



2025 Primary Schools Cup Manual

Brought to you by



CONTENTS

| | |
|--|----|
| 1. GENERAL INFORMATION | 3 |
| 2. SPORTS MEDICINE PERSONNEL | 3 |
| 3. ELIGIBILITY OF TEAMS & PLAYERS | 3 |
| 4. COMPOSITE TEAMS | 3 |
| 5. NOMINATIONS | 4 |
| 6. TENT AND SITE | 4 |
| 7. CONDUCT OF EVENT | 4 |
| 8. UNIFORMS | 5 |
| 9. SCORING | 5 |
| 10. COMPETITION FORMAT | 5 |
| 11. MATCH RULES | 6 |
| 12. ROLLING SUBSTITUTIONS | 6 |
| 13. GAME CANCELLATIONS | 7 |
| 14. CANCELLATION OF COMPETITION | 7 |
| 15. BAD WEATHER | 7 |
| 16. INSURANCE | 9 |
| 17. APPEALS - PROTESTS, DISPUTES, COMPLAINTS, CANCELLATIONS AND POSTPONMENTS | 10 |
| 18. POLICIES | 10 |
| 19. AWARDS | 10 |
| 20. CONTACTS | 10 |

1. GENERAL INFORMATION

The Primary Schools Cup is a Netball Queensland initiative, open to ALL primary school children in Years 4 - 6.

The weekend event provides an opportunity for girls and boys from all over Queensland to come together to experience competitive netball in a fun and safe environment.

- All matches played within the competition will follow the *World Netball - Rules of Netball (2024 Edition)*, unless otherwise stated in this document.
- Schools are required to ensure a teacher from the school or parent accompanies the team at all times. If a parent is to accompany the team, then a letter from the school stating approval is required.
- Netball Queensland has the power to waive compliance with the rules when satisfied that special circumstances exist.

2. SPORTS MEDICINE PERSONNEL

Netball Queensland and the Host Association are responsible for providing certified sports medicine personnel for the event.

- Netball Queensland Sports Medicine personnel will hold a current minimum Senior First Aid certificate.
- The responsibility of the Netball Queensland Sport Medicine personnel is to assist the Association Primary Carer's with on-court injuries or to continue treatment of injuries after the Primary Carer has removed the injured player/s from the court.
- It is discouraged for anyone other than Netball Queensland staff or Sports Medicine personnel to call for an ambulance and to advise safe entry to the venue. This is important to ensure multiple ambulances are not called for the same incident.
- Players who sustain injury or illness and are required to miss games may need to have the injury or illness verified in writing by the Sports Medicine personnel for the player to be granted concessions that are stipulated by their own School.

3. ELIGIBILITY OF TEAMS & PLAYERS

- This is a school-based netball competition; all competitors must be currently enrolled in the school they are representing.
- A single school may enter a maximum of two (2) teams in the competition. Exemptions may be provided upon request to Netball Queensland no later than one (1) week prior to registrations closing.
- Teams must register a minimum of nine (9) players and a maximum of 12 players in any one team.
- All players must be currently enrolled in Year 4 to Year 6 of the primary school or combination of schools they represent.
- Teams can comprise of all boys, girls or mixed teams as per Netball Queensland's policy advice on under-12 competitions in line with the *Sex Discrimination Act 1984 (Cth) (the Act)*. The full policy can be found on this webpage - <https://qld.netball.com.au/sites/qld/files/2022-12/2022%20Policy%20advice%20for%20under-12%20competitions.pdf>
- Female players must be 13 years and under as of 31 December 2025.
- Male players must be 12 years and under as of 31 December 2025.
- A player may only compete and register for a single team at any time.

4. COMPOSITE TEAMS

In circumstances where schools cannot provide a team for their own, two (2) or more schools may combine to form a 'Composite Team' if their combined enrolments do not exceed 500 students. If nominating a composite team, please email Netball Queensland the school names. All players must be in the same uniform and be nominated under one school name.

