

HDNA UMPIRES HANDBOOK 2025

for all Umpires and Club Convenors



<https://www.hdnanetball.com.au>

Summary of Amendments

Date	Revisions
March 2023	Revised for 2034 Season – K. Gossip and M. Morris
Feb 2024	Revised for 2024 Season – K. Gossip and M. Morris
Feb 2025	Revised for 2025 Season – K. Gossip and M. Morris (update contact details, date changes)

HDNA Umpires Committee

HDNA Umpires Convenors

Name	Mobile Number	Email Address
Madi Morris	0432 682 814	umpires@hdnanetball.com.au
Kirsten Gossip	0420 860 830	umpires@hdnanetball.com.au
Forfeit Umpire Email		forfeits@hdnanetball.com.au

Committee Members

Names		
Hannah Ashpole	Nat Cotter	Jess Kajons
Lauren Leckie	Ian Newbert	Mia La Torraca

Committee Coordinators

Duties	Name(s)
Senior Umpire Program coordinator	Kirsten Gossip
National C Badge coordinators	Lauren Leckie
Umpires Certificate coordinators	Jess Kajons and Madi Morris
Net Set Go Umpire coordinator	Hannah Ashpole

Club Umpires Convenors Contact List 2024

Club	Convenor	Mobile	Email
Asquith	Samantha Munkman	0491 017 299	umpiringamnc@gmail.com
Beecroft	Angela Pond	0417 122 455	beecroftnetballumpires@gmail.com
Carlingford	Jessica Kajons	0427 007 024	phnc.umpiring@gmail.com
Cherrybrook	Sapna Mistry	0404 774 998	cherrybrookumpires@gmail.com
Dural Warriors	Kelly Keyes	0400 479 847	duralwarriorumpires@gmail.com
Galston	Mia La Torraca	0468 957 429	galstonumpires@gmail.com
HDNA Juniors	Madi Morris	0432 682 814	umpires@hdnanetball.com.au
HDNA Seniors	Kirsten Gossip	0420 860 830	umpires@hdnanetball.com.au
Hornsby Lions	Cathy Van Akker	0439 456 101	umpires.hornsbylions@gmail.com
Loreto	Tracey Hartshorne	0438 407 480	lnumpires@gmail.com
Normanhurst	Emma Bartholomew and Diana Hardman		normoumpires@gmail.com
North Rocks	Ros Miller	0419 460 395	ros.mark@optusnet.com.au
PHNC	Jessica Kajons	0427 007 024	phnc.umpiring@gmail.com
Ryde Sapphires	Lauren Leckie	0433 444 326	lauren_leckie@hotmail.com
St Agathas	Paulette Richards	0417 676 855	paulette.richards@lendlease.com
Tangara	Sarah Cullen	0431 936 017	netball@tangara.nsw.edu.au
Thornleigh	Clare Ashpole	0414 476 245	thornleigh.umpires@gmail.com
WPHSC	Nat Cotter	0422 999 351	juniorumpiring.wphnetball@gmail.com

NetSetGo Teams Only – please don't add this email into your convenors chain

Wahroonga Prep School	James Kennedy	0437 407 896	sport@wahroongaprep.nsw.edu.au
-----------------------	---------------	--------------	--------------------------------

* Club convenors are to be preferably 18 years or older – if under 18 contact HDNA umpires convenors for approval. This position requires a lot of emailing/paperwork, organisation and dealing with a lot of parents and young umpires. Maturity and time management skills are required.

Important Dates 2025

DATE	EVENT	INFORMATION
Last Week of Jan 2025	Carnival Google form Released	Umpires can nominate to attend carnivals.
Monday 24th March	Beginner Umpire Details Due to HDNA	Club Convenors to provide all details of beginner umpires to HDNA Convenors.
Saturday 29th March	Beginner Umpires Day	8am arrival for 8:30 start - 12pm
Monday 31st March	RSVP for Returning Umpire day due	Individual Umpire to RSVP using the google form
Saturday 5th April	Returning Umpires Day	8:30am arrival for 9am start – 12pm
Wednesday 9th April	Finalised Umpire Allocations due to HDNA	5pm
Thursday 10th April	Umpire Convenor Meeting	6:30pm Pennant Hills Park
Friday 2 nd /Saturday 3 rd May	Round 1	
Friday 9 th / Saturday 10 th May	Round 2	Pink Sports Weekend
Friday 30 th / Saturday 31 st May	Round 5	Shoosh for Kids
June 7 - 9	Senior State Titles	
Friday 27 th / Saturday 28 th June	Round 8	Umpire Appreciation Round
July 5 - 7	Junior State Titles	
Friday 25 th / Saturday 26 th July	Round 10	Crazy hair and Sock
Saturday 30 th August	Semi Finals Day Umpires Afternoon Tea - National Badge presentation and Annual Umpire Awards	All Convenors invited. Umpire invites sent out later in the year
Saturday 6 th September	Finals	
Saturday 13 th September	Grand Finals	

How it works at HDNA

The Neutral Umpiring System

The umpiring system for the HDNA Competition is neutral. This means that umpires generally do not umpire their own club. Clubs must supply a minimum one umpire per team entered in the competition. Club Umpires Convenors are then responsible for allocating specific umpires to cover each team. Whilst the system is based on neutral umpiring, on some occasions this may not be possible:

- If there are two or more teams from the same club, in a grade
- If a forfeit occurs
- If there is an oversupply of umpires, from one club, in the same grade (as a result of duty swapping)
- If changes are made by the HDNA Umpire Convenors or Umpire Committee.

Umpires are allocated to umpire on behalf of a team by their Club.

Umpires need to come to Umpires Control armed with the information of their allocated team. However, at sign on time, umpires may find that their umpiring duty is different to what they normally sign on for. The HDNA Umpire Convenors may move an umpire to another grade within a timeslot, providing a suitable swap is available. This is often done in an effort to maintain neutrality and increase the development opportunities of umpires across the season. If the HDNA Umpire Convenors become aware of an umpire in an unsuitable grade for their skill level, the umpire's club convenor will be notified and asked to re-allocate them to another match. A suitable swap may be arranged with another club for the remainder of the season.

