



Representative Handbook

QUEANBEYAN ROADRUNNERS



TABLE OF CONTENTS

➤ Introduction	1
➤ Contacts	2
➤ Program Objectives	3
➤ Number of Representative Teams/Players	4
➤ Selection Eligibility & Criteria	5
➤ Team Selection Process	6
➤ Junior Competition Schedule	7
➤ Training Expectations	8
➤ Player Court Time	9
➤ Roadrunner Uniform	9
➤ Representative Costs.....	10
➤ Player Expectations	11
➤ Coach Expectations	11
➤ Team Manager Expectations	12
➤ Parent-Club/Competition Communications	12
➤ Parent-Player-Coach Communications	13
➤ Disciplinary Actions	14
➤ Fees	15
➤ Child Safeguarding.....	16
➤ Refund Policy	17
➤ Code of Conduct	17
➤ Report an Incident	17
➤ Useful Links	17

INTRODUCTION

Welcome to the Queanbeyan & District Basketball Association (QDBA) and the Queanbeyan Roadrunners family.

We hope you have a positive experience during your time with us.

QDBA is a not-for-profit community organisation focused on developing the game of basketball in Queanbeyan and surrounding regions. Queanbeyan Roadrunners is our association's team who participate in Basketball ACT (BACT) competitions as a Club and as a Representative team in Basketball NSW (BNSW) competitions.

The Roadrunner representative program is primarily volunteer led and relies heavily on the dedication of these volunteers to carry out much of our administrative workload, including communication, coordination, and support tasks across our programs. We are proud to be volunteer led and we ask that you keep this in mind as you take part in the Queanbeyan Roadrunners program.

This handbook contains information, guidelines and policies relevant to players, parent/carers, coaches and officials involved in our program. Please note this handbook is under review, and we may continue to refine it over the next few months. If you would like to suggest inclusions, please contact the Representative Coordinators.



CONTACTS

Representative Coordinators

Jacqueline White (BACT Competitions)

Belinda Southee (BNSW Competitions)

Elizabeth Catanzariti (Registration & Uniforms)

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Director of Coaching

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PROGRAM OBJECTIVES

- A. The primary objective of the representative program is to offer a structured platform that facilitates the continuous development of players, coaches, and officials within a supportive environment.

Important elements of the program include:

- a) Skill development
 - b) Fostering a desire to improve
 - c) Instil a commitment to both the team and association
 - d) Develop a positive attitude towards teammates, coaches, officials and opposing players
 - e) Increase the love of our game
- B. **Beginning with under 10 age groups**, athletes receive instruction in fundamental basketball skills and gradually transition to applying these abilities within competitive settings. Our programme prioritises sustained skill progression, active participation, the cultivation of confidence, teamwork, and an appreciation for the sport.
- C. **From under 16's** onwards, athletes are required to adapt to increased competition. Maintaining an emphasis on developing individual skills and team progress, there is an expectation for greater work rate, intensity and commitment.

NUMBER OF REPRESENTATIVE TEAMS/PLAYERS

- a) Each year Queanbeyan Roadrunners will enter up to a maximum of four (4) teams per age group in the BACT competitions. This can comprise of Junior Premier League (JPL), or Divisions 1, 2, 3 or 4.
- b) Teams must have a minimum of 8 players, ideally 10 players, for teams to be entered in the competition. This can include development and higher-age players.
- c) Teams will not be entered if we deem it to be un-competitive in a lower division. These players we encourage to return to the local domestic competition to keep developing their skills.
- d) Queanbeyan Roadrunners aim to enter one team per age group in BNSW Waratah Leagues, with the option of a second team in certain age groups if we deem the team able to be competitive and have sufficient officials to accommodate the entry.

SELECTION ELIGIBILITY & CRITERIA

A. To be eligible for selection a player must:

- a) Acknowledge that they and their parents/carers accept the guidelines and policies in this handbook
- b) Be under the required age limit as of 31st December in the year of the season
- c) Be a registered member of Queanbeyan District Basketball Association (QDBA) or willing to become a member if selected
- d) Have fully paid any outstanding fees owed to QDBA from previous seasons and returned any team singlets
- e) Be registered to trial and attend all trials. Absences for valid reasons must be communicated in advance to the representative coordinator
- f) Have submitted an intent to trial form, if they have previously played for a different association and are looking to transfer

B. During the trial process the following criteria may be considered by coaches for player selection:

- a) Demonstrated skill level in all areas of basketball: shooting, ball handling, passing, pivoting and defence
- b) Physical attributes
- c) Attitude, dedication, work ethic, commitment and coachability
- d) Positional needs of the team
- e) Player's ability to commit to all the requirements of the season (BACT & BNSW competitions)
- f) Player and parents or carers history of behaviour and compliance with relevant codes of conduct
- g) Restrictions on player transfers.

