

OUR HOME VENUE

THE BEDFORD ACADEMY MILE ROAD BEDFORD



Hello and welcome to the Bedford and District Netball League. We are sure you will enjoy playing in the League, which is competitive, but more importantly, very friendly.

These guidance notes have been compiled by the Committee to help you understand what is required of your team to play in the League and assist you with the most important rules. They are designed to be read alongside the League Handbook which you will receive before the season starts.



The League Committee

The Bedford and District Netball League is run by an elected Committee which meets approximately every six weeks to deal with issues that arise during the season and also to promote netball in the area.

Details of the Officers and Committee members can be found at the front of the League Handbook and also on the League Website www.bedfordnetballleague.co.uk

Please do not hesitate to contact any Committee members if you need help or advice throughout the season.

Bedford Academy

Bedford Academy is the venue for all League matches and the main winter season runs from September to May each year (excluding school holiday periods), with Cup Finals taking place indoors at the University of Bedfordshire in June. League and cup/plate matches are played on outside courts Monday to Thursday.

The Summer League, which is more informal, usually takes place for eight weeks during July and August.

Academy Phone Number: 01234 301500

Fixture Meeting

The Fixture Meeting is held early September every year and each team must send a representative to this meeting. The purpose of this meeting is to confirm arrangements for matches with the other teams in your division. You may also be lucky enough to book some umpires for your matches!

At the meeting you can, if you wish, be assigned a Committee member who will act as your mentor to guide you through the first season and who will be available to offer help and support.

You are strongly advised to familiarise yourself with the rules contained in the handbook as quickly as possible.

If you are unsure of any of its contents, please contact your mentor for guidance.



Finances

Each team has to pay affiliation fees to England Netball before the start of the season and also provide the names and contact details of players affiliating to the team. You have to affiliate a minimum of ten players with England Netball and this is done electronically in August.

In addition, a League entry fee must be paid to the Bedford and District Netball League and this, together with your league entry details is collected at the League AGM, which you must attend. The AGM is usually held in June each year. You are advised to also send a representative to the County AGM.

Court fees are also payable for all your home matches. Bedford Academy will invoice every team periodically during the winter season and payment is made directly to the Academy. Please remember to pay promptly as this helps to ensure your bookings for future courts. Once courts have been booked, they cannot be cancelled and you will still be liable for payment even if the match does not take place. A credit will be issued if Bedford Academy cancels the match due to weather conditions.

If you are the home team and the away team concedes the match, you are still responsible for paying the court costs to the Academy. You should then claim the cost back from the away team. If you have difficulty getting the money back, please contact the League Secretary. For all matches you need to pay your umpire the required fee. To help you manage your team's finances, it is advisable to designate one of your players as treasurer. She can be responsible for collecting subs from players at each game and paying the umpire as well as court costs. The amount of subs you collect from each player is up to individual teams to decide, having taken into account all expenditure.

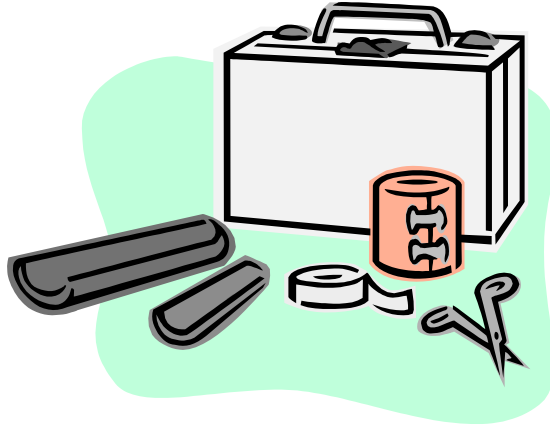


Team Structure

If you wish to affiliate more than your minimum ten players, you may do so and this could be helpful as players may not be available every week. You can affiliate players during the course of the season. Details of how to do so can be found in the League handbook.

You are allowed to use two guest players per match providing they are not affiliated to another team in the League. A guest player can play two matches, either for the same team or two separate teams, but after this, if she wishes to play again, she must affiliate to the team that would like to play for or take no further part in any league or cup/plate matches for the rest of the season. If you are using a guest player, please check with them if they have played for any other team first.

Finally, a number of teams have a 'Player of the Match'. Often teams ask their Umpire to nominate who this should be. This can help promote healthy competition and is fun after each match; you might like to consider this.



Matches

All matches must be played on the designated night and during the week specified on the fixtures chart in the League Handbook. Matches can only be rearranged in the case of Fog, Ice or Snow as agreed with the Committee and Bedford Academy.

The following should be taken to each match:

- Full set of bibs (reversible ones are good in the event of a clash with the opposition)
- Size 5 match ball (and pump if possible)
- Completed score card which should be handed to your Umpire before the start of the match
- Basic First Aid Kit
- Nail clippers/file/scissors
- Appropriate footwear and clothing
- Umpire's fee/Scorers fee if applicable
- If it is your home match then refreshments for both teams e.g. oranges, drinks
- League Handbook in case you need phone numbers or rules
- A bin liner is useful to keep spare kit/clothing in, should it rain
- Mobile phone and list of players' phone numbers

Please arrive at Bedford Academy in plenty of time to allow for parking and organising the team. Matches should start promptly at the agreed time.

Please ensure that the conduct of your team and any supporters during matches is appropriate and the game is played in a sporting manner. Remember the Umpires' word is final! Please refer to the Handbook for advice on conduct issues or speak to your mentor.

