

# Umpiring Handbook

Inner West Netball Association



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#### 1. ABOUT INNER WEST UMPIRING

Welcome to the Inner West Umpiring Program for 2025.

The Inner West Umpiring Program aims to assist clubs to not only meet their umpiring needs, but to develop and maintain their umpire's netball knowledge and standardise umpiring practices across all clubs within the community.

Umpires at Inner West have the opportunity to gain education and recognition through Inner Wests courses and umpiring. This also includes practical guidelines on developing umpiring mentors, knowledge of testing and assessment protocols as well as access to umpiring resources both online and face to face.

Please contact the Umpires Convenor if you would like to be involved in any aspect of the Committee's work, even if only for as little as a single time slot.

#### 2. INNER WEST UMPIRES COMMITTEE 2025

#### **Purpose**

The purpose of the Inner West Umpires Committee is to provide guidance and support in the development of umpiring at Inner West. The Umpire's Committee is a resource available to all clubs to assist them in their endeavors to develop and nurture their umpires.

#### **Umpires Committee Mission Statement**

The Inner West Umpiring Committee is committed to providing umpiring development and education to clubs and individuals within the Association. We strive to do this in a professional, inclusive, and safe environment.

#### **Umpires Committee Membership: 2025**

Senior Umpiring Convenor: Allayne Hobbs

innerwestumpires@gmail.com

Junior Umpiring Convenor: Vacant

Umpiring Committee: Vacant.

We hope to include all National badged umpires in some way.

Umpiring Mentors
 Adele Kozak – National A

Jacinta Fletcher – National B Alex Smiles – National B Sarah Reynolds – National B Vanessa Giardina – National B Kylie Hobbs – National B Emma Lannan – National B Lily Mendelson – National B Catherine Nealon – National B

If you have any umpires who are keen to get involved with umpire education, please ask them to get in touch with us. If each nationally badged umpire can give us as little as 2 timeslots per year, we be able to provide a great program.

#### 3. UMPIRE CONVENORS RESPONSIBILITIES ON GAME DAY

#### 3.1 Guidelines for allocating umpires to games

The following table provides a guide to assist club umpire convenors in allocating umpires to games that are appropriate for their ability and level. Please note that these grades/games may change during the season. Please do not hesitate to seek further clarity from the Umpire Convenor if needed.

GRADE	RECOMMENDED MINIMUM LEVEL OF UMPIRE			
Seniors				
A1	Experienced C badge – to be allocated by the Umpire Co-Ordinator			
A2, A3, A4, B1	National C or National C Candidates			
B2, B3, B4	Experienced Association Badge			
C1, C2, C3, C4	Experienced Association Badge			
Cadets	Experienced Association Badge			
Juniors				
15/1, 14/1, 13/1	Experienced Association Badge			
All others,	Best Available			

This of course is dependent on the quality of the game and umpires should be appointed appropriately

# 3.2 Attendance of Club Umpire Convenor on match day

Club umpire convenors should be present at the netball courts during all their games to ensure that their umpires have arrived and signed on. If the club umpire convenor is unable to be at the courts at certain times there must be a representative from the club who can look after this function, ensuring that there is a point of contact for each Club's umpires and the Inner West umpires committee.

Please note that it is not the responsibility of Inner West, and its Umpires Committee, to provide umpires if your club umpires do not attend their allocated game.

#### 3.3 Umpire support and Mentoring

All first time and new umpires should have a mentor (runner) with them. This mentor can be there purely for moral support if no other option is available. Mentors who are providing coaching to umpires should hold at least an Association Badge or have appropriate experience. The mentor's role is to listen and answer questions.

Mentors may run with a brand-new umpire to assist but should back away as soon as possible. They may like to stand with the umpire during breaks to ensure that the players only approach for rule clarification.

Please ensure all umpires know that they can send someone down to the Umpires Room if they need assistance. An Umpire Committee member will then attend their game to address any matter.

#### 4. UMPIRING LOGISTICS

#### Before the game

Please ensure that you arrive at least 15 minutes prior to the game that you are to umpire. The following tasks need to be undertaken before the game.

- Sign on at Umpires Control this is just outside the administration office.
- Once at your allocated court, introduce yourself to the other umpire and decide which ends you will umpire. Remember that the two of you need to work as a team.
- Conduct pre-game checks as outlined in rule book.

