



Balnarring Storm Basketball Club

By-Laws

These by-laws have been compiled by the Committee to outline all aspects of the Club. This allows all members to have full access to all information relevant to the organisation of the Club and its teams.

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Introduction of the Club

Balnarring Storm Basketball Club was established to bring basketball teams in Balnarring and the surrounding suburbs together, to create an opportunity for the children to have an inclusive, positive basketball experience now and into the future.

Balnarring Storm Basketball Club is an independent non-profit Club run by volunteer parents. The Club runs solely on volunteers from parents or other interested family members or friends. Our committee is on a voluntary basis and any new members are always welcome. We would encourage each year to have new parents volunteer from any new U8's teams that start up. This is to ensure the committee can continue on once other committee members children leave. The operation of the Club relies on continual communication and contributions from all teams. We would like all teams to be completely informed in all aspects of the Club.

The Club also relies on voluntary sponsors each year to help with financial requirements for the Club. If sponsors are found and subsequent funds are accumulated, they can then be used for any other matters that the committee decide may be required. All sponsors will be featured on our website or other social media.

Communication with the Club

Current Committee Members

President:

Vice President:

Club Registrar:

Secretary:

Uniform Co-ordinator:

Director of Coaching:

General members:

Club Website: www.balnarringstorm.com.au

Club Email: balnarringstormbc@gmail.com

Facebook: Balnarring Storm Basketball Club

The following By-Laws are determined by the Committee of the Balnarring Storm Basketball Club and amended by the Committee as required. The By-laws, the Rules of Incorporation (Constitution) and the Membership Rules form the Rules of the Club.

The Balnarring Storm Basketball Club requires all members to abide by the Rules of the Club.

Balnarring Storm Basketball Club supports and is bound by the policies and by-laws of the Westernport Basketball Association (WPBA) and Basketball Victoria (BV) including:

- WPBA Competition Rules
- BV Codes of Conduct
- BV Member Protection By-Laws
- BV Tribunal By-Laws

Registration

- The beginning of each season a registration day will be held for all players that are interested in joining a team.
- The confirmed date will be published on the Club website and other social media pages. This will be held at the school basketball courts or gymnasium.

Process of Registration

- All new players must fill out a registration form. These can also be requested and filled out via email.
- See how many new individual new players need to be placed in existing teams.
- Once all new registrations are compiled new teams may be formed depending on the numbers in each age group.
- Placing new members is at the discretion of the Club and every effort will be made to ensure new players have the appropriate skills to cope with the grade of the team.
- If the player has the appropriate skill level, or has the potential to reach that skill level with training and good Coaching, it is expected that the team will accept the new player and welcome him or her into their team.

New Teams

- For those beginning in U8's, the children can nominate friends they would like to play in the same team, in the case that more than one team is formed.
- An email will then be sent to all contacts on their new list.
- Parents then have to communicate amongst themselves to appoint a COACH and a TEAM MANAGER.
- Teams can only be registered after those roles are chosen.
- The Club relies on parents volunteering to uphold the roles of Coach and Team Manager. (See section: 'Coach and Team Manager Roles' for more information).

Waiting List

- At any stage throughout the year if a position is not available the child will be placed on a waiting list.
- As soon as places are available the child that has been on the waiting list the longest will be contacted.
- When registrations are held at the beginning of each season, all new players on the waiting list will be used to form a new team if enough newly registered players can complete a team.

Payment of Registration for New & Existing Teams

- Each player will be required to pay a Club registration fee at the start of the Season. These fees may be amended from season to season depending on the WPBA fee structure.
- Any new players who start at any time throughout the season will also be required to pay this fee. This must be organised through the Club.
- Existing Teams will have to submit a team list of all current players as early as they can to allow the Club to see if players on the waiting list can fit in any existing teams.
- All payments are to be submitted into the Club bank account. Cash payments will only be accepted on registration day.
- Registering of all teams is done by the Club into the WPBA database once all players on the team are financial.
- The registration fee is non-refundable once a team is financial and registered to WPBA.

Uniforms

- All new uniforms can be ordered through the Uniform Co-ordinator.
- Full payment must be made at the time the order is placed.

Team Selection Policy

Balnarring Storm Basketball Club recognises the social and developmental motives behind your child playing Basketball, and as such has developed the following Team Selection Policy:

We will place your child into a team where they are comfortable and supported. Player placement will be in consultation with Parent, Coach and Committee. We will endeavour to facilitate particular player placement requests, i.e. play with friends, siblings or age and skill levels. From time to time it may be necessary to move players into a different team due to fluctuating numbers and age groups. All player movement will be in consultation with Coaches and Parents.