5. NOMINATIONS

1. The nomination cost per team is \$400 (incl. GST). **The fee is non-refundable.** Please note - costs for tent site, tent hire, ice and additional items are not included in the nomination fee. All additional items can be purchased through the NetballConnect Shop.
2. Team nomination will be online via Netball Connect. A link to the nomination page will be provided on the Netball Queensland website.
3. Schools will only have one option for payment: Full competition - upfront: online payment at the time of nomination or direct transfer.
4. Each team must supply an umpire who holds a current National Accreditation Badge or Association Badge. The umpires' name, badge level and Netball Connect ID must be stated in the *team list* document.
 - a. In the event a school is struggling to supply an umpire, assistance can be provided by Netball Queensland. However, responsibility for umpire payment and communication remains with the school.
5. Nominations will open in December 2024 and close Friday 22 August 2025. Late nominations will be accepted at the discretion of Netball Queensland, and a fee of \$50 per team may apply.

6. TENT AND SITE

1. Each team must hire a Site or Tent for the duration of the Primary Schools Cup. This can be purchased through the Netball Connect Shop.
2. Site Hire will start from \$200 (incl. GST).
3. Tent Hire will start from \$700 (incl. GST).
4. Parents and caregivers are not to enter Tent City. Students may return to their parents outside of this area.

7. CONDUCT OF EVENT

1. Primary Schools Cup will utilise LiveScoring on Netball Connect.
2. Netball Queensland will provide all nominated teams with the relevant information to LiveScore.
3. All games will be centrally timed, with each round commencing at the same time.
4. Each team is responsible for bringing their own equipment i.e. pens, player bibs, training balls, etc.
5. Postpads will be provided and each registered team will receive a game ball, which will be available for collection prior to the first round commencing on the first day.

8. UNIFORMS

1. All players to wear their school approved sporting/netball uniform.
2. Schools with similar coloured uniforms will be asked to take a coin toss prior to the match to determine which team will wear alternative colour bibs. Please see the competition office if different coloured bibs are required.
3. Suitable footwear must be worn.
4. Netball Queensland has developed an inclusive uniform policy that may be used as guidance for Schools. The policy applies across all Netball Queensland events, and is aligned with Netball Australia's Uniform Guidelines.
5. Netball Queensland recognises the functional and representative purpose team uniforms have had and continue to play in sport, whilst also acknowledging the ways in which they can inadvertently act as barriers to participation for people of different genders, cultures and abilities. Netball Queensland is committed to removing barriers to ensure netball is accessible to all and supports decisions that best allow people to bring their authentic self to any facet of the game. Netball Queensland encourages and will support schools to adopt adaptable, flexible and enabling uniform policies that prioritise comfort and safety in all dimensions.
6. Netball Queensland's Inclusive Uniform Policy can be found on this webpage - <https://qld.netball.com.au/sites/qld/files/2022-12/SD6%20-%20Inclusive%20Uniforms%20Policy%20-%20FINAL%20%2830.11.2022%29.pdf>

9. SCORING

1. Games will be scored via LiveScoring on Netball Connect. Netball Queensland will provide all nominated teams with the relevant information around LiveScoring.
2. Teams must supply one (1) scorer for each match. These officials should be identified to both teams prior to the commencement of the match and should be positioned together for the duration of the match.
3. The *Home* team named on Netball Connect for the match will be responsible for entering the scores into the app.
4. Umpires, Coaches and the Scorer for the game will be required to confirm the scores at the completion of the game.
5. The only true and correct score will be the one recorded in Netball Connect. If scorers believe there is a discrepancy, then both scorers must approach the competitions window in order to amend the score.

10. COMPETITION FORMAT

The competition format will be determined based on the number of teams competing. This format will be made available to all participating schools on NetballConnect and published on the Netball Queensland website on Monday 1 September, 2025.

The competition will be divided into three divisions; Championship, Challenge and Development. When nominating, you will be required to select the division you wish to enter. Only teams nominated in the Championship division will play off to be crowned the Primary Schools Cup Champion.

Guidelines for each division:

Championship

- This division is for teams that wish to play for the Primary School Cup Champion.
- Teams that have predominately senior students (Years 5 & 6).
- Teams that have participants competing in Representative or Division 1 netball outside of school.
- Teams that are predominately boys.

Challenge

- Teams that have predominately junior students (Years 4 & 5), but still want competitive match play.
- Teams that have players who have limited netball experience outside of school.

Development

- Teams that have predominately junior students (Years 4 & 5).
- Teams that have players who have limited netball experience outside of school.

Pool Rounds

In the pool rounds, if scores are tied at the end of the game, it is a draw.

Finals

If scores are tied at the end of full-time in the Finals Series, there will be a one (1) minute break, where substitutions and/or team changes may be made, followed by one (1) period of five (5) minutes. If the scores are tied at the end of extra time, then play will continue until one (1) team has a two (2) goal advantage.