C. The following factors are not to be considered by coaches in any circumstances:

- a) The race, religion or sexual orientation of the player or their parents or carers
- b) The position or status of the parent as coaches, managers, sponsors or board members
- c) The players affiliation with any local competition Club, school or external training program.

TEAM SELECTION PROCESS

- A. Trials are generally held in August for BACT Summer Season and BNSW Waratah Leagues. There may be team adjustments moving into BACT Winter Season, even re-trials in some age groups if needed.
- B. The trials will be attended by Head Coaches of the age group, as well as Head Coaches and Assistant Coaches of teams (if known) and the Director of Coaching. The Head Coach may also invite previous coaches to assist with selections and ensure coverage of all athletes.

The coaches are provided with:

- a) A list of all athletes registered to trial
 - b) A list of athletes who are absent for approved reasons
 - c) Athletes that are classified as transfers
 - d) Athletes unable to commit to all competitions
- C. At the trials, the head coach will determine the drills or activities conducted through each session. At the conclusion of each session, the coaches will meet to determine if any cuts need to be made prior to the next session. Any information in relation to this will be communicated via email from the Representative Coordinator.
- D. Following the final trial, the coaches will meet to finalise team selections. Teams are selected from highest to lowest. Development and higher age players are only considered after all teams have been chosen. Final team list are communicated via email from the Representative Coordinator.

DEVELOPMENT OR HIGHER-AGE PLAYERS

- A. Teams are limited to 10 rostered players. Coaches may select players beyond this number of players as development players. These players can come from lower division teams (development player) or younger age teams (higher-age player). These players are expected to attend all training sessions and meet all other requirements of being a player in the team, however there is no guarantee that they will take part in games. If a rostered team member is unavailable due to illness, injury or any other reason the development player may be asked to fill the spot at the discretion of the coach.

JUNIOR COMPETITION SCHEDULE

- A. **BACT Competitions** - All teams will participate in BACT competitions in various Divisions starting from Junior Premier League (JPL) through to Division 3. Games are played on a weekly basis. Different age groups play on different days.

- Friday Night's: All JPL teams (excluding U12 JPL during the Summer Season)
- Saturdays: U12 JPL (Summer Season), U12 and U14 Divisional teams
- Sundays: U10, U16 and U19 Divisional teams

Each year there are two seasons of competitions, and they are Summer and Winter seasons.

- **Summer Open (JPL) season** runs from 16 October 2026 to 20 March 2027.
- **Divisional (1-6) Summer season** runs from 17 October 2026 to 21 March 2027.
- **Winter JPL season** runs from 7 May 2027 to 19 September 2027.
- **Divisional (1-6) Winter season** runs from 1 May to 12 September 2027.

- B. **BNSW Waratah Leagues** - All JPL teams will also participate in BNSW Waratah Leagues, either NSW Junior Premier League (JPL) or Southern Junior League (SJL). Where the Club can facilitate extra teams those from Division 1 will be considered. This competition is played over 5 weekends in various locations throughout the southern NSW. Locations can include Canberra, Illawarra, Wagga Wagga, Albury and Shoalhaven.
- C. **State Cup** - Any team fortunate enough to win Division 1 in SJL will be invited to play at State Cup. This is a weekend tournament for all winners from Waratah Leagues around the state. It is held in during August in a different location every year.
- D. **John Martin Country Tournament (JMCT)** - Is a weekend tournament held over the June long weekend. Where possible we aim to send as many JPL teams to participate as well as any Division 1 teams that the Club has the officials to support. This tournament is separated by age groups and played in various locations throughout NSW.

TRAINING EXPECTATIONS

- a) Training will commence with the resumption of school for Term 4. Training for younger age groups will generally start at 4pm moving to 8pm starts for the U119 age groups. Variations to this may occur depending on court availability or special requests from coaches.
- b) Training is currently run at the Queanbeyan Basketball Stadium, 2 Southbar Road, Karabar NSW 2620.
- c) Players, Coaches and Managers are expected to be at training on time and ready to participate at the scheduled time.
- d) If you cannot be at training this must be communicated to the Coach or Team Manager as early as possible. Penalties for unexplained lateness are at the discretion of the Coach.
- e) Injured (but not sick) players are still expected to attend training.
- f) Trainings during the school holidays are not mandatory.
- g) Players are recommended to wear the Roadrunners reversible singlet to every training session and bring a full water bottle and an appropriately sized ball. (U10 and U12 size 5, U14 size 6, U16-U19 Girls size 6, U16-19 Boys Size 7)
- h) Players **should not** wear any shorts with pockets or zips. Also, no jewellery should be worn.
- i) **IF YOU CAN'T PLAY IN IT, YOU CAN'T TRAIN IN IT.**

PLAYER COURT TIME

The Roadrunners representative program is an elite regional development program. As such court playing time is not guaranteed. The exception to this is the under 10 and 12 programs where all players must play in both halves.

