



VJBL Guidelines

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Foreword

The policies and guidelines outlined in this document have been established for Shepparton Gators Victoria Junior Basketball League to help everyone involved in the elite and development program understand its operations. By agreeing to participate in the program, all coaches, players, parents, committee members, and officials are expected to adhere to these policies and guidelines. Actions contrary to the GSBA Guidelines are discouraged. The Committee of Management (CoM) acknowledges that not every scenario that may arise during the season is covered by the GSBA Policies and Guidelines. Therefore, the GSBA CoM, in consultation with the Board's annexe, serves as the controlling entity. The GSBA Committee anticipates that everyone involved in the program will comply with these policies. The Board reserves the right to uphold, modify, or make decisions regarding the operation of the junior program, including any directives from the GSBA Committee. This document must be read and acknowledged by players, parents, coaches, team managers, committee members, and any other interested parties before assuming any role in the program.

Definitions

Goulburn Valley Athletes – inclusive of athletes with their main residential address in the locations of Cobram, Picola, Barmah, Nathalia, Katunga, Numurkah, Wunghnu, Katamatite, Shepparton, Tongala, Kyabram, Mooroopna, Tatura, Toolamba, Coop, Stanhope, Rushworth, Colbinabbin, Murchison, Katandra, Tallygaroopna, Congupna, Dookie, Euroa, Nagambie, Longwood, Strathbogie, Violet Town.

Shepparton Gators VJBLC – Shepparton Gators Victoria Junior Basketball League Committee is a ratified working group appointed by the GSBA CoM to operate the function of Junior Development Program Representative Season and associated tournaments.

GSBA CoM – *The Committee of Management for the Greater Shepparton Basketball Association*

Quorum – For the purpose of the Shepparton Gators VJBLC, consists of a minimum of 60% of the Committee membership.

Conflict resolution Committee - Is a Sub Committee consisting of the Director of Coaching, Chair of GSBA CoM, and Chair of Shepparton Gators VJBLC, who may, as required, consult with the GSBA CoM for advice and Guidance.

Shepparton Gators VJBL COMMITTEE FORMATION

In September each year, the GSBA CoM will call for any new expressions of interest to be on the Shepparton Gators VJBLC in preparation for new Victoria Junior Basketball League Representative Season.

Ratified members for the committee must hold a Current WWC prior to commencement of operations.

Once expressions are received the GSBA CoM will ratify the formation of the Shepparton Gators VJBL prior to commencement. The GSBA Administrator will be included in an advisory capacity to assist with operations of the Shepparton Gators VJBL when requested by the Shepparton Gators VJBL.

Minutes of all meetings of the Shepparton Gators VJBL will be collated and provided to the GSBA CoM.

Shepparton Gators VJBL SQUAD COMMITTEE STRUCTURE

A group of volunteers known as the Shepparton Gators VJBL Committee working with the GSBA CoM and Coaching Panel are responsible for the day-to-day running of the Shepparton Gators VJBL Program. The GSBA CoM is the controlling body of the Shepparton Gators VJBL program and as such relies on the Shepparton Gators VJBL Committee to ensure the program runs efficiently and is representative of all competing age groups.

The Shepparton Gators VJBL Committee will consist of appointed persons in the first year of operation, and in each subsequent year, by delegation as appointed through the GSBA CoM Expression of Interest Process.

Chairperson

- Ensure that Shepparton Gators VJBL is running according to its operating guidelines, philosophy and GSBA purpose, policies and procedures.
- Oversee compliance with all Basketball Victoria VJBL policies and procedures and legislation relevant to running the program.
- Encourage volunteers to actively contribute to program goals and support committee members perform their duties in a manner consistent with the objectives of the program.
- Regularly communicate with GSBA CoM and Operational Team, Director of Coaching and VJBL, acting as programs spokesperson, making recommendations that represent the collective views of the program, its program members and committee.
- Refer matters to GSBA CoM and mitigation strategies as per GSBA and program guidelines
- Ensure Shepparton Gators VJBL participates in fair discussions and follows robust decision making process.
- Represent GSBA and its views at all levels of basketball

Director of Coaching

- Provide and implement a Club philosophy for coaching to provide the appropriate level of skill for representative coaching at the Shepparton Gators VJBL.
- Develop a game philosophy for use by all Representative Shepparton Gators VJBL sides which enhances the philosophy of the Junior Gators with a view to being the best that we can be across all representative programs. The Philosophy shall have an offensive and defensive structure, which will be instructed, by all appointed coaches.
- Be responsible for selection of a Coaching group to undertake player selections.

