Referee Department governance is covered by the GSABA Constitution. Specifically Point 14 of the GSABA Constitution – Appointment of Sub Committees & Officials, Appendix C, Umpires Sub Committee.

vii) Point 14 of the GSABA Constitution reads:

- e) At its first meeting after the Annual General Meeting, the Management Committee shall appoint such Umpires sub-committees as prescribed by the Rules of the Association.
- f) The Management Committee has the power to appoint as deemed necessary other sub-committees.
- g) Umpires sub-committee. APPENDIX C.
- h) Administer the Umpiring Panel as set out in the guidelines.

The Management Committee shall have the power to make, alter or repeal at any time all such guidelines as it may deem necessary or convenient or expedient in relation to the proper conduct of the business and affairs of the Association, and the attainment of its objects, within the guidelines:

- g) The guidelines shall be binding on all members, representatives and Officials of the Association.
- h) The Management Committee shall at the Associations Nominations Meeting for each of the Winter Season and Summer Season pass the existing guidelines.
- i) All guidelines shall be clearly distinguished from the Rules and By-Laws and recorded and referred to as guidelines in the minutes of the meeting at which they are made, altered or repealed, and the motion shall include on which the guidelines is to come into effect.

F. POWERS:

- The Umpire's Sub Committee will oversee the umpiring sector of the Great Southern Amateur Basketball Association
- The Umpire's Sub Committee is answerable to the G.S.A.B.A. Management Committee.
- The Umpire's Sub Committee is known as the GSABA Referee Department.

- The Business Administrator is responsible for his contracted duties relating to umpiring and may delegate some duties but must ensure the contracted duties are met.
- The Umpire's Sub Committee will hold meetings when deemed necessary. Minutes of the meetings must be submitted to G.S.A.B.A Management Committee.

G. UMPIRING DUTIES

The GSABA Business Administrator will do the following:

1. Be responsible for the GSABA local competition weekly umpiring rosters and organise umpires to cover the games for each season and these umpires will be collectively known as the GSABA Umpires Panel.
2. Ensure the Umpiring Policies are up to date and reviewed each year.
3. All Umpiring Policies need to be sent to the GSABA Referee Department for review and feedback, including the GSABA Umpires Manual before being officially endorsed by GSABA Management.
4. To ensure umpires have information on the procedure of reporting players and tribunal procedures (currently in the GSABA Umpires Manual)
5. To set pay rates for Umpiring Levels comparable with S.A.C.B.C guidelines but needs to be approved by GSABA Management

The GSABA Referee Department will do the following:

7. The GSABA local competition finals umpiring rosters.
8. The GSABA Carnival umpiring rosters.
9. Ensure umpires are updated with all new umpiring information by a distribution process.
10. Keep GSABA Management Committee appropriately informed of umpiring information.
11. Organise umpiring courses.
12. Meet the duties and act in accordance with the Referee Development Coordinator, Referee Manager, Referee Coach and Player Coach Duties Policy Documents.

H. UMPIRE (S) IN CHARGE

- f) Responsible to oversee the games that are rostered for that day.
- g) They will support and help with umpiring development.
- h) If umpires are unable to fulfil their rostered duties the umpire in charge must ensure the game is covered.
- i) To provide feedback to the umpires on their umpiring performance as deemed necessary.
- j) To ensure games are run in a timely manner.

I. UMPIRES PANEL

- e) G.S.A.B.A. members who are interested are encouraged to be members of the Umpiring Panel.
- f) The Umpires Panel consists of current, active umpires within the G.S.A.B.A.
- g) If the G.S.A.B.A. Umpires Panel can't be completely formed by volunteers then the Clubs will be allocated game time-slots to be filled.
- h) The allocation of these game time-slots will reflect that all Clubs have an equal responsibility to the umpiring area of the association. After nominations are finalised, a Club percentage will be calculated as per total nominations and those Clubs not meeting their percentage voluntarily will be allocated the games unable to be filled.

J. RULINGS

G.S.A.B.A. competitions, events and activities shall function in accordance with and in the spirit of the Great Southern Amateur Basketball Association Inc Constitution, By-laws and the rulings of the Australia Basketball Federation Official Basketball Rules.

