



Policies and Guidelines

Document Control

Version	Date	Description	Authorisation
1		First Issue	

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Related documents

- Judo NT Constitution
- Judo NT Sporting Code (Competition Guidelines)
- Judo NT Pathway documents
 - Judoka Foundation
 - Coaching
 - Refereeing
- Judo Australia corporate documents <https://www.ausjudo.com.au/corporate-documents>

Purpose

Judo NT recognises our responsibility to ensure a work environment that is healthy, safe, equitable and free from bullying, harassment, and discrimination.

This policy provides guidance on personal conduct to help us operate to the highest standards and assist Judo NT with the prevention and elimination of inappropriate behaviours.

Scope

This policy applies to all persons that participate in, volunteer for, or spectate judo.

Responsibility

The responsibility for enforcing this policy rests with the Judo NT board.

Policy

Judo Australia General Code of Conduct

- Act within the rules and spirit of Judo.
- Promote fair play over winning at any cost.
- Encourage and support opportunities for people to learn appropriate behaviours and skills.
- Support opportunities for participation in all aspects of Judo.
- Treat each person as an individual.
- Show respect and courtesy to all involved with Judo.
- Respect the rights and worth of every person, regardless of their age, race, gender, ability, cultural background, sexuality or religion.
- Respect the decisions of officials, coaches and administrators.
- Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance exists) with people under the age of 18.
- Display appropriate and responsible behaviour in all interactions.
- Display responsible behaviour in relation to alcohol and other drugs.
- Act with integrity and objectivity and accept responsibility for your decisions and actions.
- Ensure your decisions and actions contribute to a safe and harassment-free environment.
- Do not tolerate abusive, bullying or threatening behaviour.

Code of Behaviour policy continued...

In addition to the above expected standards of behaviour, the following applies to each cohort:

Athletes

- Give your best at all times.
- Participate for your own enjoyment and benefit.
- Play by the rules and show respect for other players, coaches and officials.

Coaches

- All team coaches will abide by existing Judo NT policies and Australia-wide policies such as the Judo Sporting Code and the Member Protection Policy.
- Coaches must conduct themselves in a professional and appropriate manner in all interactions with athletes. In particular, they must ensure that they treat athletes in a respectful and fair manner, and that they do not engage in sexual harassment, bullying, favouritism or exploitation.
- Coaches must ensure the safety and welfare of the athletes above all else.
- Coaches must help each person (athlete, official, etc.) to reach their potential and respect the talent, developmental stage and goals of each person and encourage them with positive and constructive feedback.
- Ensure that any physical contact with another person is appropriate to the situation and necessary for the person's skill development.
- Obtain appropriate qualifications and keep up-to-date with the latest coaching practices and the principles of growth and development of young players.
- Hold a current Working with Children (NT) check (also known as Ochre card) as per legislative requirement when working with children.
- An additional code of conduct applies to coaches during a competition which can be found in the Judo NT Competition Guidelines.

Team Managers

- All team managers will abide by existing Judo NT policies and Australia-wide policies such as the Judo Sporting Code and the Member Protection Policy.
- Managers must conduct themselves in a professional and appropriate manner in all interactions with athletes, coaches and other support personnel. In particular, they must ensure that they treat team members in a respectful and fair manner, and that they do not engage in sexual harassment, bullying, favouritism or exploitation.
- Managers must ensure the safety and welfare of all team members above all else.
- Managers may be requested to chaperone underage athletes and should take all reasonable steps to ensure their safety and wellbeing both during and outside of competition.

Code of Behaviour policy continued...

- Hold a current Working with Children (NT) check (also known as Ochre card) as per legislative requirement when working with children.

Officials

- Place the safety and welfare of the athletes above all else.
- Ensure all players are included and can participate, regardless of their race, gender, ability, cultural background, sexuality or religion.
- Be consistent, impartial and objective when making decisions.
- Address unsporting behaviour and promote respect for other players and officials.

Administrators

- Ensure quality supervision and instruction for players.
- Support coaches and officials to improve their skills and competencies.
- Act honestly, in good faith and in the best interests of the sport.
- Ensure that any information acquired, or advantage gained from the position is not used improperly.
- Conduct club responsibilities with due care, competence and diligence.

