ADDRESS: BEATON PARK STADIUM 'SNAKEPIT',

POST:

ILLAWARRA BASKETBALL Association

FOLEY'S STREET, GWYNNEVILLE
PO BOX 7141, GWYNNEVILLE 2500

PHONE: 02 4225 9999

EMAIL: ADMIN@SNAKEPIT.COM.AU

INTERNET: WWW.SNAKEPIT.COM.AU

ABN: 39 003 376 814

2027 ILLAWARRA BASKETBALL ASSOCIATION REPRESENTATIVE HANDBOOK

ADDRESS: BEATON PARK STADIUM 'SNAKEPIT', FOLEY'S STREET, GWYNNEVILLE

ILLAWARRA BASKETBALL Association

POST: PO BOX 7141, GWYNNEVILLE 2500

PHONE: 02 4225 9999

EMAIL: ADMIN@SNAKEPIT.COM.AU

INTERNET: WWW.SNAKEPIT.COM.AU

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ABN: 39 003 376 814

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Foreword

As we enter the 2027 season, this Representative Handbook serves as the central source of information for the Illawarra Basketball Association's (IBA) Representative Program. Its purpose is to set clear expectations for players, coaches, team managers, and parents, providing consistency across all teams and transparency in all processes. In doing so, it protects the Association through well-defined policies and guidelines. The IBA Representative Program is crucial to the growth and development of the game in our area. We measure success as a community organisation by the development of core skills, players' understanding of the game, and inclusivity – rather than by win/loss statistics. Every coach, player, parent, caregiver, committee member, and official participating in the IBA Representative Program is expected to understand and follow the rules and guidelines outlined in this document, as well as all applicable IBA and BNSW (Basketball NSW) policies and by-laws.

When a particular circumstance is not addressed by this document, the Basketball Operations Manager will evaluate the issue after consulting with the Executive General Manager (EGM) and, if necessary, the IBA Board, and will then decide each case on an individual basis. If it is deemed to be in IBA's best interests, IBA reserves the right to uphold, modify, or make any decision about how the representative program is managed.

Before accepting any position in the representative program, all players, parents, coaches, team managers, and any other interested parties must read and acknowledge this handbook.

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EMAIL: ADMIN@SNAKEPIT.COM.AU

INTERNET: WWW.SNAKEPIT.COM.AU

ABN: 39 003 376 814

Association Contact Details

Representative Coordinator:

Jackson Kirkwood

Jackson.kirkwood@snakepit.com.au

Basketball Operations Manager:

Tim Coenraad
Tim.Coenraad@snakepit.com.au

1. Representative program philosophy

We will have succeeded if every participant in our program improves. The process of developing the individual leads to success and achievement. It takes effort, hard work, and dedication to build as a program.

As an association, our goal is to:

- Provide all players with the opportunity to represent IBA at the highest level.
- Provide a pathway focused on development that is for the athletes throughout their journey.
- Develop lifelong basketball people who will continue to support the community of IBA throughout their lives.
- Develop a solid foundation of individual skills for the future development of Basketball in the Illawarra region.
- Provide all players with the opportunity to develop their skills in a safe, friendly, productive, and enjoyable learning environment.
- Encourage our members to compete in the spirit of good sportsmanship & to treat ALL participants with respect.
- Support our members to develop as good citizens as well as good basketball players, coaches & officials.
- Provide all players with a high standard of coaching and instruction.
- Provide all players with high-quality and well-structured training sessions.

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1.1. Junior development vs Winning

With sound fundamental, tactical, physical & psychological skills encouraged through a 'process' oriented philosophy, players will develop the necessary tools to maximise their potential. A thoughtful plan based on the level & needs of the players significantly increases the rate of retention, improvement, & enjoyment.

IBA encourages the teaching of players to compete, to compete hard, to compete to win, however winning isn't the only measure of success. It is not in the best interest of the players' development to have a schedule where the sole purpose for participation is 'winning'. Individual & team improvement & peak performance should be the measure of achievement rather than winning or losing.

For all U12s and SJL/Barrengarry teams, the primary objective of game participation and training is to provide players with meaningful learning and development opportunities. Teams should "strive to win", but winning should not be the primary focus of training sessions, half-time talks or player motivation.

This philosophy does not necessarily mean equal court time for all players. Rather, coaches should aim to provide players with consistent and meaningful patches of court time, allowing them sufficient opportunity to settle into the game, make decisions, problem-solve and learn from their experiences. Players should not be substituted immediately every time they make a mistake. Instead, where appropriate, they should be given the opportunity to respond, adjust and work through challenges themselves. This is an important part of developing confidence, game awareness, decision-making and resilience.

Coaches should use substitutions thoughtfully, recognising that development often comes from allowing players to experience situations, make mistakes, identify solutions and apply those solutions in real time. While this can be challenging and may not always produce the immediate result a coach wants, providing players with these opportunities will, in the long term, benefit both the individual player and the team.

At approximately the Under-14 Division 1 level and above, coaches need to increasingly balance player development with finding ways to win as part of the overall objectives. As players progress through the program and competition becomes more demanding, learning how to compete, manage pressure and close out games becomes an important part of their development, alongside individual and team improvement.

Coaches should communicate and explain the long-term goals and rewards of this approach to parents, even when it may be challenging initially. The technical and tactical growth of the player, their ability to make decisions and solve problems independently, improvement of the player and team throughout the season, overall satisfaction, and progression through the program are the best measures of success — not simply the win-loss record.

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1.2. Age group-specific objectives

In general, IBA will enter up to three teams of each gender in each junior age group (U12, U14, U16, U18), depending on player availability, talent pool, coaching resources, and training venue availability. If there are sufficient quality players, coaches, and facility access, IBA will field three teams in an age group. (Priority for having three teams is given to U12 and U14 age groups to ensure more young athletes have the opportunity to develop.)

The philosophy behind selecting three teams in an age group is as follows:

- Division 1 Team (WSC/SJL1): The best standard team in the age group.
- Division 2 Team (SJL 1): The next best standard team that can be fielded in the age group
- Division 3 Team (SJL 1, 2, 3 or Barrengarry): where the focus is predominantly on developing players' skills and knowledge of the game.
- Barrengarry: where the focus is on fundamentals of the game.

Age group	Objectives
Under 12	1. To give each player ample opportunity to enjoy basketball and develop their team and individual skills. 2. All players must play in every game for which they are suited up, unless they are ill, injured or for disciplinary reasons. Players must play in each half of the game to comply with BNSW Competition By-Laws. 3. Coaches **MUST** play each individual each half of every game and at least 25% of the game over the course of the season to allow for development opportunities. Please note that the sport is not an exact science, and court time is ultimately at the discretion of the coach. We believe players only fully develop through game experience; the expectation is that coaches will find meaningful minutes for all players throughout the season. In Finals series games, court time is never guaranteed.
Under 14	1. To give each player ample opportunity to enjoy basketball and develop their team and individual skills. 2. To prepare and qualify players for the National Championship level. 3. Coaches **MUST** play each player in each half and should aim to play each individual at least 25% of the game over the course of the season to allow for development opportunities. Please note that the sport is not an exact science, and court time is ultimately at the discretion of the coach. We believe players only fully develop through game experience; the expectation is that coaches will find

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ABN: 39 003 376 814

	meaningful minutes for all players throughout the season. In finals series games, court time is never guaranteed.
Under 16 & 18	1. To give each player ample opportunity to enjoy basketball and develop their team and individual skills. 2. To prepare players for state team selections. All Division 1 players are expected to trial for state team 3. Coaches are encouraged to play each individual at least 25% of the game over the course of the season to allow for development opportunities. Please note that the sport is not an exact science, and court time is ultimately at the discretion of the coach. We believe players only fully develop through game experience; the expectation is that coaches will find meaningful minutes for all players throughout the season. In Finals series games, court time is never guaranteed.
Seniors	1. Strive to win where possible and develop when appropriate. 2. Playing time is not guaranteed during any game. Court time is allocated at the coach's discretion, and players can gain additional minutes by following set rules of attendance, punctuality and behaviour or by demonstrating improved ability.

1.3. Commitment to child protection, safety and wellbeing

The IBA is committed to providing a safe environment for all participants in the representative program.

For information on creating a child-safe sport, visit the BNSW Child Safety and Basketball page: https://www.bnsw.com.au/about/child-safety-and-basketball/ and to lodge concerns, please email IBA's EGM at egm@snakepit.com.au.