16. SUB COMMITTEE VOTING

- ix) All sub-committee members are entitled to one vote. The Chairperson at all meetings shall have a casting vote only, but may refrain from exercising this right, in which case the proposal is rejected, but may be brought forward again at a subsequent meeting.

- x) The number of people to constitute a quorum at all meetings shall be half of those entitled to vote as per the GSABA Constitution.
- xi) A motion must be carried by the majority of those entitled to vote at Umpires Committee Meetings and voting abstainers' will not be counted.
- xii) The method of voting at all meetings shall be carried out by a show of hands, unless a ballot is requested by the RDC.

17. THE GSABA REFEREE DEPARTMENT - GSABA CARNIVAL RESPONSIBILITIES

The GSABA Referee Department shall:

- xii) Be responsible for the GSABA Carnival Umpires Roster. xiii) Communicate with the Slammers Secretary for the names and contact details of the visiting association referees.
- xiv) Communicate with GSABA referees who is available for the GSABA Carnival.
- xv) Communicate with Slammers Committee Member who is responsible for doing the GSABA Carnival Draw. So appropriate umpiring coverage occurs in the games.
- xvi) Responsible for Referee Recruitment of Metropolitan Referees for the GSABA Carnival. Consult with GSABA Management how many umpires are likely to be required, pay rates and other costs associated in obtaining them.
- xvii) Responsible for the Umpiring Supervision during the carnival.

18. REFEREE SUB COMMITTEE

Roles includes but is not limited to;

- iv) The Referee Sub Committee shall consist of the Referee Development Coordinator (RDC), the Referee Manager (RM) and will be appointed by and report to the GSABA Management Committee.
- v) It will also be made up of; 1 Referee, 1 Referee Coach and 1 Player Coach.
These positions shall be appointed by the RDC and RM.
- vi) Meet Monthly to discuss these, but not limited to:
 - 8. Recruiting and retaining Referees.
 - 9. Developing Referee programs to further improve refereeing standards.

10. Developing Referee Coach programs to further improve their skills.
11. Any question or issues a Referee or Referee Coach or Player Coach may have.
12. Referee appointments to Slammers Tournaments, GSABA Finals Referees.
13. Encourage, foster and promote a progressive and positive environment between all Referees and patrons.
14. Develop a culture of professionalism and communication.

19. REFEREE DEVELOPMENT CO-ORDINATOR (RDC)

Job Description includes but is not limited to:

- xvi) The Referee Development Coordinator (RDC) is to be Honarium position and set in agreeance with the GSABA Management Committee.
- xvii) The RDC will report and is answerable to the GSABA Management Committee.
- xviii) During the season visit the local GSABA stadiums on a needs basis to review the umpires.
- xix) Provide training, encouragement, to expand a core group of Referee Coaches to help in the delivery of Referee programs.
- xx) With assistance of the BSA Officiating Development Manager, deliver Referee level 0, Level 1C and 1B as required.
- xxi) Run level 0 Referee Coaches course every 2 years or as required.
- xxii) Provide ongoing development and support to Referees and Referee Coaches, through continued Rules and Mechanics training. xxiii) Provide video feedback to Referees and Referee Coaches when available. xxiv) Meet with other members of the Referee Sub Committee.
- xxv) Liaise with SA Basketball Referee Development Officer to ensure up to date education. xxvi) Liaise with SA Basketball Rules interpreter to ensure up to date rule knowledge.
- xxvii) Nominate to the SRDP any Referee that shows potential.
- xxviii) Encourage, foster and promote a progressive and positive environment between all Referees and patrons.
- xxix) Develop a culture of professionalism and communication. xxx) Investigate the opportunity to secure sponsorship for the Referee panel.

Specific GSABA Carnival Duties:

- v) Check the GSABA Carnival Referee Draft Roster.
- vi) Approve the final GSABA Carnival Roster.
- vii) Be the GSABA Referee Department contact in relation to referee changes during the carnival.
- viii) To visit each stadium during the GSABA Carnival to check and supervise how the referees are performing.