- Oversee Coach Development, progression and manage coaches involved in the Shepparton Gators VJBL representative program.
- Ensure the program provides development of, and progression for, athletes towards State, national and/or senior representation across the Goulburn Valley area.

Secretary

- Prepare and distribute meeting agendas.
- Take minutes and distribute within 7 days of meetings to Shepparton Gators VJBL and GSBA CoM and file electronic records.
- Maintain and update programs operating guidelines, policies, handbooks and information flyers before the beginning of each season, and as necessary.
- Maintain up to date register of committee roles, delegates and declared conflicts of interest.
- Maintain a record of teams, their grades, players, team managers and coach on GSBA VJBL Sharepoint.
- Liaise with Chairperson and GSBA Operations Team, where necessary.

GSBA Committee of Management (CoM) Delegate

- Provide guidance and support to Shepparton Gators VJBL Chairperson and Committee.
- Act as the conduit between GSBA CoM and Shepparton Gators VJBL, accurately representing views and resolving arising matters, as required.

Team Manager Liaison

- Oversee the formation of teams and the allocation of players to teams in the age-group.
- Ensure that teams are formed and players are allocated in line with VJBL policies and guidelines and By-Laws.
- Enter team and team players into PlayerHQ before cut-off date.
- Provide player details to Team Managers before commencement of each season.
- Send reminders to Team Managers throughout the registration period.
- Notify Team Managers when first-round fixtures are available.
- Liaise with Team Managers regarding training needs for the season.
- Act as an intermediary between Shepparton Gators VJBL and Team Managers.
- Communicate relevant parts of the VJBL policies and By Laws to Team Managers.
- Deal with Team Manager issues and queries relating to the program.
- Liaise with Team Managers to receive feedback on gradings and advise GSBA Operations Team of any grading concerns.
- Work in co-operation with GSBA Operations Team, Training Coordinator, Coaches, Team Managers and community.

Program Coordinator

- Hold information sessions and promote player trial selection dates and registration.
- Provide Shepparton Gators VJBL program information and handbook to Team Managers and players at the beginning of each season.

- Distribute player and team details to Team Manager Liaison and Secretary before the commencement of each season.
- Respond promptly to incoming program enquiries.
- Coordinate bus bookings and liaise on behalf of Shepparton Gators VJBLC between bus supplier and Team Managers
- Coordinate program events as deemed appropriate by Shepparton Gators VJBLC and GSBA CoM.
- Source Sponsorship to support the sustainability of the program
- Coordinate fundraising events

Uniform and Bus Coordinator (Uniforms, Buses and Events)

- Liaise with and assist where necessary, the Shepparton Gators Junior Representative Committee to source appropriate uniform supplier and ensure compliance with VJBL policies.
- Update uniform design and logos, as required.
- Obtain supplier information including pricing, availability and ordering instructions prior to commencement of season for Shepparton Gators Junior Representative Committee.
- Provide uniform guidance at program information sessions and player trials to parents, players, coaches and team managers.
- Make sample uniforms available to try on for size at information sessions and when required.
- Liaise with uniform supplier to place order and ensure timely delivery of completed order.
- Liaise with local bus supplier to source bus packages prior to commencement of season.
- Provide guidance on bus pricing and appropriate compliance requirements at information sessions and when required.

Training Coordinator

- Develop and communicate timelines at the beginning of each registration period for the forming and registering of teams on Player HQ.
- Arrange player trial selection and training venue availability at the beginning of each season.
- Coordinate player trials in collaboration with GSBA Operations Team including registration on Player HQ, venues and volunteers to assist on the day.
- Based on availability, provide advice to Team Manager Liaison and Coaches to support bookings.
- Allocate courts for training sessions for each team.
- Provide copies of the training schedule to committee members.
- Send out training allocations to all Team Managers.