1.3.1. Child Protection

All coaches and managers within the IBA representative program are required to obtain a Working with Children Check and either the current required courses, such as Play by the Rules or Safeguarding Children in Basketball course. Our association is extremely vigilant about this process.

If a coaching staff member encounters an issue at an away venue, please report the incident to the venue supervisor or a Basketball NSW official on hand.

IBA will provide training on child protection issue management where required.

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1.3.2. Mental health and support resources

IBA is committed to supporting the mental health and wellbeing of our members. We understand the importance of providing resources and support to ensure the overall health and happiness of our community. The following services are available to all members:

Lifeline: 13 11 14 (in an emergency, always call 000)

Beyond Blue: 1300 22 4636

Kids Helpline: 1800 55 1800

IBA encourages members to reach out for support when needed and is dedicated to fostering an environment where mental health is prioritised. We are here to provide guidance and assistance in accessing these resources. If you need further support or have any questions, please contact the Basketball Operations Manager.

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ABN: 39 003 376 814

2. Representative team officials (coaches & managers)

This section provides information relating to the application process, selection, and appointment of coaches and managers to junior and senior representative teams. It also includes clear direction of the commitment required of team staff including the need for high standards in relation to professional conduct and ethics.

IBA will not appoint a parent as head coach of any Division 1 representative team. For other representative teams, the appointment of a parent coach will be considered on a case-by-case basis.

2.1. Junior and Waratah Senior Coach Selection Criteria

Be sure to read carefully the essential selection criteria for the respective representative team program nominating for. There are subtle differences between the selection of IBA Rep teams.

Criteria	Division 1/Waratah Teams		Division 2/ Division 3	
	Head Coach	Assistant Coach	Head Coach	Assistant Coach
Current Association Coach (formerly Level 2) or ability to attain as soon as possible [1]	*			
Current Club Coach (formerly Level 1) Accreditation (or ability to attain as soon as possible)[2]	*	•	*	*
Agree to Basketball NSW Competition by Laws.	*	*	*	*
Proven evidence of adherence to the BNSW Coaches Code of Conduct	*	*	*	*
Agree to the terms & conditions set out in the IBA Representative Handbook.	*	*	*	*
Provide a current Working with Children Check.	*	*	*	*

[1] This is the Association Level Coach Course and is mandatory for all Division 1 and Youth League Coaches.
[2] This is the Club Coach Level Coach Course and is mandatory for all Division 2 and Division 3.

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Currently actively coaching within at least one of the following: 1. IBA Local Competition 2. IBA Development Programs 3. IBA Senior Rep Program 4. IBA Junior Rep Program 5. Basketball NSW Development, or State and National Performance Programs. 6. If new to IBA – equivalent school, association, or state program to the above-listed.	*	*	*	*

2.2. Coach Assessment Criteria

Once the essential criteria are met, applicants will be assessed against the following weighted criteria:

Criteria	Weighting	Description
Technical Knowledge & Skills	30%	Ability to understand, apply, and teach basketball principles, methodologies, and skills within a coaching role.
Conduct	20%	Past actions, attitudes, and conduct as a coach or team staff member.
Leadership Attributes	15%	Ability to inspire, guide, and motivate individuals or teams.
Relationship Management	15%	Ability to build and maintain positive relationships with players, parents, staff, other IBA Rep coaches, BNSW Staff and IBA Staff.
Experience	10%	Range and depth of previous coaching experience across relevant levels. Proven effectiveness and commitment to individual and team performance.

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Education and Professional Development	10%	Commitment to professional development and holding relevant coaching qualifications.

2.3. Junior and Waratah Senior Head Coach selection process

The process to consider and appoint head coaches is detailed below.

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Application period

- Applications are opened and made available via the IBA webstie
- Completed applications received by IBA by closing date
- Applications checked for compliance with eligibility criteria and listed for presentation to the Selection Panel

Applications Assessed

- Selection Panel considers eligible applications.
- All application data will be provided to members of the selection panel.
- Selection Panel consists of a minimum of three (4) members: BOM, Rep Coordinator, one IBA Board representative, and an independent basketball expert.
- Coaches short-listed for interview if required.
- IBA reserves the right to appoint an applicant without interview

Coach Recommendations

- Selection panel will provide a list of coach appointment recommendations to the Board for final step of approval.
- The IBA Board manages the Governance of the selection process. The role of the IBA Board is to sign off on the suitability of the applicants in regard to child protection and legal matters for the applicant's appropriateness. The Selection Panel are the considered experts in making recommendations for the best applicants based on qualification and experience for each position.
- IBA reserves the right to directly appoint to any coaching position.
- IBA Board confirmation of successful applicants.
- BNSW Approval

Sucessful Candidates Appointed

- Candidates (both successful and unsuccessful) are notified via email.
- Successful applicants must agree (signed agreement) to abide by the conditions of the appointment
- Successful applicants will be posted on IBA website & social media channels.

All successful and unsuccessful applicants will be informed within 7 days of being ratified by IBA Board. Should an unsuccessful candidate raise an issue the will meet with complainant and discuss reasons why position not obtained. Should the complainant want the complaint registered further, the EGM will meet and discuss grievance.

The position commences upon the acceptance of appointment and concludes at the Annual Presentation night, providing the completion of all required duties (for U14 teams that qualify for the National Championships, the conclusion of appointment will be at the conclusion of the National Championship tournament if later than the Annual Presentation Dinner).

Once IBA Board have finalised all coach appointments, coaches are permitted to scout and encourage local competition players to trial. Coaches must do this through the parents.

Under no circumstances are coaches permitted to contact players from other associations. If a coach is approached by a parent or player from another association, they must report it to the Basketball Operations Manager.

2.3.1. Coach application and selection considerations

The following points should be read in conjunction with the coach selection process:

- IBA will not appoint a parent as head coach of any Division 1 representative team. For other representative teams, the appointment of a parent coach will be considered on a case-by-case basis.

- The announcement of non-Division 1 coach appointments may be deferred until trials have concluded where required. Once selections have been made, coaches will be appointed to their respective teams.
- IBA reserves the right not to make an appointment to any position where it deems that there is not a suitable applicant or for any other exceptional circumstances.
- IBA reserves the right to re-open applications for any positions if it decides not to make an appointment after the first round of applicants are considered.
- If an appointed coach to any position withdraws, the selection panel reserves the right to either immediately appoint a replacement or to reopen the application.
- No head coach applications will be considered after the closing date.
- The role of the IBA Board is to sign off on the suitability of the applicants regarding child protection and legal matters for the applicant's appropriateness.
- The selection panel are the considered experts in making recommendations for the best applicants based on qualification and experience for each position.
- IBA reserves the right to directly appoint to any coaching position.

2.4. NBL1 Head Coach Selection Criteria

Head Coach candidates must demonstrate:

- Proven experience and genuine dedication to developing athletes at an elite level
- Strong communication, teaching, and leadership skills

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- Background in senior elite basketball (as a coach and/or player)
- Substantial technical and tactical understanding of the game
- Commitment to collaborating with IBA's Youth League (U23) program
- Ongoing liaison with the Youth League Head Coach regarding player performance and progression
- Ability to provide scouting insights and video feedback during the season
- Availability for two weekly training sessions plus weekend games
- Capacity to build and sustain a professional culture focused on holistic development and community impact
- Willingness to support program promotion via community and media activities
- Commitment to providing in-season and end-of-season player feedback
- Organisational skills, adaptability, and the ability to work within IBA's association structure

Required accreditations

- Valid NSW Working With Children Check
- Association Coach Accreditation (formerly Level 2)
- Valid driver's licence.

2.5. NBL1 Head Coach application and selection process

- IBA may directly appoint where appropriate.
- Role advertised within IBA and the broader basketball community.
- Applications close on the stated date; receipt acknowledged.
- Eligibility screening; eligible applications compiled for panel review.
- Selection Panel (NBL1): , Hawks GM of Basketball, one IBA Board member, Executive General Manager, and an independent basketball expert.
- Shortlist and interviews (if required). No decisions were communicated during the interviews.
- Panel recommends a candidate to the IBA Board; Board confirms appointment (childsafety/legal suitability).
- Successful candidate signs the appointment agreement; publish via website and social media.

