



**Heathmont United
Netball Club**

Coach, Assistant Coach & Team Manager Handbook



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1.0 Introduction to the Heathmont United Netball Club

From humble beginnings some thirty years ago, playing matches on a cleared car park behind the local church, Heathmont United Netball Club has become one of the most progressive and innovative local netball clubs. Today our club is amongst the most successful in the Melbourne's East with teams from under 9s through to seniors.

We are part of the Melbourne East Netball Association (MENA), which also provides our members the opportunity of playing in representative teams against the other associations. While we have grown and become stronger, we have not lost sight of our traditional values of player welfare and sense of community. This club is all about - Participation, Teamwork and Fun

We are in a uniquely privileged position being that MENA is based in Heathmont - all weekly matches are currently played at the brand-new facility 'Maroondah Nets' which is located at the HE Parker Reserve, Heathmont Road, Heathmont. Right in our back yard!

The club has access to these facilities for training and the allocated night for HUNC is Thursday nights. Not all teams are able to train at this time and the club will assist teams with another day and venue if required.

For further information please visit the HUNC website at: (TBA)

2.0 Welcome to Coaching/Team Managing with the club

Welcome to Heathmont United Netball Club. You have taken on a very important role in becoming the Coach, Assistant Coach or Team Manager of your team. We thank you for volunteering. Through this handbook you will find all the information needed to become a successful Coach or Team Manager.

Please ensure that you regularly refer to the club website <http://www.heathmontunited.vic.netball.com.au> and club Facebook group for news, advice, and links and encourage your team members and parents to do the same.

It is important here to emphasise the environment we wish to create for all members. Netball should enable all members to:

- Learn and develop the skills and ethics of netball.
- Have fun and create friendships with peers that share a common sporting interest.
- Accept coaching from experienced netball players.
- Be supported and encouraged by the club, peers, coaches, team managers and Parents.
- Be guided by the club to reach their potential.
- Benefit from netball and social aspects of the sporting club.

If you have any questions, feel free to contact our club Coaches and Team Manager Coordinator.

For a full list of contacts visit the website at <https://heathmontnetball.com.au/> or email heathmontnetball@gmail.com



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2.1 Role of the Coach

As a coach your main role is to support the club's ethos, plan and run your team's weekly training and game and work alongside the team manager as necessary. It is a very rewarding role.

Your role as coach involves:

- One training session per week.
- Research, thought and preparation to ensure training sessions are valuable to the players to develop their skills and fitness.
- Coaching the players through their games on Saturday and providing tips and encouragement to the players.
- Engendering good team spirit, good club spirit and good sportsmanship amongst both the players and their parents.
- Regularly checking emails from the club and liaising with the team manager to communicate to the team.
- Completing a team member appraisal form at the end of the season.

All coaches should complete the online beginner coaching course - it is pre-requisite for the Foundation course and can also be taken as a stand-alone course.

It is also recommended that all coaches complete the online umpire's course, so they are up to date with the rules.

Umpire online exam - <https://learning.netball.com.au/login/index.php> Official Rules of Netball - <https://netball.com.au/rules-netball>

Coaches will be judged solely on their ability to DEVELOP PLAYERS, not on winning games. If the players can complete the fundamentals of the game efficiently and consistently, winning will be one of the by-products that naturally occurs. The Coaches Co-ordinator can work with you in achieving this goal of player development. Major emphasis should be placed on fundamental skill acquisition.

Practice time is teaching time. Walk away from practice with at least one facet of your players/teams' game improved. Set a good example in your dealings with umpires, parents and Club officials. Your players will do what you do, to a great extent. Take every opportunity you can to learn more about coaching and strive to get better. It is what you learn after you know it all that counts. And make it fun!

Effective Coaching:

- Communicate - set team goals, encourage players to work towards those team goals.
- Identify performance indicators that relate to your team goals.
- Encourage/stay positive (skill errors will happen, differentiate between skill and decision errors).
- Be consistent.
- Enjoy yourself.
- Be involved in the game.
- Focus on the game and your players - focus on the performance indicators you have identified, not the umpires or the scoreboard.
- Expect discipline.
- Plan your strategies.
- Use time effectively (don't have players standing around listening to the coach for extended periods during training).
- Strive for intensity at trainings and in games.
- Ask questions of other coaches and players to gain their perspective on how your team is executing the fundamentals/playing the game.



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- Watch other Coaches coach.
- Keep It Simple.

2.2 Role of team manager

Our parent volunteer team managers are responsible for communication between the team, the club and the coach. Duties include:

- Support the club's ethos of participation, teamwork and fun.
- Support Coach on game day.
- Encourage friendly and encouraging cheering from the sidelines.
- Complete a team list with contact details and provide each player with a copy.
- Make sure netballs are pumped up, bibs are available and first aid kit is stocked.
- Being the contact person if a player is ill.
- Ensure parent helpers are available for scoring and fruit duty.
- Take training or cancel training if the coach is unavailable.
- Ensure all players are in correct uniform and have no jewellery and nails cut or taped.
- Attend training where possible or ensure that another adult is in attendance in case of injury.
- Handle communication between the team and the club.

2.3 Role of Assistant Coach

The club endeavours to provide assistant coaches to teams. Assistant coaches are a valuable part of the coaching team and are there to assist the coach in any way they can.

Assistant coaches can be existing players from the club, or another club or a netball person who is willing to give up their time and knowledge. It is essential for an assistant coach to work with and help promote the vision of the Senior coach.

It is essential to involve assistant coaches to help with their development and add value to the team.

