



Ballina Netball Association

REPRESENTATIVE SELECTION & APPOINTMENT POLICY



CONTENTS

1. Purpose and Application.....	3
2. Guiding Principles.....	3
3. Selector Pool and Selection Panels.....	4
4. Selector Conduct, Confidentiality and Conflicts of Interest.....	7
5. Appointment of Representative Team Officials.....	8
6. Athlete Eligibility.....	10
7. Athlete Selection.....	11
8. Athlete Replacement and Withdrawal.....	16
9. Approval and Announcement of Selections.....	17
10. Appeals.....	18
11. Related Policies and Documents.....	20
12. Policy Review.....	21

1. PURPOSE AND APPLICATION

1.1 Purpose

The purpose of this policy is to establish a fair, transparent, consistent and developmentally appropriate process for:

- a. the appointment of Representative Selectors;
- b. the appointment of Representative Team Officials; and
- c. the selection of athletes to Ballina Netball Association (BNA) Representative Squads and Teams.

1.2 Application

This policy applies to BNA Representative Programs including, but not limited to:

- a. Junior State Titles Squads and Teams;
- b. Senior State Titles Squads and Teams;
- c. Regional League Squads and Teams; and
- d. Development Squads and Teams.

1.3 Responsibility

The BNA Executive Committee is responsible for overseeing the application of this policy and ensuring appropriate processes are established and followed.

The Representative Coordinator is responsible for administering and coordinating the selection and appointment processes in accordance with this policy.

2. GUIDING PRINCIPLES

2.1 BNA will conduct Representative selection and appointment processes in a manner that:

- a. provides participants with a fair and reasonable opportunity to demonstrate their suitability;
- b. uses clear and consistently applied selection and appointment criteria;
- c. supports transparent and accountable decision making;
- d. maintains confidentiality throughout selection and appointment processes;
- e. appropriately identifies, declares and manages conflicts of interest;

- f. recognises that athlete development occurs at different rates and considers demonstrated performance alongside development potential;
- g. provides selection processes appropriate to the age, maturity and developmental stage of participating athletes;
- h. supports positive, respectful and development-focused Representative environments; and
- i. complies with applicable BNA, Netball NSW and Netball Australia policies, guidelines, competition rules and Codes of Conduct.

2.2 Selection into a previous BNA Representative Squad or Team does not guarantee future selection. Each selection process will assess athletes against the requirements and criteria applicable to the current Representative Program.

3. SELECTOR POOL AND SELECTION PANELS

3.1 Selector Pool

3.1.1 BNA will seek Expressions of Interest from suitably experienced persons to join the BNA Representative Selector Pool.

3.1.2 When appointing persons to the Selector Pool, consideration will be given to relevant experience and qualifications including:

- a. coaching experience at club and/or Representative level;
- b. Development Coaching Accreditation or above;
- c. senior and/or Representative playing experience;
- d. demonstrated knowledge of athlete development and netball performance; and/or
- e. completion of, or commitment to completing, relevant Netball Australia selector education.

3.1.3 Representative Coaches may be appointed to the Selector Pool where they meet the requirements of this policy and can appropriately participate in the relevant selection process.

3.1.4 The BNA Executive Committee will appoint the Selector Pool following consideration of Expressions of Interest received.

3.2 Selection Panels

3.2.1 The Executive Committee will appoint a Selection Panel from the approved Selector Pool for each Representative selection process.

3.2.2 A Selection Panel will ordinarily consist of a minimum of three (3) voting Selectors and may include the appointed Coach of the relevant Squad or Team.

3.2.3 Additional Selectors may be appointed where required due to athlete numbers, positional requirements or the structure of the selection process. Where practicable, Selection Panels will consist of an odd number of voting Selectors.

3.2.4 The Executive Committee may vary the composition of a Selection Panel where required due to:

- a. a conflict of interest;
- b. Selector availability;
- c. athlete numbers;
- d. the need for additional or specialist expertise; or
- e. another circumstance that may materially affect the effective or fair conduct of the selection process.

3.3 Selection Panel Convener

3.3.1 The Representative Coordinator, or a delegate appointed by the Executive Committee, will act as the Selection Panel Convener.

3.3.2 The Selection Panel Convener will:

- a. coordinate the selection process and Selection Panel;

- b. ensure Selectors understand the selection criteria and assessment process;
- c. coordinate the declaration and management of conflicts of interest;
- d. ensure athletes are provided appropriate assessment opportunities;
- e. facilitate designated Selection Panel discussions;
- f. ensure relevant selection decisions and outcomes are recorded; and
- g. oversee compliance with this policy.

