

# NTNA Umpiring Policy and Procedures



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Drafted 2014  
Updated 2016  
Updated & Revised February 2019  
Updated November 2019  
Updated & Revised 15<sup>th</sup> December 2021  
Version 6 – 10<sup>th</sup> November 2022

This policy is to cover all aspects of Umpiring within NTNA and provide procedures and guidelines for the NTNA Umpiring Development Officer, Clubs, Club Co-Ordinators and Umpires.

## 1. Umpire Registration

- 1.1 All umpires/mentors are required to be registered members of the NTNA or an affiliate Association of Netball Tasmania as either a player or official.

## 2. Accreditation

- 2.1 All umpires/mentors officiating at any game within the NTNA rosters, including any NTNA sanctioned events;
  - Must pass a Rules of Netball Theory exam
  - Completed the Foundation Umpire Education Course within the last four (4) years;
  - Both courses are online [www.learning.netball.com.au](http://www.learning.netball.com.au)
  - Proof of accreditation must be shown to and recorded by the Club and provided to NTNA annually.
- 2.1.1 Independent umpire records are to be maintained by the NTNA directly.
- 2.2 Any umpire who does not hold Accreditation as per clause 2.1 must complete the stipulated accreditation before being named to umpire.
- 2.3 All umpires must update their accreditation in accordance with Netball Australia's guidelines.

## 3. Dress Code

- 3.1 All umpires and umpire mentors are to wear appropriate court footwear while umpiring.
- 3.2 All umpires are to wear white/cream tops and black skirt/shorts or pants. It is the preferred option that the umpires when officiating Division 1-3 games wear all white/cream tops and skirts/shorts or pants where possible.
- 3.3 Club uniforms must be completely covered whilst fulfilling any umpiring duty for midweek and junior rosters.
- 3.4 NTNA sponsored umpiring uniforms must be worn by any umpire they have been supplied to.

## 4. Allocation

- 4.1 The NTNA will appoint umpires for rosters from the umpires nominated by their club for each registered team on the team registration form.
  - 4.1.1 The NTNA may also utilise non Club aligned umpires.

- 4.1.2 The NTNA will advise clubs of umpire allocations for Junior Games.
    - 4.1.2.1 It is the club's responsibility to nominate suitably qualified umpires and mentors, as appropriate, on all games.
  - 4.2 It is the preferred option that Midweek Division 1 games have umpires that hold either A or B badge accreditation. C badged accreditation umpires will be used for the purpose of mentoring/training/developing umpires towards their B badge accreditation during the current season or if no A or B badged accredited umpire is available.
  - 4.3 Midweek Division 2 and 3 are to have where possible A, B or C badged umpires.
  - 4.4 All remaining midweek games will be allocated umpires with at least Foundation accreditation.
  - 4.5 Net Set Go games are to provide their own umpires for games, and the umpires must have a minimum of Foundation accreditation.
  - 4.6 Foundation accredited umpires are required to have a suitably qualified mentor with them for at least their first 15 games at all times, unless prior permission from the NTNA Operations team is given and noted on the Match Official Umpiring list.
  - 4.7 In the instance that the umpire rostered cannot fulfil their duty, they are required to notify the NTNA and their club.
    - 4.7.1 The club has the responsibility to nominate another registered umpire to cover that duty, and advise the NTNA by 12 Noon on the day prior to the game where possible. (Failure to do so will result in a monetary penalty, refer Clause 15.1)
  - 4.8 All umpires are deemed to be impartial and are to be allocated games which best fit their skill level and coaching opportunities by the NTNA Umpire Development Officer.
- 5 **Game Management**
- 5.1 All umpires where possible, must be at their allocated duty a minimum of 10 minutes before the game commences to perform pre-match checks.
  - 5.2 Umpires are to deal with rule violation and misconduct in accordance with Rule 13 – Game Management as per current INF Rules of Netball.
    - 5.2.1 Inappropriate behaviour, bad language, threatening or intimidating action from spectators, as determined by the umpires on the court, is to be directed to the Match Official

who is responsible for enforcement of Association rules and policies.

- 5.2.2 An umpire in need of any assistance in regard to behaviour or intimidation at any point of the game should hold the game and seek immediate assistance from the Match Official.

### 5.3 **Best & Fairest Voting**

- 5.3.1 Where indicated in the roster policy Best and Fairest votes will be awarded at the end of each rostered match by both umpires, together, to the players they deem the best and fairest from either team.

5.3.1.1 Midweek roster grading games will also be allocated votes, when grading games are included in the roster.

- 5.3.2 Votes will be awarded:

3 Votes – Best  
2 Votes – Second Best  
1 Vote – Third Best

### 5.4 **Player Sportsmanship Award Voting**

- 5.4.1 Where indicated in the roster policy, Sportsmanship votes will be awarded at the end of each rostered match by both umpires together to the player they deem as the best at playing with integrity, respect and in the spirit of the game.