VJBL Delegate

- A nexus between the VJBL league administration and Shepparton Gators VJBL who will operate in line with the VJBL Delegate manual and will be the GSBA Administrator.

The above roles are designed to assist with the day-to-day operation of Shepparton Gators VJBL responsibilities. Shepparton Gators VJBL Committee members are elected every twelve months.

The Coaching Director will be appointed by the GSBA CoM.

Each committee member will need to have an active role in one of the positions mentioned above to be part of the Shepparton Gators VJBL Committee.

Conflict Resolution Committee

Is a Sub Committee consisting of the Director of Coaching, Chair of GSBA CoM, and Chair of Shepparton Gators VJBL, who may, as required, consult with the GSBA CoM for advice and guidance.

Shepparton Gators VJBL Philosophy

- To provide Goulburn Valley athletes with realistic pathways; an elite pathway for players seeking the highest level of competition relevant to their age group and a development pathway for upcoming athletes that acknowledges that progress occurs at different times for individual players.
- To enhance participation rates, we aim to improve the competitiveness of our junior representative squad programs and provide developed players with a relevant step in career paths from domestic basketball through to state, national and international levels.
- To ensure all players can develop their skills in a safe, friendly, productive, and enjoyable learning environment.
- To build a solid foundation of individual skills for the future development of basketball in the region.
- To offer all players a high standard of coaching and instruction.
- To deliver high-quality and well-structured training sessions to all players.
- To provide all coaches with guidance and opportunities to enhance their skills.
- To provide all Referees with guidance and opportunities to enhance their skills.
- To provide Administrators with guidance and opportunities to enhance their skills

Shepparton Gators VJBL Committee Guidelines

By accepting a position on the Shepparton Gators VJBL Committee, you become an integral part of the Shepparton Gators VJBL Program. As a committee member, you must support the program and its participants, including players, coaches, team managers, parents, and junior squad committee members. It is essential to always maintain confidentiality and refrain from disseminating false or misleading information or personal opinions outside of committee discussions.

The aim of the Shepparton Gators VJBL Program is to create a positive and supportive environment for all involved, providing every opportunity for improvement and development. Operating a junior basketball program of this size requires collaboration and commitment to ensure cohesion and growth. Should grievances arise, the GSBA CoM will consider appropriate solutions and/or support to achieve a positive outcome.

Important operational decisions should only be made with a minimum quorum of Shepparton Gators VJBL Committee members present at the meeting where the vote is to take place. Proxy votes will only be permitted in exceptional circumstances, as determined by the Shepparton Gators VJBL Chairperson. Committee members must attend at least 60% of the scheduled meetings during the season of their acceptance onto the Committee. Committee meetings will be scheduled monthly or more frequently, as determined by the Shepparton Gators VJBL Chairperson. The Committee members who fail to attend the minimum number of meetings f2f/online without good reason may have their position declared vacant.

If a decision cannot be reached due to a deadlocked vote, the Chairperson has the deciding vote. If the issue remains unresolved, the agenda item must be referred to the GSBA CoM. The Shepparton Gators VJBL Committee cannot change policies or guidelines but can make recommendations to the GSBA CoM, who will review these requests at the next available GSBA CoM Meeting.

AGE GROUP SPECIFIC OBJECTIVES

Under 12 Objectives

- At the current time, the Club is not entering teams for this age group.

Under 14 Objectives

- To give each player ample opportunity to enjoy basketball and develop their team and individual skills.
- To qualify for the highest level possible - Victorian Junior Championship League – Victorian Championship Division or Metro 1-2-3 Division.
- Selection of 12 players to form a squad, inclusive of two rotating emergency players per scheduled match. Two teams may be considered only when depth and interest at a particular level is high enough for participation.

- Selection of a development-based group, as and when required, which is approved by the Coaching Director and Shepparton Gators VJBL Committee.

Under 16 Objectives

- To give each player ample opportunity to enjoy basketball and develop their team and individual skills.
- To qualify for the highest level possible - Victorian Junior Championship League (VJBL) – Victorian Championship Division or Metro 1-2-3 Division.
- Selection of 12 players to form a squad, inclusive of two rotating emergency players per scheduled match. Two teams may be considered only when depth and interest at a particular level is high enough for participation.
- Selection of a development-based group, as and when required, which is approved by the Coaching Director and Shepparton Gators VJBL Committee.