20. REFEREE MANAGER (RM)

Job Description includes but is not limited to;

- xvii) The Referee Manager (RM) is to be paid a position and set in agreeance with the GSABA Management Committee.
- xviii) The Referee Manager will report and is answerable to the Referee Department Co-Ordinator (RDC) and is answerable to the GSABA Management Committee.
- xix) Assistant to the Referee Development Coordinator. xx) Nominate Referees to the GSABA competitions finals.
- xxi) Nominate Referees to Slammers tournaments in consultation with Slammers Secretary.
- xxii) Assist with Referee training as required.
- xxiii) Referee sub-committee representative to the GSABA Management Committee.
- xxiv) Assist Referees with uniforms, whistles, FIBA Rule and Mechanics books.
- xxv) Meet monthly or on a needs basis with other members of the Referee Sub Committee.
- xxvi) Referee Department Secretary and to record minutes for presentation to the GSABA Referee Committee.
- xxvii) Encourage, foster and promote a progressive and positive environment between all referees and patrons. xxviii) Develop a culture of professionalism and communication.

Specific GSABA Carnival Duties:

- xxix) Establish the GSABA referee's availability for the GSABA Carnival.
- xxx) Complete the GSABA Carnival Referee Draft Roster.
- xxxi) Send the final GSABA Carnival Referee Roster to the RMC for approval.
- xxxii) Communicate with the person who is co-ordinating the GSABA Carnival Draw.

21. REFEREE COACH

- vii) The Referee Coach is part of the GSABA Referee Department and reports to and are answerable to GSABA Referee Department Co-ordinator (RDC).
- viii) The Referee Coach is answerable to the GSABA Management Committee.
- ix) The Referee Coach is a voluntary position.
- x) Being a member of the GSABA Referee Department Committee xi)
A referee selector of GSABA Finals Referees
- xii) The Referee Coach will help with duties within the GSABA Referee Department as agreed with the Referee Department Co-Ordinator (RDC).

22. PLAYER COACH

- vii) The Player Coach is part of the GSABA Referee Department and reports to and are answerable to GSABA Referee Department Co-ordinator (RDC).
- viii) The Player Coach is answerable to the GSABA Management Committee.
- ix) The Player Coach is a voluntary position.
- x) The Player Coach is a member of the GSABA Referee Department Committee.
- xi) Providing feedback from players and return feedback and responses to and from the GSABA Referee Department
- xii) The Player Coach will help with duties within the GSABA Referee Department as agreed with the Referee Department Co-Ordinator (RDC).

ADOPTED: ***DRAFT MARCH 2018***

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

UMPIRING



PHILOSOPHY POLICY

GSABA UMPIRING PHILOSOPHY & BACKGROUND INFORMATION - ***currently under review***

The GSABA has an Umpiring Panel. The philosophy of the GSABA is we want umpires who want to umpire, not have members be made to umpire. Individual Clubs do not have to supply a certain amount of umpires but we welcome and encourage all clubs to supply umpires. We aim to provide the strongest possible pairings for each game but need to provide a balance in developing junior and less experienced umpires by giving them games so they can grow, develop and improve. At times umpires need to be given a chance to see if they are ready for the next stage of higher level games.

We have Umpire in Charge each night monitoring and working with the umpires. The Umpires in Charge provides feedback to the Umpires and as required to the Umpires Co-Ordinator and Umpires Supervisor/Rostering.

The earlier game time slots are often filled by junior referees.

REASONING:

- i) It is often difficult for adults to make these time slots due to work commitments.
- ii) The junior referees need to start somewhere and junior grades are an appropriate starting point.

Any GSABA members wishing to umpire please contact the Umpiring Supervisor/Rostering or the Umpires Co-Ordinator or an Umpire in Charge.

MINOR ROUND SEASON CRITERIA:

1. Where possible umpires aligned to teams will not be allocated games involving those teams.
2. Point 1 is very difficult to achieve during the minor round season due to umpiring numbers, umpiring availability and team aligned ratios. Some games will require the strongest possible pairings and the Umpire in Charge

may choose to overlook Point 1 when they consider appropriate to do so.
i.e. Players safety being a major consideration.

3. Umpires are contacted to find availability for the new season. Some umpires are only available on certain nights, certain timeframes. Some umpires are more flexible and can umpire on more nights and over greater time-frames.
4. Point 3 means some umpires get more games in the course of a week.
5. The highest graded and more experienced referees will be allocated to the Senior Division 1 games. They will be allocated regularly to Senior Divisions.
6. Umpire in Charges will allocate the pairings on the night when two courts are operating. They will use their judgement to ensure the most suitable pairings occur.

