

Port Stephens Netball Association

Member Club

Guide to Umpiring

2022



This manual has been prepared by the Port Stephens Netball Association as a guide for our Member Clubs Umpiring Convenors. The aim is that this information will support Member Club Umpires Convenor with the development of umpires within their Member Club and more broadly our Association.

The Technical Services Convenor is the Port Stephens Netball Association Executive Member who is the responsible for overseeing the duties of the Associations Coaching and Umpires Convenors and they will provide regular updates to the Association members on opportunities relating to coaching and umpiring. They also hold relevant Netball Australia qualifications in coaching or umpiring or preferably both.

The Technical Services Convenor is supported by the Association Umpires Convenor, who will be the holder of a National Umpires badge, be the convenor of the umpires sub-committee. The Umpires Convenor is also responsible for the coordination of coaching and badging of umpires for National Badged accreditations. In addition to this they maintain register of the Associations National and District badged Umpires. The Umpires Convenor is responsible for learning and education programs like the Learn to Umpire program to support the development of umpires from all Member Clubs.

What does it mean to be a Member Club Umpires Convenor?

Being a Member Club Umpires Convenor is a rewarding and challenging task, supporting the development of your clubs umpires.

Member Club Umpires Convenors should:

- ✓ Hold a National Badge (where possible)
- ✓ Be fun and approachable
- ✓ Organised and responsible
- ✓ Accountable to supporting the learning of umpires
- ✓ Demonstrate leadership and work as part of the broader umpire network
- ✓ Be dedicated to the development of umpires at Port Stephens Netball Association.

Member Club Convenor Responsibilities

Member Club Convenors are responsible for the development of umpires and supplying umpires as per team allocations. In addition Member Club Convenors are responsible for:

- ✓ Ensure their team allocated umpires are supported by a competent mentor
- ✓ Ensure that team allocated umpires check in for their umpiring duties the Club Convenor will be called upon should their identified teams fail to attend
- ✓ Supervise the development of their club umpires, this includes providing coaching, mentoring and general support
- ✓ Testing at District and National level (where they hold the appropriate National Accreditation)
- ✓ Ensure that all beginner umpires are encouraged to participate in the Learn to Umpire program run by the Association

- ✓ Ensure that all District Badged Umpires are encouraged to complete the Foundation Online Course and successfully obtain the relevant Theory Exam mark to support their progression from a district to National Badged Umpires
- ✓ Act as the link between your umpires and the Association Umpires Convenor.

Tips for Member Club Umpire Committees

- Don't do this on your own, find likeminded people within your club to help and assist you with your responsibilities
- Delegate jobs where you can
- be organised to assist you game day
- if you need help don't be afraid to ask the Association Umpires Convenor they are here to support you
- have a succession plan to encourage new people into your club committees, this helps to build stronger member clubs and therefore stronger Associations.

Supporting the Associations Umpires Committee

The Port Stephens Netball Association Umpires Committee consists of the Associations Umpires Convenor plus other elected committee members from our Member Clubs. You may be your Member Clubs elected person to this committee

They are responsible for:

- umpiring matters related to the Association
- carrying out functions as may be directed by the Association to ensure that reports on all activities are shared at Council meetings
- allocating teams to umpiring duties against the fixtures
- allocating suitably qualified umpires during the final series
- assessing umpires for badging panels

In addition to these responsibilities, the committee will aim to:

- support all member clubs in the development of umpires at all levels
- provide information to umpires in regards to the pathways available to them
- encourage, develop and engage all umpires at the Association.

