



Match Procedures

Season 2023/24

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The main points to be aware of for this season are shown below but please also take the time to read the details within the ADNL League Rules and Regulations on the [ADNL website](#).

1. Playing Enclosure

- 1.1 The playing enclosure consists of the field of play and the bench zone.
- 1.2 The field of play is the court and the court surround, where the bench zone is located. During play only on-court players and umpires are permitted in the field of play.
 - 1.2.1 Entry to the playing enclosure is limited to Members, including Technical Officials (scorers and rota duty), Club Officials/Volunteers and the Club's Spectators.
 - 1.2.2 Teams playing the 2nd and 3rd matches are not permitted to enter the Field of Play until the umpire's final whistle has been blown.
 - 1.2.3 The Team Benches are located in the bench zone adjacent to the field of play, they must be located where safe and not impeding the Umpires (See diagrams in Team Benches and Officials Bench Allocation for correct positioning).
 - 1.2.4 At all venues, each team may have a maximum of 14 people in the playing enclosure. This equates to **7 Players on court and 7 on the Team Bench**, this can consist of Substitute Players, Players from other Teams in the Club, Club Officials/Volunteers or Club Spectators as long as the maximum number of 14 is not exceeded.
 - 1.2.4.1 Benches should be far enough away so to not cause any interference with players or match officials. If interference is apparent, the individual(s) will be instructed to move by the Umpire.
 - 1.2.4.2 Unobstructed access to fire exits must always be maintained. They must be free from people, benches, chairs, tables, kit bags, clothing, equipment and all other personal effects.
 - 1.2.5 Children under the age of 18 are only permitted in the playing enclosure to spectate if an adult supervises them at all times whilst they are in the venue.
 - 1.2.6 Players, Umpires and Technical Officials are not permitted to leave their child unaccompanied whilst they are playing/officiating.
 - 1.2.7 Team Captains are responsible for ensuring compliance.
 - 1.2.8 Both the Team and the Member responsible for breaching this Rule will be subject to Disciplinary procedures by the ADNL Committee.

2. League Officials

- 2.1 League Officials, which includes Committee/Sub-committee Members and Divisional Representatives are permitted to enter the field of play/sports hall at the venues to carry out their League responsibilities on behalf of the ADNL.
 - 2.1.1 Identify yourself on arrival (or at an appropriate time) to the Rota Duty Team and they will record your name and role in the League on the Matters Arising sheet.

3. Match Officials and Technical Officials

- 3.1 Match Officials are Umpires. Technical Officials are Rota Duty Teams and Scorers.
- 3.2 All Match Officials and Technical Officials are required to read all relevant documents relating to conducting their duties, including this ADNL Rules and Regulations document, Match Procedures, and any other relevant documents that the League specify.
- 3.3 Match Officials and Technical Officials are expected to be fully focused on their duties and are not permitted to use electrical devices (*except for the purpose of timing the match*). Books or anything else which may cause them to be distracted for the duration of their duty.
- 3.4 Match Officials must not be involved with their team bench during the game. They also must not participate in the game in any other way i.e., encouraging or coaching teams during the game.
- 3.5 A non-playing Club Member can conduct Rota Duty and Scoring, if the full membership process has been completed, as detailed in the Membership Document.
- 3.6 Match and Technical Officials, who are officiating after their match, should leave the team bench at the end of their match. They may move to the Rota Duty area and sit down on the Officiating Bench or in the vicinity if there is space available.