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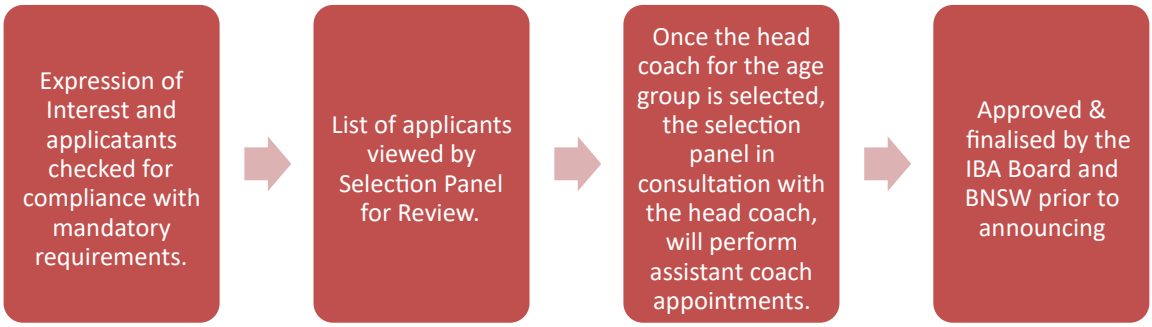
2.6. Assistant Coach Selection Process

All appointed Assistant Coaches must meet the minimum requirements outlined in the Selection Criteria for Representative Coaches. These standards apply equally to Head Coaches and Assistant Coaches to ensure consistent capability, professionalism, and alignment with IBA's values across all teams.



2.7. Team manager selection process

The process to select and appoint team managers is as identified below. Support staff will be selected to compliment the skills of the head coach.

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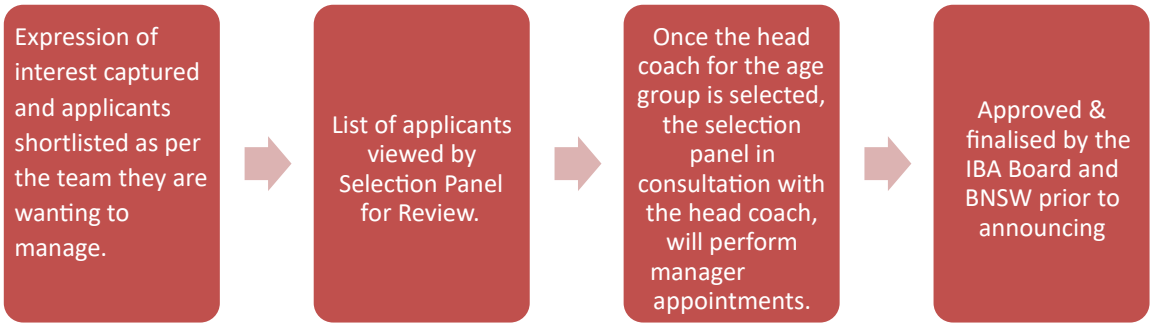

2.8. Team officials' commitment

There is an expectation that by agreeing to be involved in the IBA Representative Program you agree to the terms and that you have read the Basketball Network Terms & Conditions, Basketball Australian National Integrity Framework, BNSW Representative Team Officials Terms & Conditions and IBA policies & procedures. All documents are available at https://www.snakepit.com.au/.
IBA recognises the time & effort contributed by our volunteers. Our volunteers are the foundation of our program. IBA calls for open & transparent processes & for loyalty to & support for our program & those who make it happen. It is generally not appropriate for members of our program to be involved with another Association's representative program however the Basketball Operations Manager may consider such involvement on a case-by-case basis.

IBA recognises the difficulty in meeting the expectations of all participants in the program & that much of this responsibility falls to our volunteer coaches. In the event of an issue arising, players or parents should in the first instance discuss the matter with team management. The approach IBA will adopt to any issue that might arise will be to support & assist participants in our program by way of

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mentoring advice, additional training & other similar approaches with the intention of finding ways to improve our program.

2.9. Professional Conduct

All coaches should be aware of Basketball New South Wales Coaches' Code of Conduct. In addition to the Coaches' Code of Conduct, IBA has opted to emphasise a number of other points of note in the interests of striving for professionalism in our Representative Program.

Also note that the coach must seek approval from the Basketball Operations Manager for any events, trainings, tours, or games outside of the standard player/team development calendar.

2.9.1. Communication - email & telephone

All coaches & managers will be supplied with team contact details collated from trials. Details include, phone numbers, email addresses for both player & parent/guardian.

From time to time, the need to communicate with players' outside of training & games will arise & to ensure transparency with all involved in the program, coaches & managers MUST cc parents in all email correspondence. This will alleviate breakdowns in communication. Contact by mobile phone is up to team management discretion as determined by necessity. All communication must be done through parents.

2.9.2. Social Media (additional to IBA social media Policy)

Coaches & other team officials are **not** friends & or followers with junior players on social media sites. Should a participant request an exemption to this policy it must be in writing from a parent/guardian & be approved by the Basketball Operations Manager. Where a team official is a parent/guardian of a child in the program they will be deemed exempt for their child.

2.9.3. Language

This is covered in the Coaches Code of Ethics but specifically, coaches must refrain from swearing & the use of inappropriate or suggestive language. The Association has adopted a vigilant stance on this issue due to the fact that team management is in charge of the care of minors & young impressionable players. **Any form of foul or derogatory language will not be tolerated.** It has no place in training, games, social activities organised by individual teams & even in an environment where team management may find themselves in the presence of junior players outside of team commitments. E.g., elite camps, watching other basketball games in the stadium.

All involved will need to be acutely aware of their environment & the appropriate behaviour warranted by virtue of their position of seniority.

2.9.4. Transport

Managers are to ensure all junior players are collected by their parent (or appointed guardian) from each training session. At no point should a player be left at a training/playing venue without adult supervision.

Written permission must be provided by a minor(s) parent/guardian for a coach or manager to provide transport to &/or from training or game. Under no circumstance should a coach or manager be in a car one on one with a player.

2.9.5. Supervision

Manager to ensure they (or a suitable adult) are present at each training session. It is essential that at least two adults are present. Should a player require immediate medical attention, the manager (or suitable adult) may be required to escort the player to an appropriate medical centre.

2.10. Professional Attire

IBA desires to project an image of professionalism & excellence. IBA will provide an IBA coaching staff polo shirt to the Head Coach, Assistant Coach and Manager at the beginning of the season. IBA will also provide an IBA Jumper/jacket.

All team management (Coach, Assistant Coach & Manager) are required to wear the following attire at all scheduled representative games:

- IBA Polo top
- Enclosed footwear i.e., no thongs, slip Ons are acceptable for all coaches
- Black - pants, shorts or skirt.
- No hats/sunglasses
- Head Coaches are asked to wear the IBA Jacket or IBA Jumper

While the association is mindful of personal tastes & identity in relation to personal grooming, team management are asked to consider their image portrayal with the club in mind on matters relating to personal presentation.

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ILLAWARRA BASKETBALL Association

POST: PO BOX 7141, GWYNNEVILLE 2500
PHONE: 02 4225 9999
EMAIL: ADMIN@SNAKEPIT.COM.AU
INTERNET: WWW.SNAKEPIT.COM.AU
ABN: 39 003 376 814

3. Representative players

This section provides information relating to the process and selection of players to the IBA representative program. It also includes clear direction of the commitment required of players and parents including the need for high standards in relation to conduct and ethics.

Open selection trials for eligible players, will be held on a date, & at a venue, to be determined & publicised by IBA each year.

Players may only stand for selection in their own age division. A junior athlete who is age-eligible (e.g., top-age U18s) may also trial for a senior team. Should a junior player be selected for a senior team, their junior team commitments take priority in the case of any conflict.

3.1. Eligibility

To be eligible for selection to an IBA representative team, players must meet the following criteria:

- Acknowledge that they & their parents (if minors) are prepared to operate within the policy & guidelines set out in the 2027 IBA Representative Handbook.
- Be registered with Basketball NSW & registered/affiliated with IBA
- Attend the full trial process as determined by IBA (Any absences must be explained, communicated in advance & approved by the Basketball Operations Manager)
- Have no outstanding fees from previous years in the representative program or other financial obligations to the association OR have an approved payment plan in place with the Finance Manager to address any outstanding amounts.
- Pay the appropriate trial fees.
- Currently play Local Competition at IBA or acknowledge in writing the requirement to play.
- Complete a BNSW intent to trial form if you previously played representative basketball for another Association.

3.2. Selection Criteria

The following factors will be considered during the player selection process:

- Ability to compete at a Country or NSW Junior Championships.
- A demonstrated history of commitment to the Illawarra representative program and to IBA local competition (e.g., attendance, effort, and attitude in previous seasons).
- The behavioural history of the player (and their parents/guardians) in relation to Basketball NSW's Zero Tolerance Policy and Codes of Conduct. (Players and families with a history of misconduct or poor sportsmanship may be bypassed.)
- Demonstrated high level of performance and skill at selection trials.

