



AFFILIATION HANDBOOK 2025

February 2025

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Welcome to 2025

Our Vision & Purpose

At Netball Victoria our vision is to be the greatest team sport in the state. Netball has a proud history in Victoria, having been played across the state for over 100 years. Across that time our sport has continued to evolve, delivering important shared experiences for Victorians from grassroots through to the elite level.

Our purpose is to create safe, inclusive, and thriving Victorian netball communities, enabling more people to play our wonderful game. We know this is not possible alone and we are committed to empowering our affiliates.

Affiliating with Netball Victoria provides access to specialised support, services, and programs to assist you in your delivery of netball, confirms a commitment to good governance, and working together for the growth of netball in our state.

Affiliation Handbook objective

The Netball Victoria Affiliation Handbook simplifies community netball administration, defines roles and responsibilities, and sets behaviour standards to ensure a safe, inclusive, and enjoyable environment. It aims to provide clear guidance, fundamental actions, and practical support to all affiliates.



Guidance



Actions



Support

Affiliation Categories & Fees

Netball Victoria Affiliation Fees (valid from 1 January 2025 – 31 December 2025)		
SMALL AFFILIATE (<500)	MEDIUM AFFILIATE (501-1000)	LARGE AFFILIATE (>1000)
\$320	\$370	\$420

Affiliation Fee - Key Dates

Netball Victoria – Affiliation Fee Dates		
NV invoice date for affiliation fee	Affiliation fee payment due	Transaction Date for Affiliates with Direct Debit
6 February 2025	20 February 2025	20 February 2025

*Dates may be subject to change

Failure to pay the invoiced amount to Netball Victoria by the specified due date will render the affiliate and its members un-financial until payment has been rectified. The consequences of non-payment will affect the affiliate and its members' rights to participate in any Netball Victoria competition, until the outstanding monies have been paid in full. If an affiliate does not pay the annual affiliation fee within 30 days of the due date, its membership shall lapse, and they may be required to reapply for affiliation in accordance with the Netball Victoria Constitution.

Membership Categories & Fees

All members of an affiliated associations and leagues MUST be registered with Netball Victoria under one of the following registration types. Players, coaches, umpires, or those with an on-court role MUST be registered under a Senior, Junior, Woolworths NetSetGo or All Abilities membership type. If you play, coach or umpire in multiple competitions you MUST be registered in all competitions.

Netball Victoria 2025 Memberships

(valid from 1 January 2025 – 31 December 2025)

All members of an Affiliated Association must be registered with NV under one of the following registration types. Players, coaches, umpires, or those with an on-court role must be registered under a Senior, Junior, All Abilities (AA), NetSetGO registration type.

CATEGORY	DEFINITION	PRICE
Senior	Players, Umpires, Coaches & Bench Officials Born on or before 31/12/2007 (18 years & over)	\$90.00
Junior	Players, Umpires, Coaches & Bench Officials Born between 01/01/2008 – 31/12/2018 (7-17 years)	\$70.00
All Abilities (AA)	Persons who have an intellectual disability or a physical impairment	\$70.00
NetSetGO (NSG)	Those born on or after 01/01/2015 (5-10 years) Refers to the ALL participants in the Net Tier (Skills and Activities) as well as the Set and GO Tiers (modified competition). <i>Please note: this price is inclusive of the new participant pack, with redemption integrated as part of the registration process.</i>	\$99.00
Walking Netball	Players born on or before 31/12/2014 (11 years and over) and participating in a Walking Netball program or competition.	\$25.00
Off the Court	Committee Members, Administrators, Volunteers, Parents & Spectators (noting players, coaches, umpires, and bench officials must be a current Senior, Junior or AA member)	\$56.00

Prices are inclusive of GST.

Please note players under 7 years of age must register as a NSG participant.

Member Benefits



Technology & Platforms

All the information and training resources that participants and administrators need is at your fingertips, including access to data and insights to help run your competition and grow participation.