Parents and Guardians

- Encourage your child to participate, do their best and have fun.
- Focus on your child's effort and performance, rather than winning or losing.
- Never ridicule or yell at a child for making a mistake or losing a competition.
- Help out the coach or officials at training and games, where possible.
- Model appropriate behaviour, including respect for other players and officials.

Spectators

- Respect the effort and performances of players and officials.
- Report any inappropriate behaviours such as harassment, bullying or discrimination to the Judo NT board, whether by other spectators, coaches, officials or athletes.

Registration policy



Purpose

The registration of all Judo NT members is a crucial part of growing our association. Registration allows Judo NT and Judo Australia to validate to Australian authorities the participation numbers in the sport of Judo in Australia and for Judo NT to receive the financial and other support it needs.

This policy has been developed to ensure that all members are aware of the registration and re-registration process.

Scope

This policy applies to all persons that participate in Judo NT events and Train with Judo NT affiliated clubs.

Responsibility

The responsibility for enforcing this policy rests with the Judo NT board.

Policy

- Judo Australia provide a national database that is used by Judo NT for registrations. The database is accessed via www.judont.com.au, and titled revolutioniseSPORT.
- The fee is for 12 months from date of registration and is:
 - a. Juniors (under 18 years) \$ 75
 - b. Seniors (18 years and over) \$105
- When registration becomes due, the system sends an automated email reminder to renew the registration.

Purpose

Selection to compete at the National Championships as a Judo NT athlete will be based on set criteria, as listed in this policy.

Scope

This policy applies to all Judo NT athletes.

Responsibility

The responsibility for enforcing this policy rests with the Judo NT board.

Policy

Athlete selection criteria:

- Must be a current financial member of Judo NT and an affiliated club.
- Must have completed and medalled at the NT Titles held in the previous year.
- Must have written approval of their club coach.
- Must meet the eligibility requirements of the National Championships in relation to grade, age, nationality/residence etc.
- Must sign and accept the athlete nomination/agreement form and pay the nomination fee by the closing date.
- Tracksuits will be ordered by Judo NT. No additional tracksuits will be ordered for late nominations after closing date of tracksuit order.
- National nomination fee will be refunded by Judo NT, and additional funding as detailed below will be received by the athlete after competing at the Nationals.

Exemptions to the above criteria may be applied for in writing to the Judo NT President, for consideration by the Judo NT board.

Funding for athletes will be allocated using the below formula: Total amount of funding available divided by number of athletes competing, dispersed by percentage of attendance at training.

For example: Total funding = \$5,000 divided by 10 athletes = \$500 per athlete. Jo Smith attended only 50% of training sessions. Jo will receive 50% of the Judo NT state team funding allocated per athlete, 50% of \$500 = \$250. All other athletes attended 100% training sessions and will receive \$527.77.

Acknowledgement

Athlete Name		
Athlete Signature		
Parent/Guardian signature (if athlete under 18 years old)		
Coach Name		
Coach Signature		

Purpose

This policy provides the guidelines, (terms of reference) for the operation of the Grading Commission for Judo NT.

Judo NT recognises the requirement to fairly and accurately grade athletes, and to improve the grading and credential of Judo athletes in the NT.

Scope

This policy applies to the Judo NT board.

Responsibility

The responsibility for enforcing this policy rests with the Judo NT board.

Policy

Commission Membership

- The Commission shall consist of three members, with a minimum grading of third Dan.
- Each person on the Commission shall be a financial member of Judo NT with their grade recognised by JA.
- Clubs may recommend a person to be on the Grades Commission but final approval rests with the Judo NT Committee.
- The chairperson shall be the highest ranked on the committee or as selected by Judo NT.

Commission Guidelines – Grading

- Dan grading will be carried out strictly according to Judo Australia guidelines and policies.
- Applicants will be graded on their merit with no consideration given to club membership, gender, sexuality, ethnicity, religious or cultural background or any other discriminating factor.
- On completion of the grading the chairperson will collect the relevant fees inform Judo NT and forward the relevant documents to JA.
- The credentials of persons applying for a Dan grade will be checked and verified by the chairperson.