3.3.3 The Selection Panel Convener will not have voting rights unless they have been separately appointed as a voting Selector by the Executive Committee.

3.4 Selector Briefing

3.4.1 Prior to the commencement of athlete assessment, Selectors will receive a BNA selection briefing addressing:

- a. the selection criteria;
- b. the BNA Representative Selection Assessment Tool;
- c. assessment expectations and rating descriptors;
- d. confidentiality;
- e. conflicts of interest;
- f. appropriate and objective observation practices; and
- g. the process for determining final Squad and Team selections.

3.4.2 Selectors are expected to assess athletes against the approved criteria and avoid assessment based on reputation, previous selection, personal relationships or preferred individual playing styles.

4. SELECTOR CONDUCT, CONFIDENTIALITY AND CONFLICTS OF INTEREST

4.1 Confidentiality

4.1.1 All Selectors and Selection Panel Conveners must comply with applicable BNA and Netball NSW Codes of Conduct and confidentiality requirements.

4.1.2 Information relating to:

- a. individual athlete assessments;
- b. Selection Panel discussions;
- c. provisional selections;
- d. Selector opinions; and
- e. selection outcomes prior to formal notification

must remain confidential.

4.1.3 Selectors must not discuss confidential selection matters outside designated Selection Panel processes unless authorised by BNA.

4.2 Conflicts of Interest

4.2.1 Selectors must declare any actual, perceived or potential conflict of interest relating to an athlete, Team or Squad they have been appointed to assess.

4.2.2 A declared conflict of interest does not automatically prevent a Selector from participating. The Selection Panel Convener and/or Executive Committee will determine how the conflict will be managed to protect the fairness and integrity of the selection process.

4.2.3 Management of a conflict may include:

- a. recording the declared conflict;
- b. restricting the Selector from assessing a particular athlete;

- c. restricting participation in discussion or voting relating to a particular athlete;
- d. appointing an independent or proxy Selector; or
- e. removing and replacing the Selector where appropriate.

5. APPOINTMENT OF REPRESENTATIVE TEAM OFFICIALS

5.1 Expressions of Interest

5.1.1 BNA will seek Expressions of Interest for Representative Team Official positions through approved BNA communication channels.

5.1.2 Representative Team Officials will be appointed for the relevant Representative Season.

5.1.3 Applications must be submitted through the approved BNA application process by the advertised closing date.

Late applications may be considered where a position remains unfilled or where the Executive Committee determines there are reasonable circumstances to do so.

5.2 Appointment Panel

5.2.1 The Representative Team Official Appointment Panel will ordinarily consist of:

- a. the BNA President;
- b. the Representative Coordinator; and
- c. the Coaching Coordinator.

5.2.2 Where a Panel member has an actual, perceived or potential conflict of interest, the conflict must be declared. The Executive Committee may appoint a suitably qualified and independent replacement.

5.2.3 The Appointment Panel will consist of a minimum of three (3) eligible members.

5.2.4 A person applying for a Representative Team Official position must not participate in the Appointment Panel considering that position.

5.3 Appointment Process

5.3.1 Applications will be assessed against the requirements of the relevant position. Applicants may be required to:

- a. participate in an interview;
- b. provide references;
- c. provide evidence of relevant accreditation or qualifications;
- d. provide a valid Working with Children Check where required; and
- e. satisfy applicable BNA, Netball NSW and legislative safeguarding requirements.

5.3.2 The minimum accreditation for a Representative Team Coach is Development Coaching Accreditation.

5.3.3 The minimum accreditation for an Assistant Coach is Foundation Coaching Accreditation.

5.3.4 Representative Team Officials may include:

- a. Team Coach;
- b. Assistant Coach;
- c. Team Manager;
- d. Primary Carer;
- e. Specialist Coach; and/or
- f. Trainee Coach,

as determined by BNA for the relevant program.

5.3.5 A parent or carer will not ordinarily be appointed as the Head Coach of a Representative Team containing their own child.

5.3.6 BNA will seek to provide appropriate coaching opportunities and support development across the Representative Coaching pathway.

Ordinarily, a Team Coach should not coach substantially the same Team for more than two consecutive Representative Seasons.

The Executive Committee may approve an additional appointment where it determines that doing so is in the best interests of the Representative Program, taking into consideration coach availability, athlete development, continuity and Team composition.

5.3.7 Where no suitable applicant is identified, BNA may re-advertise, directly seek suitable applicants or leave the position vacant until an appropriate appointment can be made.

5.3.8 Applicants will be advised of appointment outcomes by the Representative Coordinator before appointments are publicly announced.