Support & Guidance

Our dedicated staff are on hand across metro and regional Victoria. We facilitate collaboration across the network and help to deliver innovative solutions and address common issues such as volunteer retention and poor spectator behaviour. [Contact Us](#)



Education & Training

Netball Victoria is delivering monthly training sessions to boost your knowledge and enhance your skills, covering topics including Netball Connect, complaints management and child safety. [Netball Victoria's resources](#)



Umpire & Coach Training & Support

Our umpires and coaches are the lifeblood of our game. Netball Victoria offers free and fee-based learning and development courses across Victoria to help train and develop your officials. [Netball Victoria's workforce resources](#)



Pathway & Competitions Support

Competitions such as Association Championships provide affiliates with the opportunity to compete against their peers while talent ID staff work to identify the athletes, umpires and coaches of our future. [Netball Victoria's pathways](#)



Governance & Guidance

All the information and training resources participants and administrators need is at your fingertips, including access to data and insights to help run your competition and grow participation. [Netball Victoria's governance resources](#)

For more information visit: [Netball Victoria memberships - Netball VIC](#)



2025 Affiliation Obligations & Requirements

4 Simple Steps to Follow:

1. **Acknowledge you have read, understood, and agree to the Affiliation and Membership Policy of the current affiliating year.**

[2025 Affiliation and Membership Policy](#)

By paying the affiliation fee for the current year, it is implied that you have acknowledged, read, understood, and agreed to the policy.

2. **Review names and contact details of office bearers and update in Netball Connect, including:**

- Board members if applicable.
- Complaints Officer who has submitted proof that they have completed the online complaints management training, set to launch early 2025.
- Child Safety Officer who has submitted proof that they have completed the [Vicsport Child Safe Online Education Program](#). Search Training Library Child Safe Sport Modules 1 to 11.

[Instructions on how to update the details in Netball Connect](#)

3. **Actively manage members through sound governance and management practices.**

Netball Victoria's [Committee Room](#) is a dedicated resource hub that is here to support you. Created with grassroots netball committees in mind, it covers administration and governance, volunteers, coaching and umpiring, and more, for your organisations.

4. **Reporting requirements.**

Reporting helps ensure Netball Victoria can support its affiliates with their needs. All affiliates are required to submit the following reports to Netball Victoria within one month of its Annual General Meeting:

- The last Annual Report, End of Year Financial Statements.
- Copy of the current association constitution and by-laws or a link on the association website to these documents.
[Instructions on how to upload the above documents.](#)
- [Strategic plan for large and medium affiliates](#)
Refer to **Shared Services** page for assistance with your strategic plan if required.
- [Child Safety Action Plan](#) required by end of 2025.
Refer to **Safeguarding Children Requirements** page for information on how to create a Child Safety Action Plan.

For further support, Member Services team – memberservices@netballvic.com.au



Safeguarding Children Requirements

Every person in the netball community has a responsibility to understand their role in ensuring the safety and wellbeing of all children and young people in our care.

Netball Victoria is committed to promoting and protecting the rights of children and preventing abuse from occurring by fostering a culture where children feel safe and empowered. We also seek to ensure the cultural safety of First Nations children, children from culturally and/or linguistically diverse backgrounds and children with a disability.

To create child-safe environments, affiliates are required to:

1. Appoint a Child Safety Officer

Teachers, social workers, police and emergency service workers from your netball community are great candidates for this role.

2. Ensure all committee members, coaches, umpires and volunteers have a valid Working with Children's Check.

3. Ensure all coaches, umpires committee members and volunteers have read and understand the Child Safe practices.

4. Abide by Netball Australia Safeguarding Children & Young People Policy

- As an affiliate of Netball Victoria, this policy applies to you. You do not need to create your own.
- You must notify Netball Victoria of all child safety complaints by emailing: memberservices@netballvic.com.au. This helps with reporting, and our team can support you through the best practise complaint resolution process.

5. Complete a Child Safety review and create an action plan.

- Introductory checklist
- Child Safety comprehensive review
- Child Safety Action Plan
- Upload documents

6. Utilise the Child Safeguarding Resource Hub

7. Foster a strong culture of child safety and help your organisation to uphold the 11 Child Safe Standards.

8. Adopt the statewide Netball Respect: 'Green Band' initiative.

As outlined during our affiliate information sessions in October, Netball Victoria is excited to roll out the Green Bands program across the state in 2025.

This initiative was successfully launched during the 2024 Parkville Netball Spring Season competitions, where umpires under 18 wore green wristbands to enhance their visibility and promote empathy and respect from players, coaches, and spectators. The overwhelmingly positive response highlighted the importance of clearly identifying young umpires and increasing awareness of Child Safe Standards throughout the netball community.

This is a vital step toward fostering respect and safeguarding young umpires. By expanding this program, Netball Victoria underscores its commitment to child safety and a positive sporting environment. Through collaboration with affiliates and continuous education, Netball Victoria will set a new standard for respect in netball, ensuring the sport remains safe and welcoming for everyone.