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- Athletic ability, desire & dedication to become a player at the highest possible level.
- Potential to be socially compatible & display a sense of "team ethic" within a group.
- Receptive to coaching & co-operative within the team coaching environment.
- Demonstrated attitude displaying excellent self-discipline & standards of personal behaviour.
- Outstanding desire & commitment to working hard at improving mental, physical & basketball skills.
- Team needs/balance.
- Place of residence.
- Junior age group guidelines (top/ bottom age players) • IBA Junior age group Transfer Rule.
- Any other criteria that the selectors see fit to apply in helping them to select the teams that they believe will be best able to represent IBA.

3.3. Selection policy and process

Each junior team consists of 10 players. Up to 3 development players may be selected in each in all team. 3 development players may be asked to train with the team above them, however this may not always result in them being called upon for that teams games. Other players may be called upon based on the team needs.

Each senior team consists of up to 12 players. Up to 3 development players/train on players may be selected in Youth Divisions or Waratah Men. NBL 1 teams can consist of up to 12 players. Additional athletes from Youth League and Waratah Men can be named on the roster as per Basketball NSW By-Laws. *These players may be utilised by the NBL 1 Coach at any time during the season however requests should be discussed with the appropriate Coach prior to discussing with the player.*

Coaches and selectors must not actively recruit or entice players from other associations to attend Illawarra trials or to switch clubs. Should any IBA player or parent be approached by another association with invitations to leave IBA, please report the matter immediately to the Basketball Operations Manager.

3.3.1. Player Selection panel

A selection panel for each team will be established.

- **Juniors:** the junior selection panel for each team will consist of the Representative Coordinator, 1-2 Impartial Selectors and the Head Coach of the Division 1 team for that age group.
- **Waratah Senior:** the head coach is responsible for team selection under the guidance of the Basketball Operations Manager.

To ensure the selection process is transparent and void of potential conflict of interest:

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- The Independent Selector must be an independent and therefore not related to any player trialling for that age group.
- Where possible, the selectors will attend all selection trials.
- In the case where a choice must be made between a player transferring from another Association & a player with a history of Illawarra representative competition of the same ability, preference will be given to the Illawarra player.
- In the case where a choice must be made between two players of the same ability, a player that goes to another trial that is on the same date as our trials, the player that attends our trial will be given preferability.
- Approved coaches can be utilised on the floor during trials.
- The decisions of the selectors will be final.

3.3.2. Player Selection process

The process for the selection of players (and reduction of players in each squad) for junior representative teams is as follows:

ADDRESS: BEATON PARK STADIUM 'SNAKEPIT', FOLEY'S STREET, GWYNNEVILLE

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Athletes invited to initial trial

- Trials are held over multiple sessions. Successful squad members are selected after each trial.

Squad members selected

- The selection panel will meet following the trial to identify sucessfrul squad to be invited back. No announcements will be made on the day of trials.
- A list of successful squad members will be published on the IBA website by 5pm Tuesday following each trial. Those successful will be informed of the next squad training, plus any other appropriate information through the IBA website. This procedure will occur for all reductions of the squad as required by the selectors.

Final team selected

- The final team will be selected (at the latest) by the conclusion of the last trial.
- Each junior team will be reduced to the ten team players plus 2 or 3 development players (all rep teams) at the conclusion of the last trial. The team announcement will be made via Email proceeding the IBA website by 5pm Tuesday following the final trial.

Teams communicated

- Those successful will be informed of the next training session plus any other appropriate information through the IBA website.

Regarding the Waratah senior teams, each senior squad will be reduced to the number the head coach would like to run with for the upcoming year. The team announcement will be made via the IBA website on a date selected by the selectors and head coaches. Those successful will be informed of the next training session plus any other appropriate information through the IBA website.

IBA representative coaches may apply to the IBA to vary these selection procedures for their team in that year only, where they believe that special circumstances exist which justify a modification. The selection procedures may only be modified with the prior approval of the IBA.

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In exceptional circumstances where the IBA deems that changes are to the benefit of the program and the team, the IBA may decide to add additional players to the roster after team selection or additional development players. The IBA reserves the right to override any of the rules, regulations, policies, and procedures if deemed to be in the best interest of the program.

Behaviour during trials: Please note that players (and parents) are expected to uphold appropriate conduct during the trial process. Suppose a player or parent engages in behaviour contrary to IBA's values or the BNSW Zero Tolerance policy during trials. In that case, the player may be removed from the trial and selection process.

Brief feedback may be provided to non-selected players through the Representative Coordinator where appropriate. Formal written feedback will not be provided.

3.3.3. Special junior rules & requirements

The following special rules and requirements are applicable to the junior representative program.

- **Top/Bottom Age Rule:** Junior age groups with 2 teams must have a minimum of 8 bottom age players. The Basketball Operations Manager will assess any exceptions on a case-by-case basis. Junior age groups with 3 teams must have a minimum of 12 bottom age players. The Basketball Operations Manager will assess any exceptions on a case-by-case basis.
- **BNSW Transfer Rule:**
    - Division 1, Division 2 and 3 - allowed one transfer per team.
    - Where a player has moved into the Illawarra area, special conditions may apply.
- **Local Competition Rule:** All junior representative players are required to play in the IBA Local Competition. Players will be deemed to have taken part in Local Competition by participating in 66% (2/3) of games. If there is a legitimate reason a player cannot fulfil this commitment, they will need to apply in writing to the Representative Coordinator for an exemption. As a competitive representative program is only built from healthy local competition, players are contributing to the development of the association with their involvement. Waratah Senior players are highly encouraged to play in our local competition.

3.3.4. Exemptions

Any player who believes that they have a legitimate reason for being unable to comply with any part of the selection eligibility, selection criteria &/or procedures may appeal in writing to the Association to be considered in the selection process along with the other players. The IBA reserves the right to consider each case on its merits & the decision of the IBA will be final.

Legitimate reason could include such situations as:

- Being unable to trial because of injury/illness. (Medical evidence must be provided)
- Inability to gain release from an elite sports program or school event. (Written evidence must be provided)

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- A prior family commitment e.g. wedding, family holiday.

In the event that special circumstances arise, IBA will provide selectors with a list of approved players who are unable to attend trials but remain in consideration with others in attendance. Selection will be based on the merits of all eligible players to the best of the selectors' ability & knowledge. It is not intended that being on this list will either enhance or prejudice players' chances of selection. Additional players may be introduced throughout the trial process should IBA deem their participation to be in the best interests of the team & the program.

3.3.5. Player movement after selection

Should an additional player be required for any team roster (junior or Waratah) after selections have been made, the matter must be discussed with the Basketball Operations Manager prior to any approach to parent or player. The following policy and processes are to be followed:

- Movement of junior players can only be within selected age group.
- All development players will be given a chance to move before any other athlete will be considered.
- Should the procedure above not identify a suitable replacement, athletes outside the selected group may be considered.
- Once player appointment is confirmed, the coach must notify the Basketball Operations Manager who will advise Basketball NSW of addition to roster.
- Coaches must not discuss player movements with player families, the Basketball Operations Manager must do this.

Team	Process
Junior Division 1	Should a junior Division 1 team need to replace a player (due to injury, withdrawal) a discussion with Basketball Operations Manager, Representative Co-ordinator, Division 1 & Division 2 coach will be held to discuss potential athlete(s). Once confirmed, the Basketball Operations Manager will approach parent to discuss.
Junior Division 2	Should a junior Division 2 team need to replace a player (due to injury, withdrawal) the following options are available: ○ A discussion will take place with Basketball Operations Manager, Division 2 & Division 3 team coaches to discuss the possibility of a Division 3 player moving to the Division 2 team. Once confirmed, the Manager will approach parent to discuss. ○ One of the appointed Development Players may be asked to join the team. The most appropriate (position & strength) development player in the age group will be selected. Once confirmed, the Basketball Operations Manager will approach parents to discuss.