Under 18 Objectives

- To give each player ample opportunity to enjoy basketball and develop their team and individual skills.
- To qualify for Victorian Junior Championship League (VJBL) – Victorian Championship Division or Metro 1-2-3 Division.
- Selection of 12 players to form a squad, inclusive of two rotating emergency players per scheduled match. Two teams may be considered only when depth and interest at a particular level is high enough for participation.
- Selection of a development-based group, as and when required, which is approved by the Coaching Director and Shepparton Gators VJBL Committee.

Coach Selections

Appointment of Coaches

On behalf of the Shepparton Gators VJBL, the Coaching Director prior to each VJBL season will call for applications for Coaching positions deemed to be available. This may be through personal communication and/or advertisement. All applications received, must be in writing.

Applicants will be assessed and selected for interview by the Coaching Director and two other persons based on commitment, knowledge, experience, background and alignment to GSBA vision, mission and values. The selection panel will make recommendations to the GSBA CoM for ratification who will then appoint coaches to a panel for selection of teams.

All coach selections and appointments will be, as far as reasonably practical, free from conflict of interest. Applicants must declare any conflicts of interest or perceived conflicts of interest in their application or as soon as it becomes known. Failure to do so may result in non-selection or

removal from positions. No child/player will be disadvantaged by the appointment of a Coach. The children/player's interest comes first.

Conflict of Interest (or perceived Conflict of Interest)

Shepparton Gators VJBL will make decisions that are in the best interest of the player/child, its program and its members. It therefore essential to address conflicts of interest effectively when it comes to selecting Coaches.

1. Declaration: Coaches and Team Managers must promptly declare any conflicts of interest or perceived conflicts. Transparency is crucial to maintaining trust.
2. Handling Conflicts: While a conflict of interest doesn't automatically disqualify someone, how it's managed matters. Director of Coaching and Team Manager Liaison will consider how individuals handle conflicts when making selections.

Guidance:

1. Types of Conflicts:
 - Conflicts of interest or perceived conflicts can arise from various situations. These might include:
 - Being a Coach for a team that includes a family member.
 - Past issues with a player or their family, either within or outside the program.
 - Holding multiple Coach positions within the GSBA or another association.
2. Transparency and Declaration:
 - Applicants should use common sense and declare any conflicts they are aware of or should have reasonably known.
 - Transparency is crucial to maintaining trust and ensuring fair decision-making.
3. Handling Conflicts:
 - A declared conflict of interest doesn't automatically disqualify someone.
 - How the conflict is handled and managed matters. The GSBA considers this when making selections.
4. Stand-Down Authority:
 - The GSBA reserves the right to stand down a Coach at any time.
 - Reasons may include direct or perceived conflicts of interest, misalignment with the GSBA's vision, mission, values, or not acting in the best interest of players, coaches, and the organisation.

Remember, addressing conflicts ethically contributes to a positive team environment and ensures fairness for all involved.

Appointment of Referee Supervisor

GSBA CoM will appoint a Referee Supervisor who will operate the referee portfolio in line with the Basketball Victoria TOC, codes of conduct and operation policies in line with VJBL requirements.

Clearances

All players must be members of their home association's playing group and continue to participate in that program throughout involvement in the Shepparton Gators VJBL- thereby assisting growth in that association.

CODES OF CONDUCT & POLICIES

Stakeholders involved in the VJBL program must always abide by the various Codes of Conduct as directed by Basketball Victoria and adopted by the VJBL Committee. Please click on the below links to read the relevant Codes of Conduct.

Basketball Victoria Codes of Conduct

All Administrators, Coaches, Officials, Parents, Players and Spectators should familiarise themselves with Basketball Victoria Codes of Conduct.