Support to our Umpires

If an umpire is feeling uncomfortable on a game or is in need of support, umpires at any time during the game can send someone to Control and ask for assistance. One of the umpiring committee will come to the court, support them and work through what is happening. Where possible, a club person may also assist. Umpires are encouraged to text or call the HDNA umpire convenors at the intervals if none is available to go to control on their behalf.

Umpiring Awards

Every year there are two umpiring awards presented from the HDNA Umpire Convenors to a senior & junior umpire, recognising their contributions during the season – the Glenys Scott Junior Umpiring Award and the Peter Holman Senior Umpire Award. These are presented at the end of each year at the Umpires afternoon tea on Semi-Final day.

Club Umpires Convenor Roles and Responsibilities

Before the Season Starts

- Review the HDNA Policies regarding umpiring (see HDNA policies on the website).
- Advise HDNA convenors of any uncovered games on Friday evening.
- Keep a list of all of your umpires, with their age, experience, badge, address and contact details.
- Ensure non-playing umpires are registered as non-playing members of your club in PlayHQ.
- Allocate umpires to a game that is suitable to their age/experience/availability (see Allocations section for more details).
- Contact other Club Umpires Convenors to arrange swapping of umpiring duties and notify the HDNA Umpires Convenors in writing of any swaps made.
- Provide a complete list of all your umpires and the games they will be umpiring to the HDNA Umpires Convenor (see Umpires Allocation Form).
- Ensure all new/young umpires have a support person with them. This person can be a parent, adult or sibling older than 16. They do not have to have any umpiring experience.
- Arrange umpire coaches for new and returning umpires (see Mentors section for more details).

During the Season

- Ensure that all your umpires sign on at Umpire's Control NO LATER than 20 minutes before the games begin.
- Ensure all games allocated to the club are covered by an umpire.
- Any games that are not covered need to be communicated to the Umpires Convenors the day before competition. Games that cannot be covered on the day (eg illness or injury) must be communicated via text message to the Umpire Convenors.
- Ensure your umpires mentors/coaches are at the courts coaching their umpires.
- When arranging a replacement umpire, ensure that the substitute can handle the game they are allocated to. The Umpire Convenors can swap games in the same timeslot if required however this MUST be communicated as early as possible.
- Umpires who are working towards their next badge, must have their prerequisites completed and paperwork provided to the Umpires Convenors to ensure eligibility for badging (see Guidelines for Badging)
- If you are not able to attend the courts on a Saturday for queries from the Umpires Convenors, you will need to be either contactable via phone or have a nominated delegate from your club that can assist. If you choose to have a delegate, the Umpires Convenors need to be notified prior to Saturday or as soon as possible.

Payments

During the season, Club Umpire Convenor's are to keep up to date and accurate records of umpire payments due at season's end. This includes any swaps (pre-arranged or completed on

the day). This is not the responsibility of the HDNA Umpires Committee. Umpire sign on sheets for each week are kept in control for the whole season should you need to check the records.

It is the Club Umpire Convenor's responsibility to ensure their umpires are correctly paid, especially when their umpires cover for another club. Sign on sheets may not reflect which club owes your umpire for a one-off cover match, as swaps are often undertaken by the Umpires Committee to place suitably qualified umpires on matches with short notice. Please check with the Convenors if you're unsure and ask your umpires to contact you if they have covered for a club. Ensure that your Umpires know it is their responsibility to let you know if they have picked up extra games so they get paid accordingly.

HDNA Umpire Committee Roles and Responsibilities

The HDNA Umpire Convenors are supported by a number of Committee members. All Committee members share roles and responsibilities on a Saturday to ensure the competition runs smoothly and all umpires are supported in their umpiring journey.

- Committee members ensure they are rotating between jobs during the competitions to cover all day to day jobs and ensure the competition runs efficiently.
- They make sure that any problems are resolved in a timely manner. This includes managing the sign on sheets, swapping allocations or attending courts in response to concerns.
- They assist in the growth and development of all umpires through coaching and mentoring.
- They panel umpires for their badges in accordance with the HDNA (UC only) and Netball Australia (National Badges) criterias.
- They attend carnivals and rep trials to coach umpires
- They facilitate development opportunities throughout the netball season and off-season. This includes the beginner umpire day and returning umpire day

Umpires Roles and Responsibilities

- The umpires control a match according to the Rules of the Game and decide any matter not covered by them. The umpires work cooperatively and may appeal to each other for decisions.
- Umpires must be in full uniform (refer below).
- Umpires must report to Umpires Control at least 20 minutes before the start of their game to sign on
- If an umpire plays or coaches before umpiring, they must sign-on before their first match
- Umpires will need to know the following information about their allocations:
 - **Timeslot; Grade; Club; Team Number**
- The umpire shall PRINT in pencil their first and last name in the blank box next to the team they are allocated to
- The umpire must go to their allocated court with enough time to do pre game checks e.g. nails
- If there is an issue on the court prior to the start of the game, the umpire should either return or send a friend/support person to Umpires Control immediately, or call the Umpire Convenors from the court

- E.g. One or both teams aren't present, there is an on court forfeit or two umpires are already at the court
- Under no circumstances shall a game start with only 1 umpire
 - If your co-umpire is not on court, it is ideal to either send a friend/support person to Umpires Control or call the Umpires Convenors.
 - The umpire should avoid leaving the court as this could cause further delay or confusion
- If an umpire is upset or feels intimidated, for any reason, they need to send a message to Umpires Control or Game Control for assistance (either send a support person up or text message convenors)
- Know their Club Umpire Convenors name and phone number
- During the week, if an umpire is sick, or unable to umpire, inform their Club Umpires Convenor as early as possible.
- On game day, if an umpire is sick or injured and cannot umpire, they will need to contact their club umpires convenor to arrange a replacement.
- Ask questions and have fun!

