

**DOUBLE BAY DIAMONDS  
NETBALL CLUB  
COACHES AGREEMENT  
& GUIDE**



## Contents

Introduction .....	2
Qualifications and Certifications .....	2
Equipment.....	2
Player Safety.....	3
Social Media .....	3
Weekly Training Sessions .....	3
Session Planning .....	4
Court Access and Session Set up .....	4
Game Day .....	5
Warm Up.....	5
Court time.....	5
Player of the Match .....	5
Final Series.....	5
Record Keeping.....	5
Wet or Extreme Weather .....	6
Trainings .....	6
Games.....	6
Replacement Players and Forfeits .....	6
Replacement Players .....	7
Forfeits .....	7
Invoicing and Payment .....	7
Coaches Evaluation .....	7
Team Managers.....	8
Communication.....	8
Disputes.....	8
Double Bay Parents or Players .....	8
Opposing Team Parents or Players .....	9
Reporting .....	9
Resources .....	9

## Introduction

Congratulations on your appointment of coach with Double Bay Diamonds Netball Club. Our club prides itself on its professional approach to coaching and through this, continuing success.

At Double Bay Diamonds, we try to keep our team numbers to a maximum of 9 players to ensure you can offer all team members personalised skill development and equal court time over the course of the season. Coaches are responsible for ensuring all players develop under their guidance.

Coaches will be responsible for planning and executing their weekly training sessions that are skill focussed, age appropriate, fun and engaging.

If you need any help or guidance over the course of the season, would like some help with a specific skill development or have any other questions please contact Head Coach – Gabby Donato or the Coaching Coordinator.

## Qualifications and Certifications

All coaches of Junior/Senior teams must hold a current Netball NSW Coaching Accreditation<sup>1</sup>. The minimum requirement is the Netball NSW Foundation Course which can be completed online. Throughout the season, coaches need to work towards a minimum requirement of Development accreditation. However, it is preferable that ALL Double Bay Diamonds coaches work toward the Intermediate Accreditation. More information on Coaching Accreditations can be found here

<https://netball.com.au/coaching-accreditation>

All coaches over the age of 18 must hold a current Working with Children Check.

## Equipment

Double Bay Diamonds will provide you with the basic training equipment at the commencement of the season. All training equipment must be returned at the end of the season.

You will need:

1. Netballs at least 5 per team (size 5 for 10's and above)
2. Cones or Dots for drills
3. Training bibs

Double Bay Diamonds will also provide a match ball and Velcro bibs for matches.

We would also recommend you have the following:

4. A display folder to store and display your training plans.
5. A clipboard with storage for game stat sheets.
6. Pens.
7. Basic first aid for training sessions.

## Player Safety

When players are in your care it is important that you are mindful of their safety. You may ask parents at the start of the season if their children have any health issues or allergies that may be relevant to their time at netball.

Please do not let young players leave your session to go to the public toilet block on their own.

Please do not leave young players alone at the courts if their parents are late to collect them from training.

Do not leave unused equipment or player water bottles etc on the court where it could create a hazard.

If players are sick or injured at training, please contact the player's parent to pick them up. Don't keep them in the cold sitting around if it is unnecessary.

## Social Media

Double Bay Diamonds Netball has Facebook and Instagram accounts. These accounts are used to celebrate our club members, team achievements, announce award winners etc.

All posts are reviewed by the Executive Committee prior to appearing on the pages.

Should you or players in your team not wish to participate in social media posts, please ensure the Team Manager is aware.

## Weekly Training Sessions

As a coach it is your responsibility to plan and run your training sessions each week. Please allocate sufficient time to create a structured and effective session prior to training day. There are many resources on the internet for drills etc. "The Netball Coach<sup>2</sup>" is extremely useful for drills of all ages and abilities.

You may be asked to submit to the Coaching Coordinator a copy of your training plan(s) so please ensure that you keep hard copies.

If you find yourself with a reduced number of players for a session, please do not “combine” with another team. You should have names of who will be attending training at least 24 hours prior to the session so a targeted session for those players should be conducted. In the event you only have one or two players, please ensure the session goes ahead, utilise this time to focus on individual needs.