3. Match Officials and Technical Officials (continued)

- 3.7 Due to venue Risk Mitigation regarding limiting numbers of people in the playing enclosure, under 18s and 'adults at risk' are only permitted to carry out Rota Duty, not Scoring.
For example if Supervised people are Scoring and on Rota Duty at the same time, there potentially could be 6 people on the bench. By limiting just to Rota Duty the maximum will be 4.
- 3.7.1 They must be supervised (seated beside) for the duration of their duty by either the Club Safeguarding Officer, Level 2 Coach, First-Aider or an Approved Volunteer Courtside Supervisor who is appropriately trained and certified.
- 3.8 Umpires
- 3.8.1 Umpires clothing should be distinct from the teams' playing kits.
- 3.8.2 Umpires must wear suitable sports footwear.
- 3.8.3 Umpire must ensure that Players do not wear anything that could endanger themselves or other players.
- 3.8.4 On arrival:
- 3.8.4.1 Umpires should check the field of play (including the posts) to ensure there are no hazards present.
- 3.8.5 Both umpires should carry out their pre-match checks at the same time.
- 3.8.6 Umpires check should include checking that:
- 3.8.6.1 Player's hair is suitably tied back and if hair accessory are used, they would not pose a risk to any individual.
- 3.8.6.2 Player's fingernails are short and smooth
- 3.8.6.3 Players are not wearing any jewellery other than a wedding ring which must be covered with tape.
- 3.8.6.4 Team Members, Substitutes, Team Officials/Volunteers and Team Spectators are located away from the playing area either on or next to the team bench.
- 3.8.6.4.1 They should be far enough away so to not cause any interference with players or match officials. If interference is apparent, the individual(s) should be instructed to move.
- 3.8.7 During the Umpire check, you can expect the Team Captain to:
- 3.8.7.1 Identify themselves to you.
- 3.8.7.2 Inform you of the first centre pass and the goal ends, following the coin toss.
- 3.8.7.3 Assemble and line up their team, ready for the Umpire's pre-match checks at least 3 minutes before the start of the match
- 3.8.7.3.1 A late line-up will be treated as 'delaying the match', as per Section 5. below, Delayed Matches.
- 3.8.7.3.2 A late player not present in the line-up will be treated as a 'late arrival', as per Section 6. below, Late Arriving Players.
- 3.8.7.4 Ensure that there are not any spectators associated with their Team/Club within the netball court/sports hall. Also that Members, Substitutes and the Team Coach are located away from the playing area either on or next to the team bench.
- 3.8.8 To remove any potential for confusion, teams with any players not wearing the full Team Kit must wear over the head bibs.
- 3.8.8.1 All teams are required to have a set of over-the-head bibs.
- 3.8.9 If Teams on court have the same or similar kit, the away team (team listed second in the fixture) should wear the over-the-head bibs.
- 3.8.10 During the Match, the Umpire is responsible for ensuring that the Injury Time Protocol, in Section 8 below and the Player Suspension Protocol, in Section 9 below are managed by the Rota Duty Team and adhered to by the Teams playing.

3. Match Officials and Technical Officials (continued)

3.9 Technical Officials

3.9.1 Rota Duty/Scorers Pack

- 3.9.1.1 The Team Captain is responsible for the Team's Pack which includes a timer, pair of scoreboards and hand operated air horn.
- 3.9.1.2 This Pack remains the property of ADNL. Captains must replace any items that are broken or lost.
- 3.9.1.3 Teams failing to use their rota pack items on multiple occasions will be subject to disciplinary procedures.

3.9.2 Rota Duty

- 3.9.2.1 For each of the two listed duty teams, there must be at least one person on duty for the evening. It does not have to be the same person all evening, but continuous cover must be provided by each team.
- 3.9.2.2 The team starting the duty should be at venue at least 10 minutes before the start of the first match.
- 3.9.2.3 The team taking over the rota duty should enter the playing enclosure/sports hall and be ready to take over at the half time period of the 2nd match.
- 3.9.2.4 Each team is responsible for bringing their own ADNL issued Rota Duty Pack with them for every rota duty.
- 3.9.2.5 On arrival at the venue, the Rota Team fulfilling the first duty on the match-night should note down on the Matters Arising Sheet, if any of the following apply:
 - 3.9.2.5.1 Delay in accessing the venue due to it not being open or the previous hirer has run-over their time.
 - 3.9.2.5.2 The equipment is not in the correct place or not available: Benches, Desks, Chairs
 - 3.9.2.5.3 Netball posts were put out.
 - 3.9.2.5.4 The match start time was delayed due to the venue not being ready.
- 3.9.2.6 Before the start of the match:
 - 3.9.2.6.1 Have the Matters Arising Sheet and Match Timings Sheet ready to use.
 - 3.9.2.6.2 Set the timer for 12 minutes.
 - 3.9.2.6.3 Ask both Umpires for their full names and record this on the Matters Arising Sheet.
 - 3.9.2.6.4 Start the timer on the Umpires whistle.
- 3.9.2.7 Once the match starts:
 - 3.9.2.7.1 Record the start time on the Matters Arising Sheet.
 - 3.9.2.7.2 Record the number of people sitting on each Team Bench on the Matters Arising Sheet.
 - 3.9.2.7.3 Check that, all players are wearing the same kit. If not, record the team and the player's position on the Matters Arising Sheet.
 - 3.9.2.7.4 If the Umpire states that a team is 'delaying the match', the Duty Team will keep the time and record the goals awarded on the Matters Arising Sheet
 - 3.9.2.7.5 You should also record on the Matters Arising Sheet:
 - 3.9.2.7.5.1 If any League Officials present themselves at the Rota bench/desk. Record their name and role.
 - 3.9.2.7.5.2 Suspensions that occur. Refer to the suspension section below for guidance on management
 - 3.9.2.7.5.3 Injuries sustained. Refer to the injury section below for guidance on management.
 - 3.9.2.7.5.4 If there are any other relevant occurrences.

