



Brisbane Softball Association

Brisbane Representative Teams Policy

1. Introduction

- 1.1 Brisbane Softball Association is responsible for managing and supporting representative Teams and Squads to ensure they are positioned to achieve sustained success. Further, we have an obligation to these Teams and Squads, to our Members and to our funding bodies to ensure the management and governance of these Teams and Squads are of the highest standard, meets current best practice, and complies with regulatory and related requirements.

2. Purpose

- 2.1 The purpose of this Policy (Policy) is to:
 - 2.1.1 Communicate clearly to all stakeholders the principles that underpin the governance and management of Teams and Squads.
 - 2.1.2 Ensure certainty, clarity and transparency regarding key issues, such as player and team staff selection.
 - 2.1.3 Clarify roles and responsibilities in relation to the management of Teams and Squads.
 - 2.1.4 Clarify the rights and obligations of Team and Squad members.
 - 2.1.5 Facilitate fair, balanced, equitable and supportive practices that maximize opportunities and success.

3. Scope

- 3.1 This Policy is applicable to all Brisbane representative Teams and Squads.
- 3.2 This Policy deals with all aspects of Team management, including but not limited to:
 - 3.2.1 The selection of Teams and Squads.
 - 3.2.2 The appointment of Officials.
 - 3.2.3 The appointment of Selection Panels.
 - 3.2.4 The conduct of team members, officials and selectors.
 - 3.2.5 Team behaviour and discipline.

4. Brisbane Teams

- 4.1 A Brisbane Team is a team selected by the BSA to represent Brisbane in a competition played in Queensland, Australia or overseas.
- 4.2 Brisbane Teams will be selected from Teams Registered in the BSA competition for each of the Open Women and Men, U19 Women and Men, U17 Girls and Boys and Under 15 Girls and Boys and any other Brisbane representative Team determined by BSA from time to time.
- 4.3 Where possible and there is sufficient players of the appropriate standard, the BSA will nominate two teams for each State Championship – a Red Team and a White Team.
- 4.4 The Red team will be selected as the best of the two teams though where two players are of comparable ability, the positional needs of the White team will take precedence.
- 4.5 A Brisbane Team for a competition played in Queensland will consist of up to 14 players and will be selected in accordance with these Selection Procedures.
- 4.6 A Brisbane Team for a tour will consist of up to 17 players and will be selected in accordance with these Team Selection Procedures.

5. Team Selection Panels

- 5.1 All Team Selection Panel appointments must be approved by the BSA Board of Management.
- 5.2 The Sports Development Portfolio Manager is responsible for establishing, managing and training Team Selection Panels for each Team or Squad.
- 5.3 The process for appointing the Team Selection Panels, including filling any vacancies that occur during the appointment term, is set-out in these Team Selection Procedures.
- 5.4 To be eligible for appointment as a Selector an applicant must:
 - 5.4.1 Be a financial member of BSA or BSA registered club.
 - 5.4.2 Satisfy all or most of the selection criteria set down in the relevant position description.
- 5.5 Each Team Selection Panel will have a minimum of three members comprising:
 - 5.5.1 Chair.
 - 5.5.2 At least two other suitably qualified independent Selectors.
- 5.6 If there are only three members on the selection panel, there must be no more than one per club. Where there are more than three panel members, it is acceptable to have more than one from each club as long as there are at least three clubs represented.
- 5.7 Although the Coach is not a member of the Selection Panel, he/she will be consulted during the selection process and before any team is recommended to the Portfolio Manager.
- 5.8 A Selector must attend the minimum number of Selection Events each year, as determined by the BSA from time to time.
- 5.9 At least two members of a Selection Panel will attend each Selection Event.
- 5.10 A Selector must:
 - 5.10.1 Comply with BSA values and act with integrity and objectivity in all aspects of the selection process.
 - 5.10.2 Comply with this Policy and all other related policies, processes and agreements.
 - 5.10.3 Maintain confidentiality in relation to all aspects of selection and related processes.
 - 5.10.4 Notify the BSA Portfolio Manager in the event of a Conflict of Interest as soon as they become aware of the conflict. A Selector with a Conflict of Interest will:
 - (a) Be temporarily removed from the Selection Panel if the conflict is short-term.
 - (b) Resign from the Selection Panel if the conflict is ongoing.
 - 5.10.5 Advise the BSA Portfolio Manager if they believe another Selector has a Conflict of Interest or is breach of this Policy.

6. Selection Events

- 6.1 The Brisbane Team Selection Events are one or more of the following:
 - 6.1.1 Competition games
 - 6.1.2 Selection Trials
 - 6.1.3 Training camps.
 - 6.1.4 Any other event nominated as a Selection Event from time to time:
 - 6.1.4.1 Other Selection Events will be determined by the Chair of Selectors in consultation with the Coach and the Portfolio Manager.
 - 6.1.4.2 The Portfolio Manager will notify Clubs of an event nominated as a Selection Event as soon as practicable.