At training assistant coaches could:

- lead the warm up
- demonstrate skills
- help focus players
- lead the cool down
- run a pre-planned activity
- run and plan an activity in line with the needs for the coaching session, etc.

On game day is it helpful for the assistant coach to gather statistics and provide support by keeping:

- match day statistics
- training attendance forms
- rotation roster
- player rotation roster
- assist with warm up activities.

Assistant Coaches cannot coach from the sidelines on game day. They can approach players during the breaks but cannot vocalise coaching from the sidelines during the game.....as this is the coach's responsibility.



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3.0 The Season

The year is divided into 2 seasons - Autumn (Feb to July) and Spring (July to Dec). No games are played on public holidays.

9 & Under teams do not play finals. Instead they play a Round Robin at the end of each season. Under 11 teams and older play finals if they finish in the top 4 positions.

See the MENA calendar under the Saturday menu at <http://www.menabetball.com.au/>

3.1 Before the Season

Coach	
Welcome players to the season	<ul style="list-style-type: none"> To start the season the coach contacts all players to welcome them to the season The club committee will provide you and the team manager with initial team contact details A coach and parents pre-season meeting is also imperative for the communication process. Many coaches find that the most challenging issue to manage is their relationship with the parents of their players. The reality is that a coach's relationship with the parents is just as important as their relationship with the players. A pre-season meeting is a good way to meet parents and to discuss philosophies and housekeeping matters. Give plenty of notice of the date and time of the meeting through either a short letter, email or a phone call. If parents find they disagree with the coach's approach, they then have the opportunity to raise their concerns. A pre-season sample agenda is available at the end of this document.
Get to know the players	<ul style="list-style-type: none"> Get to know your players early so you get a sense of their personalities, strengths and opportunities and how you might plan for their development. Chat to players, parents and the players' previous coaches. Set individual development plans: Coaches should focus on putting the fundamental building blocks in place that are required at their particular age level. Individual player capabilities will force some adjustments to a team's own objectives, but the overall structure should remain fairly consistent, always working towards developing the players. Initially, Coaches will have to assess their players' skill level, as well as know what skills should be taught at that age level, in order to set some goals for their own team. Coaches should evaluate each player's skill level, then discuss with that player what his/her strengths and weaknesses are, and what drills will best suit his/her development. Then discuss with them how it all fits in with the team's goals. See the end of the handbook to view the netball skills to develop by age group.
Code of Behaviour	<ul style="list-style-type: none"> Ensure you familiarise yourself with the Coach's and Spectators Code of Behaviour.
Negotiate a training time	<ul style="list-style-type: none"> The Team Manager may need to canvas players and/or their parents for a suitable day and time. The venue will be determined by availability or our negotiated training venues. Work with the Coaches Co-ordinator to finalise your training time and venue.
Fixtures	<ul style="list-style-type: none"> MENA publishes the fixture which is available on Heathmont United website and should be checked on a regular basis. They are usually ready by the Tuesday before the first week the season starts.
MENA Competition and Officiating Rules	<p>Familiarise yourself with the:</p> <ul style="list-style-type: none"> MENA Competition rules available on the MENA website at https://menabetball.com.au/wp-content/uploads/2020/02/MENACompetitionRulesSaturdayFeb2020.pdf MENA Policies - https://menabetball.com.au/resources/



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Team Manager	
Team Kit	<p>Kit for each team consists of:</p> <ul style="list-style-type: none"> • 2 sets of Bibs – game day and practice bibs • 4 balls • 6 cones • 6 movable spots • 3 skipping ropes • 1 First Aid kit • Coaches board • Bottle holder • Wizzball (squeezable whistle) • Ball pump • Ice Pack <p>Contact the Equipment Co-ordinator to request new equipment or more first aid supplies</p>
Set up a Captain/Scoring/Fruit Provider roster	<ul style="list-style-type: none"> • Set up and distribute a captain, scoring and fruit provider roster. It is preferable to share the captaincy amongst your players, particularly at U/15 and below. Each player then has responsibility for leading their team and signing the score sheet. You might like to build in other responsibilities such as leading the warm- up. • When a player is captain the family brings fruit to share with the team and is scorer for the game.
Scoring	<ul style="list-style-type: none"> • We need to supply a scorer for each game and they must stand together with the scorer from the other team. The HOME team is responsible for completing the score during the game. The AWAY team's scorer should stand with the HOME team's scorer and verify the score for the game. After the game, the captains, scorers and umpires must sign the score sheet and the completed score sheet is to be handed into the office by the winning team. • Team Managers please review the information about MENA scoresheets - http://owm.cal.mybluehost.me/scoring/
Games Times/Venue	<ul style="list-style-type: none"> • Communicate with players and parents about game times, venues, etc. via text message or email.

3.2 During the Season

Coach	
Warm Up	<ul style="list-style-type: none"> • Ask players to be at the courts at least 20 minutes before the start of their match. This allows players to warm up in order to prevent injury. • Ensure that you are an appropriate role model by arriving prior to that time yourself. • Suggested Warm up stretches and drills are at the end of this handbook
Training Session	<ul style="list-style-type: none"> • To be adequately prepared for each session, the coach needs to formulate: <ul style="list-style-type: none"> - Areas of skill learning to be practiced, based on team/individual weaknesses that have been identified (through performance indicators) over past game/s and your master plan for the season. - Specific drill for each of the above skills. - Time element for each drill. • Complete a Safety checklist prior to the start of training to ensure the court and surrounds are as safe as possible for participation.
Record Subs/Court Rotation	<ul style="list-style-type: none"> • Keep thorough documentation of each game so that you have a record of your substitutions and court positions. • Please see the Rotations and Awards tracker available from the Coaches coordinator • Ensure that your team rotations follow the Coach's code of conduct, MENA Net Set Go guidelines and Heathmont team rotation policy.