#### Start the game

At Inner West games are centrally timed. You are normally given a short warning that games are about to start. Once this has been done, you should:

- Position yourself appropriately on the sideline.
- Once the buzzer goes, if you are in control of the centre, put one hand in the air, on a slight diagonal pointing to the end you are umpiring, (to signal time on) and blow your whistle.

#### **During the game**

- Try to see as many players as possible at any one point in time.
- Ensure you have a system of controlling centres.
- If you see an infringement blow your whistle, (you must learn to trust your instinct it usually is correct), announce the infringement and then the penalty e.g., stepping, and a free pass to the other team.
- At the end of each quarter, if you have control of the half at the time the buzzer goes, use a long blow of your whistle to signal time off.
- Meet the other umpire in the middle of the court, check who has the next centre, and then walk off together.

#### The end of the game

- When the buzzer goes, if you have control of play (ie it is in your half of the court) blow your whistle for time.
- Meet the other umpire in the middle of the court, shake hands and then walk off together.
- At Inner West there is no longer any need for umpires to sign the score sheet.

#### 5. CLOTHING & EQUIPMENT

#### 5.1 Umpire Clothing

All umpires should be dressed appropriately in either Inner West Umpiring Uniform or Club Umpiring Shirt. Appropriate sporting shoes must be worn.

### Registered Club Uniform includes:

- Club playing dress with White/Club Shirt over the top to identify as the umpire
- Tracksuit pants or Shorts

#### Inner West Umpiring Uniform

- White Umpiring Shirt
- White or Black skirt (must be all black or all white)
- White or Black shorts (must be all black or all white)
- White or Black tracksuit pants (not permitted for National Badge Assessments)

The following attire is not to be worn by any Umpires:

- Bike Shorts
- Non sport school uniform (e.g. School dress)
- Jeans
- Non athletic footwear

All umpires must look professional.

#### 5.2 Umpire Equipment

All umpires need:

- Whistle: This should be a finger whistle and can be purchased from the canteen at Inner West or Sports shops. Do not use plastic whistles or squistles; they do not project a sound that can be easily heard.
- Hair elastic: For keeping track of centre passes. (Spares can be found at sign in desk)
- Netball Rulebook: This can be can be downloaded for free using the following link:
- World Netball Rules of Netball 2024.pdf you also have the option to download the Rules of Netball App for free go to App Store and search 'Rules of Netball'.



#### 6 NUMBER OF GAMES UMPIRED

In line with Inner Wests duty of care we recommend that umpires are limited to 3 games per day Max of 2 consecutive. This includes playing.

These limits seek to ensure that umpires are alert and able to sufficiently concentrate on games on which they officiate. Further, there is no issue if the third consecutive game is one in which the individual is playing, not umpiring.

Please be mindful of the number of games your members will be participating in if they are being assessed for a level or badge.

# 7 USING UMPIRES REGISTERED WITH ANOTHER CLUB

This is also referred to as 'Borrowing' umpires.

All Umpire Convenors should note that a club is not allowed to use an umpire who is registered with a different club unless permission has been received from the Umpire Convenor of the club with which the umpire is registered. Please seek to develop umpires from your own club first.

Be mindful of how much is paid. A good guideline is Senior umpires should be paid no more than \$35/match; Junior Matches should be paid no more than \$25/match.

Inner West will not take any responsibility for following up on payment of 'borrowed' umpires.

#### 8 INNER WEST SPECIFIC RULES

#### 8.1 BLOOD/INJURY RULE @ Inner West

Under Rule 10.5, the umpires hold time for blood when noticed or when requested by an on-court player. Under the guidance of World Netball, Netball Australia has been advised that any player with blood must leave the court for this to be cleaned. As such, both the player who is bleeding and any player with blood on them would need to leave the court. The player(s) must leave the court within 30 seconds and receive treatment off the court. If another player has dry blood on them or their clothing, they may clean this off and continue play within the 30 seconds injury time. Time will not normally be given to clean up players on the court. However, in the event that several players are affected, the umpires may decide to take whatever action they deem to be appropriate.

#### 8.2 Rolling Substitution

As Inner West is centrally timed – we do not play Rule 10.2-4 Tactical Substitutions but will play Rolling Substitutions in all games played on Saturdays.

