



# MANDURAH CATHOLIC COLLEGE

UNDER THE PATRONAGE OF THE HOLY FAMILY

## SPORTS CLUB GUIDELINES

<b>CECWA POLICY:</b>	<a href="#">Education</a>
<b>EXECUTIVE DIRECTIVE:</b>	<a href="#">Off Site Activities</a>
<b>COLLEGE GUIDELINES:</b>	<b>Inter-Schools Sports</b>
<b>REVIEWED:</b>	<b>2021</b>
<b>NEXT REVIEW:</b>	<b>2024</b>

***"Mandurah Catholic College is a learning community seeking truth by living out the Gospel values through the Catholic faith and by promoting the holistic and optimal development of each student."***

School-based guidelines are not variations to CECWA Executive Directives. They enact contextual decisions; they have the legal obligation of CECWA policy for people acting under the authority of the Principal. Guidelines are used when there are multiple ways of correctly delivering on a task and there is a need taking in environment, situational awareness and discretion into account in deciding the appropriate course of action.

Please note this document is to be read in conjunction with the CECWA Policy – [Education](#) and the Executive Directive – [Off Site Activities](#)

### **PURPOSE**

Mandurah Catholic College (MCC) Sports Program has been established to further assist our students to achieve their full potential. The program seeks to foster, encourage and value the qualities of teamwork and sportsmanship and to develop self-esteem and a sense of community in our students. Active support of CECWA and MCC policies, procedures and standards by both parents and students participating in the College Sports Program are essential if the College's broader educational and personal development objectives are to be achieved.

The MCC Sports Club coordinates and manages the participation of College sporting teams in two codes – Netball and Basketball. College representative teams participate in mid-week and weekend competitions in the local area. By registering their child as a member of the MCC Sports Club, parents/guardians are agreeing to abide by the College's Code of Conduct.

Each of the MCC Sports Clubs' programs are managed by the Head of Sport. Teams are managed and coached by volunteer parents and/or specially selected and suitable students or former students. The MCC Sports Club would not be able to function without their support.

The MCC Sports Club program seeks to:

- Encourage all members to compete or officiate in the spirit of good sportsmanship and to treat ALL participants with respect and dignity.
- Provide students and club members with an opportunity to participate in a supportive, enjoyable sporting environment appropriate to their ability and not specifically age based.
- Recognise the importance of everyone with an inclusive approach yet offering exclusivity for elite athletes aspiring to develop further in their desired sport.

### **SCOPE**

Mandurah Catholic College, students, staff, parents/guardians and the College community.

### **GUIDELINES**

#### **MCC Sports Club Membership**

Consistent with these College objectives, preference is given to MCC students to fill all College teams.

Team numbers may be supplemented with students from Peel Catholic feeder schools if additional players are required to make up team numbers, providing they are not depleting their own Primary School team. Students who are enrolled to enter the College for Year 7 may represent MCC Basketball Sports Club from Term 4, Year 6.

In exceptional circumstances students from other schools may be considered for MCC Sports Club membership if necessary to make up team numbers. The participation of students from other schools must be approved by the Head of Sport and will be reviewed on an annual basis.

### **Club Registration**

- Prior to the commencement of each sporting season all students will be notified of registration requirements via SEQTA and through the MCC App.
- Secondary School – All students will be sent an electronic registration package via SEQTA. Hard copies are available from the Sports Department.
- Parents of Primary School students will be sent an electronic registration package via SEQTA.
- Registration Packages will also be available for download via the College App.
- Registration documents will contain all the information relating to the specific sport. Dates and deadlines must be adhered to. Failure to register by the due date may result in the student missing team selection.

### **Sports Uniforms**

All students participating in MCC Sports Club teams are required to wear the appropriate MCC team uniform. NetSetGo teams (netball) will be able to hire a uniform. To ensure the return of the netball uniform, a hire fee is payable. At the conclusion of the season the hire fee will be fully refunded providing the hired uniform is returned in a clean and good condition. Where a deposit is to be refunded, the amount will be deposited into their school fee account.

Failure to return the uniform will result in the loss of the hire fee together with an additional amount to replace the uniform. This additional cost will be invoiced to the member. Non-payment may also affect a member's affiliation for the following season (an un-financial member cannot represent the Club until all outstanding monies have been paid). This will also affect clearance to another club.

All other uniforms will need to be purchased. Further details will be provided by the relevant MCC Sports Club.

### **Sport Club Fees**

Fees for participation in the local association sports competitions are set and published yearly by the respective governing bodies – The Mandurah Netball Association (MNA) and Mandurah Basketball Association (MBA). All MCC Sports Club members will be required to pay an Association Affiliation fee and a MCC Sports Club membership fee. Further information is available from the College Sports Department.

### **Team Grading**

To participate in local sporting competitions, MCC Sports Club members, parents and volunteers are required to abide by the provisions of the Sports Club Guidelines and College Code of Conduct as well as the rules and regulations governing the relevant sporting association (MNA, MBA).