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Feedback	<ul style="list-style-type: none"> • Attempt to instil fair play, sportsmanship and a love of the game at all costs. Your role includes modelling these behaviours so ensure that you do not question umpires' decisions. If you have concerns during a game, please follow the MENA coach's code of conduct.
Centre Pass	<ul style="list-style-type: none"> • The first named team on the fixture will have first centre pass. The second named team will choose the end to shoot.
Coaches Award	<ul style="list-style-type: none"> • The weekly Coaches Award is for the player, during any given week, who: <ul style="list-style-type: none"> - displays the most positive body language - shows leadership and exceptional sportsmanship - brings their teammates into the game - listens to and acts on any special instructions from the coach - plays an exceptional game by their own standards - is brave - makes you proud to be coach • Keep documentation each week for end of season awards that will be presented at the presentation afternoon.
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Team Manager	
Weather	<ul style="list-style-type: none"> All teams and players MUST report to the venue no matter what the weather conditions. MENA will decide if play is to be cancelled due to inclement weather. Rain, cold weather and heat does not necessarily stop play. For further details refer to the MENA website and policies https://menanetball.com.au/resources/
Injury	<ul style="list-style-type: none"> Must be recorded on the score sheet and reported to the first aid office.
Filling in for other HUNC teams	<ul style="list-style-type: none"> During the season players may fill in for other Heathmont United team/s in higher age, grades or sections. No player is to fill in for another Heathmont United team more than 3 times without approval from the Heathmont United Committee. There are MENA competitions rules that govern this. See policy section of this handbook. Coaches and Team managers borrowing players from other teams, please ensure you have checked with the fill in players Team Manager to get the OK before playing a fill in for your team. The player filling in must have their details recorded on the back of the scoresheet.
Umpires	<p>MENA's policy is to have one umpire from our club and one from the opponents club and this is orchestrated by the MENA Umpires Coordinator.</p> <ul style="list-style-type: none"> Please notify the Heathmont United Netball Club umpire coordinator via email if a shortage is experienced.
Score Sheet	<p>Team manager should organise the score sheet:</p> <ul style="list-style-type: none"> Ensuring the score sheet is collected from the office if first named team. Write in player's names on the score sheet if not already pre-filled. Write in any fill-in players on the scoresheet At the end of the game organise for the umpires to sign the score sheet Organise for the captain to sign the score sheet. Return the score sheet to the office if we are the winning team.
Forfeiting	<p>In the event of a forfeit, the Team Manager needs to notify the Heathmont United Umpire Coordinator.</p> <p>There are MENA competition rules that govern this. See policy section of this handbook</p>
Fundraising	<p>It is an expectation of club membership that parents/carers share the responsibility for volunteering their time for the BBQ fundraising roster and club celebrations across a season or year.</p> <p>It is great for the coaches and team managers to be involved but it is not expected that they will work on the BBQ.</p>
Committee Meetings	<p>Occasionally coaches and team managers will be invited to participate in committee meetings where issues of relevance to individual teams will be raised. These will particularly occur at selection time prior to a new season.</p>
Mobile Phone Costs	<p>Team managers and Coaches will incur some cost for usage of personal mobile phones for communicating with team member eg. To cancel training due to inclement weather. To gain reimbursement of these costs please contact the Treasurer</p>

3.3 End of Season

Coach	
End of Season Awards	<p>Every player from U15, U13, U11 & U9 will receive a Heathmont United Netball Club participation medal at least once per year.</p> <p>The coaches for U11, U13 & U15 will recognise some players with a certificate for either:</p> <ul style="list-style-type: none"> ❖ Most improved ❖ Most versatile ❖ Most consistent ❖ or season Coaches award
Player Appraisal	<p>To assist team selection for the next season, the coach completes a Player Appraisal form</p>



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	for each player in their team and sends it to the Coaches Co-ordinator. See a copy of the Player Appraisal form at the end of this handbook.
Presentation	A Presentation event will be held annually just after the end of the Spring season.

Manager	
Intent to Play	Ensure all players indicate their intent to play for the next netball season.
End of Season Celebration	Work with the coach to coordinate an end of season celebration.

4.0 Training Session Guidelines

Sessions should always offer opportunities for both learning and enjoyment. Activities need to be varied and interesting to help maintain concentration and player interest.

4.1 Session Structure

Session structure may vary, but basic components should remain the same.

	Familiarisation	Beginner	Intermediate
Age	5-7	8-10	11-13
Focus	Fun, learning, general athletic development & acquisition of basic motor skills	Fun, developing ball & movement skills. Introduction to the sport of netball	Fun, improving a wide range of ball and movement skills
Duration training	30 - 45 min	40 - 60 min	60 - 90 min
Conditioning	Broad range of movement experiences – without structured conditioning	Broad range of movement experiences – without structured conditioning	Care introduction & progression
Session Content	Play minor games, opportunities to participate focusing on individual & small group movement challenges	Skill development through understanding minor & modified games	Skill development through understanding minor & modified games
Recognition	Recognise effort & participation	Recognise effort, improvement, application & participation	Introduce opportunities for further development



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Training session structure:

Try to cover the following five components in each training session:

1. Group Organisation (5 min) –
Talk about session and expectations
2. Warm-Up (10 min):
 - Physical warm up - dynamic stretching, slow jog or appropriate game
 - Skills warm up – Skill techniques & highlight key points of skills being executed
3. Skill Development Activities (20 min)
Skills introduced, practiced & progressed towards game situation. Basic techniques and practice to:
 - Movement
 - Footwork
 - Catching
 - Throwing
 - Defending
 - Attacking

Move the activity from individual practice to activities with a ball, to partners/small groups.