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Junior Division 3	Should a junior Division 3 team need to replace a player (due to injury, withdrawal) one of the appointed Development players may be asked to join the team. The most appropriate (position & strength) development
	player in the age group will be selected. Once confirmed, the Basketball Operations Manager will approach parent to discuss.
Youth League	Should a Youth League Division 1 team need to replace a player (due to injury, withdrawal), a meeting with the Basketball Operations Manager and the Youth Division 1 coach will be held to discuss potential athletes . ○ one of the appointed Development Players may be asked to join the team. The most appropriate (position & strength) development player will be selected. ○ if a development player is not available, a meeting can be held to discuss the possibility of an Under 18 (top age) athlete with Basketball Operations Manager and U18 Division 1 coach. The athlete must fulfill junior commitments. Once confirmed, the Basketball Operations Manager will approach parent to discuss.
NBL1	Should NBL1 team need to replace a player (due to injury, withdrawal) a meeting with Basketball Operations Manager, Waratah Men coach & Youth League 1 Coach will be held to discuss potential athlete(s).
Waratah	Should a Waratah team need to replace a player (due to injury, withdrawal), one of the appointed Development Players may be asked to join the team. The most appropriate (position & strength) development player will be selected.

3.4. Commitment and conduct

There is an expectation that by agreeing to be involved in the IBA Representative Program, you agree to our Terms and that you have read the Basketball Network Terms & Conditions, Basketball Australian National Integrity Framework, BNSW Representative/Representative Basketball Operations Manager
Agreement and IBA Association policies & procedures. All documents available at snakepit.com.au

3.4.1. Player Commitment

Players are expected to commit to their team and to be a part of the IBA representative program. If a player fails to meet these commitments, it can result in disciplinary actions or, in extreme cases, removal from the program.

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- Commitment – Being a part of a team demands that you can carry out your commitment to others. This will mean that you will need to give up some personal wishes & make sacrifices for the group.
- Perseverance – When things aren't going your way you must never give up when you are part of a team. Your team will need your total effort even when it is not your day.
- Teamwork – It is crucial that in sport & life you are able to work in a team situation. Sometimes this means learning your role & doing what is best for everyone & not just yourself.
- Learning to Compete – This does not mean to win at all costs but rather to compete to the best of your ability at all times. Competition is present in all aspects of life & it teaches us to value our victories & to be gracious in our defeats.
- Respecting Others – In life we must learn to respect everybody regardless of their roles & differences. In basketball we expect respect to be given to opponents, teammates, coaches, referees, spectators & administrators.

3.4.2. Parent Commitment

Parents are expected to support the whole team during games & training, not just their own child. The coach is to be the only source of technical feedback to the players. Coaching from the sidelines is never appropriate, regardless of your knowledge of the game. This practice confuses players.

Parents also need to be careful about discussing team issues in front of their children. If parents speak negatively about a coach, player or referee, their child may adopt the same negative attitude. We are looking for **positive players** & **positive support** from parents.

The IBA does encourage parents to be vocal in supporting teams. However, **negative comments to the opposition, the referees or other team members is unacceptable**; as stated earlier in this document, all these parties are worthy of respect.

Please remember that all of our coaches are volunteers dedicating their time. They have been entrusted to make objective decisions about what is best for the team and the club. We acknowledge that not everyone will always agree with every decision (for example, about playing time, positions, strategy, etc.), but we ask that you respect the coach's role and approach any concerns constructively. Effective communication between parents and coaches is key to addressing issues. If you have a concern, please wait until an appropriate time and use the 24-hour rule (never immediately during or after a game in the heat of the moment) and then follow the formal process for complaints (see Section 9, Complaint Procedure). Following these guidelines helps ensure issues are handled calmly and fairly for the benefit of the player and the team.

3.4.3. Player Disciplinary Action

To maintain a positive and disciplined team environment, the following guidelines will be enforced for player behaviour:

ADDRESS: BEATON PARK STADIUM 'SNAKEPIT', FOLEY'S STREET, GWYNNEVILLE

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Issue	Action
Technical foul	On receiving a technical foul, the player may be subbed off the court. The coach will decide whether this player will take any further part in this game depending on the severity of the incident. All incidents will be reported to the IBA Basketball Operations Manager.
Poor Sportsmanship	The coach has the option to sub the player off the court. If there is a second offence, they will be left off for the rest of the game. Any further incidents will be reported to the IBA Basketball Operations Manager. You will support your teammates at all times both on the court & on the bench. Negativity toward team members will not be tolerated.
Training	Non-attendance or lateness to training without communication directly to the coach may result in a coach's decision to limit playing time in subsequent games. Ongoing non-attendance or lateness to training will be reported to the IBA Basketball Operations Manager and could result in further disciplinary action.
Off the Court Incidents	Players are representatives of IBA even off the court. If a player is found to be behaving in a manner outside of games/training that could negatively affect the reputation of the IBA Representative Program (e.g., inappropriate behaviour in public while wearing team gear or on social media), the coach and Basketball Operations Manager will be informed. The coach may respond by reducing that player's court time in upcoming game(s) as a consequence. Further incidents or any serious misconduct off the court will be elevated to IBA management and could result in suspension or removal from the team.
Player Communication	It is crucial that you communicate with others. If you have issues (negative or positive) with a teammate, then approach your coach or manager. Players should not argue with referees during a game. If you disagree with a call or have an issue, communicate this to your coach or captain, and let them handle it with the officials through the proper channels. Under no circumstances should a player approach or disrespectfully complain to a referee. Additionally, suppose a player has an issue with a teammate that they cannot resolve peacefully. In that case, they should bring it to the coach's or manager's attention rather than escalating it themselves.

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4. Representative Season

This section provides information relating to the representative season schedule, weekly training commitment, as well as expectations when representing the IBA when at official tournaments and events.

4.1. Junior representative schedule

All Waratah State Championship (WSC) games are played across Saturdays and Sundays. Saturday tip–off times may range from 8:00 am to 8:00 pm. Each game will last approximately 90 minutes, and players are required to arrive at least 30 minutes before the game. Venues may be in a Metro or Regional areas. The Sunday tip-off times may range from 8:30 am to 4:00 pm.

WSC Finals weekend will replace the old State Championships. Games will take place over Friday, Saturday & Sunday. The venue and draw format will be released after the WSC regular season. Venues may be in a country or regional area.

State Cup – SJL Div 1 winners progress through. The venue and draw format will be released after the SJL regular season. Venues may be in a Metro or Regional area and games will be played Saturday and Sunday.

At the time of publication, the following dates have been proposed*:

Once we are sent these dates, they will be added, and the Handbook will be updated.

WSC 2027	
Round/Event	Date
Country Qualifiers	13th/14th December
Metro Qualifiers	TBC January
Illawarra Season Launch	TBC January
Round 1 TBC	TBC March
Melbourne or John Martin Tournament	TBC June
State Finals TBC	TBC August
Junior End of Year Presentation	TBC August

SJL 2027

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Round/Event	Date
Athlete Ref Education Day	TBC February
Summer Slam	TBC Early February
Illawarra Season Launch	TBC March
Round 1 – TBC	TBC March
Round 2 – TBC	TBC April
Round 3 – TBC	TBC May
Round 4 – TBC	TBC
SJL Finals – TBC	TBC May/June
John Martin Tournament	TBC June
State Cup – TBC	TBC August

(Note: The John Martin Tournament is an annual tournament held over the June long weekend, which many Illawarra teams participate in if not traveling to other events. The "Summer Slam" is a pre-season tournament or series of games early in the year. Specific details for 2027 will be provided once known.)

4.2. Junior Training

Junior representative teams are scheduled to train twice a week (one midweek, and one weekend).

- Players should arrive 10 minutes before the start time in the correct uniform (Hawks reversible singlet) and with the correct-size basketball.
- **All training sessions are compulsory.** Consistent attendance is crucial for both individual development and team progress. Suppose a player is unable to attend a training session or will be late. In that case, the player (or parent/guardian) must contact the coach **before** the session starts to inform them – using the team's agreed communication channel (such as a phone call, text, or TeamApp message, as directed by the manager/coach). Failing to communicate and not attending training may impact a player's court time in games or even their team status if it becomes a pattern.
- **Injured players** are still expected to attend and observe training sessions (even if they cannot participate physically), unless they have a compelling reason not to (e.g., contagious illness). Watching practice and team discussions helps players stay engaged and continue learning. If

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a player has missed games/training due to injury, they must provide medical clearance before resuming training/playing.

- Training sessions will be on weeknights and Sundays, depending on coach or venue availability.
- Occasionally, training times or venues might change due to venue availability or other factors (external bookings, special events, etc.). Team managers will communicate any changes to the training schedule promptly. Please remain flexible and understanding if adjustments need to be made.