Ensure drills do not have a lot of down time for players. It is hard for players to maintain concentration if they are not kept busy and active.

## Session Planning

Session planning should follow the following formula:

- ❖ Engaging warm up game – 5 min.
- ❖ Knee program – Observing the relevant age recommendation for your team - 10 min.
- ❖ Agility/Ball Skills – 15 min.
- ❖ Passing – 10 min.
- ❖ Focus Skill – 20 min.
- ❖ Court craft, set plays, focus skill in the game setting – final 15 min.

It is important that you have set centre passes, sideline throw ins and both attacking and defensive back line throw ins. If you do not have these in your coaching repertoire, please contact the coaching coordinator who will be able to assist.

Whilst it is permissible to have some match play in the last 15 min of training with another Double Bay Diamonds team there are a couple of provisos.

- ❖ This is not to take place every week.
- ❖ Both coaches must stay engaged with their own team and be correcting and guiding their team whilst they are playing.

## Court Access and Session Set up

Teams will be allocated half a court for training sessions, so ensure your planning only incorporates this space.

Set up static passing drills on the transverse to ensure you are able to see incorrect footwork and the team looks uniform.

Do not set up drills running across the court, drills should simulate the progression down the court, not across.

## Game Day

### Warm Up

You are responsible for the team warm up on a Saturday prior to the match. If you are engaged coaching or umpiring in the timeslot prior, please write a warm-up plan and arrange for a parent or the manager to follow the plan. Just one for the season will be fine.

The warm-up must be inclusive of the 'Knee Program<sup>3</sup>', passing and some ball drills that only require a small amount of pace and incorporate movement and passing.

### Court time

It is the coach's responsibility to ensure all players have equal court time over the course of the season. With rolling subs, it is easy to allow players to play in different positions over the course of the game. Please keep a record of court time so you are aware of how much time each player receives to ensure you meet this requirement.

### Player of the Match

Our club sponsor, Chargrill Charlie's, provide us with Player of the Match vouchers to be given to one player each week. These will be issued to you weekly by the Team Manager.

The Player of the Match doesn't necessarily need to be the best player on the court, but more aligned with the player that played their best.

Please keep a record of who has received the Player of the Match each week and ensure that all player receive the award at least once over the course of the season.

## Final Series

All players must take the court for at least 1 quarter of match time for all games in the finals. This is the absolute minimum. Please plan to the best of your ability so the court time is more balanced over the final series.

## Record Keeping

We have a stat sheet that we use as a club. You may wish to use it or have your own way of recording match statistics. If you wish to use the Double Bay Diamonds one, please request a copy from the Double Bay Diamonds Coaching Coordinator.

Recording match statistics such as court time and individual player stats will assist in planning for future matches and positional decisions.

It may also assist you in structuring your training sessions. If a substantial amount of footwork errors are recorded, a session pertaining to correct footwork the following week would be optimal.

You can use the recorded information to positively reinforce skill development... If we had 6 unforced errors one week and had 4 the next, we can report a 30% improvement.

It is not to be used to alienate or belittle any player's performance.

It is also a great way to track your team's growth and improvement over the course of the season.

## Wet or Extreme Weather

Double Bay Diamonds will always proceed with the course of action that we deem appropriate with consideration to harm minimalization. We will not proceed with training in extreme heat, electrical storms or if the courts are deemed too dangerous to continue. We may decide to continue in light or patchy rain conditions. All wet weather decisions are made by the Executive team, not coaches, managers or parents. If parents are not comfortable sending their child to training in light rain, they are entitled to make that decision for the child in their care only.

## Trainings

The relevant Executive team member (Secretary, President or nominated delegate) will, in conjunction with the coaches, make a decision on wet or extreme weather for team trainings. Team managers will be advised of cancellations on relevant WhatsApp chats.

Should a heavy rain event occur midway through a training session, the coach will escort all players to a sheltered area in proximity to the training court and notify parents via the WhatsApp chat of the players location. Coaches will not leave any junior teams (Players under 18) until all players have been collected by a parent or guardian.