Increase demands of the practice by:

- Increasing speed/accuracy
 - Working passive opposition
 - Working active opposition
 - Training in game like situations
4. Match Play or Modified Game (15 min)
Means of practicing all the skills learned. Competitiveness of game gives purpose to building patterns of skills, which becomes basis of team play.
 5. Cool-Down
Relax muscles and promote waste removal, prevent post exercise soreness and reduce risk of injury.
Things like:
 - Slow jog down to walking pace
 - Stretching major muscle groups used during activity
 - Review what's been taught, highlight important aspects of session and provide positive feedback to players.

See “Training Session planning sheet” in the back of booklet

4.2 Keeping Control of the Group

- Put them into groups yourself. E.g. - number them off, 1,2,3,1,2,3 - for e.g. you have 3 seconds to partner up with someone of the same eye color as you, t-shirt color, height or speed – anything you can think of - nominate one person per group to go get any equipment for the group, e.g. balls, bibs, cones
- It's often a good idea to put a time limit on things, e.g. “you have 5 seconds to get a ball each and stand on the white line”.
- Give very clear instructions – keep it short. Avoid rambling on.
- Before any instruction say, “When I say go ...” e.g. “When I say go, I want you to run to the second white line & back. GO.” Otherwise, as soon as you say, “I want you to run to the second white line”... they will all take off (particularly the younger kids).
- If any player has a ball and you want to explain something, start by saying, “Anyone holding a ball



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please put it on the ground between your legs”.

- Always tell them how many times you want them to go through and when they should stop. eg. “I want you to run to the first white line and back, tag your partner, they do the same thing and then you both stop. I will know you are finished by putting your hands on your head.”
- Designate an area where on the sound of the whistle everyone must stop everything they are doing and move to the area as fast as possible, eg. goal circle.

Players learn best by seeing and doing – not by hearing

- Players learn best by seeing something or by doing it. What’s the most common method coaches use to communicate – talking?!?!?! Therefore, the way that we often teach (talking) doesn’t match the way that they learn! We need to communicate using demonstrations and letting them have a go at the activity.
 1. Give a short explanation (one sentence) – e.g. “We are going to work on our passing.”
 2. Demonstrate the activity – walk them through the activity
 3. Let them have a go – let them do it! They’ll learn the most by doing it.
 4. Give feedback – show them what you want them to do while you tell them.
 5. Let them have another go – to try to fix it

4.3 Tips on giving feedback

- Be positive. Tell them what you want them to do, NOT what you don’t want them to do. Always phrase your feedback in a positive manner. E.g.: - Let’s try to ... - I like the way you did.....now let’s also see you do..... - Let’s make sure we are all..... - What I would like to see, is..... - Next time try
- Be specific – tell them why they did something well or why something broke down. Instead of saying “well done”, say “Well done. You caught the ball with your thumbs behind the ball. Keep it up”. Or “good effort. Next time try to get your thumbs behind the ball.”-
- Try to give feedback to the whole group as well as individual feedback

4.4 Checklist for good coaching

1. Plan
 - Have purpose
 - Plan for maximum activity
 - Prepare ample equipment before beginning of session
 - Ensure activities are appropriate to age & standard of players
 - Create positive environment
 - Ensure safety
2. Demonstrate
 - Be concise
 - Highlight key points
 - Be sure all players can see
 - Repeat several times
3. Practice
 - Progress from simple to complex
 - Allow time for repetition
 - Provide opportunity to practice in a game situation
 - Provide variety of activities



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4. Observe
 - Position yourself so that you can see all participants
5. Coach/Feedback
 - Be positive and supportive
 - Be specific
 - Emphasis key points
 - Re demonstrate skill if necessary

5.0 Coaches Training and Development

HUNC supports and funds its volunteer coaches to attend coaching courses. We strongly encourage all coaches to complete the basic Netball Victoria Coaching Course - [The Foundation Coaching Course](#). The Club will pay or reimburse all Coaches for successful completion of Foundation coaching course.

MENA supports coaches in the Association's Clubs through providing "Coaches in the Field" courses throughout the year and the club may financially support attendance at such sessions.

Coaches wishing to attend further professional development courses may seek permission from the Committee prior to registration if they wish to seek reimbursement of attendance costs. eg. Victorian Netball Development Coaching Course. Contact the Coaches Co-ordinator.

All coaches and assistant coaches over 18 years old are required to have a Working with Children check as required by the Victorian Government Legislation.

6.0 Coaching Tips, Skills and Drill Web Sites

Netball Australia Coaching resources: <http://netball.com.au/get-involved/coaching/coaching-resources/>
NetSetGo: https://play.netball.com.au/kids/suncorp-netsetgo?utm_source=na&utm_medium=referral&utm_campaign=na%20to%20play&utm_content=netsetgo
Sportsplan (Drills & Coaching tips): <https://www.sportplan.net/drills/Netball/Getting-free/Holding-space-netj034.jsp>

Teach PE – Netball: <http://www.teachpe.com/netball/>
Coaching resources: <http://www.netskills.com.au/>
Netball Victoria: <https://vic.netball.com.au/coaching>
The Netball Coach: <https://www.thenetballcoach.com/>

7.0 Uniforms and Dress Code

The official uniform of Heathmont United Netball club is a green, white and black skirt and top, navy or black sports briefs and white socks. Bike shorts can be worn, under the skirt, provided they are short and cannot be seen. Boys wear black shorts with no pockets.