FINALS CRITERIA:

1. Where possible Umpires aligned to teams will not be allocated a final involving those teams.
2. Situation 1 is not always possible due to some clubs providing more umpires than others and some clubs provide more finalists than others. (Varies each season). So, when this situation occurs one aligned umpire per team will be selected if possible.
3. Selection of Finals Umpires & Philosophy
 - i) All Umpires should be given consideration when determining the finals roster.
 - ii) After consideration had been given, if it is determined that the umpire isn't ready for a final, the Umpires Supervisor will discuss the situation and provide feedback to the umpire.
 - iii) The semifinals provide a good opportunity for junior and less experienced umpires to gain experience of umpiring a final. Those umpires will be paired

with an experienced umpire. A three-umpire system may be used in these situations.

iii) The preliminary final and grand finals will be umpired by the best performed umpires. There are opportunities for the better performed junior and less experienced umpires to umpire in these finals. Those umpires will be paired with an experienced umpire. A three-umpire system may be used in these situations.

iv) Junior and less experienced umpires will umpire finals in a division which is appropriate to their umpiring standard. This means generally in lower agegroup junior divisions.

v) The Umpires Supervisor/Rosterer will consult the Umpires Co-Ordinator and the Umpires in Charge and gain feedback about how each umpire has performed over the season and gain opinion on what grade umpires are suited to for the finals.

vi) After gathering the information, the Umpire Supervisor/Rosterer will draft the finals roster and consult the Umpires Co-Ordinator. A finals roster will then be completed.

*****FOOTNOTE***:** Over a course of a season the Umpires Supervisor, Umpires Co-Ordinator and the Umpire in Charges have developed an understanding of each competition and feedback is given over what finals may need strongest umpires, this will include the tightness of the competition and the spirit in which the games have been played over the season. While umpires must treat each game as it comes, the GSABA must have umpires that have the ability to control a game that is a "tough game to umpire" and this is taken into account with umpiring pairings in finals.

******* If umpiring numbers are insufficient using the current umpiring philosophy, GSABA Management may have to revert to the Clubs supplying umpires on a percentage basis of the teams each Club has nominated.

ADOPTED: SEPTEMBER 2009

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



UNDER 10

COMPETITION RULES

UNDER 10 COMPETITION PHILOSOPHY

The Under 10 competitions is the next learning stage after the Under 8 competitions. The competition is there for participation, learning, developing skills, developing team work and team rules and having fun. The competition needs to be used as a stepping stone towards having the players ready to be able to play with as much competency as possible when they reach the Under 12 competitions. The Under 12 competitions is the first GSABA competition where the players will play for premiership points. In the Under 12 competition we often have two Slammers teams in both girls and boys, so players when leaving the Under 12 competitions will play against around 20 association players in different teams who are of good standard. It is important by the players final season in the Under 10 competition they have correct footwork, good defensive and offence techniques, understanding of the importance of team work and a reasonable understanding of the rules. The GSABA understands that some players moving from the Under 10 competitions to the Under 12 competitions will be better developed to handle the transition than other players. This is why in the Under 12 competitions and in fact in all age-groups we will have divisions when practical and possible. It must be remembered we have been the most consistent country junior competition in the past two years across the State. Back to back John Spooner Awards.

UNDER 10 UMPIRING PHILOSOPHY

The Under 10 Umpiring Philosophy reflects the Under 10 Competition Philosophy.

The Umpires have been instructed to umpire according to the rules and will not show leniency in the rules. We can't have players travelling constantly, fouling constantly, committing three second violations and not having a reasonable understanding of the rules when they enter the GSABA Under 12 competitions for the first time.

Players who get fouled out of a game, they stay out of the game, they need to learn that when they get 5 fouls they don't come back on the court.

This philosophy is placing the onus on the coach to address the players skills, develop the correct defensive and offensive techniques and understanding of the rules of the game. Situations that occur in a game should be addressed at training.

This approach was discussed at GSABA Management many years ago and we gained feedback from Clubs and so the philosophy was agreed upon. It was agreed it was in the best interest of the players and the association to take this approach.

REASONING: When leniency was used on a regular basis, we would have players still travelling constantly, fouling constantly, getting called for three second violations and too many players were just not ready for the Under 12 premierships point competition. It was hindering the development of players and the association.