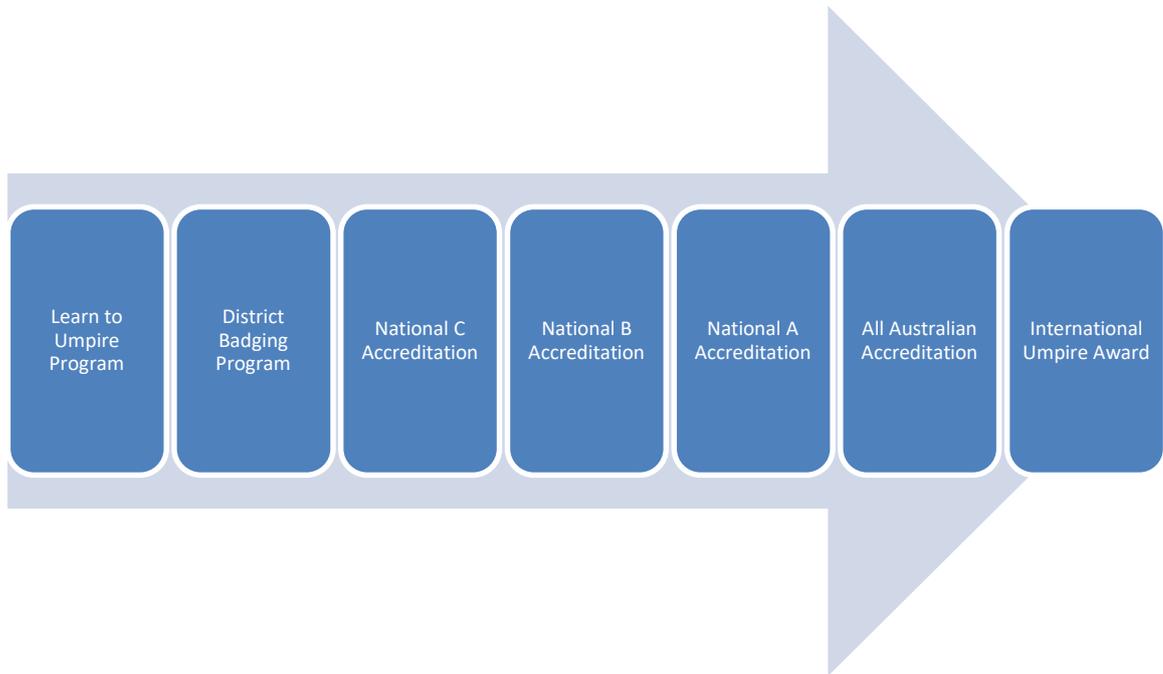
Port Stephens Netball Umpiring Programs

Port Stephens Netball umpiring programs are developed with the evolving umpire in mind. They are purposely designed to assist our umpires in their pathways into Netball NSW and Netball Australia programs and include:

- Learn to Umpire Program
- District Badging Program
- Mentoring Program for those working toward National accreditation
- Umpire at Representative Carnivals and other Netball NSW events (those working towards National Badging for example District A umpires)
- Umpire at Junior / Senior State Titles (National Badged)

Our programs are updated to ensure that they remain relevant to our umpires. There are also a range of umpiring courses available via [Netball NSW website](#).

Umpire Pathways



- Learn to Umpire Program runs from week 2 to 5 of each playing season and introduces learning umpires the rules of the game and how to apply on court
- Learn to Umpire bibs are available in the Clubhouse to demonstrate to those watching the game that these umpires are also developing their skills in the game
- District Badging Program provides those developing with a local badging program District C, B and A badges being able to be awarded
- National C accreditation can occur on appropriate games at Port Stephens Netball Association
- National B accreditation we encourage and support through mentoring our umpires to be assessed at Associations that offer a higher standard level of game to that then we can currently offer or nominate to be part of the Hunter Academy of Sport Netball Umpire Program
- National A accreditation can be awarded by Netball NSW under their programs
- All Australia (AA) accreditation can be awarded by Netball Australia under their programs
- International Umpiring Award (IUAs) are awarded by International Netball Federation under their programs

Note: It is not essential to proceed sequentially through each badge level. The only prerequisite is A badge before testing for AA. There are no age restrictions on any badge level. Candidates can be tested twice in any calendar year for the same badge level.