[Basketball Victoria Codes of Conduct](#)

Local codes of Conduct

[GSBA Management Committee](#)

Team Managers Code of Conduct

- Remember that children play for fun and enjoyment and that winning is only part of their motivation.
- Never ridicule children for making mistakes or losing a competition.
- Be reasonable in your demands on young players' time, energy and enthusiasm.
- Assist your coach with teaching your players that understanding and playing by the rules is their own responsibility.
- Develop team respect for the ability of opponents as well as for the judgement of officials and opposing coaches and managers and their interaction with the media, parents and spectators.
- Ensure that equipment and facilities meet safety standards and are appropriate to the age and ability of the players.
- Show concern and take responsibility for players who are sick or injured whilst under your care.
- Follow the advice of a physician when determining when an injured player is ready to recommence play.

A physicians or physiotherapist clearance must be given in writing for player to resume training/playing for the Junior Squad team after been treated for an injury. If a player is taken to hospital during a tournament a clearance from the doctor/emergency department is compulsory.

- Seek to keep abreast of changes in sport; ensure that the information used is up to date, appropriate to the needs of players and considers the principles of growth and development of children.
- Demonstrate appropriate social behaviour by not using foul language, harassing players, coaches, managers or officials.
- Respect the rights, dignity and worth of every person, regardless of their gender, ability, cultural background or religion.
- Always respect the use of facilities and equipment provided.
- Respect and be mindful of other basketball participants and officials when using electronic media, e.g. Facebook, You Tube, Twitter, mobile phones etc.

Social Media Policy

At Shepparton VJBL we adhere to and adopt the Basketball Victoria Social Media Policy as per the below link:

[Basketball Victoria Social Media Policy](#)

Breaches to any Code of Conduct, Policy or Bylaws

For all Codes of Conduct, Policy or Bylaws, any breaches of these will be dealt with according to the Member Protection Bylaws, or as outlined in these Guidelines, and referred to the Shepparton Gators VJBL who may refer the matter to the GSBA CoM. Coaching related matters are to be referred to the Director of Coaching, who will make recommendations to the Shepparton Gators VJBL and GSBA CoM as deemed necessary.

Some, circumstances may result in a report being made to the Independent Tribunal.

Harassment-Discrimination-Vilifications

Shepparton Gators VJBL are committed to a policy of sport which is free of harassment, discrimination and Vilification as per Part IV of Basketball Victoria's Member Protection Bylaws.

This includes all players, parents and spectators. Any breaches may result in a report being made to Basketball Victoria.

Basketball Victoria Member Protection Bylaws

[Basketball Victoria Member Protection Bylaws](#)

Child Safety Policy and Child Safe Code of Conduct

Child safety in sport means protecting children from abuse, providing safe, quality experiences and empowering children's voices.

GSBA is committed to the safety and wellbeing of all children and young people. We support the rights of the child and will act without hesitation to ensure a child safe environment is maintained at all times.

The Victorian Child Safety Standards apply to sporting organisations that operate and provide sporting services to children within Victoria (including National Sporting Organisations).

Child Safeguarding in Basketball

GSBA has zero tolerance to child abuse in any form.

All children and young people have the right to participate in basketball environments where they feel safe, encouraged, and heard. See GSBA Child Safety link and links to Basketball Victoria Policy and Codes of Conduct below:

[GSBA Child Safety](#)

[Basketball Victoria Child Safe Standards](#)

COMMITMENT

Players

The level of commitment required from players varies by age group, but some expectations are common. Players must be available for the entire VJBL calendar playing period as scheduled by the VJBL. Additionally, they must attend all compulsory training sessions, with at least one 1.5-hour session per week.

As part of the Shepparton Gators VJBL program at all levels, players are expected to prioritise basketball as their main sport during the representative season. All players must be playing at their Junior representative level before considered Shepparton Gators VJBL and must play within their own association and do so throughout the season. If a player trialed and was not selected for their junior representative association team they may trial for Shepparton Gators VJBL. Players that are selected for Junior Representative teams and **decline** a position at their association must submit a request for special consideration to trial for Shepparton Gators VJBL to the Director of Coaching.

In addition to this, Shepparton Gators representative players are required to participate in all training sessions and tournaments for the junior representative league. Players are encouraged to consider their personal commitments, playing expenses and travelling expenses before trialing and being selected for a Shepparton Gators VJBL team.