11. MATCH RULES

1. If teams are on equal points at the end of the pool rounds, then goal average will determine teams for playoffs. $\text{Number of goals scored/number of goals against} \times 100 = \%$
2. If after ranking teams according to goal average to two (2) decimal places teams remained tied, the result of the match between the two (2) teams concerned during the pool rounds will decide the winner.
3. In the event of the match between the teams being a draw, the team scoring the most goals during the pool rounds will secure the higher-ranking position.

Points will be awarded as follows:

- Two (2) points for each win
- One (1) point for a draw or tie
- Zero (0) points for a loss and a bye
- Two (2) points awarded to a team if the opposing team forfeits

Duration of Game

The format and duration of games will be determined by the number of nominations received and the number of courts available.

Injury, Illness or Blood

There will be no stoppage of time for injury, illness or blood. Injured players may be replaced, with play to continue with minimal disruptions. Injury time will not be added to the length of the game.

12. ROLLING SUBSTITUTIONS

Primary Schools Cup will utilise rolling substitutions. Teams will be allowed to make substitutions during play, including stoppages and intervals. There is no limit to the number of substitutions that can be made, and more than one substitutions may be made at any time. Play will not be held up for substitutions. The substitutions zone may or may not be marked out on the court. Substitutions must occur in front of the team bench on the sideline. The incoming player must wait until the player being replaced exits the court before entering the field of play. Players must observe the offside rules when entering the court.

13. GAME CANCELLATIONS

If due to unforeseen and exceptional circumstances a match is cancelled, the following regulations shall apply:

Game being played in halves

If a match is cancelled before the start of the second half, a draw will be declared. Each team will be given one (1) competition point, and no for and against will be awarded.

If the game has past the halfway mark and entered the second half, a win will be awarded to the team with the highest score at the time in which the match was stopped, and for and against will be awarded.

If the score is tied, and the match has past the halfway mark and entered the second half, a drawn result will be declared, and each team will be awarded one (1) match point, and for and against will be awarded.

14. CANCELLATION OF COMPETITION

Netball Queensland has the right to cancel the competition if required due to unforeseen and exceptional circumstances.

In this instance, Netball Queensland will determine the process to find a winner, if applicable.

15. BAD WEATHER

Netball Queensland, in conjunction with the Host Association, will use the following table to determine a decision regarding play.

Netball Queensland will communicate the weather decisions to all team managers, and make changes to the draw as required.

ADVERSE WEATHER CHECKLIST

| WEATHER CONDITION | ACTION |
|--------------------------------|--|
| Light rain | Continue |
| Intermittent light/heavy rain | Continue |
| Continuous heavy rain | Cancel current round and suspend play until weather permits games to continue |
| Hail | Cancel current round and suspend play until weather permits games to continue |
| Water pooling on courts | Sweep court and assess risk before continuing |
| Fog | Assess risks and if required cancel current round and suspend play until weather permits games to continue |
| Lightning | Cancel current round and suspend play until weather permits games to continue |
| Extreme heat (over 36 degrees) | Cancel current round and suspend play until weather permits games to continue |
| Gail force winds | Cancel current round and suspend play until weather permits games to continue |

16. INSURANCE

Personal Accident Insurance Claims (Netball Australia Insurance Program)

- Only Netball Queensland playing members and non-playing members, who are registered as a member of their Association in NetballConnect or whose teams are registered in NetballConnect (the platform used by Netball Queensland and offered by Netball Queensland to organisations in its Community to assist with the administration of Netball) are eligible to claim against Netball Australia's Personal Accident Insurance Policy. Parents/Legal Guardians of individuals under the age of eighteen should satisfy themselves that their child/ren is/are appropriately registered as a playing (or non-playing, if appropriate) member of Netball Queensland, prior to them participating in any Netball Activities.
- A Personal Accident Insurance Claim Form (claim form) is to be completed, and submitted, by registered playing members (and registered non-playing members) who incur an injury that leads to a claim, while participating in Netball Activities, sanctioned by Netball Queensland.
If the individual involved in a potential claim is under the age of eighteen, a claim can be initiated by their Parent/Legal Guardian, on their behalf.
- Exclusions, restrictions, limitations, prohibited activities and scope applies to Netball Australia's Personal Accident Insurance Coverage. For more information regarding these aspects of the Personal Accident Insurance Coverage within the Netball Australia Insurance Program, please contact Howden (contact details at the bottom of this section).