Junior midweek training schedule TBC below is an example of the 2025 training schedules (please note this is subject to change due to the external venues team managers will communicate these changes)

Time	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	VENUES
4:30 6:00				U12 Girls Age		Edmund Rice College
6:00 - 7:30				U12 Boys Age		
4:30 - 6:00	U16 Girls Age	JPL U14 Girls	U12 Girls Skills	U14 Girls Age	U14 Boys Age	Warrawong High School
		JPL U14 Boys				
6:00 7:30	U16 Boys Age	U18 Women Age			U16 Boys JPL	
				YLM2	JPL U16 Girls	
7:30 - 9:30	U18 BOYS AGE	YLM1		YOUTH Women	U 18 Boys JPL	
		YOUTH WOMEN		YLM1	JPL U18 Girls	

Sunday Training	Court 1	Court 2	Court 3	Court 4	
8 am - 10 am	SJL 1 U12 Girls	SJL 2 U12 Girls	SJL 3 U12 Boys	Barrengarry U12s	12
10 am - 12 pm	SJL 1 U12 Boys	SJL 1 U14 Girls	SJL 2 U12 Boys	BG u12 b	14 & 12
12 pm - 2 pm	SJL 1 U14 Boys	SJL 2 U16 Girls	SJL 2 U14 Girls	BGu14 G	14 & 16
2pm - 4 pm	SJL 1 U16 Girls	SJL 2 U14 Boys	BGu16 g	BG u14b	16 & 14
4 pm - 6 pm	SJL 1 U16 Boys	SJL 2 U16 Boys	SJL 1 U18 Girls	BG u16 B	18 & 16
6 pm - 8 pm	SJL 1 U18 Boys	SJL 2 U18 Boys	BG u18 B	BG u18 g	18

Junior Sunday Training at the Snakepit (please note this is subject to change due to the external and internal bookings team, managers will communicate these changes)

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4.3. Waratah representative schedule

At the time of publication, the following has been scheduled:

Senior Season Launch	TBC	**Round 11**	TBC
Trial Games (TBC)	TBC	**Round 12**	TBC
Trial Games (TBC)	TBC	**Round 13**	TBC
Round 1	TBC	**Round 14**	TBC
Round 2 **	TBC	**Round 15**	TBC
Round 3	TBC	**Round 16**	TBC
Round 4	TBC	**Round 17**	TBC
Round 5	TBC	**Round 18**	TBC
Round 6	TBC	**Round 19**	TBC
Round 7	TBC	**Round 20/ Quarters**	TBC
Round 8	TBC	**Quarter/Elimination**	TBC
Round 9	TBC	**Finals Weekend**	TBC
Round 10	TBC	**Junior Presentation**	TBC
June Long Wk. No Games	TBC	**Senior Presentation**	TBC

**NBL1 Round 1

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4.4. Other tournaments

There are several opportunities for players to travel and compete in tournaments throughout the season, including:

- VJBL Classic: Division 1 teams only. Teams are invited by the VJBL if they are in the top 2-4 (depends on number of entries) of their Waratah WSC Competition.

All Division 1 teams are encouraged to participate in the VJBL Classic Tournament. Participation in these tournaments is not a requirement of IBA & decisions to attend/compete in the tournaments are made by individual teams in consultation with parents, coaches & managers.

Tournament Administration:

- IBA will administer the entry of teams and also the dissemination of information, such as updated draws and other tournament-related administration.
- All players in IBA teams must be registered, actively participating in Local Competition and up to date with their fees to participate in a tournament.
- Coaches may wish to enter their team into additional tournaments. This will be done only after consideration by IBA, team staff & parents. All fees will remain the responsibility of team members.
- **Costs:** When teams attend non-IBA tournaments (like Melbourne Classics, etc.), the costs for travel, accommodation, and food are the responsibility of the team members and their families. IBA will cover the tournament entry fee **if** the event is an IBA-approved representative tournament. All other expenses (transport, lodging, meals, etc.) must be covered by the team's families.
- Team managers will liaise with parents on costs & provide a breakdown of the perparticipant costs.
- All fundraising and sponsorship must be approved by the Basketball Operations Manager

5. Representing the Association

As players, parents, coaches, and supporters representing IBA, you are expected to uphold our Association's values and Code of Conduct at all times. When you put on an IBA jersey or travel with an IBA team, your behaviour reflects on our entire club.

Disruptive, harmful, or disrespectful behaviour will not be tolerated in any setting – whether on the court during competition or off the court during team activities/travel.

Illawarra team officials (coaches and managers) are instructed to be firm but fair with all members of the team when traveling or at tournaments, and to report any significant problems back to IBA management (and to parents, if minors are involved).

If any member of a touring team (player or parent) engages in behaviour that is detrimental to the team or violates our conduct standards, team officials will decide on an appropriate course of action. Consequences can range from a warning or a game suspension (e.g., sitting out a match) and notifying parents/guardians, up to sending the individual home from the event or tournament. In any serious case that might warrant sending a participant home, the team officials must first consult with IBA Management before a final decision is made.

Team Coaches are responsible for all basketball-related decisions during competitions or training sessions on the road (substitutions, game strategy, etc.), and their instructions should be respected by all team members.

When multiple IBA teams travel together or attend the same event, we encourage everyone to support each other. Teams should, where scheduling permits, attend each other's games to cheer and show a united club spirit.

It's also important that **everyone – coaches, players, and parents – conducts themselves in a professional and sportsmanlike manner** at all venues. We must not bring the game, the Association, or any other team into disrepute through our actions. This means showing respect to tournament officials, opposing teams, hotel staff, and the general public while travelling.

Please also be aware of the following specific rules while representing IBA:

- **Alcohol:** Players or team guests under the age of 18 are not permitted to consume alcohol at any team events or while on tour. Additionally, no player or adult should ever supply alcohol to a minor.
- **Illegal Substances:** The use or distribution of illegal drugs or controlled substances is strictly forbidden for all participants.
- **Legal Consequences:** If any member of the team (player or adult) breaks the law while on a team trip, they should be prepared to face immediate consequences, which may include being sent home at their own expense. *(Note: Laws can vary in different states or countries; ignorance of local laws is not an excuse. Always exercise good judgment.)*

5.1. Player Registration

All players must have a current registration with Basketball NSW for insurance purposes. (In 2024–25, Basketball NSW transitioned to the **Basketball Connect** system for member registrations,

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POST: PO BOX 7141, GWYNNEVILLE 2500

PHONE: 02 4225 9999

EMAIL: ADMIN@SNAKEPIT.COM.AU

INTERNET: WWW.SNAKEPIT.COM.AU

ABN: 39 003 376 814

replacing the old SportsTG/GameDay system.) Instructions on how to register or renew your BNSW membership will be provided to players by the Team Managers at the start of the season. It's essential to keep this registration up to date; unregistered or lapsed players are not allowed to take the court in official games

5.2. Uniforms

All players and team staff representing the IBA are required to wear the official IBA clothing at the competition venues, official functions, & on flights to & from the destination. It is expected that the group looks & acts professionally.

All representative players must purchase a playing Jersey and shorts, IBA Hawks socks, and a Hawks reversible training singlet (to be worn at all training sessions). Players entering any basketball stadium to represent the Club must wear an approved Hawks uniform.

5.3. Accommodation

The following guidelines are to be followed by teams when staying away for official competition and tournaments:

- If possible, teams book individual rooms for families and coaching staff at the same hotel.
- Junior team members should be accommodated with their parent(s).
- Should a parent of a junior member be unable to attend, another parent within the team can act as guardian. Each player must have their own bed.
- Team management may set room curfews at night. Juniors will be required to stay in their rooms after this time.
- For mixed gender tours, boys & girls are encouraged to mix but must do so only in the common room areas of the hotels. Boys & girls are not permitted in each other's rooms at any time.
- Any damages or charges incurred at the accommodation will need to be paid for by the person or people responsible.
- Waratah Team accommodation will be allocated on a share basis. You will be allocated a room upon arrival. It is imperative that you do not swap rooms, to ensure the Manager knows which room you are located. The Managers may check rooms randomly prior to departure.

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6. Community Engagement and Fundraising

In 2027, IBA aims to continue our community engagement as a Representative Program to give back to the association. At the start of the season, all Junior and Waratah Senior teams will be assigned a club duty. Each team will be required to complete a specific task once per season to support the smooth operation of the club, with all players and their families participating. The Basketball Operations Manager will send out a club duty schedule during the season.

Teams will be required to contribute to fundraising efforts, with the benefits being reinvested into the Representative Program. Each team will be given specific weekend dates to run the club BBQ, either at the stadium or off-site at locations such as Bunnings. It will be the team's responsibility to organise the BBQ. However, IBA will provide all necessary resources to ensure proper operation.