Teams will operate with 7-8 players. Teams of 6 and 9 will only be considered in special circumstances. If all teams are full, then a child wishing to play will be placed on a waiting list and will be placed in the most suitable team once a position is available. If there are sufficient numbers on the list, or players with to move to accommodate the creation of a new team, then one will be created.

Our aim is to have kids playing basketball, enjoying their time and developing skills. We will work closely with Coaches to ensure team harmony and skill development.

Any changes to teams throughout the season, whether adding or removing players, must be done by notifying the Club. This is to ensure the Club has up to date records of all teams numbers. This information must be passed onto WPBA. Any updated contact information for the Coach or Team Manager must be sent to the Club.

Emergency Players

Once the season commences you must be aware of the guidelines from the WPBA in regards to having players filling in for your team. This can be found in the WPBA By-Laws on their website. These guidelines must be adhered to in all age levels.

Basic Examples:

- Players can play up an age group at any stage without restriction on the amount of games. E.g. U10 player can fill in for U12 team.
- Players can only fill in for a team in the same age group if they play up a division. E.g. U10 - division 2 player can fill in for an U10 - division 1 team. However; once a 3rd game is played they must then play in that team permanently.

Players in Multiple Teams

If a player would like to play in an extra team, they must first contact the Club. We are happy to accommodate these players if:

- There is room in a team of a higher age group to accommodate them.
- It adheres to the WPBA guidelines on this matter.

Coach and Team Manager Roles

- Coaches and Team Manager are expected to understand and abide by these By-Laws and the WPBA Codes of Conduct. They should have a good understanding of the following;
 - Game rules - This also includes particular rules for the appropriate year level the team is competing in.
 - Scoring - understanding how to use all methods of scoring including computerised score sheet and match scoreboard.
 - Match rules in regards to substitutions, time outs and match time clock. (See WPBA competition Rules)
- The Club will support Coaches to expand their knowledge.
- Coaches and Team Managers must inform the Club of:
 - Any changes to their team player list.
 - Any incidents that arise throughout a match. Whether it is a player, parent or spectator issue. Or any incidents or concerns that arise with the other team's players or anyone involved with the opposing team.

Coaches Roles

- Ensure all players are treated equally and fairly.
- Train the players to best develop their skills and create fun and sportsman-like environment for them to learn.
- The Coach is the ONLY person that is allowed to approach the Referee during the match in regards to issues that may arise.
 - IE: Questioning of their interpretation of the rules being played for the competition level.
 - Any approach to the Referee must be done in a courteous, constructive and respectful manner.
 - If problems continue they can ask the Team Manager to find the Referee Supervisor.

Team Manager Roles

- Notify any changes to players or team representatives. Contact information of the Coach and Team Manager must be kept up to date allow the WPBA database to be updated.
- To ensure game fees are paid each week prior to the commencement of the game.
- To compile the teams scoring roster - ensuring all rostered scorers understand the scoring methods and the match rules
- Team Managers are allowed to find the Referee Supervisor to oversee their match if they have any concerns with:
 - Referee not following the appropriate rules for the age group.
 - Any issues with players, parents or spectators behaviour from either team.

Player Behaviour

- All players are expected to understand and abide by the WPBA Codes of contact.
- Players are expected to be respectful to their Coach and all other team members.
- Any inappropriate behaviour could be reported to the WPBA and addressed by the Club Committee. The Club has implemented rules in regards to player behaviour.

Parent and Spectator Behaviour

- All parents and spectators are expected to understand and abide by the WPBA codes of conduct.
- They are also to make sure their child/ren behave in an appropriate manner.
- They are not allowed, at all, to interact with the Match Referee.
- Must approach their Team Coach or Team Manager with any concerns.
- Any inappropriate behaviour could be reported to the WPBA and addressed by the Club Committee.

Incident and Behaviour Procedures

- All teams are expected to abide by the Codes of Conduct set out by the WPBA guidelines.
- The Club will follow a chain of command process for any concerns for any teams.
- The procedure will be as follows:
 - Coach to address any concerns with the Referees.
 - Team Managers to bring to the attention of the Referee Supervisor at the venue.
 - If the WPBA has been contacted or involved with any situation they will notify the Club.
 - The Committee will contact the team's representatives to request they submit an explanation.
 - The Club will address the matter and if required discuss with the committee.
 - The Club/Committee will notify the team of the outcome and any action that may need to be taken.