5.3.9 Applicants may request feedback regarding their own application. BNA is not required to provide comparative information regarding another applicant.

6. ATHLETE ELIGIBILITY

6.1 General Eligibility

6.1.1 To participate in a BNA Representative selection process, an athlete must:

- a. submit a Representative Athlete Nomination through the approved process by the advertised closing date;
- b. be appropriately registered with Ballina Netball Association and satisfy applicable Netball NSW registration and affiliation requirements;
- c. for Junior State Titles and Senior State Titles U15 and U17 Teams, participate in the BNA Winter Competition in both the year prior to and the year of the relevant Representative competition;
- d. for Senior State Titles Opens Teams, participate in the BNA Indoor Competition during Terms 1 and 2, or the BNA Winter Competition, in both the year prior to and the year of the relevant Representative competition;
- e. for Regional League Teams, participate in the BNA Indoor Competition during Term 4, Term 1 or Term 2, or the BNA Winter Competition, in the year of the relevant competition; and

f. satisfy any additional eligibility requirements contained within the rules of the relevant competition.

6.1.2 Specific BNA competition participation requirements for each Representative Program will be published with Representative nomination information prior to the relevant selection process.

6.2 Late Nominations

6.2.1 Late nominations may be considered in extenuating circumstances. Requests must be submitted in writing to the Representative Coordinator and include the reason for the late nomination and any relevant supporting information.

6.2.2 The Executive Committee will determine whether a late nomination will be accepted.

6.3 Exemptions

6.3.1 An athlete may apply for an exemption from a BNA participation or attendance requirement where extenuating circumstances apply.

6.3.2 Applications must be submitted in writing to the Representative Coordinator and include relevant circumstances and supporting information where appropriate.

6.3.3 The Executive Committee will determine whether an exemption will be granted.

7. ATHLETE SELECTION

7.1 Selection Process

7.1.1 Selection dates, times, venues and relevant requirements will be determined by BNA and communicated to nominated athletes.

7.1.2 BNA may conduct selection through:

- a. development and selection sessions;
- b. skill-based activities;

- c. match play;
- d. positional activities; and/or
- e. other appropriate assessment opportunities.

71.3 The structure of the selection process may vary according to:

- a. athlete age and developmental stage;
- b. athlete numbers;
- c. the relevant Representative Program;
- d. the requirements of the competition; and
- e. the assessment needs of the Selection Panel.

71.4 BNA may select athletes initially to a Squad before final Team selection or proceed directly to Team selection where appropriate.

7.2 Athlete Assessment Criteria

7.2.1 Athlete selection will consider demonstrated performance, potential for development and the requirements of the relevant Squad or Team.

7.2.2 Athletes will be assessed using the approved BNA Representative Selection Assessment Tool across the following areas:

a. Movement

- effective movement appropriate to the athlete's position and phase of play;
- creation, denial and use of space;
- footwork, balance and body control;
- change of direction, acceleration and recovery; and
- ability to maintain effective movement during play.

b. Ball Skills

- passing and receiving under pressure;
- ball control and accuracy;
- selection and execution of appropriate passes;
- maintenance of possession; and
- execution of skills relevant to nominated positions.

c. Attacking

- creation and use of attacking opportunities;
- timing of leads, re-offers and changes of direction;
- creation and use of space;
- connection with teammates and contribution to attacking flow;
- maintenance of possession under pressure; and
- contribution within the athlete's positional role.

d. Defending

- pressure applied to opponents and/or the ball;
- defensive positioning and footwork;
- tracking and recovery;
- contesting possession;
- creation of or contribution to defensive gains; and
- transition between attacking and defensive play.

e. Decision Making and Game Understanding

- reading and responding to changing game situations;
- effective decision making under pressure;
- awareness of teammates, opponents and available space;
- understanding and execution of positional roles;
- adaptation of movement and decisions during play; and
- contribution to Team structures and combinations.

f. Development and Team Behaviours

- response to coaching, instruction and feedback;
- effort and persistence;
- ability to make adjustments following feedback;
- communication and collaboration with teammates;
- respectful and appropriate behaviour; and
- demonstrated capacity and willingness to develop within the Representative Program.

7.3 Assessment Practices

7.3.1 Where practicable, athletes will be assessed across multiple opportunities throughout the selection process.

7.3.2 Athletes will be provided reasonable opportunities to demonstrate their capabilities in their nominated positions.

7.3.3 Selectors will consider an athlete's performance across the selection process and will not base an assessment on a single error, passage of play or first impression.

7.3.4 Selectors will independently record observations and assessments before designated collective Selection Panel discussions, where practicable.