While play is in progress, any team may choose to use rolling substitutions provided the rolling substitution is performed with players on the team bench who have been named on their team sheet.

- (a) The rolling substitution stands in line with the Centre Circle.
- (b) Before leaving the designated area, the substitute tags (with hands) the player leaving the court.
- (c) Only 1 rolling substitution per team can be made at a time.
- (d) Play is not to be held up for rolling substitutions. If play is delayed, the player will be penalised with a free pass to the other team. Teams must have a 2nd set of bibs to use rolling subs. If you are exchanging bibs between players the player going on must wait for a break in play (see G). Positions cannot be changed between players on the court.
- (e) Players must observe the offside rules as they enter/leave the court. This means the player needs to come off the court in their area and walk off court to tag the player coming on. Sanction: Free pass where ball was when play stopped
- (f) Players must not interfere with the umpire's movement during the substitution, in the event a player interferes with an umpire: Sanction: Free pass where ball was when play stopped
- (g) If a player leaves the court as a rolling substitution and there is no player at the designated area, the replacement player will be treated as a late player under the rules and can enter at a "break in play"

Note the player leaving the court must be substituted with a player into the same position - team changes cannot take place during the rolling substitution (ie GK leaves the court, new player must take the GK position)

"break in play" = Goal, Out of court, Penalty or Free pass being awarded

#### 8.3 Code of Conduct

Inner West adhere strictly to the Netball NSW Code of Behaviour Policy, where we "seek to provide a safe, fair and inclusive environment for everyone involved in Netball"

Inner West has a no tolerance policy where bullying is concerned, no umpire, player, coach or official should be victimised.

Should an umpire have issues on court, they are to send someone from the sideline to get a member of the Umpires committee or Executive committee to assist and deal with any issue that may arise.

All Club Umpiring Convenors should be going back to their clubs and ensuring that their club is acutely aware of the Netball NSW Code of conduct, and that at Inner West, this is strictly abided by.

A comprehensive Code of Conduct will be listed in the resource section of this manual.

### 8.4 Injury Time

2 minutes is allowed for any single injury. A maximum of 3 mins is played at the end of the 4th qtr.

- Buzzer goes stop the game.
- Everyone stays on court.
- Once you have confirmed timer and players are ready whistle starts injury time.
- Once Injury time over the umpire closer to the timer blows whistle to end time.

#### 8.5 Modified NetSetGo

- Goal post: 3.05m (10ft) in height
- Size 4 Ball is used
- Coaches may move along the sideline (but may not interfere with the umpire) to give players immediate feedback and positive encouragement. They <u>may not enter the court</u> except for a stoppage for injury or illness.
- Nails must be short and rounded
- No Jewellery can be worn you may not cover piercings with bandaids
- Full Uniform is to be worn by all players

Centre Pass: The initial centre pass will be taken by the team who won the toss. The centre pass is taken alternately by the Centre of each team after a goal is scored.

Substitution: Allow unlimited substitutions at an interval or for a stoppage for injury or illness.

Footwork: Allow some shuffling on the spot to gain balance Award a free pass to the opposing team if player shuffles forward Don't allow shuffling forward

Held Ball: Award a free pass when the player holds the ball for 5 seconds Don't allow holding the ball for longer than 5 seconds

Falling on ball: Apply the normal rules and award a free pass to the opposing team if players fall the ball to gain possession Don't allow players to fall on the ball to gain possession

Throw ins: Apply the normal rules and award a throw in to the opposing team when the ball goes out of court. Show players where to stand with their foot near the line. Don't allow players to step onto the line or court when taking a throw-in

Over-a-third: Apply normal rules and award a free pass to the opposing team over the second crossed line This is a normal rule and does apply

Score a goal: A goal is scored when the ball is thrown/batted above and completely through the ring by the GS or GA from any point in the goal circle.

Defending /Obstruction: Award a penalty pass if players are defending closer than 1.2m (4ft). Demonstrate how far this is, as 'two big steps' away. Allow players to have their arms up to defend a shot at goal or to go for a rebound or to quickly deflect a pass Don't allow players to put their arms up to defend if they are closer than 1.2m (4ft) from the player with or without the ball.