3. **Match Officials and Technical Officials**

3.9.2 Rota Duty (continued)

- 3.9.2.8 At the quarter time intervals:
 - 3.9.2.8.1 1st and 3rd Interval
 - 3.9.2.8.1.1 Set the timer for 1 min
 - 3.9.2.8.1.2 Inform the Umpires when 30 seconds are left.
 - 3.9.2.8.2 Half time Interval:
 - 3.9.2.8.2.1 Set the timer for 2 mins
 - 3.9.2.8.2.2 Inform the Umpires when 30 seconds are left.
- 3.9.2.9 At the end of the match, record the following on the Matters Arising Sheet:
 - 3.9.2.9.1 Number of people sitting on each Team Bench (other than those players who had just left the court).
 - 3.9.2.9.2 Full names of both Umpire's (unless already completed)
- 3.9.2.10 Rota Duty Teams should record on their Matters Arising Sheet the time they takeover/handover their duty.
- 3.9.2.11 Both Teams are required to carry out their FULL ROTA DUTY, including completing the League's online [Matters Arising](#) by 5pm on the Thursday following the Wednesday match.
 - 3.9.2.11.1 After inputting the information, destroy the paper Matters Arising Sheet.

3.9.3 Scorers

- 3.9.3.1 Both scorers will be seated together (side-by-side) throughout the match. They will be positioned behind one of the umpires on the side line next to the Rota table and away from the team benches (where possible). Preferably alongside the centre third or at a place designated by both umpires.
- 3.9.3.2 Scorers should check with each other to ensure that they both have written the Team names on their scorecard in the same order.
- 3.9.3.3 Both Scorers will record each goal scored on their score card.
- 3.9.3.4 At the end of each quarter, they will:
 - 3.9.3.4.1 Agree the score with each other.
 - 3.9.3.4.2 Confirm with the umpires which team's centre pass will start the next quarter
- 3.9.3.5 At the end of the match both Scorers should:
 - 3.9.3.5.1 Agree the score with the Team Captains
 - 3.9.3.5.2 Take a photo of their own score card.
 - 3.9.3.5.3 Enter the match details into the [Results Sheet](#) for the relevant division.
 - 3.9.3.5.4 Destroy and dispose of the score cards and any other paperwork after the results have been submitted.
- 3.9.3.6 Both Scorers are required to conduct their FULL DUTY, including taking a photo of their score cards and submitting them independently via the Online Results Form by 5pm Thursday following the Wednesday match at the latest.
- 3.9.3.7 Any queries should be directed to the Competition Team - adnlcompetition@gmail.com.