**MCC nominates teams into various divisions. It is at the MNA and MBA's discretion to place teams in divisions both prior to and during the season, pending team registrations/results.**

### **Player Grading**

If necessary, the grading of team members for all MCC Sports Club teams will be conducted by a Grading Panel. The Panel may comprise of the following: Head of Sports, Primary School Sports Coordinator, Regional Development Officers and invited coaches. The Head of Sport will oversee the grading and selection process.

Considerable thought and time are given to grading decisions and each panel assessment will be based on both the assessed **personal** and **sporting** development needs of the player. The decisions of the Grading Panel are final.

**Members and parents who do not accept and support this policy should not seek MCC Sports Club membership.**

## Eligibility for Teams

To be eligible for trials, players and their parents must ensure that all documents have been completed and fees paid by the specified date, failure to do so will affect placement in teams. Students who register after the close date will have their names placed on a waiting list and club positions may be offered if available.

Dates for grading will be communicated via SEQTA. Parents of Primary School students will also be notified via SEQTA.

## Sport Trials

Netball All students have the option of registering teams as friendship groups or as individuals. Trials will only be conducted when numbers of individual registrations in a particular grade exceed the amount required for one team. Primary School students will be 'paper graded' only. Secondary School players will be graded on court. Full team nominations will be accepted. Should nominations of teams not have enough, it is at the discretion of the Sports Department to add additional players to teams. A minimum of 7 players and a maximum of 10 players must be named on the team registration. Nominations for Secondary teams **MUST** list their coach and manager upon registration, failing to do so may jeopardise said team's nomination.

Basketball All students have the option of registering teams as friendship groups or as individuals. Trials will not be conducted. Students will be 'paper graded' only. Full team nominations will be accepted. Should nominations of teams not have enough it is at the discretion of the Sports Department to add additional players to teams. A minimum of 7 players and a maximum of 10 players must be named on the team registration. Nominations for Secondary teams **MUST** list their coach and manager upon registration, failing to do so may jeopardise said team's nomination.

If required, registered members **MUST** attend the scheduled trials for their sport. Failure to participate in trials may jeopardise the player's placement in a team. To avoid disappointment, attendance at the specified sport trials is essential.

An apology for not attending a trial will only be accepted in writing and for a valid medical or health reason. Without supporting documentation only one apology will be accepted. Other factors that may be taken into consideration by the Grading Panel include:

- A player and/or parent or guardian's demonstrated acceptance and adherence to the Sports Club Code of Conduct and associated CEWA and MCC policies, procedures and guidelines.
- A player's demonstrated level of commitment to the MCC Sports Club in past seasons. This is generally reflected in a player's behaviour, attendance at training and games.
- Previous successful performances at a higher level than their age division.
- Mental and physical development, skill levels and prior development or representational experience and performance (Regional, State or National level).
- The Sports Club **does not** guarantee that players will remain in age-based teams nor in the same teams as previous years, unless they are part of a team nomination.
- When a player is selected to play in a higher age/division, the player and parent will be given the first right of refusal without prejudice.
- Where teams are a combination of 'mixed' age players in Primary/Secondary the grading will be based on registration numbers and the individual player's experience and skill level.
- To provide the most positive environment for the personal and physical development of all players, emphasis will be placed on allowing those with similar skill and ability levels to develop together in a supportive, encouraging environment.

## Court/Playing Time

- For teams in Under 10's, Under 9's and below, players will be rotated to ensure that all team members are given equal playing opportunities or court time.
- For teams in Under 11's and above, playing time is at the coach's discretion but as a minimum, all team members should play a minimum of half a game per fixture during the season. Playing time is not guaranteed in lead up and finals series games. Playing time and whether players are interchanged by quarters or halves is at the discretion of coaches.
- Player attitude, training and game attendance record, skill level and a demonstrated commitment to CEWA and MCC policies, procedures and standards will all be taken into consideration when teams are selected for finals. Our opposition select their most competitive teams for all finals series games and to ensure our teams are competitive, MCC teams will do the same.

- Depending on team results and ladder position as finals approach, it is at the coach's discretion whether to play the team's most competitive players. In such circumstances game time may be restricted for other team members. Coaches will inform players of their intentions for the final's series.
- Playing time for finals games is NOT guaranteed for any player. All decisions relating to playing time for team members resides exclusively with the team coach. Disputes with coaches on team selections or playing time by parents or supporters during or after games are not acceptable behaviour and are a serious breach of the College Code of Conduct.

### **Communication with Coaches**

Time permitting, all coaches are readily available to parents to discuss matters relating to their team or players at practice during the week. Coaches are **not** available to discuss matters relating to a particular match either during, immediately after or in the 48-hour period following the game. During this 'cooling off' period there is to be **no** communication with Coaches either by phone, text, email or social media.

After the 'cooling off' period has elapsed, a coach can be contacted in person or by telephone in a polite, courteous manner consistent with the MCC Sports Club Code of Conduct. While this process may appear to be unnecessarily strict, it has been made necessary by past incidents where coaches have been subjected to unreasonable and unacceptable abuse by parents.