- 8's Don't stand players "out of play", set correctly
- 9"s Defending player stands "out of play"

Contact: Apply normal contact rules, award a penalty pass to the opposing team if player contacts

- 8's **Don't** stand players "out of play" for contact, set them the correct distance away
- 9's Contacting player stands "out of play"

Offside: Apply the normal rules for player offside when in possession of the ball.

- **8.6 8's** Don't penalise an offside player without the ball, simply move them to their proper playing area
  - 9's Award a free pass in the offside area

Toss Ups: Are no longer part of Netball and should not be used.

## 9 UMPIRING DEVELOPMENT PATHWAYS AT INNER WEST

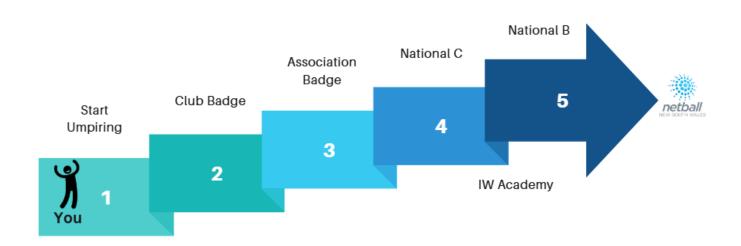
Umpiring is just as important as our players, coaches, and managers. Without umpiring, there are no games! Umpires are there to keep the game fair and safe for all who are involved.

#### 9.1 Umpiring Pathways

At Inner West, we encourage the development of umpires from beginners to the most advanced of National badges, with pathways to development to suit all levels. The recommended pathway progression for umpires at shown below.



# **UMPIRING PATHWAYS @ INNER WEST**



#### 9.2 Inner West Umpire Academy Program (IWUAP)

The Academy program is aimed at developing umpiring skills for National badged (or close to achieving) umpires who wish to progress their umpiring skills and experience.

Expressions of interest for participation in the SUDP is via this link

#### **ACADEMY NOMINATION FORM**

The Academy will contain no more than 8 Umpires and umpires will be selected by the mentoring team.

#### 10 BADGING AT INNER WEST

## 10.1 Badging Overview

One aspect of umpire development is assisting umpires achieve either Inner West umpire levels or National badges. Club umpire convenors, and their teams, provide mentoring for umpires. Inner West supports the umpire convenors in this mentoring.

Assessments for Inner West levels or National badges are typically undertaken during the Winter season.

The levels that are assessed are as follows:

- National B Badge
- National C Badge
- Association
- Club

#### 10.2 Grades suitable for Umpire Assessments

The following grades are those allowed for the various umpire assessments. (\* subject to change following assessment of standard of grades in 2024)

In addition, exceptions to these grades may be made once the standard of divisions of games is determined throughout the season. Any amendments will be at the discretion of the Umpiring Convenor or their delegate.

#### Matches

National B: A1, Mens Div 1

National C: 14/15 Div 1/2, Cadet 1/2 or above B2

Association Good Quality Game

• Club Club decision

# 10.3 Badging Logistics

All requests for badging or umpire coaching must be submitted by midnight Thursday. This enables the Umpire Committee to organise panels, prepare documents and check exam marks and the completion of the Foundation Umpire Course. Please note that it may not always be possible to arrange a panel for that Saturday and the Umpires Convenor will be in contact with you to arrange an alternate date.

Requests for National badging must be submitted via the Google doc. The form must only be submitted by club umpiring convenors.

#### 10.4 National Badging

Candidates for National badging are required to complete **20 Points** of Inner West Service prior to assessment. This can take the form of umpiring at representative trials or carnivals or assisting with Inner West umpire mentoring or administration through the Winter season.

Service can be arranged with the Senior Umpiring Co-Ordinator @ Innerwestumpiring@gmail.com.

Points can be achieved in the following

- Attendance at a Representative Carnival (20 Points)
- Umpire Saturday Representative Game (20 points)
- Mentor/Badging Panel National Badge Candidate (10 Points)
- 2 Hrs. Saturday Umpiring Admin Duty (10 Points).
- Assist with Umpire Clinic as a presenter (10 Points)
- Attendance at a Representative Training Session/Selections (10 Points)

Before submitting an umpire for assessment, please facilitate someone from your club to look at the umpire in relation to the criteria in this booklet to ensure that umpires are as close to their standard of assessment as possible.