Umpires Uniform

- White shirt - no spaghetti straps
- White pants - must be a skirt or loose fitted shorts.
- Black leggings/trackpants can be worn for Friday night NetSetGo.
- Approved club uniform may be acceptable in extenuating circumstances.
- No club logo items are to be worn e.g. socks where possible

Net Set Go Netball

Net Set Go is a modified game for 6 to 9 year old girls and boys. This game is intended to emphasise:

- Development of skills
- Mass participation and
- Enjoyment (above all!)

The competition spans over 14 weeks, scores are recorded but no final series is played. HDNA have developed a set of Guidelines tailored for umpires to use during Net Set Go which includes the modified rules which apply to the younger age groups. You can easily access a copy of these guidelines on the HDNA website.

Net Set Go matches take place on Friday nights under the lights. To officiate these exciting games, umpires must have obtained their Umpires Certificate and possess a thorough understanding of netball rules. But there's more to it than just officiating – umpires play a crucial role in guiding and coaching the young players on the court, effectively teaching them the intricacies of the game. Their involvement is vital and valued. They will be on court with the players assisting in their development throughout the entire game.

Net Set Go isn't just about competition; it's about fostering a love for netball among our youth in an atmosphere of fun and enjoyment. This ethos is embodied by umpires who actively engage in teaching NSG children how to play netball, ensuring that every moment on the court is a learning experience filled with excitement and growth.

These umpires need to be included in your allocation sheet.

Beginner Umpires

Beginner umpires are required to complete the Foundation Umpire Course (online at a cost of approx \$50), the Rules of Netball Theory Exam with a pass mark of 70% (online at a cost of approx \$13) and attend the HDNA Practical Beginner course (in that order). You must complete the Foundation Umpire Course and exam prior to the HDNA Practical Day. Certificates of completion must be emailed to their club convenor and the convenor then sends results via email to umpires@hdnanetball.com.au by the due date. Umpires have to have completed all 3 of these components before they can umpire for HDNA. This year, the practical session will be on **Saturday 5th April** from 8.30am – 12pm. Rule books and whistles can be purchased on this day. Prices will be communicated closer to the day.

HDNA requires all beginner umpires to be fully mentored (the entire match) for rounds 1 – 4 and thereafter as required for that umpire's development. After the rounds 1-4, umpire coaches still need to work with umpires so they develop and gain confidence. A support person must be there for the game to assist in confidence and help if problems arise. This can be a parent or older sibling. A lot of beginners will still need weekly coaching – some for all the game, others maybe for half of the game. Beginner mentoring is much more hands-on than the usual sideline support including running behind them helping making calls while they find their feet. Further details will be given at the Club Convenors Meeting and resources will be available to assist the support person on how to get the best out of their umpire.

When allocating matches to your beginner umpires please follow the allocation guidelines. Many clubs have more beginner umpires than suitable matches to allocate them to. Allocating TWO beginner umpires to share a match throughout the season on alternate weeks is acceptable. Please ensure adequate mentoring is given to all umpires regardless of game sharing.

Beginner umpires may share games with a fellow beginner umpire. BOTH umpires are expected to umpire every week and change controlling umpires at half time. While they are not actively umpiring court side, they are to be a support person and receive guidance/mentoring from their mentor. The 'shared game' system is at the discretion of the HDNA Umpire Convenors in conjunction with the HDNA Executive. It is generally limited to ages/grades appropriate to first year umpires and applied to all games in the chosen division.

Allocations

The HDNA Umpires Convenors will review all umpiring allocations before and during the season and will reallocate where it is considered necessary.

Below are general recommendations for allocating umpires to the appropriate grade. An umpire's ability, level of confidence and badge held should be taken into account. If you are having difficulty working where to allocate umpires, please do not hesitate to contact the Umpires Convenors.

Please do not allocate umpires to your own clubs games just to make it easy for you. We encourage you to try and swap with other clubs to have appropriate level games for the level of the umpire, regardless of the club. Contact other clubs using the emails provided at the beginning of this handbook, and try to work out swaps or game trading to get the appropriate games for your umpires. E.g. A National C candidate needs to be allocated to at least one Div 1 or 2 game on a Saturday. Div 3 or 4 will make it more difficult for them to achieve their badge.

In saying that please do not allocate senior umpires to a high senior game if they do not have the confidence for that game. We do not want to be swapping umpires around during the season, if we can get it right before the season starts it makes it a happier Saturday for all.

Information you need for allocations

Prior to allocating games, you will need to gather all important information from the umpires who will be umpiring on behalf of your club. This will influence their availability on a Saturday. This includes:

- Name, email, phone number, parents email or phone number (if required)
- If they are playing or coaching any other games during the day and unavailable at that timeslot
- Any commitments outside of Netball which limit availability (for example swimming lessons in the morning or school sport in the afternoon)
- Any changes to their badge level from the year prior
- Any conflict of interest in games (for example their sister plays in the 15/2s)
- Ensure any non-playing umpires are registered with your club - you can check this with your club registrar.

Junior Umpires

A junior umpire is considered an umpire less than 16 years old as of 31st December 2025. The following guidelines should be applied when allocating matches to junior umpires:

- Umpires must be turning 13 years old in 2025 to commence umpiring.
- Umpires should not umpire age groups older than they are (i.e. an umpire playing 14/2's can NOT umpire 15 year old grades regardless of the division), unless they are of exceptional ability after discussion with the Umpires Convenors, or they have a national badge.

Junior Umpires Umpiring Senior Grades

15 year old umpires that don't have their National C Badge MAY umpire an appropriate senior match, but ONLY with approval of the Umpires Convenors. Any 15 year old umpire who is either

(a) to be allocated a weekly senior match, and/or (b) potentially, to be used as a cover umpire for a senior match if the need arises, must be pre-approved as above.