7.3.5 Selectors will not share individual opinions regarding athletes with other Selectors during active assessment periods unless required as part of a designated Selection Panel discussion.

7.3.6 Where a Selector has had insufficient opportunity to assess an athlete against a criterion, the athlete will not be assigned an assumed or default rating.

Where practicable, an additional observation opportunity will be provided.

7.3.7 The BNA Representative Selection Assessment Tool may include a **Not Observed** designation where there is insufficient evidence to make a reasonable assessment.

7.3.8 Assessment will be based primarily on behaviours demonstrated during the current selection process. Previous Representative selection, reputation or familiarity with a Selector will not independently advantage or disadvantage an athlete.

7.4 Team Composition

7.4.1 Assessment results inform, but do not independently determine, final Squad or Team selection.

7.4.2 When forming a Squad or Team, the Selection Panel will consider demonstrated performance against the selection criteria together with:

- a. positional requirements;
- b. positional balance and coverage;
- c. combinations and connection between athletes;
- d. versatility;
- e. the requirements of the relevant competition;

f. overall Team balance; and

g. demonstrated potential to contribute to and develop within the Representative Program.

7.4.3 The selection process is not intended to create a numerical ranking of athletes from highest to lowest. Final selection is a collective decision regarding the composition of the Squad or Team.

7.4.4 Final selections will be determined by majority decision of the voting members of the Selection Panel.

7.5 Injured, Ill or Absent Athletes

7.5.1 Athletes are expected to attend advertised selection opportunities.

7.5.2 Where an athlete cannot participate fully due to injury, illness or another extenuating circumstance, the athlete or their parent/carer must notify the Representative Coordinator as soon as reasonably practicable.

7.5.3 BNA will consider the circumstances and determine whether a fair and reasonable alternative assessment opportunity can be provided.

This may include:

- a. attendance at an alternative selection session;
- b. delayed assessment;
- c. modified participation where appropriate;
- d. consideration of recent relevant performance information where direct assessment is not reasonably possible; and/or
- e. another reasonable assessment method determined by BNA.

7.5.4 Previous selection or reputation alone will not be sufficient grounds for selection where an athlete cannot participate in the current selection process.

7.6 Training Partners

7.6.1 BNA may appoint Training Partners where appropriate to the needs and development objectives of a Representative Squad or Team.

7.6.2 Training Partner appointments will be determined following consultation between the Selection Panel, Representative Coordinator and relevant Team Coach.

8. ATHLETE REPLACEMENT AND WITHDRAWAL

8.1 Withdrawal

8.1.1 An athlete who is unable to continue participating in the Representative Program must notify the Team Coach or Manager and Representative Coordinator as soon as reasonably practicable.

8.2 Review of Continued Participation

8.2.1 An athlete's continued participation may be reviewed where:

- a. injury or illness prevents the athlete from safely participating or meeting relevant competition requirements;
- b. the athlete repeatedly fails to attend compulsory Representative activities without reasonable explanation; or
- c. an outcome under an applicable disciplinary or conduct process affects the athlete's eligibility or continued participation.

8.2.2 Selection or replacement procedures will not be used as a substitute for an applicable disciplinary, safeguarding, complaint or grievance process.

8.2.3 Where continued participation is identified for review, the matter will be referred to the Representative Coordinator and managed in accordance with applicable BNA, Netball NSW and Netball Australia policies.

8.3 Replacement Athletes

8.3.1 Where a selected athlete withdraws or a position otherwise becomes vacant, the Representative Coordinator will reconvene or consult the appropriate Selection Panel.

8.3.2 In determining a replacement, the Selection Panel will consider:

- a. athletes assessed as suitable during the original selection process;
- b. the position and Team requirements created by the vacancy;
- c. relevant selection assessment information; and
- d. whether further assessment is required.

8.3.3 A replacement athlete will not automatically be determined by numerical ranking from the original selection process. The Selection Panel will determine the athlete most suitable for the requirements of the vacant position and overall Team composition.

9. APPROVAL AND ANNOUNCEMENT OF SELECTIONS

9.1 Process Ratification

9.1.1 At the conclusion of selection, the Selection Panel Convener will provide the final Squad or Team selection and confirmation of the process followed to the BNA President for ratification.

9.1.2 Ratification confirms that the selection process has been conducted in accordance with this policy. Ratification does not provide the President with authority to substitute their personal selection judgement for that of the Selection Panel.

9.1.3 Where a material procedural concern is identified prior to ratification, the matter will be referred to the Selection Panel Convener and Executive Committee for appropriate review before selections are announced.