Phase 1 of the program will commence in early March 2025, with the distribution of green wristbands and scrunchies to all affiliates. Affiliates will be required to nominate, via a form, the approximate number of wrist bands and scrunchies required for your junior umpires in your association or league.

Green wrist bands and scrunchies will be accompanied by comprehensive information explaining the program's intent and implementation as well as customisable assets to help your organisation communicate the program effectively to your members.





You're a Child Safety Officer – now what?

Child safety in sport means protecting children from abuse, ensuring safe experiences, and amplifying their voices. Your commitment to creating a safe, supportive environment for young people in sport is invaluable.

Step by step:

1. **Promote who you are and how to contact you.**
2. **Familiarise yourself with Netball Victoria's [Child Safeguarding Resource Hub](#)**
3. **Complete the [Vicsport Child Safe Online Education Program – Child Safe Modules 1 to 11](#)** (Search Training Library for Courses in Vicsport Child Safe Education).
4. **Conduct a [Child Safety comprehensive review](#)**
5. **Attend Netball Victoria's education sessions – [2025 Education & Training Calendar](#)**
6. **Create a [Child Safety action plan](#)** or reach out to the [Netball Assist](#) team who can conduct a review and create an action plan for a fee for service.

Following these steps ensures you are on your way to fostering a strong culture of child safety, and help your organisation to uphold the [11 Child Safe standards](#).

Note: A Netball Victoria administrator trained in child safety can provide a [Child Safety review](#) and prepare child safety action plans for your association, league, or club. Enquire through [Netball Assist](#).

Here if you need:

Netball Victoria's Child Safety & Integrity Coordinator - Penny Forrest
Phone: 03 9321 2238. Email: penny.forrest@netballvic.com.au



You're a Complaints Officer - now what?

By stepping into this role, you are playing a crucial part in maintaining transparency and fairness, ensuring that complaints are addressed promptly and appropriately. Your commitment to this role strengthens good governance by fostering a culture of accountability and continuous improvement.

Step by step:

1. Familiarise yourself with the [Netball Victoria's Policies and Guidelines](#)

Refer to [Netball Victoria's Policy Framework for Dispute Resolution](#)

2. Promote who you are and how to contact.

This could be done by adding your contact details to your organisation's website, mounting [posters](#) in training and playing facilities, or circulating through your organisation's newsletter. Please ensure your position is updated on Netball Connect.

3. Complete Netball Victoria's Complaints Management training course.

Netball Victoria will offer complimentary access to its Complaints Management course, set to launch in early 2025. All designated complaints officers will be required to complete the course and submit their certificate of completion.

4. Attend Netball Victoria's education sessions – [2025 Education & Training Calendar](#)

Here if you need:

Netball Victoria's Child Safety & Integrity Coordinator – Penny Forrest
Phone: 03 9321 2238. Email: penny.forrest@netballvic.com.au

Netball Connect

Netball Victoria Support Hub

The [Support Hub](#) offers a range of services to streamline the management of competitions, registrations, and administration for Netball Connect.

- Participants
- Fixtures
- Registrations
- Match day
- Finance
- Netball Connect app
- Shop & tickets
- Teams
- Umpires & coaches

Need more help with a Netball Connect function? [Lodge a ticket](#) via Netball Connect.

Netball Connect Training Calendar

Netball Connect drop-in sessions and training sessions on system updates are available throughout the year. Attend a drop-in session and discuss your specific issue with a Netball Connect expert.

[Netball Connect Training Calendar 2025](#)

Maintain and update your organisation information

Maintaining your organisation data is a requirement of your affiliation with Netball Victoria.

Updating administrators, key personnel, committee members, T&C's, governance, affiliate finder and asset register information will now be completed directly in Netball Connect and replaces the previous process of updating the external CRM system.

[Update Now](#)



Netball Assist

What is Netball Assist?

Netball Assist is a fee-for-service program by Netball Victoria, designed to support affiliates with additional resources and services when they are time constrained, have limited volunteer capacity or require assistance beyond the free training and offerings.

Netball Victoria's skilled administrative workforce can provide a range of flexible and bespoke services relating to Netball Connect, general administrative activities, governance, policy, child safety, and other specialist administrative tasks through our admin and specialty programs.

Netball Assist can help with....