### **Dispute Resolution**

Where a dispute or grievance occurs, an attempt should be made in the first instance to resolve it by direct negotiation with the coach. When a matter cannot be resolved by negotiation with the coach, the matter can be referred to the Head of Sport for consideration. If a matter still cannot be resolved to the satisfaction of the complainant, a formal, written statement of dispute or complaint may then be submitted through the Head of Sport for resolution by the College Principal. Disputes/grievances/complaints not processed in this manner will not be considered.

### **Selection Of Coaches**

Coaches of all our MCC Sports Club teams are volunteers and all members of our MCC 'family'. They all contribute a significant amount of their personal and family recreation time to assist with the personal and sporting development of our students. For this reason, we expect that they will be always treated with courtesy, consideration and respect by parents and supporters. Remember, without the support of our volunteer coaches and team managers, our MCC Sports Club would not be able to operate.

Parents who volunteer to coach generally have a sound background, knowledge and experience in their particular sport. For a small number of teams, experienced volunteer coaches are not available, in such circumstances parents and some senior students or former students may be selected as team coaches. Parents with limited sport or coaching experience will be provided with guidance and assistance by the MCC Sports Department.

Students or former students selected as team coaches are carefully selected based on their ability as players, the level at which they have played and been coached and, most importantly, their ability to relate to the children they will be coaching. The opportunity to pursue formal accreditation will be offered to all coaches.

### **Child Protection**

Coaches and volunteers involved with the Club must be familiar with the Working with Children Guidelines and have a current Working with Children Check (WWCC) unless an exemption applies. Details of how to apply for clearance and details on current exemptions are available online at: <https://workingwithchildren.wa.gov.au/>

### **Player Behaviour**

- All members are expected to behave in a manner consistent with the Club's Code of Conduct.
- All members are to behave appropriately and follow all directions from their team coach.
- All members are to encourage and support other members irrespective of skill level.
- Before, after and at intervals players are to huddle with their coach. NOTE: the huddle is for players and coaches only.
- Players should show respect for their opponents and acknowledge the efforts of opposition players and match officials.

- Players should be punctual for all team training and matches. (Note: Coaches should be notified if players are delayed or unable to attend training or team games. Failure to notify the coach may result in a decision to limit playing time in subsequent games. Regular non-attendance will be reported to the Head of Sport).
- Breaches of the Code of Conduct will be documented by the team coach and Head of Sport as appropriate. Repeated breaches may result in suspension of the player's membership.

### **Parent/Guardian Behaviour**

- Breaches of the Sports Club Guidelines and College Code of Conduct by parents/guardians may be reported to the Head of Sport. Matters which cannot be resolved by negotiation between the parent and Head of Sport will be referred in writing to the Principal.
- Any inappropriate behaviour will be reported to the Head of Sport and may result in the player and parent being excluded from the MCC Sports Club. Repeated inappropriate behaviour will also be reported to the Principal who may consider further action.

### **Team Management**

- To assist coaches manage their teams, all coaches and team managers are provided with a team list which provides contact information for all team members. The team list includes all names, contact telephone numbers and email addresses for team parents or guardians.
- Coaches need to provide information to players, parents/guardians at times other than scheduled training or game days. To avoid any breakdown in communication, coaches must ensure that ALL parents are included on the distribution list for all email correspondence.
- To ensure the highest ethical and behavioural standards are maintained team coaches, managers and administrators are to ensure their behaviour is always consistent with the principles and standards laid down in the Australian Sports Commission Code of Ethics for Coaches as well as the specific requirements established in the College's Code of Conduct.
- Coaches and managers must always use appropriate language for the control and management of minors and young, impressionable players. **Inappropriate language will not be tolerated under any circumstances.**
- Coaches and team managers are expected to dress appropriately during training sessions and games. MCC Sports Club strives to project an image of professionalism and excellence.

### **Transport**

Parents are responsible for arranging transport for their children to and from team practice and their weekend or afterschool sporting fixtures. Where this is not possible, parents are responsible for making their own alternative transport arrangements with another team parent. Transport is not the responsibility of the team coach.

Parents are reminded that they have an obligation to collect their child from all training sessions at the time designated by the coach. Coaches are volunteers and whenever possible will try not to leave a child unsupervised. Coaches however have their own families/commitments and cannot reasonably be expected to wait and care for children after training. Parents are expected to notify the coach and to make their own alternative arrangements if delayed or otherwise prevented from picking up their child after training.

Team training sessions for younger players should not be regarded as a child-minding service. It is recommended that parents of students in Year 2 and below attend training sessions with their child. On occasions, parents may also be requested to attend training when their child's behavior has been assessed by the coach as disruptive to team activities.

### **Social Media and Privacy**

Parents and coaches are to comply with CEWA and College policies, procedures, and guidelines as well as the College Code of Conduct.