How to lodge a personal accident insurance claim:

- Please visit <https://www.howdengroup.com/au-en/netball-australia/playing-members>
- Select the following claim form to complete, as there is more than one (1) claim form on the above webpage (they differ depending on when the injury is stated to have occurred):

[https://www.howdengroup.com/sites/g/files/mwfley836/files/2024-](https://www.howdengroup.com/sites/g/files/mwfley836/files/2024-04/BHSI%20Netball%20Australia%20Personal%20Injury%20and%20Sickness%20claim%20form%2004-2024.pdf)

[04/BHSI%20Netball%20Australia%20Personal%20Injury%20and%20Sickness%20claim%20form%2004-2024.pdf](https://www.howdengroup.com/sites/g/files/mwfley836/files/2024-04/BHSI%20Netball%20Australia%20Personal%20Injury%20and%20Sickness%20claim%20form%2004-2024.pdf)

- Complete each section of the claim form as completely, and honestly, as possible. The declaration by your Association/Club must be completed by an authorised representative of the Association/Club. Incomplete sections within a submitted claim form (including, but not limited to, the Association/Club section) will likely cause a delay in assessment, and processing, of the claim.
- Please submit the claim form (as well as any supporting documentation) to the entity stated within the claim form. This entity will also double as the same entity who can provide you with updates concerning the claim, not Netball Queensland or Howden.

If you require any assistance with completing a claim form, prior to submitting it to the appropriate entity, please contact Howden:-

T: 1300 420 370

E: netball.aus@howdengroup.com

17. APPEALS - PROTESTS, DISPUTES, COMPLAINTS, CANCELLATIONS AND POSTPONMENTS

The *Appeals Panel* will consist of three (3) members; the Host Association Convenor and two (2) Netball Queensland representatives.

All protests pertaining to a match are to be forwarded to the *Appeals Panel* within **1 hour** of the completion of the match. All other complaints are to be forwarded to the *Appeals Panel* within 1 hour of the issue arising.

18. POLICIES

Junior Sports Policy

Netball Queensland supports the *Junior Sports Policy*. This can be found on this webpage - <https://qld.netball.com.au/sites/qld/files/2020-01/JuniorPolicy2015Finalforweb.pdf>

Netball Queensland Code of Behaviour

Netball Australia and Netball Queensland provide a range of policies and codes of conduct to protect the integrity of the game, which can be found in this webpage - <https://qld.netball.com.au/policies>

All participants, coaches, officials and administrators involved in the Primary Schools Cup **must at all times comply with and abide** by these policies as a Netball Queensland-run competition, especially:

- Netball Queensland's Code of Conduct & Integrity
- Netball Queensland Disciplinary Procedures Regulations
- Netball Australia's Member Protection Policy.

19. AWARDS

Awards will be presented to the First and Second place schools of the Championship, Challenge and Development divisions. Awards will also be presented to the three (3) umpires appointed to the Championship division Grand Final match ONLY.

In 2019, Netball Queensland introduced the *Olivia Douglas Memorial Award*. This award recognises the most valuable player in the Grand Final match of the Championship division.

Awards will be presented at the Closing Ceremony and teams must be present to accept.

20. CONTACTS

For additional information about the Primary Schools Cup, please contact Netball Queensland on competitions@netballq.org.au

Appendix 1: Key Dates

| PRIMARY SCHOOLS CUP | 2025 |
|---------------------------------------|----------------------------|
| Team Registrations Open Shop Opens | December 2024 |
| Team Registrations Close | 15th August 2025 |
| Information Online Meeting 1 | Late-August 2025 |
| Divisions Released | 29th August 2025 |
| Team List Due | 29th August 2025 |
| Competition Format Confirmed | 5th September 2025 |
| Draw Available | 5th September 2025 |
| Information Pack Available | 5th September 2025 |
| Information Online Meeting 2 | Mid-September 2025 |
| Tent/Site Set-Up | 19th September 2025 |
| Competition Dates | 20th & 21st September 2025 |

Appendix 2: Cost Breakdown

| EXPENSE | COST |
|--------------------|---|
| Team Registrations | \$400 (incl. GST) |
| Tent/Site | Site Hire - From \$250 (incl. GST) Tent & Site Hire - From \$500 (incl. GST) |
| Ice | \$5.50 per bag (incl. GST) |
| Umpire | \$240 (\$120 p/day standard rate) |