- 5.4.1.1 Votes will be awarded:

3 Votes – Best  
2 Votes – Second Best  
1 Vote – Third Best

### 5.5 **Player of the Grand Final**

- 5.5.1 At the conclusion of each division Grand Final, the umpires will award player of the final to the player who showed great sportsmanship and fair play.

## 6 **Payment**

- 6.1 All umpires allocated in the rosters will be paid for games as per the NTNA Schedule of Fees.
- 6.2 No payment will be made for umpiring duties on any junior grading games.
- 6.3 No payment will be made to mentors.
- 6.4 The Match Official is responsible to confirm/record names and appropriate uniform as per Clause 3.

6.5 Payments will be processed from the list completed and signed by the Match Official and made by the NTNA office once umpires provide the appropriate forms and bank details.

## 7 Representative Duties

7.1 If, at a State Junior Carnival, an umpire has umpired minimum duties as deemed appropriate by the NTNA, a payment will be made. The appropriate form and bank details are to be supplied prior to payment being made. This will also include payment to any Umpire Co-Ordinators that assist on the day of the carnivals.

## 8 Junior Roster

8.1 Officiating umpires of Net Set Go and 11 & Under Development teams are permitted during any stage of a game to teach an individual or team the rules of the game, in order to educate players and maintain game flow and to prevent injury.

## 9 Short Roster

9.1 Teams will be invoiced accordingly for umpire duties as per the NTNA Schedule of Fees.

## 10 Club Responsibilities

10.1 Clubs are responsible to nominate a minimum of one (1) suitably qualified umpire to each team registered, who has the knowledge and skill to umpire at the division that the team is in, as per Clause 4. (If your club is nominating more than one team on a night, you will need to provide a different umpire for each team nominated on that night).

10.2 Umpire payments are to be paid directly to umpires. To assist with payment, clubs must advise the umpire to advise the NTNA office of their banking details and the requirement to complete a 'Statement by Supplier' form.

10.3 Clubs are to notify the club team coach within 24 hours of receipt of notification from the NTNA, of any penalty affecting their team.

10.4 Clubs are to pay imposed penalties prior to the applicable team taking the court the following allocated game.

10.5 Clubs are to encourage all members to complete the Rules of Netball Theory Examination.

10.6 Clubs are asked to provide the NTNA with the name and contact details of their Club Umpire Co-Ordinator.

10.7 Clubs are to provide mentors for umpires who are umpiring for at least their first 15 games. These mentors will need to have completed the Mentoring course online through the Netball Learning website and show proof of that and their Foundation

Umpiring Course and Umpiring examination results to the NTNA and their Club Umpiring Co-Ordinators.

## 11 Club Umpire Co-Ordinator

- 11.1 Responsible for keeping a club database of all umpire accreditations. This database is to be provided to the NTNA each year and upon request from time to time.
- 11.2 Be the NTNA Club contact for all rosters club umpiring responsibilities including but not limited to:
  - 11.2.1 Ensuring club nominated umpires meet the correct requirements of the roster.
  - 11.2.2 Arrange replacement umpire to fulfil duties when appointed club umpire is unavailable.
  - 11.2.3 Ensure NTNA is notified of Club changes regarding umpires.

## 12 Umpire Development

- 12.1 The NTNA Umpire Development Officer will ensure a Development program is in place to assist umpires to improve and further develop as per the NTNA Umpire Development Officer Position Description.

## 13 Courses

- 13.1 All umpires are encouraged to attend a Rules discussion, which will be held prior to the commencement of each season. (where possible)
- 13.2 All accredited courses are payable upon registration.
- 13.3 In the event a registered participant is unable to attend a course, delivered by the NTNA, they may forward a request in writing to the NTNA asking for a transfer to the next available course.
- 13.4 Refunds will be provided on courses cancelled by the NTNA or course provider.

## 14 Umpire Badging

- 14.1 The NTNA umpiring development officer will ensure all badge assessments is carried out as per the current Netball Australia's 'National Umpire Development Framework'.
- 14.2 The NTNA Umpiring Development Officer must have a badging schedule ready at the start of the calendar year where possible.

## 15 Penalties

- 15.1 Failure to fulfil a duty will result in a Level 2 penalty as per the NTNA Schedule of Fees being applied to the Club that the umpire is aligned to as per the team registration form allocated umpire.

- 15.1.1 When a failure to fulfil a duty is carried out by a non Club aligned umpire, the amount of a level 2 penalty, as per the NTNA Schedule of Fees, will be deducted from that umpires payments. In the event where no payment is due an invoice will be sent by the NTNA Operations Manager to the umpire for the monies owing.
- 15.2 Any umpire failing to wear the correct umpire uniform as per Clause 3 shall not receive their payment for that duty.
- 15.3 The NTNA Operations Manager has the right to apply a penalty from the levels within the NTNA Schedule of Fees for any breach of these rules which is not covered in this section.
- 15.4 Any objection to an umpiring penalty should be submitted to the NTNA in the first instance. If agreement cannot be reached, the Club can have the decision reviewed by completing a Penalty Review form (Form No. 9) and submitting to the Review Committee.