Purpose

Judo NT has a duty of care to provide a safe and healthy environment for all persons, ensuring that the areas utilised by Judo NT are free of alcohol, drugs and other restricted or dangerous substances.

Unlawful, excessive and/or irresponsible use of alcohol, drugs and other substances can have a negative impact on judgement, performance, health, personal and professional relationships, safety and overall being of the individual. It can also impact on the safety of other community members and can result in damage to person, property and equipment.

Judo NT has adopted an Alcohol, drugs and other substances policy to protect all persons from the harmful effects of alcohol, drugs and other substances.

Scope

This policy applies to all persons that participate in, volunteer for, or spectate judo.

Responsibility

The responsibility for enforcing this policy rests with the Judo NT board.

Definitions

Environment - refers to the building and any outdoor areas where Judo NT events and activities take place, including any enclosed areas or any open space 10 metres from the Judo NT competition or training area.

Other restricted or dangerous substances - includes performance-enhancing drugs.

Policy

- Judo NT does not permit drinking alcohol, taking drugs or any other restricted or dangerous substance in any environment utilised for judo activities.
- Coaches and volunteers engaged by Judo NT will not use alcohol, drugs and other substances in front of, or in the sight of, children in their care.
- No persons will be allowed to promote the use of alcohol, drugs and other substances in and around a training premises, or advertise the fact they take alcohol, drugs and other substances to other coaches and volunteers, children or families.
- As per Northern Territory law, it is illegal to provide alcohol, drugs and other substances products to persons under the age of 18 years.

Alcohol, drugs and other substances policy continued...

- Any person failing to comply with this policy may:
 - a. be asked to leave the venue;
 - b. face disciplinary action in accordance with the Judo NT Constitution;
 - c. be referred to law enforcement.
- Judo NT may provide the member with information on rehabilitation services.

Exceptions

- In some circumstances, Judo NT events may be held in premises that hold liquor licences and serve alcohol such as clubs, restaurants and hotels. In these circumstances all Judo NT members are required to consume alcohol in a lawful and responsible manner.
- Where a member fails to do so and their actions bring the association into disrepute, that member may become subject to disciplinary action in accordance with the Judo NT Constitution.

Purpose

Judo NT has a duty of care to provide a safe and healthy environment and has adopted this policy to protect all persons from the effects of environmental tobacco smoke.

Scope

This policy applies to all persons that participate in, volunteer for, or spectate judo.

In addition to the traditional tobacco smoke this policy also applies to e-cigarettes (vaping). The smoking of other illegal substances is addressed in the Alcohol, drugs and other substances policy.

Responsibility

The responsibility for enforcing this policy rests with the Judo NT board.

Definitions

Environment - refers to the building and any outdoor areas where Judo NT events and activities take place, including any enclosed areas or any open space 10 metres from the Judo NT competition or training area.

Policy

- Smoking will not be permitted in any Judo NT environment, as per the definition above.
- A designated smoking area will be identified if required. This area will not be within 2 metres of a doorway, three metres of an air conditioning unit or any other area where smoking is legislatively prohibited.
- Coaches and volunteers employed by Judo NT will not smoke in front of, or in the sight of, children in their care.
- No persons will be allowed to promote cigarette smoking or advertise the fact they smoke to other coaches and volunteers, children or families.
- As per Northern Territory law, it is illegal to provide smoking or tobacco products to persons under the age of 18 years.
- Any person failing to comply with this policy will be asked to cease smoking, and if they refuse or offend repeatedly will be asked to leave the venue and may face disciplinary action in accordance with the Judo NT Constitution.
- Judo NT may provide the member with information on quit smoking services.

Purpose

Judo NT recognises that the Northern Territory is often a very hot and humid location to undertake sport and as such, special care needs to be taken to ensure the health and wellbeing of athletes, coaches, officials, volunteers and spectators.

Judo NT also recognises that people may react differently to heat and humidity and that appropriate measures need to be implemented to ensure the risk of dehydration is prevented as this may lead to heat stress or heat exhaustion, which can be life threatening.