Or, teams will be asked to assist at NBL1 or Waratah games. Duties may include selling raffle tickets, helping with event organisation or floor sweeping at NBL1 matches. Each team will be assigned one of these tasks once per season.

If athletes are unavailable for their team event, they must notify the Basketball Operations Manager. They will be required to attend another event or help volunteer as a coach at the IBA Development Program, such as Aussie Hoops.

This approach, of club duties, fundraising BBQs, and event assistance, ensures that all teams actively participate in supporting the broader club community. It fosters a sense of responsibility, volunteerism, and unity among players and parents, and the funds raised help improve the program for everyone.

7. Financial Responsibilities

7.1. Rep Levy

Each representative player is required to pay an annual **Representative Levy** (rep fees) for the season. These fees contribute to the costs of running the representative program. It's important to note that IBA does **not** fully pass on all costs to participants. IBA subsidises the program to keep fees as affordable as possible, but the rep levy covers a portion of expenses.

Please also note that the rep levy **does not include uniforms** (playing uniforms and other gear are purchased separately by players). The rep levy payment can be made online through the Snakepit website (IBA's portal).

The Rep Levies for the season must be paid in full by 15 April 2027. First instalment 50% of the levy is due by the first round.

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Category	Rep levy
Junior Representative WSC Player	$950
Junior Representative SJL Player	$950
Junior Representative Division 3 Development Player	$300
Junior Representative Barrengarry Player (if required)	$500
Waratah League Youth League/ Waratah Player (Based on 12 Player Team)	$750

The representative levy includes:

- All Nomination Fees for all Waratah Leagues, Barrengarry and Country Tournament
- Administration Levy
- Court Hire for training as per guidelines
- All Game BNSW fees & Approved Tournaments (excluding tournaments)
- All Referee Levy's
- Presentation Levy - For end-of-year presentation trophies (2 per team) & catering etc.
- State Championships or State Cup Game Fees.

The representative levy does not include:

- Meals—The levy does not include meals. Managers may sometimes collect money for food or groceries for breakfast, lunch, or dinner.
- Accommodation - overnight stays are required the accommodation will be sourced by the parents.
    - It is custom for teams to contribute to the cost of their coaches' accommodation expenses where the coach is not a parent. The amount provided, if any, is determined by the families in the team that are choosing to attend.
- Travel - Private vehicle to all venues
- Uniforms – Refer to 5.2. of this handbook
- Pre-season events: Any tournaments or friendly games before the official season (like Summer Slam or other warm-up competitions) may have separate game fees which are not covered by the rep levy.

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7.2. Non-payment of rep levy

IBA's policy is **"No Pay – No Play."** This means that all representative fees are expected to be paid in full by the deadlines in order for players to be eligible to play.

If a player's fees are not received by the specified due date, IBA will issue a reminder (by emailing a statement or notice to the player's nominated contact email). Suppose the fees remain unpaid 14 days after the reminder. In that case, the player will be deemed "**unfinancial**," and may be suspended from all IBA activities – including local competitions and representative games – until the account is settled or an approved payment arrangement is in place.

Remember that when a player accepts a position in a representative team, they are committing to the entire season. The program budgets and expenses (such as entry fees, hiring coaches, booking courts) are all calculated based on the full roster. Therefore, if a player quits mid-season or loses interest, they are still responsible for the full season's fees. **Refunds or fee waivers are not given** for a change of mind or minor injuries. In cases of severe injury (season-ending), relocation, or other exceptional circumstances, a pro-rata reduction or refund might be considered upon written application, but this is at IBA's discretion and is assessed case-by-case, typically requiring documentation (e.g., medical certificate). In general, however, families should approach the season with the understanding that they are committing financially for the whole year.

7.3. Sponsorship

IBA is a not-for-profit community sports association. We actively seek sponsorship and partnership opportunities to support our programs. If you or your business, or someone you know, is interested in sponsoring IBA or one of our teams, we'd love to hear from you. Sponsorships can range from supporting an individual player or team to sponsoring an event or providing goods and services.

Sponsorship is a great way to promote a business to a broad audience while helping our club. Every week, over 5,000 players, spectators, parents, coaches, and referees come through the Snakepit (our stadium), not to mention our presence online and at various competitions.

For any sponsorship inquiries, please contact our Executive General Manager, Nathan Loveday, at Nathan.loveday@snakepit.com.au. Nathan can provide our sponsorship information pack and discuss proposals that align with the sponsor's goals and the Association's needs.

All initial sponsorship proposals must be submitted to the EGM, with the Basketball Operations Manager copied for program alignment.

Use of IBA logos and marks requires prior written approval and adherence to brand guidelines.

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7.3.1. Individual player sponsorship

An **Individual Player Sponsorship** is a sponsorship arrangement where a business (or an individual) sponsors a specific player in our representative program. This can be a win-win situation: the sponsorship typically covers some or all of that player's representative levy, reducing the financial burden on the family, and in return the sponsoring business gets exposure within the IBA community.

By sponsoring a player, a business is directly supporting that athlete's development and demonstrating investment in the local sports community. It can be a good option for small businesses connected to a player's family or a local supporter who wants to help a particular child or family.

- **Cost:** Usually, an individual player sponsorship would be an amount equal to the player's rep Levies for the season (e.g., WSC Levy $950. In some cases, it could be a partial sponsorship (covering a portion of fees).

- **Sponsor Benefits for Individual Sponsorship:** The sponsor will receive a digital photo of the player they are sponsoring (often used for the sponsor's own marketing or display). The player and family will acknowledge the sponsor's support, and the business can mention the sponsorship on their website or social media (for example: "Proud sponsor of [Player Name] from Illawarra Hawks U14 Representative Team"). If the club does any program booklets or social posts about sponsors, individual sponsors are typically listed as well.

(Note: Individual player sponsorships must be arranged through and approved by IBA. We also ensure that any messaging or promotion by the business is in line with our values – for example, appropriate businesses, no conflicting interests with existing club sponsors, etc.)

7.3.2. Junior Team Sponsorship

A **Junior Team Sponsorship** is an opportunity for a business to sponsor an entire team (e.g., the U16 Division 1 Boys team). This type of sponsorship helps reduce costs for every player on that team and gives the sponsor broader exposure across all families and supporters of that team.

- **Cost:** The cost of a team sponsorship is typically **$1,500** for the season.

- **Sponsor Benefits for Team Sponsorship:** The sponsor will receive a digital team photo featuring that team (with the team name or sponsor name if desired). The sponsor can announce their support on their own platforms (website, social media). At the Snakepit stadium, we will display a team photo on the representative "Wall of Fame" that includes the sponsor's logo for that team. The sponsor will also get visibility on our IBA website (we typically list team sponsors with their logo and a link) and at least one dedicated social media shout-out from our official channels thanking the sponsor. Additionally, whenever we post

news or game recaps about that team on our website, we'll acknowledge the team's sponsor in the article ("Team XYZ, proudly sponsored by ABC Company, had a great weekend…").

All sponsorship inquiries or leads should initially be referred to the EGM (as noted above) to ensure consistency. If a team is seeking a sponsor, they should coordinate with the EGM so that the proper agreements are in place. Any sponsorship specifically for representative teams or tournaments will be formalised in a written agreement outlining what the sponsor is providing and what recognition or benefits they will receive, to ensure clarity for both parties. The Executive General Manager will review all sponsorship deals to ensure they fit within IBA's values and do not conflict with any existing club sponsorships or policies.

(For example, if the club has an official apparel sponsor, a team couldn't have a different apparel company as their sponsor, etc. These are the kinds of conflicts the EGM will screen for.)

7.4. Hardship

Cases of genuine financial hardship can be brought to the attention of IBA. Requests for fee relief should be sent to the Basketball Operations Manager by the participant (if under 18 years of age, the parent of the participant). Any requests for fee relief will be dealt with in confidence & on a case-by-case basis. This will be passed on to the Nest Egg Committee.

The IBA Nest Egg information can be found at our website, snakepit.com.au.

7.5. Fundraising

Any fundraising activity that involves the IBA Representative Program or its teams must receive prior approval from the Basketball Operations Manager. This policy isn't meant to discourage fundraising, instead, it's to protect the interests of the Association and ensure all efforts are coordinated and in line with our regulations and insurance coverage.

The Basketball Operations Manager will review and approve fundraisers as appropriate, checking that:

- The activity is appropriate and in the best interests of IBA's image and values.
- It doesn't conflict with any of our existing sponsors or fundraising activities.
- Participants in the fundraiser (players, parents, etc.) will be covered by insurance (through Basketball NSW) during the activity.