On submitting your umpire you will be required to attached an in date Umpires exam certificate and a Foundation of Umpiring certificate (with last 4 years)

Umpire convenors should ensure that they keep an updated record of their umpires' levels throughout the season as well as keep records of valid exam passes.

#### REQUEST FOR NATIONAL BADGE ASSESSMENT FORM

National C Badging Sheet National B Badging Sheet

**National Badge Critera** 

#### 10.5 Association Badging

This form is for all Club convenors to nominate their umpires for Association badging during the 2025 season.

The Umpire should also have achieved the highest Club Umpiring Accreditation available at their club.

The Umpire is required to pass a practical assessment by an IWNA appointed accessor.

#### REQUEST FOR ASSOCIATION BADGE ASSESSMENT FORM

**Note** umpires do not need to have their Association badge before being put forward. Please review the competencies comparison and judge your decision on their ability.

# 10.6 Badging Competencies Comparison

Assessable Performance Criteria	Association Badge	National C	Comments			
COMMUNICATION						
Uses firm, decisive and clearly audible voice and whistle.	USUALLY	USUALLY,				
Uses correct terminology and hand signals to penalise infringements and manage sanctions (Free Pass, Penalty Pass) and actions (Throw In)	SOMETIMES	USUALLY,				
GAME MANAGEMENT						
Conducts pre-match checks and formalities effectively.	USUALLY,	USUALLY,				
Accurately keeps Centre passes and signals goals	USUALLY,	USUALLY,				
Shows some ability to manage stoppages and other match procedures (late arrival/ failure to take the court).	Not Required	SOMETIMES				
Works well with co-umpire	SOMETIMES	SOMETIMES				
POSITIONING, VISION AND TIMING						
Positions level with or slightly ahead of the ball on the sideline; times movement to goal line in relation to play	SOMETIMES	USUALLY,				
Demonstrates re-positioning to gain a clear view of the play.	SOMETIMES	SOMETIMES				
Uses vision to take a clear view of the court area where the ball is, and the players in the immediate vicinity	SOMETIMES	USUALLY,				
Reaction time is appropriate to game standard and is consistent throughout the court and the game	Not Required	USUALLY,				
MINOR INFRINGEMENTS						
Recognise and penalise obvious infringements:  related to playing areas related to playing the ball related to the footwork rule	SOMETIMES	USUALLY,	Over a third, Replay, Offside, Held ball, Breaking			
MAJOR INFRINGEMENTS						
Recognise and penalise obvious instances of obstruction:  • player in possession of the ball.	SOMETIMES	USUALLY				
player not in possession of the ball.	Not Required	SOMETIMES				
Recognise and penalise obvious instances of contact (Rule 17):	SOMETIMES	USUALLY,				
ADVANTAGE						
Applies the advantage rule where an advantage goal is scored.	Not Required	USUALLY,				
DECINITIONA						

# DEFINITIONS

SOMETIMES — umpire shows basic knowledge of the rules and demonstrates ability to apply skill when required.

USUALLY — umpire shows more detailed knowledge of the rules and is able to demonstrate ability to apply skill most times during the game.

#### 11 EXAMS AND COURSES

#### 11.1 Rules of Theory Exam

All umpires officiating at Inner West are strongly encouraged to undertake the online 'Rules of Netball Theory exam' prior to Umpiring. It is a compulsory pre-requisite prior to undertaking National Badging. Once passed, the exam is current for four (4) years, from date of completion.

- The pass mark is 70%
- Two (2) hours is allowed for exam completion.
- Exam cost is \$13.00.
- It is useful to have a current rule book with you when doing the exam.
- If you do not pass, you can re-try.
   This exam is found at: Netball Australia Learning Centre Link
- You will need your Netball Learning email address.

Once you have passed the exam, download your certificate and forward to your club umpire convenor.

#### 11.2 Foundations Umpires Course

It is also recommended that all umpires do the Foundation Umpires Course. This is a mandatory pre-requisite prior to undertaking National Badging. Once passed, it does not need to be repeated. The exam cost is \$45, this course can be found at:

# **Netball Australia Learning Centre Link**

#### 11.3 Inner West New Umpires Course

Inner Wests <u>New Umpires Course</u> is for all new umpires. There will have a limited focus on the key rules that we want our new umpires to understand before their first game.

This course is run by Inner West prior to the beginning of each winter season and lasts about three (3) hours. Please check the Inner West Facebook page for more details.