4. Match Timings

- 4.1 The Rota Duty Team must be ready to start the match promptly.
- 4.2 One minute before the start of each match alert the umpires so they can instruct the teams to assemble on court.
- 4.3 Start the timer on your mobile phone on the umpire's whistle.
- 4.4 All matches are timed at **12 minutes per quarter** with **1 minute at each quarter time**.
 - 4.4.1 Once 12 minutes has elapsed, signal the end of each quarter by standing up and calling 'TIME UMPIRE' to the controlling umpire (i.e., the half where the ball is)
 - 4.4.2 When there is 30 seconds left of quarter time, alert the umpires so they can instruct the teams to assemble on court.
- 4.5 Refer to the Match Timings Sheet in your Rota Duty Pack for full details.

5. Delayed Matches

- 5.1 Teams must be on court and ready to play their matches at the appropriate times. If this is not the case, the offending teams will be forced to accept an infringement penalty of one goal per minute awarded to the non-offending team.
 - 5.1.1 Teams causing the match start to be late, due to a delayed player line-up will be treated as 'delaying the match', the offending teams will be awarded the infringement penalty as stated above in Section 5.1.
 - 5.1.2 Teams awaiting the arrival of a late team must wait on court for the duration of the 1st quarter of the scheduled match.
 - 5.1.3 If both teams do not have enough players ready to start the match, the infringement penalty will apply from when one of the teams has the minimum of 5 players waiting on court. As long as it is before the end of the first quarter.
 - 5.1.4 If there are not sufficient players (minimum of 5) from the late team to start the match by the end of the first quarter, the match will be abandoned and referred to the committee for a decision regarding rearranging the fixture.
 - 5.1.4.1 The offending team will pay for the un-played fixture.
 - 5.1.4.2 If the fixture is replayed, then the court costs will be split between both teams. The offending team will in addition, pay the costs for Umpires and Scorers.
 - 5.1.5 If both teams do not have a minimum of 5 players to start the match by the end of the first quarter, they will both have to concede, and the match will be abandoned.
 - 5.1.6 The Duty Team will keep the time.
 - 5.1.7 The Scorers will record the goals awarded on the scorecard.
- 5.2 In the event of an unforeseen delay due to facility unavailability or officials arriving late, there must be the ability for a game of 40 minutes duration – divided into 4 x 10 minute quarters to be played for the match to be valid with 1 minute at each interval.

6. Late Arriving Players

- 6.1 Players not present in the line-up will be treated as late arrivals
 - 6.1.1 The player must report to the nearest umpire to be checked before taking the court.
- 6.2 A late player may not immediately replace a player who is already on the court but may be used subsequently as a substitute.
- 6.3 If a position has been left vacant the late arrival may not enter the match while play is in progress but may take the court immediately after:
 - 6.3.1 A goal has been scored (in this case the player must play in the position left vacant).
 - 6.3.2 A stoppage for injury/illness or blood.
 - 6.3.3 An interval.

7. Failure to take the court

- 7.1 If a team does not have five players present at the start of a quarter / half, the umpires will wait up to 30 seconds for additional player/s to arrive. After 30 seconds: the offending team will be penalised immediately following the whistle for the centre pass.
- 7.1.1 *Sanction: Penalty pass taken in centre third by the transverse line at the goal end of the non-infringing team – the whistle is blown to start play then the infringement is penalised. The Centre stands out of play for the penalty pass.*
- 7.2 If a team delay taking the court after a stoppage when requested by the umpires penalise the team for delaying play as soon as play resumes. If play was due to restart with a centre pass, the sanction is awarded immediately following the whistle for the centre pass.
- 7.2.1 *Sanction: Penalty pass which is advanced (unless the non-infringing team is disadvantaged). The whistle is blown to start play then the infringement is penalised. The Captain is cautioned, and the Centre stands out of play for the penalty pass.*
- *The sanction may be advanced up to half a third (this may be to inside the goal circle if play was due to restart in the goal third)*
 - *The Centre stands out of play at the new position. If this is in the goal circle the Centre moves to the edge of this area*