District Umpire Accreditation Framework Overview

Qualification	Pre Requisites	Assessment	Pathways
District C	Preferably has completed the Learn to Umpire Program	Can control games at the 11 years and / or 12 years age group	<p>Progression through the District Badging Program</p> <p>Mentoring for National Accreditation</p> <p>Practice umpiring regularly</p>
District B	Has completed the Rules of Umpiring Section 1 Theory Exam with a 60 per cent pass.	Can control games at Intermediate 3 and 4 divisions	<p>Progression through the District Badging Program</p> <p>Mentoring for National Accreditation</p> <p>Umpire at Representative Carnivals (11 /12 age groups)</p> <p>Practice umpiring regularly</p> <p>Attend Representative team training sessions for fitness (fee charged) and/ or to umpire games in practice</p>
District A	<p>Has completed Rules of Umpiring Section 1 Theory Exam with a 70 percent or higher pass.</p> <p>Preferably has completed the Foundation Online Course in preparation for National Badging Pathways</p>	Can control games at the Intermediate 2 and 1 divisions or Senior 3 or 4 divisions	<p>Progression and mentoring to the National Accreditation Pathways</p> <p>Umpire at Representative Carnivals</p> <p>Practice umpiring regularly</p> <p>Attend Representative team training sessions for fitness (fee charged) and/ or to umpire games in practice</p>

Badging for a District Badge

- Club Convenor / Committee Members will watch, coach and assess the progress of each umpire providing feedback in a constructive manner at all times
- An accredited umpire can assess an umpire for a District Badge against the Assessment Sheet (attachment A)
- District badges can be awarded during the competitions run by the Association or at a Representative Carnival
- If an umpire is identified by an Association Umpire Committee member, the relevant Member Club Convenor will be informed that badging is taking place.
- The District Badging Assessment sheet, is to be kept at the Association for their records, with copies being provided to the Member Club and the Umpire panelled

For help or clarification on any of the above please contact the Technical Services Convenor, Umpires Convenor or member of the Associations Umpires Committee. They are here to help you support our developing umpires.

Important Information about Umpiring Requirements for Member Club Convenors for our Winter Competitions

Club Convenors are responsible for ensuring that each team allocated to umpiring duty from their club has two competent umpires for each age group. Ideally you will work with Club team coaches to roster all players to the experience of umpiring on a regular basis. This supports their development as an umpire and a player.

Noting that we support our Umpires who are learning the rules of the game with the wearing of the white learn to umpire bibs.

Below is a **guide** to support you with your local team allocations.

Age Group	Umpires Allocated
NetSetGo	Home team to provide 1 competent umpire who should umpire the game in an encouraging coaching manner teaching the rules, and game play equally across both teams
11 Years	12 Years team allocated unbadged or higher Don't forget to grab the Learn to Umpire Bibs when checking in
12 Years	11 Years team allocated unbadged or higher Don't forget to grab the Learn to Umpire Bibs when checking in
Intermediate 4	Intermediate 3 team umpire allocated Could also be umpired by a District B or higher
Intermediate 3	Intermediate 4 team umpire allocated Could also be umpired by a District B or higher
Intermediate 2	Intermediate 1 team umpire allocated Could also be umpired by a District A or higher
Intermediate 1	Intermediate 2 team umpire allocated Could also be umpired by a District A or higher
Senior 4	Senior 3 team umpire allocated Could also be umpired by a District A or higher

Senior 3	Senior 4 team umpire allocated Could also be umpired by a District A or higher
Senior 2	Senior 1 team umpire allocated Could also be umpired by a District A or higher
Senior 1	Senior 2 team umpire allocated Could also be umpired by a District A or higher

We encourage team coaches to rotate where possible all of their umpires through umpiring duties to help building the capability of all our playing members in developing their umpiring.

Any one of any age who is learning the skills of umpiring is able to grab a white learn to umpire patch to wear. This provides a visual representation to all participating in the game that the umpire, like the players are developing their skills.

Saturday Umpiring process

- All umpires must check in at the clubhouse at least 15 minutes prior to the timeslot allocated for umpiring.
- Umpires developing their skills, should at the same time as checking in grab a learn to umpire patch – don't forget to return this at the end of the game to the Clubhouse.
- Umpires should be wearing either their club uniform (preferably with a white top over there playing uniform) or an umpire attire that is different to our member club colours (preferably white) and must have suitable joggers as footwear.
- Umpires are to have their own whistle and either a hair band or similar to keep the centre passes with them. Whistles are for sale in the canteen if required.
- Umpires are reminded to check all players before the game commences and also ensure that the team captains have advised them of who won the centre pass, and which team has which goal ends.