For example, while playing in an extended Shepparton Gators VJBL season, players are required to participate in their local domestic summer and winter competition and junior representative squad programs such as Shepparton Gators Junior Representative, which run concurrently with Shepparton Gators VJBL competition, ensuring they play in at least 50% of the fixture games.

Some concessions may be made for academic or work-related commitments; however, participation in other sports may not be an acceptable reason for missing training or games as required by the coach or these guidelines. All requests for exemptions must be submitted in writing to the Shepparton Gators VJBL committee and Coaching Director for consideration.

Parents

Each parent of a Shepparton Gators VJBL player must ensure their child is available for and attends all compulsory training sessions and games. Parents must also adhere to the Shepparton Gators VJBL Code of Behaviour for parents and understand the Shepparton Gators VJBL Policies and Guidelines.

Coaches

Coaches must fully commit to every aspect of the Shepparton Gators VJBL program for their age group, including attending age-specific BV Country skills day selections. They are expected to set an example in communication, punctuality, commitment, professionalism, and attendance. Coaches must read and understand the GSBA CoM Policies and Guidelines and adhere to their Coach's agreement and the Coach's Code of Behaviour.

Team Managers

Team Managers handle the organisational tasks, including liaising with the coaching staff and the Shepparton Gators VJBL Committee. Their duties include booking training venues in coordination with the coach through the Training Coordinator and arranging tournament travel and accommodation as required. Team Managers must attend all Team Manager meetings set by the Shepparton Gators VJBL Committee.

COMPLAINTS

- Initially to the Team Manager. If the issue cannot be dealt with immediately, the Team Manager should discuss the issue with the Coach.
- Coaching or playing time complaints should be directed initially to the Coach via email after 48 hours, as **NO** complaints are to be made within the **48-hour cooling off period of a game.**
- If not resolved, then the matter should be referred to the director of coaching.
- Non coaching matters should be referred to the Shepparton Gators VJBLC.

If a complaint is of a more serious nature, it should be directed to the Chairperson of the Shepparton Gators VJBLC who will either resolve the problem or may bring the issue to the attention of the GSBA CoM, to an external agency, or other mediation service deemed suitable to assist with a settlement of the matter.

- All complaints must be in writing and include the name of the complainant. Anonymous letters of complaint will not be considered. If the complainant would like to have their name withheld this can be arranged.
- Complaints may be passed to a conflict resolution committee as defined who's decision is final.

COUNTRY VICTORIA PROGRAMS

All Junior Squad players are actively encouraged to participate in all Basketball Victoria Country (Country Vic) programs. This includes:

- ~~Intensive Training Centre Programs~~ State Development Program
- Under 12 skills days
- ~~Under 14 academy programs~~ Future Development Program
- Under 16 / 18 State team selections

- Teams who qualify for Classic Tournaments within reason, are expected to play in State or National Tournaments, unless an exemption is given by the Shepparton Gators VJBL in consultation with the Director of Coaching and GSBA CoM.

COURT TIME

This is a development pathway program and players and parents must understand that the interests of the team are paramount to the interests of the individual.

DE-LISTING PLAYERS/COACHES/Team MANAGERS DURING THE VJBL Season

Only the Greater Shepparton Basketball Association Board and the Director of Coaching has the authority to de-list a person during the VJBL season. Reasons for de-listing a person may include (but are not limited to):

- repeated non-attendance at compulsory training sessions or games
- breaches of the player and/or parent Code of conduct
- an irreconcilable breakdown in the relationship between the Coach and the player.

A lack of form will not constitute grounds for de-listing a player.

- If a Coach feels it necessary to request to de-list a player, the coach must provide a written request, stating the reasons for such action, which must be forwarded to the Director of Coaching who will inform the Chairperson Shepparton Gators VJBLC of the situation immediately.
- The Director of Coaching and the Chairperson Shepparton Gators VJBLC will make a recommendation to the GSBA CoM for consideration which may include:
 - suspension from games or tournaments as a penalty.