8. Injury Time Protocol

- 8.1 The umpires hold time for blood when noticed or for injury/illness when requested by an on-court player (in extreme circumstances the umpires may hold time without a request being made).
- 8.2 The player concerned must leave the court within 30 seconds and receive any treatment off the court. They can be replaced by a substitute which must take place within the 30 secs.
- 8.3 Procedure for Stoppages
- 8.3.1 Each stoppage for either team for an injured/ill player is 30 secs.
- 8.3.2 Pause the Countdown Timer.
- 8.3.3 Start the Stopwatch on your mobile phone.
- 8.3.4 After 20 SECONDS has elapsed - Give the Umpires a 10 SECOND warning
- 8.3.5 After the 10 SECONDS has elapsed - Inform Umpires that the injury time has ended
- 8.3.6 The umpire will restart the game after 30 secs regardless of whether the substitution has been made.
- 8.3.7 If the substitution does not take place within the 30 secs, the player or substitute cannot return to the court until either a goal scored or further break.
- 8.3.8 Total injury time allowed per match is 5 Mins, once this time has expired there is no further injury time allowed for either team.
- 8.4 During the stoppage both teams may make substitutions and/or team changes, provided these are completed within the time allowed for the stoppage by the umpires.
- 8.5 If no substitution is made for the injured / ill player, or for a player who is bleeding, play may resume with the position left vacant.
- 8.5.1 If the player is the Centre and no substitute is made, one player must move to play as Centre to allow the match to continue.
- 8.6 If the position is left vacant the player concerned or a substitute may not enter the match while play is in progress.
- 8.6.1 The player concerned or a substitute may subsequently, after advising the umpire, take the court immediately after one of the following:
- 8.6.1.1 A goal has been scored (in this case the player or the substitute must play in the position left vacant).
- 8.6.1.2 A stoppage for Injury/Illness or Blood.
- 8.6.1.3 An interval.
- 8.7 Where a substitute is not available the injured player's team should continue with a player short, providing they can take to the court with a minimum of 5 players.

8. **Injury Time Protocol (continued)**

- 8.8 If an injured player cannot be removed from the court and by the time she is moved there is not enough time to continue with the original format of the game and within the allotted time slot, the game will be abandoned.
- 8.8.1 NB: The ultimate decision about whether an injured player should be moved rests with the player themselves.
- 8.8.2 The cost of the re-arranged fixture will fall to the team of the injured player.
- 8.8.3 Costs for the original fixture will be shared by both teams.
- 8.8.4 If the abandonment occurs within the last quarter, the score stands.
- 8.9 **Blood Injuries**
- 8.9.1 Any blood on the ball or the court must be cleared before play restarts and any blood-stained clothing replaced/cleaned-off.
- 8.9.2 Any other players with blood on them and/or their clothing must leave the court and have the blood-stained clothing replaced/cleaned-off. Blood should also be cleaned-off their body before play restarts
- 8.9.3 Ensure hands are thoroughly cleaned before returning to the court.
- 8.10 **Reporting Injuries**: All injuries (no matter how minor) should be recorded on the Record Sheet by the Rota Duty Team.
- 8.10.1 The injured player's team must:
- 8.10.1.1 Record the incident in the venue's accident log.
- 8.10.1.2 Complete the [EN Accident Report Form](#), then email a copy to the Safeguarding team adnlsafeguarding@outlook.com within 7 days. Retain a copy for your own records.
- 8.10.1.3 No insurance claim can be made if an accident is not recorded.
- 8.11 First-Aiders must be [appropriately, qualified, trained and certified](#) to administer first aid.
- 8.12 All teams must have their own first aid kit present at each game.

9. **Player Suspension Protocol**

- 9.1 Except in extreme circumstances, this will not be done unless:
- 9.1.1 An appropriate Warning has been given.
- 9.1.2 The continuation of an action that triggered a previous Warning may warrant a suspension being issued.
- 9.1.3 Is serious enough a one-off incident may trigger a Suspension. *For example: deliberate dangerous play.*
- 9.2 A player who is Suspended takes no part in play for 2 mins. The Rota Duty Team manage this.
- 9.2.1 **Procedure for Player Suspension**
- 9.2.1.1 When an umpire suspends a player they will call time, the match timer should be paused.
- 9.2.1.2 Once the player has left the court the Umpire will signal for time to recommence, the match timer should be resumed
- 9.2.1.3 Then start the stopwatch on your mobile phone as the stoppage timer for the suspended player for 2 minutes.
- 9.2.1.4 Once the stopwatch on your mobile phone reaches 2 minutes, the suspension period has been completed, inform the umpires and the player
- 9.2.1.5 The player can return to the court at the next break in play:
- 9.2.1.5.1 After a goal is scored.
- 9.2.1.5.2 During a stoppage or interval.
- 9.2.1.5.3 When a sanction is awarded.
- 9.2.1.5.4 A throw in or toss up taken.
- 9.2.1.6 The suspended player returns to the original playing position and any player who moved to play as Centre during the suspension returns to the previous playing position.
- 9.2.1.6.1 A suspended player may join the team (on the side-line) during any interval that occurs during the suspension but must return to the Rota duty table when play resumes.
- 9.2.2 Umpires refer to [England Netball's Guide to Game Management](#) for further guidance.