Senior Umpire Allocations

Any umpire turning 16 years or more in 2025, is eligible to umpire a senior match (includes Cadets) with the following restrictions:

- New umpires, who are over 16 years old, although technically eligible to umpire a senior match, should be encouraged to begin umpiring on junior games (eg 15/3, 15/4). Alternatively, they should be allocated to low Cadet divisions. They still need to have support from their clubs with a mentor.
- New National C badged umpires (having achieved their Nat C the year prior or have not yet umpired a senior match), should be allocated to Cadets, or grades B3 or below. Please remember these umpires are new to senior competition. They would have received their badge on junior games. Umpiring adults is very different and new skills are required.
- More experienced umpires with a National C badge should be allocated to Cadets, B3, B4, C1 & C2. These candidates CANNOT be allocated to B1, B2, A2 or A1 unless they have prior approval from the convenors.

A1 and A2 games are to be umpired by National B umpires or strong National C/Senior Umpires with National B potential. Umpire rotations will occur within our top grades of A1, A2 and B1 as directed by the HDNA Umpires Convenors. Umpires with a weekly allocation to these grades may be rotated within a timeslot with another developing umpire who will cover their match. That umpire may be asked to act as coach, on occasions, being the more experienced on court. By allocating the higher divisions as such, it allows development of emerging umpires at the top level and lower grades be exposed to experienced umpires.

Umpiring Allocation Forms

A copy of all forms will be emailed to Club Convenors prior to the season starting. Club Umpire Convenors, need to make sure you fill in these forms and return them by their due date, via email to umpires@hdnanetball.com.au If you have any problems filling in these forms, please do not hesitate to contact the Umpires Convenors.

When filling in these forms please include all umpires that are umpiring for your club, even if they play for, and are registered with, a different club.

Please include parents email and mobile phone numbers for junior (U16) umpires as well as the Umpires mobile number as most umpires aged 13 years and older all have mobile phones and sometimes easier to contact them directly if they are late to a game. Please check with parents if they are comfortable sharing their information.

'Pencil' Allocating

As Club Convenors it is a good idea to have started what we call a pencil allocation prior to the grading and fixtures being released. The grading and fixtures are released on 8th April. Prior to this, get in contact with your club registrar or secretary to know how many teams they are submitting for the year and which grades they are requesting the teams be graded into. HDNA will grade the teams and there may be some changes between divisions, but this will at least help you to get a handle on umpires early. You can start getting a grasp on teams which you know you will need to get help from other clubs to cover and which games you can offer other clubs.

If you have done a pencil allocation, when grading and then when fixtures are released you will be able to know how many games you can cover within your own club. For example, if you have a B1 team and you do not have a senior umpire to do this game, you will need to offer it to another club. On the flip side, if you have a senior umpire who is capable of an A1/A2 game, you will need to ask other clubs for their games. Once grading and fixtures are released, Club Convenors are to work together as an entire group to ensure all games are covered and umpires are on games suited to their skill levels and availability.

Allocating once Fixtures are Released

On April 8th, gradings and fixtures will be released to all clubs. This is where the fun starts. Get yourself a list of all umpires and all teams. It is easier if you divide them into Junior and Senior grades.

Start with your highest playing division (ie A grade in Seniors and 15/1 in Juniors). Look for your highest badged and most experienced umpire. Check that the umpire meets the selection criteria and is available at the timeslot the team plays. Assign that umpire to the team. Work your way through your list and mark off any games you do not have an appropriate umpire for. Once completed, see how many umpires are left and what grade you think they will be suitable for. This is when you can ask other clubs if they have that timeslot/grade available for your umpire. All swaps of games are to be confirmed via email.

More information will be sent to Club Convenors via email on allocations. You will need to provide a list of your umpires and their allocation to the HDNA Umpires Convenor by the due date of **April 9th**. A copy of the allocations sheet and tips for allocating will be emailed closer to the date.

Examples of the Sign on Sheet

8.15am

Grade	Home Team	Umpires Name	Away Team	Umpires Name	Court
10/1	Beecroft 23		Carlingford 13		14
10/1	Carlingford 12		Beecroft 22		16
10/1	Galston 10		Cherrybrook 25		15
10/1	WPHNC 17		Cherrybrook 24		13
10/2	Beecroft 25		WPHNC 18		10

Sign on here
Print first and last

Go to this court

Note: WPHNC 17 umpires signs on in the blank space beside their team name and proceeds to the court allocated.

13/4	WPHNC 13		Loreto 15		3
13/4	BYE		MSB 13		
14/3	Cherrybrook 15		Normanhurst 16		9
14/3	Loreto 10		Normanhurst 15		11
14/3	MSB 8		Carlingford 4		10

Note: MSB 13 has a bye so does not need to umpire this round.

Note: Normanhurst has two teams in the 14/3 division so Umpires need to be careful they sign on for the right team number. This also means a Normanhurst umpire will on occasion umpire the other Normanhurst team. This is when wearing whites is important.

The sign on sheet can be littered with highlighting, arrows, handwritten games and can be confusing to the umpire who only wishes to sign on and go to their game. If you are unsure where to sign on, please ask a member of the umpires committee who will be upstairs. Do not sign on if you are unsure.

ALWAYS sign on in pencil. There are changes made to the sign on sheet all the time and we can't rub out names if they are signed on in Pen. There are pens on the table so you can write down the court on your hand or a piece of paper, but not to sign on with.

Games without an Umpire

Club convenors are to actively seek covers for their games throughout the season. It is important to check with all umpires they will be umpiring each week. Do not assume that they will be there. Other clubs are to assist in finding covers for any games without an umpire. For example, you might have a bye umpire available at the timeslot another club needs help. It is not the HDNA Umpires Committee responsibility to find covers for games, but will assist where possible. Having regular communication with your umpires each week will ensure that when you get to a Friday you are aware of who unable to make it that week.

Sometimes, it does come to a Friday night before the competition and the game is still without an umpire. Should this be the case, the following is to be carried out.

1. On a Friday evening, Club convenors are to advise the HDNA Umpire Convenors that they do not have an umpire for a game. They must provide HDNA Convenors with the timeslot, division and team which does not have an umpire. Should an umpire be found, this is also to be communicated to the HDNA Umpire Convenors and swaps can be made within the timeslot if required.