7. Player Selection

- 7.1 The number of selected players for a Brisbane Team or Squad will not exceed the number set-out in clauses 4 and 5.
- 7.2 To be eligible for selection a player must:
 - 7.2.1 Be a financial member of the BSA (mandatory).
 - 7.2.2 Comply with the selection process and satisfy the player selection criteria set out in these Representative Selection Policy. If a player is unable to comply due to:
 - (a) Ill-health or injury, verified by a medical certificate
 - (b) Overseas training, playing, work or educational commitment

- (c) For any other compelling reason presented to BSA in writing they may be considered for selection at the sole discretion of the Portfolio Manager on the recommendation of the relevant Selection Panel.
- 7.3 Players eligible for selection for a Brisbane Team or Squad will be selected by the relevant Selection Panel set-out in clause 5.
- 7.4 The Selectors will have total discretion in selection as per the Representative Selection Policy.
- 7.5 All selected players will be expected to attend all scheduled competitions, training and related activities as directed by the Head Coach. If a player is unable to attend a scheduled activity, they must notify the Manager to seek an exemption.
- 7.6 All selected players must sign and are subject to the terms and conditions of a BSA Player Agreement.
- 7.7 A player may be removed from a Brisbane Team or Squad if they:
 - 7.7.1 become an unfinancial member of BSA.
 - 7.7.2 are suspended by SAL, QSI, the BSA or a member club.
 - 7.7.3 fail to comply with this Policy or any other relevant BSA Policy or Procedure, including (but not limited to) the Anti-Doping Policy and the Member Protection Policy.
 - 7.7.4 fail to meet the requirements set-out in the Team Selection Procedures.
 - 7.7.5 are unable to perform to the required standard in the opinion of the Selectors by reason of illness or injury.
 - 7.7.6 fail to perform to a level required of a Brisbane player, as determined by the relevant Head Coach.
 - 7.7.7 fail to attend a scheduled competition, training or related activity as directed by the relevant Head Coach without prior approval.
 - 7.7.8 fail to comply with the requirements of their BSA Player Agreement.
 - 7.7.9 fail to behave in a way deemed appropriate for a Brisbane Player.
- 7.8 If a player withdraws or is removed from a Brisbane Team or Squad the Selectors may choose a replacement in accordance with the Team Selection Procedures.

8. Appeals

- 8.1 A player who is not selected in or removed from a Team or Squad may only appeal against their omission on the basis of the Selectors failing to comply with this Policy and the Team Selection Procedures.
- 8.2 The appeal process is set-out in the Team Selection Procedures and will proceed in accordance with those guidelines.

9. Brisbane Team Officials

- 9.1 Brisbane Team Officials for a competition or tour will consist of:
 - 9.1.1 The Head Coach, Assistant Coach, Team Manager and Statistician.
 - 9.1.2 Other positions, for example Trainee Coach may be added in consultation with the Portfolio Manager and approved by the BSA Board of Management.
- 9.2 All Team Official appointments must be approved by the BSA Board of Management.
- 9.3 The process for appointing Team Officials, including filling any vacancies that occur during the appointment term, is set-out in the Team Selection Procedures.
- 9.4 To be eligible for appointment to a Team Official position an applicant must:
 - 9.4.1 Be a financial member of BSA.
 - 9.4.2 Meet the selection criteria set down in the relevant position description.
- 9.5 Team Officials may be removed from their position if they fail to comply with their appointment Terms and Conditions.

10. Anti-Doping

- 10.1 Brisbane players, Team Officials and Umpires are bound by the SAL Anti-Doping Policy and related procedures, including any amendments which may be made from time to time.

11. Risk Management

- 11.1 All Brisbane players, Team Officials and Umpires must comply with the BSA Risk Management Policy and related procedures, including any amendments which may be made from time to time.
- 11.2 All Brisbane players, Team Officials and Umpires are covered by insurance policies as deemed appropriate by SQI:
- 11.3 The BSA should ensure all players, Officials and Umpires are familiar with the Risk Management Policy and related procedures, including any additional information relevant for the management and minimisation of risk for each tour.

12. Behaviour and Discipline

- 12.1 All Brisbane players, Team Officials and Umpires will be bound by:
 - 12.1.1 The Codes of Conduct/Ethics, disciplinary measures and other requirements and obligations set-out in this Policy and the Member Protection Policy.
 - 12.1.2 Any requirements and obligations of the sporting organisation responsible for that competition, providing such requirements are not onerous and unlawful.

13. Uniforms

- 13.1 BSA will provide players and Team Officials with uniforms as part of the team fees and levies.
- 13.2 Players and Team Officials must wear the appropriate team uniform to training, games and official functions unless otherwise directed by the Team Manager.

14. Marketing, Media and Sponsorship

- 14.1 Brisbane players, Team Officials and Umpires:
 - 14.1.1 May be required to participate in promotional activities organised by BSA.
 - 14.1.2 Will not make any comment or representation to the media in relation to:
 - (a) A Brisbane Team without the prior written approval of BSA.
 - (b) BSA sponsors.
 - (c) BSA Directors, management, staff, policies or procedures.
 - 14.1.3 Will not act as a journalist or in any other media capacity without the prior written approval of BSA.
 - 14.1.4 Are bound by the BSA Sponsorship Policy.

15. Finance

- 15.1 Players and Team Officials may be required to pay levies and other fees to participate in competitions, training and development activities.
- 15.2 Levies will be based on the cost for each participant's involvement in the activity.
- 15.3 The levy percentage will be reviewed annually when the costs of participating are known.
- 15.4 Players and Team Officials will be notified of any levies and fees payable as soon as the cost of each activity is finalised.
- 15.5 Payment will be due and payable prior to the competition, unless a payment plan is negotiated and agreed by BSA.