When planning a fundraiser, please follow these conditions:

ADDRESS: BEATON PARK STADIUM 'SNAKEPIT', FOLEY'S STREET, GWYNNEVILLE

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- The fundraiser must be for the purpose of supporting the team's expenses (for example, raising money to attend a tournament like Nationals or a specific event). Typically, team fundraising is used for travel expenses.
- Any items to be sold (e.g., chocolates, raffle tickets, baked goods) or activities (car wash, BBQ, etc.) must be approved by the Basketball Operations Manager to ensure they're appropriate.
- The purpose of the fundraiser and who it benefits must be clearly communicated (e.g., on posters or flyers at the event). If you want to use the IBA logo on any materials, you can get an official version from the Basketball Operations Manager.
- If you are running a raffle or any game of chance, you must understand and comply with the NSW regulations for minor lotteries. (There are rules about the maximum prize values, ticket information, record keeping, etc. The Basketball Operations Manager can provide guidance if needed.)
- Children under 15 years old are not permitted to sell raffle tickets or go door-to-door without an adult accompanying them.
- Selling any **merchandise** that features IBA branding (clothing, hats, bags, etc.) is not allowed as a team fundraiser. The reason is that the Association manages all official merchandise – unauthorised sales can conflict with our merchandise deals and quality control. Teams should stick to things like BBQs, raffles, bake sales, etc., rather than making and selling their own apparel.

By adhering to the above, we ensure that fundraising efforts are safe, legal, and effective, and that our Association maintains a good reputation in the community.

(If a team has a creative fundraising idea, talk to the Basketball Operations Manager. We're open to various ideas as long as they're appropriate!)

8. U14 National Club Championships Policy

Under-14 Premier teams may be eligible to attend the U14 National Club Championships. Information regarding this event will be provided at the initial team meeting with the Basketball Operations Manager. Once qualified, all players and parents are required to attend an information session with IBA staff and team officials.

1. Whilst the competition is governed by Basketball Australia rules, all IBA participants must abide by the IBA Travel Policy and this U14 National Policy.

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2. The team is encouraged to select a Tour Manager to manage accommodation, transport, finances, fundraising & sponsorship for Nationals. While this person can be the Team Manager, teams are encouraged to appoint an alternate person to distribute workload.
3. All team planning and travel arrangements must be shared with the Basketball Operations Manager during all stages the U14 Club National Process.
4. All players must reside at the same accommodation during the duration of the tournament.
    a. Special circumstances must receive permission from the Basketball Operations Manager.
    b. Recommended that families stay in individual rooms at the same accommodation.
5. Team members must travel to and from games together.
    a. Managers are expected to organise a team bus and driver prior to tournament.
    b. Parents and supporters are expected to travel separately.
6. All team officials, players and parents must act in accordance with our policies regarding behaviour as outlined in this document, BNSW Policies and By-Laws and IBA Policies and Procedures.
7. Each player involved in qualifying the team for Nationals is expected to participate in the tournament.
    a. in the event of illness, injury or for disciplinary reasons, a replacement of a qualified player should be selected. The Coach will meet with the Basketball Operations Manager and U14 Division 1 Coach to discuss potential player(s) from within the U14 program.
    b. The most appropriate (position & strength) player in the age group will be selected. Once confirmed, the Basketball Operations Manager will approach parent to discuss.
8. While a U14 National Club Championship roster can consist of 12 players, IBA encourages teams to travel with 10 players. The following exceptions apply: -
    a. should a Coach feel that 12 players may be required due to athletes carrying injuries, a meeting with Coach, U14 Division 1 Coach, Basketball Operations Manager will be held to discuss potential player(s) from within the U14 program.
    b. The most appropriate (position & strength) player in the age group will be selected. Once confirmed, the Basketball Operations Manager will approach parent to discuss.
9. The Tour Manager will manage the finances for the tournament.
    a. The total cost of the tournament is to be spread equally between parents of players and non-parent team officials.
    b. Parents and coaches are to be strongly encouraged to participate in fundraising activities for the benefit of the whole touring party.
    c. The proceeds from fundraising activities are to be used to reduce the total net budget amount and reduce the cost to players' families who choose to participate in fundraising activities.

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d. Parents who choose not to participate in any fundraising activities will be required to pay the indicative total cost per player (prior to the calculation of a fundraising budget). Any variation to this indicative amount will be advised at the completion of the tournament where a further payment may be required. These parents are not entitled to any surplus fundraising monies which are distributed at the conclusion of the tournament.
e. Sponsorship is to be treated as 'fundraising income'.
f. The Team Manager is not required to use personal funds to pay deposits. Parents who participate in fundraising activities may be required to pay deposits etc prior to fundraising monies being available. They will be given reasonable notice by the Team Manager if this is required.
g. Any surplus funds at the end of the tournament, and when all commitments are met, are to be equally distributed to the parents who participated in fundraising activities.

10. All players must sign a Consent Form to attend the tournament. This will be distributed at the information session.
11. All parents, players and officials must sign a Code of Conduct before attending the tournament. This will be distributed at the information session.
12. All fundraising efforts and sponsorship contributions must be approved by Basketball Operations Manager.

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9. Complaint Procedure

IBA is committed to maintaining open lines of communication and addressing concerns in a fair and orderly manner. If you have an issue or complaint during the season, please follow this procedure:

1. Wait 24 Hours: If an incident occurs or an issue arises that has you upset (for example, disagreement over coaching decisions in a game, or a conflict at training), please wait at least 24 hours before initiating a serious discussion. Emotions can run high in the heat of competition; giving it a day can provide perspective and often the issue will seem less urgent. This "cooling off" period applies to approaching coaches or managers about a problem.

2. **Email Rep coordinator:** After 24 hours, if you still feel as thought the situation requires a follow up or action to be taken, please email the rep coordinator with the issue. This allows the rep coordinator to be across the situation and can handle with confidence understanding what has occurred.

3. **Mind Your Audience:** If you are a parent, do not discuss your complaints or issues in front of your child or other players. It's important for team morale that such issues be handled among adults, or in appropriate settings, without dragging players into the conflict or creating a negative atmosphere for them.

4. **Escalation to Basketball Operations Manager:** If after speaking with the rep coordinator you feel the issue is not resolved, the next step is to bring the matter to the Basketball Operations Manager. You can do this by sending a written summary of your concern and the outcome of your meeting with the coach, and request a meeting or phone call to discuss it further. The Basketball Operations Manager will consider both sides and attempt to mediate or resolve the issue.

5. **Further Escalation to EGM/Board:** If a satisfactory resolution still cannot be reached after involving the Basketball Operations Manager, the issue can be escalated to the Executive General Manager (and, if necessary, to the IBA Board). The EGM will typically only handle matters that have followed all prior steps or matters of a very serious nature (see below). The EGM may convene a committee or speak with all parties to decide.

It is very important to follow the above chain of communication. Parents should first contact the Representative Coordinator after the 24-hour waiting period rather than confronting coaches directly. The Representative Coordinator will assist in progressing the matter through the appropriate channels.

IBA will generally not look favourably on a complaint if the complainant has not made a genuine effort to resolve it through the proper procedure outlined here. We value honest and open

communication by following these steps. You demonstrate respect for the program and increase the likelihood of a positive outcome.

Suppose a complaint or concern is of a very serious nature (for example, allegations of abuse, harassment, or other behaviour that could compromise someone's safety). In that case, you do not need to wait 24 hours or go through team management – you should report it immediately to the Basketball Operations Manager or directly to the EGM. Serious issues, especially those involving potential violations of laws or safeguarding policies, will be handled with urgency and confidentiality.

For any **Member Protection** or **Child Protection** issues (such as allegations of child abuse, sexual harassment, discrimination, etc.), contact the Executive General Manager directly. These matters are handled under strict confidentiality in line with Basketball NSW and Basketball Australia Member Protection policies. The EGM will ensure the appropriate process is followed (which may involve external authorities).

All formal complaints should be submitted in writing (email is fine) and should include the name of the person making the complaint and details of the issue. Anonymous complaints are very difficult to act upon and generally will not be addressed unless there are extreme circumstances.

Remember, IBA encourages a culture of continuous improvement. We appreciate constructive feedback and want to address issues to make our program better. By communicating concerns respectfully and through the right channels, you help us maintain a positive environment for everyone involved. Let's all work together in good faith to resolve issues and keep the focus on providing a great experience for the players.