Scope

This policy applies to all persons that participate in, volunteer for, or spectate judo.

Responsibility

The responsibility for enforcing this policy rests with the Judo NT board.

Definitions

Environment - refers to the building and any outdoor areas where Judo NT events and activities take place, including any enclosed areas or any open space 10 metres from the Judo NT competition or training area.

Dehydration - Fluid loss which occurs during exercise as a result of perspiration and respiration. Dehydration can lead to heat exhaustion and heat stroke.

Heat Exhaustion - Characterised by a high heart rate, dizziness, headache, loss of endurance/skill/confusion and nausea. Skin may feel cool or be sweating but may look pale. Can occur despite good hydration.

Heat Stroke - Characteristics similar to heat exhaustion with confusion, collapse and dry skin. Heat stroke may arise from participants with heat exhaustion that have persisted with activity. Heat stroke is potentially fatal and must be taken seriously. Can occur despite good hydration.

Policy

- Judo NT will use the Sports Medicine Australia temperature guide (reproduced on page 7) to help guide its decision-making in the modification or cancellation of events or training to ensure the health and safety of participants.
- Judo NT will avoid putting competitions and training sessions on during the hottest parts of the day unless unavoidable. In these instances, Judo NT will ensure a range of cooling and hydration options are available for participants.
- Event, competition, marshalling and spectating areas will be located in areas with appropriate cooling (e.g., fans, natural air flow, air conditioning) and as far away as practicable from radiant heat such as black asphalt or concrete.

Hot weather policy continued...

- A person who holds a current and relevant First Aid certificate, who is trained to manage heat injuries and the recovery of a participant suffering heat exhaustion, heat stroke or dehydration should be present at all sanctioned events. In situations where heat problems may be expected, an experienced medical practitioner should be present.
- Judo NT will ensure that sufficient drinking water facilities and extra water for wetting face, clothing and hair (e.g., ice sponges, cold water, ice as appropriate) are made available. Where events are held outside, sunscreen will be provided.
- Athletes, coaches, officials, volunteers and spectators should take measures to avoid heat stress such as wearing sun protective clothing; staying in well ventilated, covered areas as much as possible; and avoiding food and drink with a high salt content.
- Where a participant, official or volunteer feels unwell as a result of the heat or humidity, they should report this to the head technical official or medical officer as soon as possible.
- Judo NT will promote the importance of hydration prior to and during all events, and participants will be given the opportunity to rehydrate during the event.

HYDRATION GUIDE

To avoid dehydration, SMA recommends that:



- athletes drink approximately 500 mls (2 glasses) in the 2 hours prior to exercise;
- during exercise longer than 60 minutes, 2-3 cups (500-700ml) of cool water or sports drink are sufficient for most sports.
- after exercise replenish your fluid deficit to ensure that you are fully re-hydrated, but not over-hydrated.

Sports Medicine Australia website - Hot weather guidelines

AMBIENT TEMPERATURE GUIDE

Ambient temperature (C)	Relative humidity	Risk of Heat Illness	Possible management for sustained physical activity
15 – 20	Low	Low	Heat illness can occur in distance running. Caution over-motivation.
21 – 25	Exceeds 70%	Low - moderate	Increase vigilance. Caution over-motivation.
26 – 30	Exceeds 60%	Moderate	Moderate early pre- season training. Reduce intensity and duration of training or racing. Take more breaks.
31 – 35	Exceeds 50%	High – very high	Uncomfortable for most people. Limit intensity, take more breaks. Limit duration to less than 60 minutes per session and/or start events very early in the day.
36 and above	Exceeds 30%	Extreme	Very stressful for most people. Postpone to a cooler conditions (or cooler part of the day) or cancellation.

Sports Medicine Australia website - Hot weather guidelines

Purpose

Judo NT recognises the need to be transparent and accountable when spending funds and/or procuring goods and services for the benefit of members.

This policy has been developed to ensure that all equipment and assets owned by Judo NT is registered appropriately and the items locatable at all times.