POINT TO REMEMBER: We have green shirts umpiring regularly in the Under 10 competitions so be mindful of their ability to strictly adhere to the philosophy. Calls will be missed but they are working towards the philosophy. The leniency approach also hinders the development of the umpires, the umpires need to recognise when a travel, foul or violation occurs and they need to blow the whistle to acknowledge they recognise it has occurred. Umpiring is not an easy task and for their development it is important they can react and call what they see.

UNDER 10 COMPETITION RULES:

i) The Under 10 competitions is played on Friday Nights.

ii) The Under 10 competitions is allocated 50-minute time slots. iii) In all games the rules of Basketball Australia will apply. The current FIBA rule book applies. Any GSABA Bylaws overrides corresponding rules in the rule book. iv) Umpires will stop and explain decisions when appropriate. v) All games will be scored but no premierships table or finals will occur. vi) Correct uniform is encouraged but players can play out of uniform and same numbers can be used.

- vii) There are no forfeits and teams can use players from the opposition team if they have less than 5 players.
- viii) No penalty for late players will occur.
- ix) Each team is to supply a scorer.
- x) Coaches are allowed to walk the perimeter of the court and are allowed on the court during the match but must attempt to minimise their time on the court i.e. brief periods on the court at a time.

TIMING RULES:

- i) Four ten-minute quarters will be played.
- ii) The clock does not stop once it has been started for the quarter.
- iii) The umpire has the power to ask for the clock to be held due to injury, ball stuck in between ring and board (jump ball) or for safety reasons.

GAME OPERATIONS:

- i) At the start of the match the umpire will blow their whistle and give the teams a minute warning.
- ii) The umpire will set the clock for 11 minutes for the start of the first and third quarters and set the clock running.
- iii) The umpire will set the clock for 12 minutes for the half-time break and set the clock running.

TIME OUTS:

- i) Each coach can have one time-out per quarter.
- ii) Unused time-outs can't be transferred to another quarter.
- iii) Time-outs can't be called in the last minute of any quarter.
- iv) Time-outs called between 1.00 and 2.00 minutes left in the quarter can be called but players must be ready to resume at the 1.00-minute mark on the clock.
- v) The coach who called the time-out can call the time-out back in before the minute is up.
- vi) A time out opportunity is:
 - For both teams, the ball becomes dead, after a whistle and the official has ended communication with the scorer's table.
 - For the non-scoring team after a field goal is scored.

SUBSTITUTIONS:

i) A substitution opportunity is:

- For both teams, the ball becomes dead, after a whistle and the official has ended communication with the scorer's table.
- No substitutions can be called in the last minute of each quarter.

PLEASE NOTE: Due to the game clock not being stopped we have developed various By-Law rules and is why the above are the only Time-Out and Substitution opportunities.

ADOPTED: SEPTEMBER 2009

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



VIDEOING

& PHOTOGRAPHY POLICY

Basketball SA Videoing and Photography Policy

The GSABA as an affiliated association to SACBC and to Basketball SA we accept and adopt the policy. and where SA Country Basketball and GSABA is mentioned in the document the relevant controlling body of the event is applied. In some cases, it may be relevant to both controlling bodies.

Basketball SA and the **GSABA** is conscious of concerns raised regarding the taking of video footage or still photographs in basketball stadiums. Nevertheless, we are also conscious that there are genuine and innocent reasons why this may happen, including the recording of family memories and scouting by team coaches.

In setting a policy with regard to the use of cameras in its stadiums and during its competitions and programs, Basketball SA and the **GSABA** has endeavoured to reach a fair and simple compromise between these competing needs.

The following policy shall apply to the use of cameras in all Basketball SA stadiums and during all Basketball SA and **GSABA** competitions and programs.

A person is permitted to video and photograph games involving minors provided that they are:

- a) related to a player involved in the game, or
- b) doing so for scouting purposes or
- c) approved by the Officiating Development Manager Basketball SA or the GSABA Business Administrator or the **GSABA Referee Development CoOrdinator** for the purpose of referee development and education.

If parents have concerns about people videoing or taking photographs of junior games, they should raise them with a stadium official. If the person using a camera is then unable to convince the stadium official that they fall into either of the above categories, they will be asked to discontinue taking photos/filming.