Court playing time is ultimately at the discretion of the coaching staff. Relevant factors include:

- a) Attendance and punctuality
- b) Behaviour
- c) Attitude towards coaches, teammates and officials
- d) Playing ability

ROADRUNNER UNIFORM

- A. All players are expected to purchase a warm-up shirt, reversible training singlet and shorts. Team playing singlets will be provided by the Club. Optional uniform pieces include socks, jumpers, and bags. Uniform can be purchased from the Representative Coordinators on the nominated uniform days or by appointment.
- B. Players, coaches and managers are expected to **wear their uniform to all games**. No player (including injured and development players) or team official is to sit on the team bench in street attire.

REPRESENTATIVE COSTS

There are a range of costs involved in playing representative basketball. These include:

- a) **Annual registration fee with BNSW.** This fee is comprised of membership to BNSW and QDBA as well as insurance, which every athlete, coach, team manager and referee pays regardless of the competition they participate in.
- b) **Fee for BACT Competitions** (this fee is for all teams). This fee is comprised of competition fees, training costs and QDBA administration costs.
- c) **Fee for BNSW Competitions** (this is a fee only for those teams eligible to play in BNSW waratah leagues). This fee is comprised of competition fees as well as coach and referee costs.
- d) **Fee to play in the annual John Martin Country Tournament (JMCT).** This fee is comprised of competition fees as well as coach and referee costs.
- e) **Uniform costs.** Per items listed above under “Roadrunner Uniform”
- f) **Personal travel costs.** The BNSW Competitions are regularly played all over NSW, over the Saturday and Sunday. Regular locations include Albury, Wagga and Wollongong, whilst higher level competitions can include Sutherland, Maitland, Penrith or Bathurst as examples. Travel costs for transport, accommodation and food are your personal responsibility and not covered by QDBA.

PLAYER EXPECTATIONS

- a) All players are expected to treat training venues with the utmost respect and leave them clean and tidy. Any damage is to be reported to the representative coordinators. Damage may be billed to the responsible party and may result in further disciplinary action if the damage is the result of misbehaviour or negligence.
- b) Players are expected to come to games and trainings appropriately dressed and on time
- c) All players are expected to bring both a full water bottle and a ball to all sessions
- d) Players are expected to attend training sessions unless they are sick. Injured players should still attend training sessions even if they cannot participate fully.
- e) All players are expected to conduct themselves respectfully. Any instances of inappropriate behaviour, bullying, or displays of attitude detrimental to team members, coaches, team managers or the association may result in disciplinary action or expulsion from the representative program.

COACH EXPECTATIONS

Our coaches are an important part of our association, critical to the development of our young players.

We expect our coaches to:

- a) Implement and enforce all QDBA policies.
- b) Provide leadership and direction for their appointed team.
- c) Prepare a season plan.
- d) Prepare a plan for each training session.
- e) Encourage consistent, high-level performances.
- f) Behave in a manner consistent with BACT, BNSW and QDBA codes of conduct

TEAM MANAGER EXPECTATIONS

Team Managers support their team, providing information from the QDBA representative coordinators, through to the coaches, players and parents.

We ask our managers to:

- a) Assist with the promotion and distribution of all relevant information.
- b) Advise the coordinators of any injuries and file the appropriate injury reports.
- c) Refrain from swearing or using any foul or derogatory language in games, trainings or in any dealings with team members and their families away from the court.
- d) Be responsible for distribution of clean uniforms prior to each game and collection at the conclusion of each game.
- e) Provide basic first aid.
- f) Coordinate duty rosters.
- g) Ensure athletes have what they need during the game ie. Refilling water bottles.

PARENT-CLUB / COMPETITION COMMUNICATIONS

A. **NO parent is to contact BNSW or BACT directly.** All communications to these governing bodies must go through the Representative Coordinators.

To minimise the number of emails directed at our coordinators, please first consult with your team manager. They can reach out through the Club channels to get more information for you. Direct communication with the coordinators should be a last resort. Please respect that these are volunteers who have day jobs and families and cannot be expected to respond immediately.



PARENT-PLAYER-COACH COMMUNICATIONS

Parent and player expectations will be managed with a meeting between the coach, players and parents after teams have been selected.

At this meeting the following should be discussed:

- Calendar for the year	- Team Rules
- Player and Family Conduct	- Court Time
- Parent / Coach Communications	- Training & Game Requirements
- Bench Duty	- Selection of Team Managers

Other meeting may be held during the season at the discretion of the coach and manager.