Note: *this does not mean stop searching for a cover. Continue to use emails and text messages within your club and between clubs to find available umpires.*

2. On a Saturday, the uncovered game will be marked on the sign on sheet by the HDNA Umpires Committee.

Should no umpire be found by the commencement of the game, the team will be notified and a representative will be required to come to Control. The teams will have the following options:

- Supply an umpire at the time of the game commencing.
- Take an on court player off to umpire.
- Forfeit the game

Teams without an umpire at the commencement of the game may incur a \$100 fine.

Should no umpire be found then the HDNA Umpire Convenors will step in and manage the commencement of the game.

Requirements for the Final Series

Providing Umpires for the Final Series

Allocation of games for the finals series will be done by the HDNA Umpires Convenors and is based on performance throughout the year. Umpires are to fill in the google form for finals availability (made available approx. Round 10). It is the Club Convenors responsibility to ensure this is shared with all their umpires. Club Convenors may be required to contact their umpires to confirm information and allocations.

Any umpire with an Umpires Certificate or above may nominate to participate in the Finals Series, however not all umpires will be allocated to games. Umpires can only umpire 2 games per day which can include being a reserve for the timeslot.

Umpires will be required to confirm their allocation to a game in the Finals Series and must notify the HDNA Umpire Convenors and their Club Convenors should they be unable to umpire the game due to illness or injury as soon as possible.

Procedures for the Final Series

Umpires will:

- Arrive not later than 30 minutes before the start of the game
- Wear all whites - club uniforms are not acceptable
- Be briefed by the HNDA Umpire Convenors on the format of the games, including stoppages, drawn games and blood policy

Finals Timetable

Semi Final	1 vs 2 and 3 vs 4
Final	(Winner of 3 vs 4) vs (Loser of 1 vs 2)
Grand Final	(Winner of 1 vs 2) vs (Winner of Final)

Umpire Development

The National Badging System and Requirements for Testing - Netball Australia

In line with Netball Australia, the HDNA Umpires Committee facilitates the progress of umpires through the initial stages of a four-tiered National Badging System.

The requirements and processes for the National C, B, A, and AA Badges are outlined within the National Umpiring Development Framework. Relevant extracts from this document, relating to the National C and B Badges, are included in this Policy. The document, in full, can be accessed via the Netball Australia Website or upon request from the HDNA Umpires Committee.

Badges awarded at HDNA

HDNA can award 3 badges to their umpires. These badges are:

- Umpires Certificate (Hills Badge not Nationally recognised)
- National 'C' Badge
- National 'B' Badge

Badges not awarded by HDNA

- National 'A' Badge
- National 'AA' Badge

Figure 1: National Umpire Accreditation Framework Overview

ACCREDITATION	PRE-REQUISITES	PATHWAYS	ASSESSMENT	
			Rules of Netball Exam Pass Mark	Practical Test
C Badge	Foundation Umpire Online Course (completed within the last 4 years)	Participating in Rules/Technical Discussion workshops Coaching/Mentoring Practice Umpiring at appropriate level Attend Umpire Development Programs Self-Reflection Individual Development Plans Community Officiating General Principles course (available online) Advanced Level Officiating General Principles	Minimum 70%	Local Game (Women's, Men's) (4 x 10, 12 or 15 minute quarter game)
B Badge	C Badge Accreditation* Intermediate Umpire Course (completed within the last 4 years)		Minimum 80%	Local Game (Women's, Men's) (4 X 15-minute quarters)
A Badge	Elite Umpire Course		Minimum 90%	Highest ranked League game for that state (Women's) Highest ranked Men's game for that state if approved by MO (4 X 15-minute quarters)
AA Badge			Minimum 95%	Initial Assessment by 2 members of National Testing & Endorsement Pool on State League game of standard (4 X 15-minute quarters). Final Assessment by 3 members of NT&E Pool - 1 consistent member from Initial Assessment on 1 x SSN Match
International Netball Umpire Award (INUA)			N/A	Highest Level of Competition in the Country and World Netball practical assessment requirement with International Experience

*Badges are award sequentially however in some circumstances if an umpire displays the competencies of a higher badge, they can be awarded that badge immediately.

The HDNA Umpires Committee with Club Convenors aim to:

- Provide learning and development opportunities to all umpires;
- Provide development opportunities and support to the coaches of umpires;
- Facilitate the assignment of coaches where needed; and
- Be transparent regarding the process and clearly outline expectations

Practical Games Umpires are Tested on

Candidates will be badged on games of appropriate levels for the badge level, to be decided by HDNA Umpires Convenors. For National C and B badge assessment, these games will be determined following the finalising of the season's fixtures. Games are subject to the discretion of the Umpire Convenors.

For Umpire's Certificate assessment, these games will be determined by the HDNA Umpires Convenors and relevant committee members throughout the season. Coaches should organise for their candidate to have prior experience on these games.

Badging panels for Umpire's Certificate or National Badges will consist of Badged Umpires who must have a current Theory Section 1 Pass mark relevant to their badge:

- Umpire's Certificate panel will consist of – a min of 2 National Badge Umpires
- National C panel will consist of – 2 umpires with a min of 1 Nat B and 1 Nat C Badge
- National B panel will consist of - 2 umpires with a min of 1 Nat B and 1 Nat A/AA Badge

6.1. Testers and Composition of Testing Panels for Practical Assessment

6.1.1. An umpire who has been umpiring at any badge level for two (2) years is qualified to test at that badge level, even if a higher badge has been achieved.

Figure 5: Composition of Testing Panels

AA	A	B		C	
3 Members (AA/IUA) appointed by Netball Australia to the National Testing and Endorsement Panel	2 A <i>(must have held their A badge for a minimum of 2 years)</i>	1 B <i>(must have held their B badge for a minimum of 2 years)</i>	MINIMUM REQUIREMENT	1 C <i>(must have held their C badge for a minimum of 2 years)</i>	MINIMUM REQUIREMENT
	&	&		&	
	1 AA/IUA <i>(must have held their AA/IUA badge for a minimum of 2 years)</i>	1 A <i>(must have held their A badge for a minimum of 2 years)</i>		1 B <i>(must have held their B badge for a minimum of 2 years)</i>	
		OR 1 AA/IUA <i>(must have held their AA badge for a minimum of 2 years)</i>		OR 1 A <i>(must have held their A badge for a minimum of 2 years)</i>	

Prerequisites for all Badges

Before taking the court an umpire attempting a badge must have successfully completed the online Foundation Umpire Education Course and attained a pass mark of 70% or above in the online Rules of Netball Theory Examination (evidence of completion MUST be provided to HDNA prior to testing). HDNA also runs a beginners umpire day which we expect all new umpires to attend prior to their first season of umpiring.