Any person aggrieved by that decision should raise the matter at the earliest opportunity during business hours with the Basketball Manager at Basketball SA or the ***GSABA Business Administrator***.

No videoing or taking of photographs will be permitted under any circumstances in the toilets or changing areas of stadiums where Basketball SA or ***GSABA*** programs or competitions are being conducted.

Under no circumstances should video footage or photographs taken in Basketball SA or ***GSABA*** programs be posted online or in any public forum without the permission of the parents of all minors appearing in the video or photograph first being obtained.

****FOOTNOTE*: The SACBC Player Registration Process covers the terms and conditions of SACBC which incorporates this policy. GSABA Clubs to incorporate a terms and conditions agreeance section on their Player Registration forms.***

ADOPTED: ***FEBRUARY 2018 DRAFT***

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA



VOLUNTEER MANAGEMENT POLICY

VOLUNTEER MANAGEMENT POLICY STATEMENT

The **GSABA** is governed by the ***Volunteer Protection Act 2001*** which gives legal protection from personal liability to volunteers doing voluntary work for an incorporated community organisation.

The **GSABA** like all sporting organisations requires volunteers to help with duties that occur in the everyday functioning of the association. The five ***GSABA Clubs, Lakers, Magic, Pistons, Saints and Wildcat Celtics*** are reliant on volunteers to ensure their continued survival and hence the controlling body, the **GSABA** is as well. The Association Teams known as Slammers would not function without volunteers.

The **GSABA** which encompasses the ***GSABA Clubs*** needs to be vigilant in attracting, keeping and supporting volunteers.

The **GSABA** needs to ensure volunteers feel welcomed, valued, understand their roles and responsibilities.

The **GSABA** will work towards **continuous improvement** in the Volunteering area and Volunteering Management of the association.

VOLUNTEER INDUCTION

A ***volunteer induction*** is an ideal process to help **GSABA** volunteers:

- feel welcomed and valued
- understand their role and what is expected of them.

Inductions will help the **GSABA**:

- reduce risk
- demonstrate professionalism in their approach to volunteering • provide a safe environment for volunteers
- support volunteers.

INDUCTION MANUAL

The **GSABA** aim is to have Induction Manuals will provide volunteers with information about their roles giving them good insight into what is expected of them and an understanding of the club and its policies and procedures. They are also part of the risk management strategy needed to protect clubs.

GSABA Manual would ideally include:

- a welcoming letter
- history of the club
- contact details: club, emergency, externals
- the club's mission, values, philosophies and objectives
- copy of the role description
- role procedures
- training information
- volunteer rights and responsibilities
- relevant policies
- the process for claiming expenses
- details on any budgets that may be attached to the position
- membership form (if not already signed)
- risk management procedures
- grievance procedures
- emergency procedures
- occupational health and safety procedures.

MENTORING VOLUNTEERS

The **GSABA** will aim to mentor volunteers in their new position as they understand it can be an overwhelming process for volunteers. Remembering, new members can find the process of asking questions and asking for support daunting especially if they do not know any of the current members. Assigning a mentor to new volunteers can help them through these early stages and make them feel comfortable in the new environment.

‘Mentor’ role description.

- exchange contact details with the volunteer
- contact the new volunteer regularly
- answer any questions
- support the new volunteer in getting to know the club
- help break down barriers that may exist
- introduce the new volunteer to members
- informally educate the volunteer about the club’s structure and culture

TRAINING VOLUNTEERS

The **GSABA** aims to provide volunteers with training opportunities adding value to the induction process and help them approach their roles with greater confidence and skill. This is a win-win situation as the club will benefit from their expertise. Training of volunteers is also an important part of a club’s risk management plan.

Examples of training available

- coaching
- officiating
- presenter
- mentor
- assessor
- child safe officer
- first aid
- sports trainer
- volunteer management
- developing grant applications

- risk management
- committee or board member skills
- women in leadership
- governance
- event management
- financial management
- time management
- website development
- manual handling
- food handling
- conflict resolution
- engaging generation Y

TRAINING REQUIREMENTS

The **GSABA** will seek to explore various types of training available, especially using the **ORS Website** and **STARCLUB** contacts.