10. Discipline of Coaches, Club Officials/Volunteers, Bench Players and Spectators

10.1. During play the above must remain on the team bench and may not:

- Criticise the umpires or their decisions.
- Use offensive, insulting or abusive language and / or gestures.
- Use excessive noise or interruption.
- Encourage foul play by on-court players.

10.1.1. Either umpire may hold time and notify the person/s concerned regarding such behaviour

10.1.1.1. *Sanction: Penalty pass to the non-infringing team taken where the ball was when play was stopped. If the ball was out of court the penalty pass is taken on court in line with where the ball was out of court. No player is required to stand out of play for the penalty pass.*

10.1.2. The following progression of actions will normally be used:

10.1.2.1. Caution

10.1.2.2. Warning: A warning may, if appropriate, be advised as applying to all Club Officials/Volunteers, Bench Players and Spectators of the team concerned.

10.1.2.3. Order the Person's removal from the playing enclosure: In the event that person/s concerned do not respond to the umpire actions, the Team Captain will be required to tell the person/s concerned that they must leave the playing enclosure/sports hall for the remainder of the match (including any contact with the team during intervals). If the person/s concerned fail to comply, the umpire may abandon the match and refer the Team to the Committee.

10.1.2.4. *Sanction: Penalty pass to the non-infringing team take where the ball was when play was stopped. If the ball was out of court the penalty pass is taken on court in line with where the ball was out of court. No player is required to stand out of play for the penalty pass.*

11. Registered Playing Kit

11.1. Players must wear the registered playing kit, which must be a matching kit, i.e. design and colour(s).

11.2. The team kit can comprise of a dress and/or sko(i)rt and vest/t-shirt; providing the design and colour(s) are the same.

11.3. Multi-team Clubs should note that when playing up or down they must wear the same kit as the team they are playing for.

11.4. At their discretion, the Committee may accept a combination of two kits which are slightly different. Teams must seek approval 5 days in advance of their match by email via the [Participation Team](#). The Committee's decision is final.

11.4.1. The exception to Rule 7.1.2.1. above is when the Host Club do not have a spare kit for a Buddy Club Player or a Pool Player.

11.4.1.1. Buddy Club Players: The player may wear their own Club kit. The host team must ensure that the Buddy Club's kit is not the same as their opponents.

11.4.1.2. Pool Players: The Pool Player should wear a netball kit (dress or sko(i)rt & vest/t-shirt). The host team must ensure that the Pool Player's kit is not the same as their opponents.

11.4.2. To remove any potential for confusion, teams with players not wearing the full Team Kit must wear over the head bibs.

11.5. All teams are required to have a set of over-the-head bibs.

11.6. If a Team is unable to comply with Rule 7.1.2.1., for any reason on a match-night, the Team Captain must ask the Committee for permission 5 days in advance of the match by email via the [Participation Team](#).