Foundation Umpire Education Course

This course has now been developed by Netball Australia and is available online at www.netball.com.au. Click on “Get-involved” then click on “umpiring” then click on “Foundation Umpire Education course”. This course is available at anytime and can take up to 4 hours to complete. There is a cost of \$50.00 to do this accreditation. Umpires who wish to attain either their Umpires Certificate or a National Badge need to have this accreditation.

Rules of Netball Theory Examination

This exam is set by Netball Australia and available online at www.netball.com.au. This can be completed at any time. There is a charge of approx \$13. On successful completion of this exam, a certificate can be printed off or saved in PDF format. This must be submitted to the HDNA Umpires Convenor, before either the Umpires Certificate or National Badge will be awarded. Pass marks in this exam are valid for 4 years. The pass marks for this exam are:

- C Pass 70% Umpire is eligible for an Umpires Certificate and National ‘C’ Badge
- B Pass 80% Umpire is eligible for a National ‘B’ Badge
- A Pass 90% Umpire is eligible for a National ‘A’ Badge

Practical Beginner Umpires Course - HDNA Only

Each year HDNA holds a Practical Beginner Umpires Course at HDNA prior to the season commencing.

This is an introduction to umpiring based on the Online Course explained above. The course runs through the practical application of the rules, what scenarios may look like and give the umpires their first go at blowing the whistle in a pressure free environment. All new umpires MUST attend this course run free of charge by the HDNA Umpire Committee. They will need to have completed the online Foundation Umpire Education Course and have passed the online Rules of Netball Theory Examination prior to attending. Proof of course completion and exam mark needs

to be provided to their Club Umpire Convenor before the day. Club Umpire Convenors are to supply names of the attendees to the HDNA Umpire Convenors a week before the day.

Whistles and Rule Books are available for purchase at beginners day - each umpire will need to purchase a whistle or already have one for the beginners course to be able to participate. (We recommend the Acme Thunderer whistle).

Returning Umpires Course - HDNA Only

Introduced in 2024, this course is approximately 1.5 to 2 hours at HDNA to assist umpires in returning to netball the following season. This course is designed to cover any rule changes, general rule application and discussions about skills and pathways.

The HDNA Badging Process

Obtaining an Umpire Certificate

After completing the Rules of Netball Theory Exam, The Foundation Umpire Course and Beginner Umpire day, any umpire is eligible to receive their Umpires Certificate. An umpires certificate is a HDNA entry level badge which is not nationally recognised. All umpires must be registered in PlayHQ.

Once an umpire can demonstrate basic skills on a game, their umpire mentor advises the Umpire Committee they're ready for testing. They do this by completing the UC Checklist - (see UC Badge readiness and UC testing sheet)

HDNA will award an Umpires Certificate (UC) over ½ a game of an appropriate standard.

In previous years this umpire may have had to wait until the following calendar year to become a National C Candidate. This is no longer the case. Umpire Certificate recipients will all be automatically considered candidates for a National C badge if they meet the requirements outlined in the section below. This means exceptional umpires MAY be awarded their UC and National C in the same year.

Note: It is recommended that umpires who have received their Umpires Certificate should provide support to an umpire junior to them. This should occur on a regular basis throughout the season to enhance their own rule knowledge and experience, just as they received guidance and coaching as a beginner umpire.

Obtaining a National C Badge at HDNA

As with the previous page regarding prerequisites, an umpire developing towards the National C badge must:

- Pass the Rules of Netball Theory Examination with the appropriate mark (70% or higher);
- Have completed the online Foundation Umpire Education Course;
- Have provided both of the above to their umpire convenor to present to the umpires committee; and
- Be registered in PlayHQ as a player, or a non-playing member

It is expected that National C Candidates attend a Rep Carnival as an umpire in a volunteer capacity at least once to be eligible for badging. They will have access to umpire coaches and gain valuable on court experience over a day with the rep teams. These carnivals are usually **organised prior to the season starting**. It is important that you and your umpires are aware of the process for badging and ensure they nominate to attend a carnival as early as possible (Contact Kirsten Gossip regarding Carnival attendance). Any subsequent carnivals completed

are paid based on the Badge Level at the time of payment (\$80/\$100). This usually occurs around June/July.

Once an umpire displays the required skills (See National C readiness and C Badge Testing Sheet), they will be tested over a whole game. The testing criteria is established by Netball Australia and applies to all umpires throughout NSW. The resources provided by the umpire committee are all derived from the NUDF - National Umpire Development Framework available on the Netball Australia Website.

Note: It is recommended that Umpires who are working towards their National C Badge are providing support and coaching to an umpire junior to them. This should occur on a regular basis throughout the season to enhance their own rule knowledge and experience, just as they received guidance and coaching from their club as a beginner or Umpires Certificate recipient.

Why Attain a National Badge?

By achieving a National Badge, an umpire is eligible to participate in Netball NSW events such as Junior and Senior State Titles and is eligible for selection into Netball NSW Pathways.

Netball NSW pathways include: Developing Umpires Groups (16-22 year olds), Summer Series, Metro League, Premier League, National Championships and then further into Netball Australia Pathways, SSN and International Matches.

Nationally Badged umpire can also attend Netball NSW personal development courses such as National C Camp and B Camp held at Netball Central in Olympic Park.

If you'd like more information on this please email umpires@hdnanetball.com.au or see the HDNA Pathway Summary on the next page.

What Happens after a National C?