DISCIPLINARY ACTION

Chairperson Shepparton Gators VJBLC, the Director of Coaching and the Greater Shepparton Basketball Association Board reserve the right to take disciplinary action against any player, Coach, Team Manager or parent who does not abide by the Shepparton Gators VJBL, GSBA and Basketball Victoria Policies and Guidelines or the relevant codes of conduct, or Coaches who breach their signed agreement (electronically or wet signature)

- Minor matters may be managed by the Chairperson Shepparton Gators VJBLC. Minor disputes may include but are not limited to:
 - players court time
 - financial matters involving tournaments
 - inappropriate use of social media directed at/or including bullying, intimidation of any Player, Coach, Team Manager, Parent, Spectator or any representative of the Shepparton Gators program.
- Moderate matters may be managed by the Chairperson, Shepparton Gators VJBLC. Moderate disputes may include but are not limited to:
 - breaches of the Code of Conduct,

- non-game related incidents.
- any other matter that may not be able to be resolved by the Chairperson Shepparton Gators VJBLC is to refer the matter to the GSBA CoM and/or to an external Conflict Resolution Committee.
- Serious matters may be referred be report directly to the GSBA Board. These more serious matters may include but are not limited to:
 - game related report/s, of a player, coach, parent/guardian and spectator.
 - Serious breach of Code of Conduct and/or the Greater Shepparton Basketball Association By-laws, and/or Member Protection Bylaws
 - any incident/breach/disciplinary action, which potentially has a penalty including, but not limited to, a monetary fine, and/or any suspension, and/or disqualification, must be referred to the GSBA CoM.
 - any behaviour that may reflect negatively on GSBA or Shepparton Gators VJBL.

In all matters, Individuals reserve the right to lodge an appeal or have their matter directly referred to the GSBA Board.

In all circumstances, a written warning from the Director of Coaching/Chairperson Shepparton Gators VJBLC may be issued. If the written warning is ignored the GSBA Board will consider what disciplinary action to take.

All disciplinary action must be in accordance with the BVA Members Protection By-Laws and the BVA Tribunal By-Laws.

The GSBA Association Board will decide what action should be taken on a case-by-case basis. It may include but not be limited to:

- Players being stood down from participating in Junior Squad training's, games or other functions or delisted from the Junior Squad program.
- Coaches being stood down from Coaching position for a period or removed from the position.
- Team Manager being stood down from their manager's position for a period or removed from their position.
- Parents being banned from attending Junior Squad trainings, games and/or other functions. repeat offences may result in the parent's child being de-listed.

Medical Records

Team Managers will keep medical records for each player. Managing medical records for players is crucial, and privacy and confidentiality are paramount.

- Medical records are private and should only be accessible to specific individuals: the Coach, Team Manager, sport trainer, or medical professionals.
- Avoid disclosing this information to anyone else.
- Information in the records should be used solely for its intended purpose (e.g., player health management).
- Unauthorized use or sharing is not allowed.
- At the end of each squad season, medical records should be returned to the Coaching Director for proper disposal.

- Collect and store personal medical information in accordance with the Privacy Act and National Privacy Principles.

Adhering to privacy regulations ensures a safe and respectful environment for everyone involved.

Victorian Junior Basketball League

Selection

The selection process for players and assignment of Shepparton Gators VJBL teams emphasizes transparency and commitment:

- 1. Coach Panel:**
 - An appointed panel of coaches, not tied to specific age groups or teams, oversees the selection process.
 - Coaches participate in the process but are not assigned to a team until selections are final. This minimizes bias.
- 2. Trials:**
 - Trials occur over a three-week period.
 - Athletes are assessed based on their commitment to the program.
- 3. Competitiveness:**
 - The goal is to develop players and form competitive teams that can consistently participate in VJBL and where appropriate, State league competitions.
 - If the player standard or numbers are insufficient for the required level, no team will be entered.
- 4. Shepparton Gators VJBL Consideration:**
 - Participation in Shepparton Gators VJBL is evaluated on a team-by-team basis.
 - Factors include parental support, player skill level, commitment, and cost analysis.
 - Serious commitment and endorsement from committees and participants are prerequisites.
- 5. Parental Involvement:**
 - Parents of players are expected to actively organize subcommittees for each Shepparton Gators VJBL team.
 - Support during game days (scoring, travel, setup) is essential.