## Games

RNA decides on games proceeding in wet weather. Players should be prepared to attend their games unless otherwise notified. Once the DBD Exec has been advised of a cancellation by RNA team managers will be updated via the Team Managers WhatsApp chat and the information will be filtered through to affected teams.

## Replacement Players and Forfeits

As a club we endeavour to avoid teams forfeiting wherever possible. Randwick Netball Association have a flexible policy making it possible for teams to have a player fill in

whilst still playing in their own team. As per RNA's policy, players can play an additional game to their own team game provided the team they are filling in for does not have 7 players and is a higher age group and/or division.

## Replacement Players

A Team Manager will conduct a poll via the Team WhatsApp chat to confirm availability for each match.

Should a team not have 7 players available for a match, the applicable Executive Member will be notified, and they will try to find an appropriate replacement player.

There are restrictions such as age and how many additional games a player has played so all replacement players must be approved/provided by the assigned Executive Member.

## Forfeits

Any teams needing to forfeit must contact the club secretary for approval. Forfeits need to be communicated by the DBD Secretary by 5pm on the Friday night prior to the scheduled match.

Please contact [gabby@highperformancenetball.com.au](mailto:gabby@highperformancenetball.com.au) regarding forfeits.

If your opponent forfeits, you will be notified as soon as possible.

## Invoicing and Payment

You will need to create a sole trader ABN. This is easy to do and has no cost attached.

You will need to keep separate and accurate records for each team you coach and invoice for sessions and games at the end of each month.

Final payments of the season will not be released until the Coaches Evaluation has been submitted for each team you coach.

## Coaches Evaluation

You will be sent via email an evaluation to be completed and submitted within 14 days of your team's final game.

This information is really important for the following years grading purposes and it allows all players the opportunity to play in a team that is appropriate to their skill level and ability.



## Team Managers

Each team will be assigned a Team Manager. The manager is appointed by the Executive Committee.

The Team Manager is responsible for filtering down relevant team information from the Team Manager Chat to the team.

The Team Manager will conduct a poll in the team chat to ascertain training and game availability.

The Team Manager will be responsible for scoring and the score sheet.

The Team Manager will liaise with the Executive if your team requires replacement players or in extreme circumstances, is required to forfeit.

The Team Manager will be responsible for scoring and the score sheet.

If you are coaching or umpiring in the timeslot prior to your game, it is a good idea to inform the team manager of your teams starting positions. It is not the Team Manager's responsibility to decide on positions for the team.

## Communication

A lot of our communication is conducted through WhatsApp chat groups. You will be invited to join a Double Bay Diamonds Coaches group chat where information regarding coaching can be communicated to our coaching team and coaches can communicate with each other.

It is an excellent forum for sharing coaching information, requesting assistance, lining up a friendly match with another Double Bay Diamonds team, etc.

You will also be included in your team's chat. This chat will have at least one member of the committee included for oversight, yourself, the team manager and the team parents. In some cases, players will also be included.

Please ensure your communication and language is always professional in these group chats as there is a broad audience.

## Disputes

### Double Bay Parents or Players

If, at any time over the course of the season, there is behaviour displayed by a player or parent at a game that you deem inappropriate and you do not feel comfortable to

address the behaviour, please make a written statement with as much detail as possible and submit it to the club secretary.

If you are having difficulty managing a player's behaviour at training, this can also be escalated to the Committee who will address the behaviour with the parent.

## Opposing Team Parents or Players

Should you be in a position where players or parents from the opposing team are acting in a way that is not in accordance with the Randwick Netball Association, please ask a parent or the team manager to attend control and request a Randwick Executive Member come to the court as a matter of urgency.

Do not engage with people displaying this behaviour.

If this is not possible, or the incident occurs after the match please make a written statement including as much detail as possible, and forward to the club secretary.

## Reporting

If you encounter an emergency whilst at training or the game, ring the police, ambulance or relevant emergency service.

All emergencies must be reported to the Club Secretary.

If a player is sent off in a game, this must be reported to the Club Secretary.

## Resources

<sup>1</sup> [Coaching - Netball NSW](#)

<sup>2</sup> [The KNEE Program - Netball Australia](#)

<sup>3</sup> [Home page - thenetballcoach.com](#)