In previous years, an umpire who was awarded a National C Badge could nominate to join the National B Program the following year. At the close of 2022, the HDNA Umpire Committee decided this was a very narrow approach and excluded all umpires that did not want to progress to the next badge level.

Our goal as the Umpire Committee is umpire development, in whichever capacity we can best facilitate for ALL umpires. In this respect for 2023 and onwards, the Senior Umpire Program has been created.

Umpires that have been a part of the National B Program previously (program run prior to the 2023 season) will be communicated with to explain the changes. The change by no means limits the ability to progress towards a National B Badge, rather our approach is simply becoming more holistic and aims to upskill our entire umpire base - not just a select or nominated few. The focus is on personal development, not achieving their next badge.

How the Senior Umpire Program will operate:

- All National C Umpires at HDNA will become a part of the "Senior Umpire Program" without the need to nominate.
- Umpires will not be expected to work towards a National B badge if that is not their goal. You can want to improve and learn but not want to go to the "next level".
- Focus has shifted from obtaining your next badge, to being the best version of yourself possible as a National C.
- Coaching will be provided 1-2 times a season to all National C Umpires (minimum).

- Where possible, additional learning opportunities will be provided.
 - e.g shadowing umpire coaches at carnivals or Saturdays, accompanying badging panels, selection for state titles etc. This is at the discretion of the Umpires Convenors and is invitationa based on performance.

Obtaining a National B

A National B Badge takes time, dedication and perseverance. It's not for everyone but this is a badge that can be achieved at HDNA.

As with the National C Badge, there are clear guidelines for the skills a B Candidate must display as part of the National Umpire Development Framework (NUDF) from Netball Australia (See National B Testing Sheet).

An umpire working towards a National B Badge must:

- Pass the Rules of Netball Theory Examination with the appropriate mark (80% or higher);
- Have completed the online Foundation Umpire Education Course;
- Have completed the online Intermediate Umpire Course (completed within the last 4 years)
- Have provided the above to their umpire convenor to present to the umpires committee; and
- Be registered in PlayHQ as a player, or a non-playing member

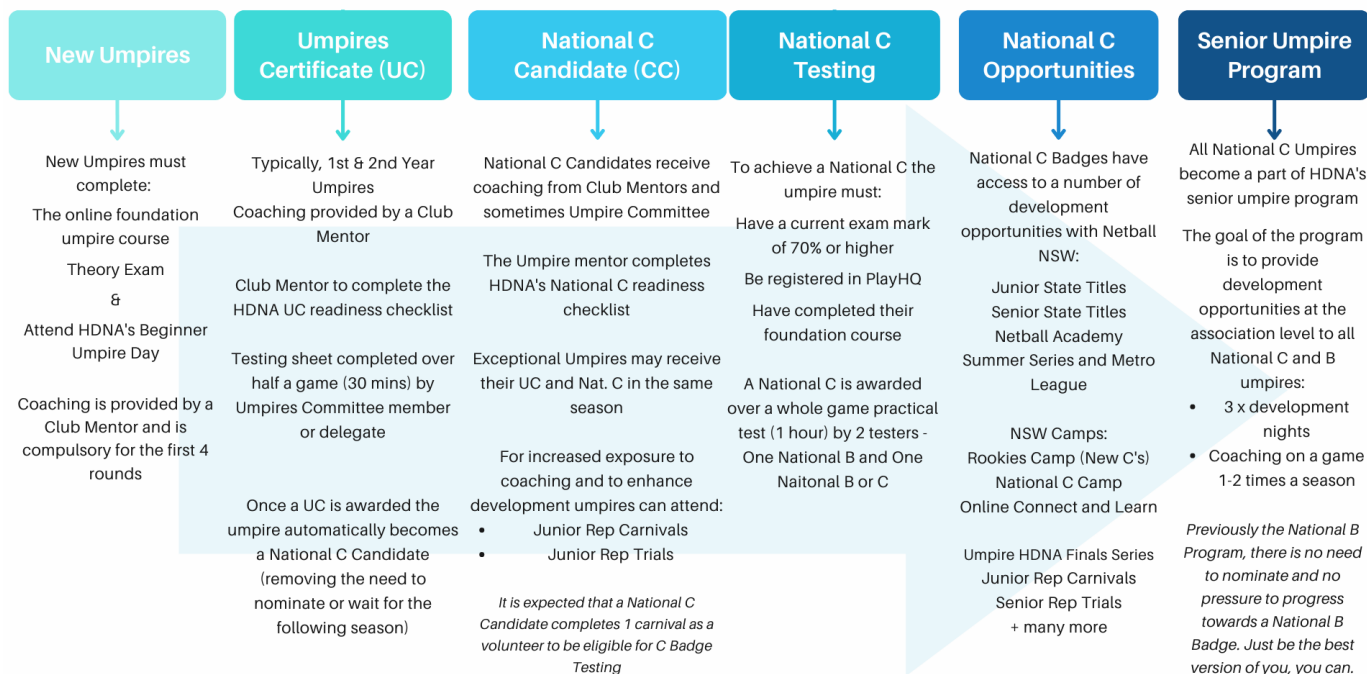
Once a candidate demonstrates the necessary skills they will be tested over a whole game of an appropriate standard.

HDNA will support umpires on their journey towards attaining a National B if that is their goal. It is a process driven more so by the individual umpire compared to the UC or National C processes. Attending training games, Rep Trials, Rep Carnivals, State Titles, development sessions or doing their own personal reflection to enhance their skills is recommended. If Umpires would like access to specific events, please contact umpires@hdnanetball.com.au or see the Umpires Committee on a Saturday. As current National C's (aka National B candidates), there are multiple opportunities available outside HNDNA - See Netball NSW development pathways/programs.

The HDNA Pathway

Below is a summary of the HDNA Development Pathway. It's important to note that umpires no longer need to "nominate" to become a Candidate, this will occur automatically. Below are the requirements and expectations for each badge progression. Please use the resources developed by the committee attached at the close of this document for Umpire development.