- A. At every game during the season, the team will be expected to supply two adults for bench duty. Those parents involved in the coaching or management of the team will be exempt from duty. It is highly recommended that parents attend one of many score table courses run during the season to ensure they are competent.
- B. Parents are not to approach the coach or team bench during the game. If you have any issues that need to be resolved, please wait at least a day before speaking with the coach. The majority of issues should be able to be resolved directly with the coach. If, however, any issue escalates, please communicate directly with the Director of Coaching.
- C. During games and practices, parents should support the whole team, not just their own child. Parents should refrain from coaching from the sidelines regardless of their level of knowledge. Be passionate and vocal in your encouragement for our teams but refrain from any negative comments towards officials and opposition teams.

DISCIPLINARY ACTIONS

- a) On receiving a technical foul, a player should be subbed off the court. The coach will then decide if/when the player can return to the game depending upon the severity of the matter.
- b) If a player misses training or is late without prior communication, the coach has the option to not start the player or penalise their playing time.
- c) Repeated bad behaviour may be referred to the representative coordinator for further action. With increasing penalties for each breach.
- d) Game day staff from BACT or BNSW may report cases of bad behaviour which will be referred to the appropriate tribunal for action.

FEES

- a) Fees are to be paid via PlayHQ for BACT and Basketball Connect for BNSW competitions.
- b) Fees charged for BACT Competitions cover costs including but not limited to: BACT team fees, court hire for training and the end of year presentation.
- c) Fees charged for BNSW Competitions cover costs including but not limited to: BNSW team fees, Referee allowances per weekend (each team needs 1 referee) and Coach allowances per weekend.
- d) QDBA is conscious of the cost of participation and aims to keep costs as low as possible while also supporting players and coaches.

At this stage, season fees have not been finalised. The 2026 fees are provided below as an indication only.

BACT Competitions		
BACT JPL (25/26 Summer)	U12 & U14	\$320
	U16 & U 19	\$335
BACT Divisions (25/26 Summer)	U10	\$180
	U12, U14, U16, U19	\$300
BACT JPL (2026 Winter)	U12 & U14	\$430
	U16 & U 19	\$470
BACT Divisions (2026 Winter)	U10	\$330
	U12, U14, U16, U19	\$380
BNSW Competitions (Calendar Year 2026)		
Southern Junior League (SJL)	U12 & U14	\$460
	U16 & U18	\$490
Junior Premier League (JPL)	U12, U14, U16, U18	\$550
JMCT	All teams	\$220

CHILD SAFEGUARDING

Both Basketball NSW and QDBA are committed to creating a safe and inclusive environment for all children and young people involved in basketball. We have zero tolerance for child abuse, neglect, bullying or any behaviour that harms or puts a child at risk.

DO - What Coaches and Volunteers MUST do	DO NOT - What Coaches and Volunteers must NEVER do.
Behaviour & Relationships • Treat all players fairly, focus on development, and communicate positively. • Maintain professional boundaries, supervise diligently, and respond respectfully to children's needs. Touch & Physical Interaction • Ask permission before any instructional touch. • Use only non-intrusive contact and offer verbal guidance where possible. Supervision & Safety • Maintain appropriate supervision ratios and ensure children are never left alone. • Keep sessions observable to parents/carers and know each child's whereabouts. Communication • Keep communication professional, transparent, and sport-related. • Include parents in major decisions and follow all social media/e-communication policies.	Behaviour & Conduct • Engage in discrimination, bullying, shaming, favouritism, or create emotional dependency. • Confide personal issues in children or ask them to keep secrets. Touch & Physical Interaction • Touch players unnecessarily or inappropriately (e.g., massages, hugs, wrestling). • Force a child to do something against their will unless required for immediate safety. Supervision & Safety • Leave children unsupervised or become distracted (e.g., using mobile phones). • Allow parents to intervene in training unless rostered or required. Communication • Contact children privately via phone, email, or social media. • Use sexualised, intimidating, or inappropriate language or encourage secret communication.

REFUND POLICY

We are currently developing a Refunds Policy, once finalised, this policy will outline the circumstances in which refunds or credits may be considered. Until the policy is finalised, all refund requests will be reviewed on a case-by-case basis by the QDBA Representative Coordinators.

CODE OF CONDUCT

[Code of Conduct Coaches & Officials](#)

[Code of Conduct Players](#)

[Code of Conduct Spectators](#)

REPORT AN INCIDENT

You can report concerns directly to your team manager, QDBA Representative Coordinator, or via Basketball NSW's integrity portal:

[Integrity complaint or report an incident - Basketball NSW](#)

USEFUL LINKS

[Queanbeyan District Basketball Association](#)

[Basketball NSW](#)

[Basketball ACT](#)

[Basketball Australia](#)