There is also a Heathmont United Netball club hoodie that you can purchase. This should not be worn during the game.



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On extremely cold mornings under 10 degrees players can wear black leggings under their skirts and a long sleeved white t-shirt under their Heathmont United t-shirt.

At training and during the game:

- No jewellery to be worn. This includes watches, earrings, bracelets etc.
- Earrings can be taped in this association or removed.
- Fingernails must be cut short and smooth.
- Sunscreen should be applied before the game.
- Hair must be tied back if long.
- Any medications required to engage in physical activity
- A water filled drink bottle must be provided by EACH player

For prices and details of the uniform see including how to purchase:

<https://heathmontnetball.com.au/uniforms>

To order specific sizes and/or arrange to try on uniforms please email Heathmont United Netball Club at heathmontnetball@gmail.com

8.0 Guidelines, Policies and Code of Conduct

8.1 Player rotation and court time guidelines

The player rotation and court time policy is to assist the club's coaches to help develop and strengthen the skills of all our netball players.

Coaches need to take into consideration the ages below as guides only, as there may be some players who have started playing netball later or who have progressed more quickly due to their development.

At all levels the 'enjoyment' of the sport of netball is paramount.

The club's aim is to develop all players and provide a solid base of skills that will hold them in good stead for as long as they wish to play netball.

Under 9

- There should be a focus on skill development and learning rules of the game.
- The aim is to have fun and improve - winning is not a focus at this level.
- Full rotation through all positions on court over the season.
- Team rotations should be planned by the coach to ensure that the team remains balanced but importantly should offer the players the opportunity to play in different positions. It is essential for players to understand every position on the court so that player absences or rotations will not affect overall team performance. Multi-skilling will also aid in increasing a team's depth. After all, a good defender also requires strong attacking skills and vice versa.
- Equal court time for all players. Adjustments for injury, illness, time away will mean that some players have less court time over the season.
- Aim for players to play 2 positions each game over 2 zones of the court. At this age too many positional changes in a match can confuse players.
- It is recommended that coaches make a development plan to move players through each area of the court as the season progresses.



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- By the end of each season all players should have played every position on court several times.

Under 11

- Focus continues to be skills development and game knowledge. As players get older fitness training often becomes more pertinent. Set plays and court strategies should be 'coached'.
- Equal Court Time for all players. Adjustments for injury, illness, time away will mean that some players have less court time over the season, however, coaches have the discretion to deduct court time but only if training attendance becomes a significant issue.
- Finals Court Time is at discretion of the coach but each player who is qualified and match fit is entitled to a minimum 2 quarters.
- Players will be starting to stream into favoured and strongest positions and areas of court.
- However, all players should still be able to play 3 to 4 positions with confidence.

U13, U15 & U17

- Skill development, fitness and court strategies continue to be important.
- Positions will be established but each player should be able to play at least 2/3 positions with confidence eg. mid court player can play WD, WA & C, tall player can play GK & GS, defensive player can play GK, GD & WD
- The coach should still aim to give players variety in their positions played. i.e. don't limit a player to just one position.
- Court time is dependent on training attendance and attitude.
- Coaches should aim for equal court time and it is at the coach's discretion to deduct court time if training is missed without valid reason. ie. one quarter less on match day for missed training.
- Finals Court Time are at discretion of the coach but each player who is qualified and match fit is entitled to a minimum 2 quarters.

Open Teams

These teams often 'manage' their own team and the club allows them freedom to play their team as they desire. Our main concern is that no player finds themselves treated unfairly.

8.2 Training Policy

All players are expected to attend their weekly training sessions.

- If the player misses training without any prior notice, or without any explanation, they can be penalised at the Saturday game with less court time. This is at the discretion of the coach.
- Appropriate sports shoes (runners) must be worn. If the player does not have the correct footwear it could be unsafe. The coach may deem the player unfit to train, which could result in less court time at Saturday's game.
- Coaches must be notified in plenty of time of any training absences. A phone call or text message during training or after the session is not seen as sufficient time, although each situation will be viewed on its merits. Our coaches are volunteers and give up their time to support our club.
- Coaches will not leave until all players have been collected by a parent/guardian. Please ensure players are promptly collected at the conclusion of their training session, as our coaches are volunteering their time and have families of their own to get home to.
- All players are expected to bring a bottle of water to training sessions.
- Training will only be cancelled if it is raining heavily at the time, or if the forecast temperature is for 30 + degrees.

8.3 Safety and Injuries

Injury/illness or blood:

The umpire holds play for blood when noticed or for injury/illness when requested by an on-court player (in



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extreme circumstances the umpire may hold time without a request being made.)

The player concerned must leave the court within 30 seconds and receive any treatment off the court. Umpires advise when 10 seconds remain. Only the primary care person/s are permitted on court to assess the players medical condition and to assist the player from the court. If the player cannot be removed safely within 30 seconds, the umpires will extend the time for the player to leave the court.

The umpires authorise any other persons to assist the players to leave the court. Any blood on the ball or court must be cleaned before play restarts and any blood-stained clothing replaced.