Failure to provide two team allocated umpires

- In the event that the team allocated for umpires fails to attend, it is the responsibility of the Club Convenor to seek out immediately and alternate umpire.
- Where an alternate umpire is not found by the club and the Association has to provide an umpire the **team will be fined** in accordance with the Associations Policy document as set by Council. The fine **must be paid** in full prior to the following Saturdays playing round.
- The team allocated will also have a loss of 2 competition points for failing to supply umpire allocation

Complaints and Incidents

If a complaint is made to the Clubhouse concerning an umpire or any other incident occurs during the game, the following will occur:

It is best practice if the Clubhouse is alerted to an on or off court issue immediately as we would prefer to resolved the issue before it manifests further and ensure that our umpires are supported through the process.

- If the concern is made during the game, a member of the Umpire Committee, or an Executive Member will go to the game and observe the umpire and the players and take appropriate action to resolve the issue. The Club Convenor (or President) will be informed of the incident.
- In the event that the issue is not able to resolve on court, or a complaint is made at the conclusion of the game the Umpires Convenor or member of the Umpire Committee will handle the complaint in the first instance. Where the complaint is deemed serious an Incident Report will need to be submitted by the person making the complaint and where possible both umpires to ensure that the issue is handled appropriately.
- For more information on Netball NSW Member Protection Policy – Complaint Handling Process click [here](#)
- For more information on **automatic suspension** following a member is ordered off for a level 1 or 2 offence please click [here](#) to better understand the Netball NSW Disciplinary Policy.

Representative Opportunities

The Association Umpires Convenor is responsible for assisting the Representative Convenor umpires for all carnivals and Netball NSW events.

District B and C umpires as well as National Badged umpires can attend Representative Carnivals and will be allocated games appropriate to their qualification.

Only National Badged umpires are able to attend Junior State and Senior State Titles as per Netball NSW requirements, and must have the appropriate fitness levels for three consecutive days of games.

- Senior State Titles is generally held over the June long weekend and may require the umpire to take the Friday off work where applicable to participate
- Junior State Titles is generally held during the June/July school holidays and may require the umpire to take the Friday / Monday off work where applicable to participate

Those umpires who nominate to support Representative opportunities are encouraged to participate in Representative training sessions where available to undertake fitness training (fee applies) and to umpire games during match play. Umpires should not interfere with the coaching of the teams unless asked to intervene / support by the Coach regarding an umpiring question.

To find out more about the National Umpire Development Framework please click [here](#).

Attachment A – District Umpire Coaching and or Accreditation Sheet



Name:	Date:
Club:	Accreditation:

Criteria	Comments
Communication	
Uses firm, decisive and clear whistle and voice	
Uses correct terminology and hand signals	
Game Management	
Conducts pre-match checks and formalities effectively	
Accurately keeps centre passes and signals goals	
Manages stoppages and other match procedures	
Works well with other umpire	
Positioning, Vision, Timing	
Positions level with or slightly ahead of ball on sideline, times movement to goal line in relation to play	
Demonstrates re-positioning to gain a clear view of the play	
Uses vision to take a clear view of the court area where the ball is, and the players in the immediate vicinity	
Reaction time is appropriate to game standard and is consistent throughout the court and the game	
Minor Infringements	
Recognise and penalize obvious infringements: <ul style="list-style-type: none"> • Related to playing areas • Related to playing the ball • Related to footwork 	
Major Infringements	
Recognise and penalize obvious instances of obstruction: <ul style="list-style-type: none"> • Player in passion of the ball 	

<ul style="list-style-type: none"> • Player not in possession of the ball • Defending out of court 	
Recognise and penalize obvious instances of contact	
Advantage	
Applies the advantage rule where an advantage goal is scored	
General Comments	
Name of Coach	
<p>District C - Can control games at the 11 years and / or 12 years age group</p> <p>District B – Can control games at the Intermediate 3 or 4 divisions</p> <p>District A – Can control games at the Intermediate 2 or 1 divisions, or Senior 3 or 4 divisions</p> <p>Badge Awarded District:</p> <div data-bbox="204 1603 443 1809" style="border: 1px solid black; width: 150px; height: 90px; background-color: #4a7ebb; margin: 10px 0;"></div> <p>Awarded By: _____</p> <p>Date: _____</p>	