Training requirements for club positions

The **GSABA** will seek out what type of training is required for each position within the club and consider if the training:

- is essential or desirable
- can be delivered in-house
- requires external training
- is in a convenient location
- requires travel
- is a long or short course
- requires a mentor for the volunteer
- can be completed online
- is accessible by the volunteer (i.e. online capabilities)
- will cost the club (and/or individual).

REVIEWING TRAINING NEEDS

The **GSABA** aims to identify if and when further training is needed by continually reviewing the skills and knowledge of its new and current volunteers.

The **GSABA** will aim to:

- Set up and document a Volunteer Training Plan and will need to fund the training

The **GSABA** will aim to:

- allocate funds in the annual budget for volunteer training and development.
- pay for travel costs to attend courses (i.e. petrol).
- work with other clubs (same sport or different) to run suitable joint courses in the local area. This will save money and time and reduce travel. - run trainings and courses for volunteers, e.g. coaching courses, umpiring courses, courses to meet the GSABA legal requirements. - fundraise with the specific purpose of training volunteers.
- apply for grants designed to support volunteer training

Volunteer retention

The **GSABA** will work towards maximising volunteer retention:

- set up a volunteer feedback form to gain knowledge about volunteering. This will help with continuous improvement. - provide reward and recognition processes, . develop strategies to retain volunteers.

POLICIES AND PROCEDURES

The GSABA has developed the following policies to protect members and volunteers. In the GSABA volunteers are regarded as members.

The policies are:

Risk management plan

Member protection policy

Volunteers policy

Code of behaviour

Volunteers and insurance

The GSABA has effective communication which includes:

- **Verbal communication** which includes one on one consultation and multiple communication through meetings.
- **Written communication** which can occur through **writing a letter** and on **feedback forms**

GSABA DATABASE

The **GSABA** has a database of all its members which is updated at a minimum seasonally, twice a year as we have two seasons each year.

The following details that are kept are:

GSABA VOLUNTEER BUDGET

The GSABA does allocate funding to support them. The GSABA Business Administrator does include Volunteer payments in the annual GSABA Budget which is compiled each financial year.

GSABA VOLUNTEER SUCCESSION PLANNING

The **GSABA** works towards Volunteer Succession Planning by having Handover Procedures.

Each current volunteer is encouraged to provide the following when handover a position:

- A Volunteer Exit Checklist
- A Volunteer Handover report

NEW VOLUNTEER AND STAFF INDUCTION FORMS

The **GSABA** has developed a new volunteer and staff induction forms. It is as follows:

NEW VOLUNTEER AND STAFF INDUCTION FORM

Volunteer:				Date:
Position				
Strategy	Relevant to Position	Who	Date completed	Comments
Welcome letter or email				
Conduct a tour of the facilities				
Provide appropriate policies and procedures				
Explain the role				
Explain the rights and responsibilities				
Introduce to key people				
Discuss access to facilities				
and equipment				
Issues Key if necessary				
Child Safe Policy				
Website Information				
Season Program				

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VOLUNTEER AND STAFF INDUCTION – TOUR OF FACILITIES

Volunteer:		Date:
Position		
Facility	Completed	
Parking		
Toilets/Showers		
Emergency Evacuation Procedures		
Keys/Alarms Codes		

Fire Extinguishers		
Fire Exits		
First Aid Kit		
Telephone		
Canteen		
Courts		
Storage Area		

ADOPTED: *FEBRUARY 2018 DRAFT*

REVIEWED: AUGUST EACH YEAR

GREAT SOUTHERN AMATEUR BASKETBALL ASSOCIATION

GSABA WEBSITE



ADDING A WEBSITE MANAGER

ADDING A WEBSITE MANAGER

Step 1: A new administrator needs to be approved by the relevant Club Management Committee

Step 2: The new administrator will need to do the following:
Any new administrator must have a confirmed SP Passport. SP Passport is free of charge - for more information visit <https://passport.sportingpulse.com/>

Step 3: Once you have a confirmed SP Passport contact the GSABA Website Administrator (Dennis Earl) who will arrange authorisation to be Club's Website Manager.

If you are the Current Club Website Manager but have changed your email address - you will need to go through the steps above and then the GSABA Website Administrator can re-authorise you under your new email address.

ADOPTED: MAY 2010

REVIEWED: AUGUST EACH YEAR