During the stoppage both teams may make substitutions and/or team changes, provide they are complete within the time allowed. If no substitutions are made for the injured/ill player, or player who is bleeding, play may resume with the position left vacant. If the player is the centre and no substitution is made, one player must move to play as centre to allow the match to continue.

If the position is left vacant the player concerned or substitution may be made after advising the umpire, take the court immediately after a goal is scored, another stoppage for injury/illness or blood or an interval.

Pre Existing Medical Conditions:

Should any player suffer from a pre-existing medical condition, injury or illness we trust that parents/guardians have strategies in place to manage the player's condition during physical activity. St. John's Ambulance volunteers are available every week at the courts should you require qualified assistance.

8.4 Team Selection

Heathmont United Netball Club committee do not take team selection lightly and always attempt to attain the best mix of players in each team to ensure a balance of height and positional players, friendship and skill. MENA's age policies also help to determine team selection and placement.

Occasionally the decision will be made to play younger players up an age division. This decision will only be made in the best interests of the player and their team.

Teams are formed each season according to ability, versatility, age, skill level, team balance, attitude/behaviour and commitment as a player. Teams will generally have 8 - 9 players unless it is deemed impossible. Once formed, it is important that all members of the team are treated fairly and able to participate fully in the success of the team. If after considering the process there are concerns or issues please address these to the team selection sub-committee. If discussion with the relevant sub-committee member doesn't resolve your concerns you may raise the matter with the club president

8.5 Players filling in for other teams

During the season players may fill in for other Heathmont United team/s in higher age, grades or sections. No player is to fill in for another Heathmont United team more than 3 times without approval from the Heathmont United Committee.

There are MENA competitions rules (outlined below) that govern this. MENA Saturday Competition Rules state:

- "14. Players may only play for one (1) club during a season, unless granted clearance by the Association. Players may play (3) games in total in a higher age, grade or section but once they have played the fourth (4th) game they will be regarded as belonging to the team in which they played their 4th game for the remainder of the season (including finals). 15. In order to qualify to play finals a player must have played four (4) regular season games for the team they will be playing for in the finals. "
- Team managers please keep a record of the players from your own team who are filling in for other Heathmont United teams. Keep a record of which team the player filled in for and date they played. And consult with a Heathmont United committee member prior to a player in your team playing the



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4th game in another team.

- Coaches and Team managers borrowing players from other teams, please ensure you have checked with the fill in players Team Manager to get the OK before playing a fill in for your team.

8.6 Forfeiting policy (taken from MENA Policies)

- In the event that a team does not have five (5) players present at the commencement of the game, the opposing team shall receive one (1) goal for each minute that the play is delayed. The umpire shall determine the number of penalty goals allowed, making a note on the score sheet.
- Should the offending team not have five (5) players by 1/4 time, they will forfeit the game.
- The club or team forfeiting must advise MENAs Competition Convenor by phone as soon as possible.
- The opposing team may submit a score sheet in order to qualify players. In the event that both teams forfeit the result is nil-nil with neither team receiving any premiership points.
- In the event of a team withdrawing from a competition after fixtures have been distributed, all future matches involving that team will be deemed forfeits, until a new fixture is distributed.
- In the event of a team forfeiting two (2) consecutive matches, the team shall show cause to MENA why it shall not be disqualified.

8.7 MENA Policies

Familiarise yourself with the MENA policies. These can be viewed at <https://menanetball.com.au/resources/>

- Alcohol management
- Anti-Gambling
- Boys Netball Policy
- Adverse Weather Policy
- Grading Policy & Process
- Health & Safety policy
- No Smoking Policy
- Social Media policy
- Sun Smart

8.8 Code of Behaviour

In addition to Netball Victoria's General Code of Behaviour, you must meet the requirements in regard to your conduct during any activity held by or under the auspices of Netball Victoria, a Region, an Affiliated Association or an Affiliated Club and in your role as a coach of Netball Victoria, a Region, an Affiliated Association or an Affiliated Club. Visit <https://menanetball.com.au/coaching/> for these requirements.

9.0 Contact Information

Email Address: heathmontnetball@gmail.com

Website: <https://heathmontnetball.com.au/>

You will be able to find lots of information and additional resources on our website.

Facebook: <https://www.facebook.com/Heathmont-United-Netball-Club-HUNC-138361602913991/>

For information on events and what happening around the courts Members of the club can join the Facebook group: <https://www.facebook.com/groups/heathmontnetball/>



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Grievances

In the event that you have a question or grievance regarding Heathmont United Netball club procedures or policies you may choose to discuss this with a member of the committee. Or forward this in writing to heathmontnetball@gmail.com. This will ensure the matter is dealt with appropriately and confidentially.

10.0 Resources

10.1 Pre-season Meeting with Parents – Sample Agenda

1. Introduction and welcome
 - Introduce yourself and assistants.
 - Briefly outline your coaching experience and qualifications.
2. Aims of junior sport
 - **Discuss** some of the research findings as to why children play sport.
 - **Ask** parents to think about why their child wants to play.
3. Your coaching philosophy
 - **Briefly** explain your philosophy, attitude and coaching style.
 - **Explain** what it is that you wish to accomplish over the season and how you intend to go about achieving your goals.
 - **Talk** about your feelings on player rotation, half games and so on.
4. Cover 'housekeeping' matters
 - **Training** times and venue.
 - **How** cancellations to training will be communicated.
 - **Equipment** and uniform requirements.
 - **Registrations** and medical forms.
5. Seek assistance with as many jobs as possible
 - These may include scorer, team manager, help at training anything that might involve parents more
6. Team rules
 - Give a broad outline of your rules and expectations (participants may have an input into team rules at an early training session, especially as they relate to lateness, correct uniform).
 - Cover what you expect concerning behaviour and how you intend to enforce the rules.
7. Parents' roles
 - Point out the value of parents taking an active interest in their child's sport, including attending as many games as possible.
 - Discuss how you expect parents and spectators to act at games. Remind that they all should have read and agreed to the parent's code of behavior when registering.
8. Question time
 - Allow ample time for general questions.