Squad operations

- A squad consisting of twelve (12) players will be selected.
- A minimum of no less than 60% of players will be Goulburn Valley athletes, unless it is deemed by Director of Coaching that selection outside of this catchment area would support player development and bolster competitiveness of the squad.
- Away games policy: Teams will travel with 10 team members for away games. Additional players may attend by choice but must understand they are not likely to play. A game day roster showing an equal rotation of players, will be devised after the playing group is selected at the start of the season. Adjustments will only be made for injuries or welfare issues (ie school camps, personal family trauma etc).

- Home games: A team of 12 will be named for all home games. However, all squad members, may be in attendance. Inclusion of players outside the named playing group is at the coach's discretion.
- During the Shepparton Gators VJBL season, eligible players should be current and active members of their home association. For the purpose of this ruling, "current" will be defined as "the period from the current season's squad selection to the next".

RECRUITMENT OF PLAYERS DURING SQUAD SEASON

- Fill-in players may be included, but only after all players from the squad are deemed unavailable. This request and subsequent decision lies with the Director of Coaching, and must be actioned prior to game day; exceptional circumstances must exist.

RECRUITMENT OF PLAYERS FOR SQUAD TRYOUTS

- Players will only be eligible for selection for their own age group unless exceptional circumstances apply. Approval must be given by the Director of Coaching.
- Coaches must not actively entice players from other associations to attend their association's Squad tryouts. They may however, make all players aware of tryout dates and times.
- Squad coaches must not entice selected squad players to change clubs or teams to play in a domestic side coached by a Squad Coach.
- Such behaviours will be deemed as a breach of our Codes of Conduct.

TEAM MANAGERS

The role of the Team Manager is time-consuming and significant. As such, the selection of a Team Manager must be done carefully as the relationship between the Team Manager and the Coach is critical and effective two-way communication is essential for team success. We recommend this process takes place in consultation with the parents of each team.

The appointment of a Team Manager **MUST** be approved by the Shepparton Gators VJBLC via the Team Manager Liaison. The Coach will not hold a dual role of Coach – Team Manager. A "No Team Manager, No Team" policy will be enforced if a suitable person cannot be found.

TRAINING

Teams will have at least one compulsory training session per week, which should wherever possible be set outside the time of any home association commitments.

Players must attend the nominated compulsory session as set by the Coach in consultation with the Director of Coaching. A schedule will be provided as early in the pre-season as possible. Non-attendance at training may affect a player's selection and court time.

Sponsorship

- **ALL** sponsorship **MUST** be approved by the Shepparton Gators VJBLC **AND** endorsed by the GSBA CoM before being accepted and promoted in any way.

- All signage must be provided, including dimensions, to the GSBA CoM for approval. The GSBA will ensure that the signage is consistent with what other sponsors have paid for signs to be displayed within the Shepparton Stadium.
- Individual team sponsors logos can **ONLY** be sewn or printed on to Polo Tops. **NOT SHORTS OR PLAYING UNIFORM** and must be approved by Shepparton Gators VJBLC.
- All sponsorship must be applied to the team and not to individuals.

Fundraising

- **ALL** fundraising is to be approved by the Shepparton Gators VJBLC and a letter must be received by the Team Manager as confirmation that it has been approved.
- Fundraising must meet statutory requirements that are required when fundraising.
- Questions on fundraising are to be referred to the GSBA Secretary.

WORKING WITH CHILDREN (WWC) CHECKS

- All Coaches, Team Managers and supervising adults over the age of 18 will be required to have a current WWC check.
- Checks for all volunteers over the age of 18 can be completed at <https://service.vic.gov.au/services/working-with-children> and must be provided to the Shepparton Gators VJBLC prior to accepting a role within the GSBA and Shepparton Gators VJBLC program.
- The Director of Coaching in consultation with the Shepparton Gators VJBLC, reserve the right to take any previous convictions (including spent convictions) into consideration when offering Coach and Team Manager Positions.
- A record of participants with WWC checks will be kept and updated as required and all forms from the Department of Justice will be provided to the manager of the GSBA who will retain these records.

APPENDIXES

All Forms, Policies and declarations can be found on the GSBA Junior Gators website.