Disciplinary Action

If at any time the Club/Committee has been contacted by the WPBA and has to intervene with any incidents that occur during matches, it will be the WPBA's decision on any action that will be taken. This includes Coaches, Team Manager, players and all parents and spectators. All cases will be discussed with the committee on case basis. To uphold the reputation of the Club, a decision has been made to include any penalties where required. The Club may choose to intervene with penalties to avoid WPBA having to take action. This includes suspension from attending a game/games if it is deemed necessary. Team representatives, spectators or players may be required to be suspended from the next fixture match. If the incident happens again the penalty may be increased to more than one game.

Training

- There are various times available for training inside and outside, before and after school.
- At the beginning of each season Team Managers and Coaches will be asked to nominate a day and time slot they would like to train.
- Once all teams training times are established a full court training roster will be drawn up. This will be published on the Club website and a copy will be emailed to all Coaches and Team Managers.
- Any changes to be made to a team's training must be requested through the Club, changed roster will then be emailed out to all teams affected by any changes.
- Please communicate with your Coach or Team Manager if your training is cancelled due to the weather. Parents are not to ring the school on this matter.

Accidents or Medical Treatment during Training

Each team will be asked to have a full list of contacts for each player. Each teams list will also be kept on record by the Club. In the case of an accident or medical condition during training, if the parent is not present, every effort should be made to contact them immediately. If Medical attention is required and a parent/guardian cannot be contacted the Coach or Team Manager may act on their behalf. If an Ambulance is required, this is done without any financial responsibility of the Club.

Insurance

V-Insurance Group is the national insurer of Basketball Victoria, and your registration fee gives you access to this cover. Please refer to their website: <http://www.vinsurancegroup.com/basketball> for their levels of cover, limitations and conditions and if you feel you may need an increase in cover, this will be your responsibility.

Please keep in mind that ambulances may be covered under this insurance, however you will have to pay for it, then claim it back from this insurance. Balnarring Storm Basketball Club will be in no way liable for any medical or non-medical expenses incurred through your participation in basketball or basketball related activities.

Care and Supervision of Children

- It is requested that a minimum of one responsible adult in addition to the Coach be in attendance at all training sessions.
- Parents of players up to and including Under-12 are encouraged to remain at training.
- If parents are unable to attend training sessions, playing members will be supervised by the Coach and/or Team Manager to the extent that they will ensure players remain in the training venue until the end of the training session.
- Parents must ensure they return to the training venue prior to the conclusion of the session to collect their child/ren or make suitable arrangements for their child and notify the Coach and/or Team Manager of those arrangements.
- Make sure the Coach or Team Manager is contacted if you are running late so they can stay with your child until you arrive.
- Coaches and Team Managers are not responsible for the supervision of a player's siblings. Young children must not be left unattended in or around the training venue.
- If a training session is cancelled it is parents/guardians responsibility to arrive at the court as soon as they can.

Use of the School Gymnasium and Outdoor Basketball Courts

Balnarring Primary School affords us the use of their gymnasium and outdoor basketball courts for our training sessions with the understanding that Balnarring Storm Basketball Club members will respect the facilities and equipment. Careless or wilful damage will result in disciplinary action.

- Access to the hall is 3.15pm. Hall must not be accessed before staff have packed up and locked away.
- Teams must give the court a quick sweep before leaving if they are the last one using it for the day.
- Make sure children wipe their feet before entering to reduce the amount of dirt on the court.
- No FOOD or DRINK is allowed in the gymnasium.

Privacy of the Children's Identity

The Club will obtain permission from a child's parent/guardian, by way of the child's membership application form, to take appropriate images and to use such images in our newsletter, on our website, on social media and in publicity and promotional materials.

The Club respects the decision of any families not wanting to have their children included in any media.

Electronic Communication, Website and Social Media

The Club may communicate with members from time-to-time by email, SMS (text messages), our website and through social media. Such communication will be appropriate and related to Club business.

Coaches and Team Managers may also communicate with their team members via email, SMS and social media however all such communication must be appropriate and related to Club and/or team business, and any communication involving children must be directed through the child's parents.

Working with Children Checks

Balnarring Storm volunteers must immediately apply for a Working with Children Check. Basketball Victoria, as our State body, requires that all adult volunteers must complete the screening process. Balnarring Storm volunteers who already hold a valid WWC obtained through employment or other volunteer organisation must provide the Club with the card number and expiry date before commencing in the role and must notify the Department of their volunteer status with Balnarring Storm within 21 days of commencement.

Detailed information, including the forms required to complete a Working with Children Check are available from the Victorian Department of Justice: www.justice.vic.gov.au/workingwithchildren or phone 1300 652 879

Report and Respond Appropriately to Suspected Abuse and Neglect

Balnarring Storm undertakes to treat all allegations or complaints of child abuse seriously. We will refer any complaints, concerns or allegations of child abuse to the Basketball Victoria Member Protection Information Officer, and/or the Police or relevant government authority.