10.2 Warm up stretches and Drills

Warming up prior to participating in sport prepares the mind, heart, muscles and joints for play. It also improves performance, increases flexibility and reduces the risk of injury. A 10-15 minute warm-up, which includes age-appropriate activities, is suggested prior to playing netball at junior levels.

An effective warm up for players participating in a session should include:

1. Aerobic activity of five minutes duration.

2. Dynamic stretches of 3-5 minutes.

For those players warming up prior to playing a game the following is suggested:

1. Aerobic activity of five minutes duration.
2. Dynamic stretches of 3-5 minutes.
3. Sport specific drills of five minutes duration.

Aerobic component – five minutes

Junior netballers will appreciate fun warm-up activities. This may include games such as:

- Stuck in the mud – When one or more persons have to tag other players causing them to be “stuck in the mud”. A player is unstuck when touched by another unstuck player.
- Bean game – Players walk or run around whilst listening for various commands given by the coach. These commands are attached to certain movements that the players must perform. A command of “jumping beans” means that players must jump around the court until the next command is given. A command of “broad beans” means a player must walk, taking as large as strides as possible. A command of “tall beans” means a player must walk on their tip toes with their arms up-stretched. A command of “balance beans” means the player must balance on one leg. A command of “dwarf beans” means the player must make themselves as small as possible. When “baked beans” is called the caller tries to catch everyone and sticks to them by joining hands. Caught beans then help to catch other players until no one is left unstuck.
- Up/Down/Stop/Go – Players walk or run around listening for commands given by the coach. A command of “Go” means to stand still. A command of “Stop” means to move around. A command of “Up” means the player must crouch down and a command of “Down” means the player must stretch up to the sky. This is especially helpful for developing listening skills and reactions.

Dynamic stretches:

- Sidelines Jog Forwards and Backwards x2 Reps
- Butt Flicks Forwards and Backwards x2 Reps
- High Knee March and High Knee x2 Reps
- Skip Side Skipping x2 Reps
- Forward and Backward Shuffle x10 Reps L/R

See <https://knee.netball.com.au/junior/>

Upper body trunk rotation

Keeping hips still, swing arms across body to shoulder height then back to sides.



Arm circles

Standing tall and still, circle arms backwards then forwards.



Cool Down

A 5-10 minute cool down following a game/training is recommended to reduce injury risk, increase long term flexibility and improve recovery from activity.

An effective cool-down for junior netballers should include:

1. Low intensity aerobic activity of three minutes e.g. slow jog around court.
2. Static stretching program of four minutes. (Refer to previously suggested routine.)
3. Implementation of other recovery strategies.

Whilst players are stretching it is the perfect time to encourage further recovery strategies.

- Rehydration often needs to be encouraged especially in young players who are more susceptible to dehydration. This may involve the intake of water or sports drinks. Thirst is a poor indicator of dehydration and the amount of fluid required varies from individual to individual.
- Any injuries should be taken care of at this time with RICER (rest, ice, compression, elevation and referral) principles applied. Care should be taken with the application of ice on young players. A period of 10 minutes is suggested with additional padding between the skin and ice to avoid an ice burn.

It is essential for all netballers to establish good stretching, warm-up and cool-down practices, no matter what their age, in order to reduce the likelihood of injury, enhance play and allow optimal recovery. Emphasis should be placed on the development of a consistent routine, both at training and when playing, to ensure the integration of these important components throughout playing years.

It must be remembered that the information presented is based on the best current available practice. For future updates refer to the Netball Australia website or consult an appropriate health professional.

Long calf muscle (Gastrocnemius)

Keep back heel on the ground and knee straight. Bend the front knee until a gentle stretch is felt up the back of the calf.



Short calf muscle (Soleus)

Keep back heel on the ground. Bend back knee until a gentle stretch is felt at the base of the calf.



Front of thigh (Quadricep)

Pull heel towards the bottom until a gentle stretch is felt along the front of the thigh.



Back of thigh (Hamstring)

Sit with leg outstretched to front. Gently lean forwards from the hips until a stretch is felt up the back of the leg.



Hip flexor

Kneel on the ground. Keeping back straight and bottom tucked in, lean forward from the hip until a gentle stretch is felt at the front of the hip.



Groin

Sit on the ground. Keep the back straight and gently push the knees towards the ground until a stretch is felt in the groin area.





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10.3 Skills list for age group

This section deals with the particular skills that need to be taught and emphasized for all age groups within the Club. The individual and team skills listed on the following chart should be developed in weekly practice sessions. Take note of the age groups and time that the skill should be introduced, refined and mastered.