9.2 Notification

9.2.1 Athletes will be advised of their individual selection outcome before the Squad or Team is publicly announced.

9.2.2 BNA may require selected athletes to formally accept their position by an advertised date.

9.2.3 Following athlete notification and acceptance, BNA may publicly announce Squad and Team selections through approved communication channels.

9.3 Athlete Leadership Positions

9.3.1 Where athlete leadership positions are appointed, the Team Coach will make recommendations to the Representative Coordinator in accordance with any approved BNA athlete leadership process.

9.3.2 Leadership appointments will be confirmed before public announcement.

10. APPEALS

10.1 Grounds for Appeal

10.1.1 An athlete may appeal a selection decision only where they reasonably believe:

- a. this policy or the approved selection process was not correctly applied;
- b. they were not provided a fair and reasonable opportunity to be assessed;
- c. a material procedural error occurred that may have affected the selection outcome;
- d. an actual, perceived or potential conflict of interest was not appropriately declared or managed; or
- e. relevant extenuating circumstances that had been appropriately raised were not reasonably considered.

10.1.2 An appeal is not a re-selection process and will not be accepted solely because an athlete or their parent/carer:

- a. disagrees with the Selection Panel's assessment;
- b. believes the athlete should have received a higher assessment;
- c. believes the athlete is more skilled or deserving than another athlete; or
- d. disagrees with the composition of the selected Squad or Team.

10.2 Lodging an Appeal

10.2.1 An appeal must be submitted in writing to the Representative Coordinator within five (5) working days of the athlete being notified of the relevant selection outcome.

10.2.2 The appeal must identify:

- a. the applicable ground or grounds under Clause 10.1;
- b. the circumstances relied upon; and
- c. any relevant supporting information.

10.3 Appeal Panel

10.3.1 The Executive Committee will appoint an Appeal Panel to consider an eligible appeal.

10.3.2 Members of the Appeal Panel:

- a. must not have been voting members of the Selection Panel responsible for the disputed decision;
- b. must declare any actual, perceived or potential conflict of interest; and
- c. must maintain confidentiality.

10.3.3 The Appeal Panel will ordinarily consist of a minimum of three (3) eligible persons.

10.4 Role of the Appeal Panel

10.4.1 The Appeal Panel will determine whether the selection process was conducted fairly and in accordance with this policy.

10.4.2 The Appeal Panel will not:

- a. conduct a new selection process;
- b. compare the appellant's ability with another athlete;
- c. substitute its assessment of athlete performance for that of the Selection Panel;
or
- d. directly select an athlete into a Squad or Team.

10.5 Appeal Outcomes

10.5.1 Following consideration of an appeal, the Appeal Panel may:

- a. dismiss the appeal where no material procedural issue is established;
- b. uphold the appeal and require the relevant selection decision or part of the selection process to be reconsidered;
- c. require an additional or alternative assessment opportunity where appropriate; or
- d. recommend another reasonable action required to address a material procedural issue.

10.5.2 Where reconsideration of athlete selection is required, this will be undertaken by an appropriately constituted Selection Panel.

10.5.3 The outcome of the appeal will be provided to the athlete or, where applicable, their parent/carer in writing.

10.5.4 Any further complaint or grievance will be managed in accordance with the applicable BNA, Netball NSW and/or Netball Australia grievance, complaint or dispute resolution processes.

11. RELATED POLICIES AND DOCUMENTS

This policy should be read in conjunction with the current versions of applicable:

- BNA Constitution;
- BNA Representative Program policies and procedures;
- BNA Codes of Conduct;
- BNA Representative Selection Assessment Tool;
- BNA Conflict of Interest and Confidentiality requirements;
- Netball NSW Competition Rules applicable to the relevant Representative competition;
- Netball NSW Grievance and Dispute Resolution Policy;
- Netball NSW and Netball Australia integrity policies;
- Netball Australia Safeguarding Children and Young People Policy;
- Netball Australia Code of Conduct for Community Netball; and
- Netball Australia National Junior Netball Guidelines.

Where an inconsistency exists between this policy and a mandatory Netball NSW or Netball Australia requirement, the higher governing requirement will apply to the extent of the inconsistency.

12. POLICY REVIEW

12.1 This policy will be reviewed annually following completion of the BNA Representative selection process, or earlier where:

- a. Netball NSW or Netball Australia requirements change;
- b. a material issue is identified through the selection or appeal process; or
- c. the BNA Committee determines that amendment is required.

12.2 Feedback from Selectors, Team Officials and relevant stakeholders may be considered as part of the review process.

12.3 Amendments to this policy must be approved in accordance with BNA's applicable governance requirements.