#### 11.4 Inner West Umpires Course

Inner Wests Umpires Course is for umpires who have umpired before however wish to increase their knowledge and have their questions answered. This course is open to anyone over 11.

A Cadets and Seniors course will be run on the same day however separated from the less experienced players.

This course is run by Inner West prior to the beginning of each winter season and lasts about three (3) hours. Please check the Inner West Facebook page for more details.

# 11.5 National Badge Camps

For those umpires who already have a National Badge, we strongly recommend that you attend a National Badge Camp. For Umpires who have received their National C Badge in the calendar year, we strongly recommend that you attend the Rookie Camp. Our umpires who have attended have indicated that they found it especially useful and enjoyable. These courses are run yearly by Netball NSW.

# APPENDIX A: INNER WEST UMPIRING BY-LAWS

- a) Umpires must at all times comply with the Umpires' Coordinators instructions.
- b) Umpires for junior games must be preferably 12 years of age or older (or 11 years if playing in a 12 year division). Umpires under 13 years of age are to be supervised by an official of the club concerned (preferably an Accredited Umpire).
- c) Umpires for senior games must be 15 years of age or over unless approved by Umpires Committee.
- d) Any Senior team failing to fulfil rostered umpiring duties will be fined \$50.00 per umpire and will lose two (2) points.
- e) Any Junior team failing to fulfil rostered umpiring duties will be fined \$10.00 per umpire and will lose two (2) points.
- f) When a Club is required to provide umpires at any match, it is the Club's responsibility to ensure that such umpires are capable of controlling the game. Apply (d) or (e) penalty if competent umpires not provided. There shall be no substitution of umpires except in the cases of illness or injury or as directed by the Umpires Coordinator or a member of the Umpires Committee.
- g) Umpires for final series will be allocated by the Umpires' Coordinator. Any umpire failing to fulfil their umpiring duties during the final series will be FINED \$50.00.
- h) All Umpires to wear white, registered playing uniform, tracksuit or approved shorts.
- i) If for any reason, a player is sent from the court for disciplinary reasons by the Umpire, a notation should be made by the umpire on the Score Sheet.

# APPENDIX B: UMPIRE CODE OF BEHAVIOUR

#### **UMPIRE CODE OF BEHAVIOUR**

In addition to Netball Australia's General Code of Behaviour, you must meet the following requirements with regard to your conduct during any activity held by or under the auspices of Netball Australia, Member Organisations or Affiliates in your role as an umpire:

- 1. Umpire in accordance with the Official Rules of the Game.
- 2. Treat all players, coaches, bench officials and other umpires with respect.
- 3. Place the safety and welfare of the players above all else, including by:
  - Ensuring the court and its surrounds are compliant with the rules.
  - Taking appropriate action to manage dangerous play.
- 4. Maintain a high standard of personal behaviour at all times.
- 5. Be a positive role model through behaviour and personal appearance projecting a favourable image of netball and umpiring at all times.
- 6. Refrain from conduct which could be regarded as sexual harassment, discrimination, bullying or victimisation.
- 7. Be courteous, respectful and open to discussion and interaction with other netball participants.
- 8. Maintain or improve your current performance level and seek continual improvement.
- 9. Be honest and do not allow your qualifications/accreditation to be misrepresented.

# **APPENDIX C: USEFUL LINKS AND RESOURCES**

Inner West Netball Association: <a href="http://Inner West.com.au/">http://Inner West.com.au/</a>

Netball NSW: <a href="https://nsw.netball.com.au">https://nsw.netball.com.au</a>

Netball Australia: https://netball.com.au

World Netball: <a href="https://netball.sport">https://netball.sport</a>

World Netball Official Rule Book 2024 edition: https://netball.sport/game/the-rules-of-netball

Netball Umpiring Accreditation Updates: <a href="https://netball.com.au/umpiring-accreditation">https://netball.com.au/umpiring-accreditation</a>

National Umpires Development Framework: https://netball.com.au/umpiring-accreditation

Netball Australia – Badge Competencies: https://netball.com.au/umpiring-accreditation

Netball NSW Codes of Conduct & Policies: https://nsw.netball.com.au/policies

"REMEMBER: WITHOUT OFFICIALS, IT IS JUST A PRACTICE".

Jim Clarke - Officials 101