- **Streamlining operations**
- **Governance and policy management**
- **Netball Connect support**
- **Child Safety review & action plan**
- **Social media and marketing support**

Netball Assist is committed to delivering tailored solutions that align with the specific needs of your organisation. [Visit Netball Assist.](#)

Or contact the Shared Services Admin Workforce training team via netballassist@netballvic.com.au or phone **03 9321 2288**.

Will I still have access to Netball Victoria's free resources? YES!

All Netball Victoria resources on the Netball Victoria website remain **free and accessible** for your committee and volunteers. These resources will continue to be updated throughout the year. For Netball Connect resources visit the [Netball Victoria support hub](#).

In addition, free information sessions will be held every month covering topics such as child safety, Netball Connect functions, coaching and umpiring, complaints management and more. [Netball Victoria Training Calendar 2025](#).



Shared Services

Professional Service Organisations

Netball Victoria works with a variety of organisations that provide professional services which may benefit your organisation. These companies are available for you to contact should you require the services listed. There will be fees involved in engaging these organisations, and costs will be incurred by the affiliate. [Shared Services - Netball VIC](#)

Services	Company	Contact
Strategic Planning	Life Sport Journey	Nikki Burger nikki@lifesportjourney.com
Financial Management, Accounting & Bookkeeping	Sports Accounting Australia	Jeremy Gleeson info@sportsaccounting.com.au
Legal and Mediation	Lex Sportiva	Ian Fullagar ifullagar@lexsportiva.au
Employee Workplace Relations and HR Services	Victorian Chamber of Commerce and Industry	Kanu Mathur kmathur@victorianchamber.com.au



National Insurance Policy

How to make an insurance claim?

For information on how to make an insurance claim through Howden Group website:

[How to Make a Personal Injury Claim](#)

What is a Match Day Checklist?

The match day checklist aims to assist officials in identifying some foreseeable risks, including evaluating the safety of the playing arena, cleanliness of the playing surface, absence of hazards around the court and regular monitoring of facilities used for netball.

[Match Day Checklist](#)

For more information on Insurance:

[Netball Australia Insurance Centre](#)

Or contact Howden Group:

Main Howden Group line: [1300 904 503](tel:1300904503)

Netball: [1300 420 370](tel:1300420370)

Claims: [1300 375 723](tel:1300375723)

[Send a message](#)

Netball Australia Certificate of Currency:

[Netball Australia Certificate of Currency \(CoC\)](#)

Please ensure you carefully read the relevant policy wordings and any other coverage documents which outline the benefits, features, terms, conditions, limits, excesses, waiting periods and exclusions of cover located on the [policy and document hub](#).



Key Contacts

General enquiries

Stakeholder relations: stakeholder@netballvic.com.au

Affiliate services: memberservices@netballvic.com.au

Coaching & umpiring: workforce@netballvic.com.au

Netball Connect:

For association/league/club enquiries, please submit a ticket.

Netball Victoria members: memberservices@netballvic.com.au

Media: communications@netballvic.com.au

Diversity & inclusion: community@netballvic.com.au

Woolworths NetSetGo: netsetgo@netballvic.com.au

School programs: schools@netballvic.com.au

Train Like a Vixen & community clinics: clinics@melbournevixens.com.au

Child Safety & Integrity Coordinator – Penny Forrest

Phone: 03 9321 2238.

Email: penny.forrest@netballvic.com.au

Netball Assist – Shared Services Project Manager - Melissa Di Donato

Phone: 03 9321 2288

Email: netballassist@netballvic.com.au

Stakeholder Relations

General Manager – Sarah Rush

Metro Region Manager - Amanda Kappa

amanda.kappa@netballvic.com.au

Metro Region Coordinator - Machaela Dwyer

machaela.dwyer@netballvic.com.au

Metro Region Coordinator - Lauren O'Grady

lauren.ogrady@netballvic.com.au

Eastern Region Manager – Judi Buhagiar - 0427 401 747

judi.buhagiar@netballvic.com.au

Netball Participation Coordinator – Traralgon - Leanne Bland (Wed, Thu, Fri)

leanne.bland@netballvic.com.au

Northern Region Manager – Pam Ferrari - 0418 304 927

pam.ferrari@netballvic.com.au

North East Region Manager – Josie Logan (Mon-Thu) 0400 810 999

josie.logan@netballvic.com.au

Western Region Manager - Geelong/Parkville - TBC

Netball Victoria's details

Reception

Phone: [\(03\) 9321 2222](tel:(03)93212222)

Street address:

State Netball Centre

10 Brens Drive

Parkville VIC 3052

Postal address:

PO BOX 60

North Melbourne VIC 3051