12. Safeguarding

- 12.1. When a Child, Young Person or Adult at Risk is identified at serious risk of harm or abuse refer immediately to the Police Call 999.
- 12.2. Safeguarding concerns are handled under the [England Netball Safeguarding Policies](#). Use the [Report a Safeguarding Concern](#) form to report your concern to England Netball.
- 12.3. England Netball Safeguarding Lead – [England Netball Safeguarding Lead](#) – 01509 277911
- 12.4. ADNL Safeguarding Team - [ADNL Safeguarding Lead](#) - Text/WhatsApp 07923 208825.
- 12.5. Safeguarding resources for netball activity in the ADNL, can be found on the [Safeguarding](#) page of the ADNL website. This includes information for: [Young People Adults at Risk Parents and Carers](#) and [Coaches, Club Officials/Volunteers](#)
 - 12.5.2. **Club Safeguarding Officer.** It is mandatory for all Clubs to have a [Club Safeguarding Officer](#), refer to *Rule 7.3*. for full details.
 - 12.5.3. **Adult Supervision on match-night for people who are aged under 18 years old or an 'Adult at Risk'**
 - 12.5.3.1. Each Team should have 2 appropriately trained and certified Club members. See *Rules 7.3.1 to 7.3.4* for further details.
 - 12.5.3.2. Supervision ratios on a match-night for - 2 Supervisors for up to 10 under 18s/adults at risk.
 - 12.5.3.2.1. A named parent/carer can be a supervisor for their own child or 'adult at risk', but there will still need to be a Club member present who is appropriately trained and certified. If there is a second under 18/'adult at risk' and they do not have a named adult/carer present, the Club must ensure that they provide another appropriately trained/qualified/certified adult.
 - 12.5.4. **Adult Supervision of Spectators aged under 18 years old**
 - 12.5.4.1. Children under the age of 18 are only permitted in the playing enclosure to spectate if an adult supervises them at all times whilst they are in the venue. They cannot be left on the team bench with a reserve player supervising them.
 - 12.5.4.2. Babies and toddlers are not permitted in the playing enclosure.
 - 12.5.4.3. Players, Umpires and Technical Officials are not permitted to leave their child unaccompanied whilst they are playing/officiating.

13. Concerns, Complaints, Feedback and Suggestions

- 13.1. Raising a Concern
 - 13.1.1. To highlight a situation or scenario that has caused worry or discomfort.
 - 13.1.2. Raise the Concern by completing the [Online Form](#)
 - 13.1.2.1. The Resolution Lead will acknowledge the Member's email and bring the matter to the attention of the Committee.
 - 13.1.2.2. The Committee will review the Concern, then decide what action should be taken.
 - 13.1.2.3. The Member will be informed of the outcome.
 - 13.1.3. Queries: ADNL Resolution Lead - adnlresolution@gmail.com
- 13.2. Complaints
 - 13.2.1. In the main, on-court behaviour is dealt with by the officiating umpire during the game.
 - 13.2.2. An Officiating Umpire may submit a Complaint if they have ordered a player off the court, and they believe the incident was so serious further action is warranted.
 - 13.2.3. Misconduct occurs when conduct does not reach the required standard expected by the ADNL, as set out in the [ADNL Complaints and Disciplinary Procedures](#), [EN's Codes of Conduct](#) and [EN's Misconduct List](#)
 - 13.2.4. Serious offences (criminal offences, use of violent conduct, threat of violence against another or discriminatory acts or behaviour).
 - 13.2.4.1. Report to England Netball's Governance and Compliance Manager - complaints@englandnetball.co.uk
 - 13.2.5. All other complaints contact ADNL Resolution Lead for - adnlresolution@gmail.com

13. Concerns, Complaints, Feedback and Suggestions (continued)

13.3. Suggestions and Feedback (comments and compliments)

- 13.3.1. Members should direct their general suggestions and feedback to the League Secretary adnl@live.co.uk to be brought to the attention of the Committee.
- 13.3.1.1. The League Secretary will acknowledge the Member's email.
- 13.3.1.2. The Committee will review the suggestion/feedback, then decide what action should be taken.
- 13.3.1.3. The Member will be informed of the outcome.

14. Filming at the Venues

Filming is not permitted at any of the Venues. The Rota Duty team should note down on the Matters Arising sheet the details of any Team(s) that are filming at the venue.

15. Queries

Should any problems occur, which cannot be resolved by the match umpires and are not covered within the ADNL Rules and Regulations or Match Procedures; please make notes and then record the information on the League's online Matters Arising form - <https://forms.gle/Y8ZkDuc8jDScPc8C6>