At the end of each match it is courteous to thank the Umpires/Scorers

If you are unable to play a match and have to concede, please let the opposition know as soon as possible and don't forget to notify your umpire as well. Also please inform the Match Secretary.



Duty Of Care

The League Committee takes its Duty of Care towards young players and Umpires under the age of 18 very seriously and it requires all those involved in the League to do likewise. Not only should care and protection of young players be recognised on court but their wellbeing off court should also be ensured.

Whether it is by the team coach, parent or guardian, responsibility must be taken for all young players on and off court during their time at the Bunyan Centre and also ensure that all necessary travelling arrangements are made to and from matches.

Young players and umpires need encouragement and we must all be mindful of this by offering supportive, positive comments to them and not negative criticism. If the umpire(s) for the match, or in the case of tournaments, the Tournament Referee decide that this directive is not being adhered to, they are responsible for dealing with the situation which may result in the offending person being told to leave the court area.

If you have any concerns regarding Duty of Care, they should be initially directed to the Umpire(s)/Tournament Referee who may decide to refer to the BEDFORD AND DISTRICT NETBALL LEAGUE DUTY OF CARE OFFICER: Heather Nolan on 01234 781747 or heathernolanradwell@gmail.com who will decide what action to take. If you wish, you may of course refer the matter to the Duty of Care Officer direct.

Safeguarding & Protecting Young People in Netball England

Netball LEAD CHILD PROTECTION OFFICER - 07595 863 991 -

besafe@englandnetball.co.uk

NSPCC Help Line 0808 800 5000



Website

The League website is a great place to get all the latest information regarding the League. The address is www.bedfordnetballleague.co.uk.

[We are now also on Facebook](#)

All the results are listed and updated weekly.

There are links other netball organisations and specialist netball suppliers as well as other useful and interesting information.

The League has a dedicated Website Administrator, so if you have any ideas to improve the website, or news you would like to see included please let us know.

Advice/Information

There are several places to find information, but the most important is the League Handbook. Please take time to read it before the season starts. It contains all the rules that you need to be aware of to play in the League.

Your designated mentor or any other Committee member can be contacted for advice; it is far better to ask questions early on than struggle and get into difficulties.

There is also a Netball Notice Board located in the foyer of the Community Use Entrance of the Bedford Academy. This is used to post court allocations, results and all urgent important information, so please look there every time you are playing.

Finally, remember the website for information on the constitution, results, courses and up to date news and information.

We hope you enjoy playing in the League and please contact your mentor or any Committee member if you have any queries or problems. Happy netballing!



Umpires

Each team must provide a qualified umpire for each match. A list of umpires can be found in the Handbook and also on the website. You may be able to book some umpires at the Fixtures Meeting and your mentor will assist you with this. If in the appropriate division you may need to supply a scorer for your matches (Premier & 1st Division).

It may seem daunting to contact people you don't know, but umpires are used to receiving calls from teams, so do not be deterred. It is worth offering more than one date to choose from; some umpires are willing to book more than one match with you!

Please remember that you must check with your umpire at least a week prior to the match that she/he is still able to umpire for you. If they are not, this should give you enough time to find a replacement. If you fail to contact your umpire prior to the match and they do not turn up, you may lose the right to appeal for a replay.

Most umpires will let you know if they are unable to fulfil a fixture and some may even find another umpire for you.

New teams entering the League do not have to have a qualified umpire affiliated to their team for the first season, however you must have one for subsequent seasons to enable you enter the League.

Umpiring courses are run regularly and details can be obtained from the Umpiring Secretary. Their number is listed under League Officials at the front of the Handbook. Lastly, don't forget to give the umpire her/his fee at the end of the match.



Always ensure that the Results Card is completed properly and handed to your Umpire BEFORE the start of the match. At the end of the match the home team place both cards the result card box located in the foyer of the Community Use Entrance at the Academy. They are also responsible for recording the result on the sheet located above the box.

Below is an example of a completed Result Card.

BEDFORD & DISTRICT NETBALL LEAGUE						
DIVISION 1st	DATE 27 th September 2016	LEAGUE SCORE				
FIXTURE (e.g. Oakley v. Clapham) Oakley Swifts vs. Clapham Jets		HOME 26	AWAY 43			
		CUP SCORE				
		H	A	H	A	
TEAM NAME : Oakley Swifts		1	10	6	3	8 9
GS	Sue Marshall	2	11	4	4	6 6
GA	Anna Kemp	CAPTAIN'S NAME (Please print)				
WA	Beth Henderson	H JEN HOLDEN				
C	Laura Simmonds	A BEX ALLCROFT				
WD	Jen Holden	UMPIRE'S NAME (Please print) & Initial				
GD	Amy Church	H LINDA BLACK				<i>LB</i>
GK	Ali Maggs	A PENNY FOOT				<i>PF</i>
		COMMENTS BOX E.G. MATCH ABANDONED/U18 ADULT SUPERVISOR NAME/SCORER'S NAME				
GP	Katie McDermott					
FULL NAMES IN CAPITALS GUEST PLAYERS MARKED GP		BOTH TEAM CAPTAINS TO PLACE CARDS IN RESULT BOX & HOME TEAM CAPTAIN TO RECORD RESULTS				

USEFUL TELEPHONE NUMBERS

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