HDNA UMPIRE DEVELOPMENT PATHWAY



Expectations of Umpires and Umpire Convenors in Development at HDNA

In addition, you are expected to:

- Arrive on time and in the correct uniform
- Provide support and coaching to an umpire who is junior to yourself on a regular basis throughout the season

Club Umpires Convenors, to support the development of their umpires, are expected to:

- Submit relevant paperwork to the HDNA Umpires Committee by dates outlined in the HDNA Convenors Handbook or alternatively corresponded
- Coordinate the assignment of Umpire Coaches:
 - 2nd-3rd years coaching beginner umpires
 - National C Candidates coaching UC Candidates
 - National C's coaching UC candidates how to coach junior umpires
- Coordinate the movement of badging candidates onto appropriate standards or game, as advised and supported by the HDNA Senior and Junior Umpires Convenors

Maintaining Certifications

In order to maintain their accreditation as a badged umpire, Netball Australia requires an umpire to reach the specified number of points of updating activity:

- As a National C you must acquire 20 points over 4 years, or achieve your B Badge
- As a National B you must acquire 40 points over 4 years or attain your A badge.
- As a National A you must acquire 80 points or attain an AA Badge

13. APPENDIX 5 - C BADGE REACCREDITATION CRITERIA

- Netball Australia C Badge Umpire Accreditation is valid for four (4) years.
- The period starts when a Netball Australia certificate of accreditation is issued.
- Points to be completed: 20

Updating Requirements	
Event	Points
Practical umpiring (mandatory requirement)	10 points 1 point = 1 hour
Complete the Rules of Netball Theory Exam - 70% or higher (mandatory requirement)	5 points
Netball Australia Safeguarding Children and Young People (mandatory requirement)	Mandatory requirement
Attend MO Approved umpiring workshop	5 points
Attend MO Approved umpiring conference	10 points
Attend MO Approved umpiring camp	10 points
Complete a NA/MO online education course (non-accredited)	5 points per course
Complete the NA Online Foundation Umpire Course	5 points
Complete the NA Online Intermediate Umpire Course	10 points
Complete the ASC Community Officiating Essential Skills online course	5 points

14. APPENDIX 6 - B BADGE REACCREDITATION CRITERIA

- Netball Australia B Badge Umpire Accreditation is valid for four (4) years.
- The period starts when a Netball Australia certificate of accreditation is issued.
- Points to be completed: 40

Updating Requirements	
Event	Points
Practical umpiring (mandatory requirement)	20 points 1 point = 1 hour
Complete the Rules of Netball Theory Exam - 80% or higher (mandatory requirement)	5 points
Netball Australia Safeguarding Children and Young People (mandatory requirement)	Mandatory requirement
Complete the NA Elite Umpire Course	15 points
Attend MO Approved umpiring workshop	5 points
Attend MO Approved umpiring conference	10 points
Attend MO Approved umpiring camp	10 points
Complete a NA/MO online education course (non-accredited)	5 points per course
Complete the NA Online Foundation Umpire Course	5 points
Complete the ASC Community Officiating Essential Skills online course	5 points
Facilitate an approved NA/MO Course/Workshop	10 points (per 4 year cycle)

If you do not maintain your certification you are considered “Off Court” and cannot participate in NSW Events. As an off-court umpire you must still maintain a current exam mark to be able to badge other umpires.

Beyond HDNA - Netball NSW Umpire Development and Pathways

Open to Nationally Badged Umpires Only

Rookies Camp (Held in October)

This camp is a 6 hour development workshop for umpires who have been awarded their National C that year. Course cost is \$95 which includes lunch and parking. Presented By A and AA Umpires.

National C Camp (Held in March)

Run by Netball NSW C camp is a 6 hour development workshop for any National C's. Total cost is \$95 and contributes 20 points to maintaining an accreditation. We highly encourage umpires to attend. Presented By A and AA Umpires.

Note: A National C must complete 20 points over 4 years or attain their next badge to maintain a current accreditation to attend Netball NSW events. Practical Umpiring accounts for 10 points.

National B Camp (Held in March)

Run by Netball NSW B camp is a 6 hour development workshop for any National B's. Total cost is \$95 and contributes 20 points to maintaining an accreditation. Presented By A and AA Umpires.

Note: A National B must complete 40 points over 4 years or attain their next badge to maintain a current accreditation to attend Netball NSW events. Practical umpiring accounts for 20 points, the theory exam 5 points or the elite umpires course accounts for 15 points.

State Events - Junior or Senior State Titles (June and July)

Nominate through your association's umpire convenor to attend either Junior or Senior State Titles. This year, the events will be held at SST (Maitland and Newcastle) and JST (Camden and Liverpool). Umpires that attend 2 or 3 of the 3 day events will be eligible for selection or talent identification by Netball NSW Workforce Members. You need to attend State Titles or Summer Series to be eligible for the Developing Umpire Group (ages 16-22 only).

JST or SST also ensure you are eligible for competitions such as Summer Series - a stepping stone to Metro League and beyond.

Connect and Learn

Online courses are run by Netball NSW in subjects such as Game Management, Rules Sessions, Advantage, The Badging Process, Pathways etc. Cost is approximately \$11 and is limited to 40 people per session. This is worth 5 points towards your accreditation. Presented By A and AA Umpires.

Summer Series & Metro League

Summer Series and Metro League run weeknights at Netball Central in Homebush. HDNA Umpire Convenors can nominate umpires to attend each year.

Metro League primarily focuses on National B Badged and above Umpires, while Summer Series is a stepping stone towards this. It is best to attend Senior or Junior State Titles for a minimum of two days to be viewed by Netball NSW and be eligible for nomination at these events.

The Developing Umpires group is also selected from State Title attendees. Contact umpires@hdnanetball.com.au if you'd like to attend State Titles.

Other Pathways for Development

- Sydney Netball Academy
- Western Sydney Netball Academy
- Participating in Rules/Technical Discussion workshops
- Coaching/Mentoring Practice Umpiring at appropriate level
- Attendance at Umpire Development Programs
- Self-Reflection
- Carnivals, Rep Trials and Events
- Individual Development Plans

- Community Officiating General Principles course
- Attending a game with an umpire coach