	Under 9	Under 11	Under 13 & 15	Open
Footwork / Movement Skills	Land (1 foot / 2 feet) Pivot Sprint Side Step	Land (1 foot / 2 feet) Pivot Sprint and stop Side Step	Land (1 foot / 2 feet) Pivot (outside turn) Sprinting technique Side Step Change of direction Footwork – Speed Footwork – Movement patterns Work a number of combinations	Consolidate and advance: Land (1 foot / 2 feet) Pivot (outside turn) Sprinting technique Side Step Change of direction Footwork – Speed Footwork – Movement patterns Work a number of combinations
Ball Handling Skills	Chest pass Shoulder pass Catch	Shoulder pass Chest pass Catch Bounce pass Introduce one hand control	Shoulder pass Chest pass Hip pass Bounce pass Overhead pass Lob Introduce the fake / baulk Catch – 2 hand control Catch – 1 hand control Pass – Speed of the release Pass – Variety of release point Work hands at stretch Introduce use of ball on either side of body	Consolidate and advance: Shoulder pass Chest pass Hip pass Bounce pass Overhead pass Lob Fake / baulk Catch – 2 hand control Catch – 1 hand control Pass – Speed of the release Pass – Variety of release point Work hands at stretch Use of ball on either side of body Variety of options under pressure



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	Under 9	Under 11	Under 13 & 15	Open
Attacking Skills	Straight lead Dodge Change of direction	Straight lead Single dodge Change of direction Combine into simple movements on court	Straight lead Single dodge Double dodge Sprint Change of direction Two leads Re-offer Change of pace Hold Half roll Full roll Clear and drive Front cut Space awareness Communication skills	Consolidate and advance: Straight lead Single dodge Double dodge Sprint Change of direction Two leads Re-offer Change of pace Hold Half roll Full roll Clear and drive Front cut Double play Screens Space awareness Communication skills
Defending Skills	Shadow movement Hands over the ball	Shadowing Hands over the ball Three feet (0.9m) recovery Defend the shot Combine simple movements into defending actions	Shadowing Positioning front and side Body control / repositioning Defensive footwork (combination) One on one Two on one First ball pressure Interception Recovery to 3 feet (0.9m) Work hands over the ball Work the ground Defend the shot Work together in / out of the circle Communication skills	Consolidate and advance: Shadowing Positioning front / side / back Body control / repositioning Defensive footwork (combination) One on one Two on one First ball pressure Interception Recovery to 3 feet (0.9m) Work hands over the ball Work the ground Defend the shot Split circle Zone Sagging Work together in / out of the circle Communication skills



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	Under 9	Under 11	Under 13 & 15	Open
Shooting Skills	Basic shooting action	Basic shooting action Introduce working together Rebounding	Technique – focus on concentration Shooting situations – variety of shots Rebounding Working together – balance of the circle Communication skills Introduce mental strategies	Consolidate and advance: Technique – concentration Technique – speed of release Shooting situations Rebounding Working together – circle movements Work rate and the shot Communication skills Consolidate mental strategies
Attributes	Versatility Commitment & reliability Consistency performance Temperament, aggressiveness, competitiveness , intensity Ability to Concentrate Coachability Ability to accept responsibility of actions Social skills Court craft - ability to read the game Flair and creativity Involvement in the game Knowledge of the rules and adjusts to umpiring decisions Position specific			



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	Under 9	Under 11	Under 13 & 15	Open
Perception / Cognition Skills	Awareness of space	Awareness of space Timing of movement Decision making	Space awareness: - awareness of space, player and pass - movement on/off the ball Timing - movement in relation to court situations Vision: - basic peripheral vision exercises - awareness of players in relation to ball and situation Decision making - selection of pass for situation - release of pass - balancing space on the court - selection of appropriate options in court situations - 'reading the game' techniques in response to opponent's movements	Consolidate and advance: Space awareness understanding of awareness of space, player and pass understanding of movement on/ off the ball Timing - movement - able to apply in pressured situations Vision - awareness of players in relation to ball and situation under pressure Decision making - balancing space on the court - 'reading the game' techniques in response to opponent's movements - create / select appropriate options in court situations
Strategies / Games	Games Competition through minor games Experience all positions	Competition through minor games Development of a number of positions for players Introduce positional roles	Knowledge of positional roles Court principles and strategies	Court principles and strategies Extend knowledge of positional roles Ability to read the game and apply appropriate responses to court situations



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Training Session planning sheet

Session Plan Template

Date:	Attendance:	Equipment needed:
Venue:		
Duration:		
Introduction (aims for session, reminders, etc.):		
Warm-up activities:	Drills and games:	Cool-down activities:
Coaching tips/ questions/ challenges:		Class management/ energisers:
Review/evaluation (key points from session, what worked and what did not, modifications for next session, etc.) :		



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Player Appraisal and Development Form

Player name:			
Age Group:		Current team:	
Coach Preferred Positions:			
	<i>1st preference</i>	<i>2nd preference</i>	<i>3rd preference</i>
Player Preferred Positions:			
	<i>1st preference</i>	<i>2nd preference</i>	<i>3rd preference</i>
Playing in a team which is: <i>(Please circle/highlight one)</i>	Above Above their current ability	Competent Suited to their current ability	Below Below their current ability

Game Skills <i>Tick/highlight the one that applies</i>	Learning <i>Can do less than 25% of the skills</i>	Progressing <i>Can do 25% - 50% of the skills</i>	Developing <i>Can do 50% - 75% of the skills</i>	Established <i>Can do more than 75% of the skills</i>
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Movement & Footwork				
Ball Handling Skills				
Attacking Skills				
Defending Skills				
Shooting Skills				

Evaluation Comments & Development Opportunities:

Movement & Footwork:

Ball Handling Skills:

Attacking Skills:

Defending Skills:

Shooting Skills:

Attributes:

Strategies/Games, Perception/Cognition:

Other:

Coach Name:		Date:	
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