Scope

This policy applies to the Judo NT board members or any other approved parties that manage the Asset Register.

Responsibility

The responsibility for enforcing this policy rests with the Judo NT board.

Definitions

Asset - Physical items at a value of more than \$1000. Does not include consumables such as chalk or sunscreen, merchandise for sale, or other items of little or no value.

Policy

- The Asset Register may be in any form seen fit by the board but must include a minimum level of detail including value, location, condition and any other important, identifying information.
- Assets purchased by Judo NT for the use of its members must be photographed, placed in the asset register and if possible, engraved or tagged as a belonging of Judo NT.
- The Asset Register should be audited prior to every AGM to ensure equipment is as registered and remains in useable condition.
- The Judo NT board should take all reasonable steps to have equipment and assets that are subject to manufacturers recalls inspected and repaired or replaced as soon as practicable.

Disposal

- Where items are to be disposed of following replacement or where they are no longer in functional order, this disposal must be noted in the asset register.
- The disposal must be made following a decision of the board and in the method requested by the board.
- Faulty, recalled or otherwise dangerous goods are to be disposed of appropriately.

Purpose

Judo NT recognises the need to be transparent and accountable when spending funds and/or procuring goods and services for the benefit of members.

This policy has been developed to ensure all transactions are conducted appropriately, fairly and consistently, giving regard to approval processes, adequate documentation, and supporting local businesses and suppliers wherever possible.

Scope

This policy applies to the Judo NT board members.

Responsibility

The responsibility for enforcing this policy rests with the Judo NT board.

Definitions

Conflict of interest - A conflict of interest refers to a situation where a conflict arises for an individual between two competing interests. These are often, but not exclusively, interests of public duty versus private interests. This refers to a reasonably perceived, potential or actual conflict of interest. Conflicts of interest can involve financial or non-financial interests of the board member and the interests of a business partner or associate, family member, friend or person in a close personal relationship with the board member.

Policy

- All bank accounts will have at least two Judo NT board members to sign/approve of transactions.
- All expenditure must be approved by the board ahead of a purchase being made or an expense being incurred and follow the Procurement process documented in this policy.
- Reimbursement will not be provided to a person expending funds without prior approval except in extenuating circumstances.
- The payment of regular expenses (e.g., bookkeeping monthly fees, operations manager fees, venue hire) that have already been approved for the year/contract do not require additional scrutiny for each payment unless the cost varies significantly from the original expected amount.
- Where cash is handled, this should be banked as soon as practicable unless petty cash is held as per usual practice.
- All expenditure must be appropriately documented and provide enough detail to comply with an audit by either a member, a financial auditor or a financial authority such as the Australian Tax Office.

Financial management policy continued...

- Conflicts of interest or the potential for such a conflict in the expenditure of Judo NT funds must be identified and registered as soon as the conflict becomes apparent. A conflict, or potential conflict, does not preclude a person from holding a financial authority.
- Any person failing to comply with the directions outlined in this document, the Judo NT Constitution or any other financial direction, may be subject to disciplinary action in accordance with the Judo NT Constitution.
- Financial reports will be provided to members at meetings and at the AGM (along with the financial audit) outlining all transactions and the current financial state of the organisation.
- The Judo NT board will follow all directions as outlined in grant funding agreements with the Northern Territory Government in regard to obtaining funding, expending funds and acquitting funds.

Procurement of goods and services

- All requests for expenditure should be directed to the President or Treasurer to be raised with the Judo NT board for approval, either at a board meeting or out-of-session.
- Requests should include:
 - a. the approximate cost of the item/s
 - b. any transportation costs (including shipping and insurance)
 - c. the reason for the purchase
 - d. where the item/s will be stored
 - e. any anticipated ongoing costs, e.g. maintenance
 - f. expected life span
 - g. where the purchase will be made
 - h. the benefit to Judo NT of the purchase.
- Where an item is expected to cost more than \$1000, the request should be accompanied by at least 2 quotes from local suppliers. Where local suppliers are not able to provide the required item/s, interstate or online suppliers may be contacted.
- Once a purchase has been considered by the Judo NT board and approved in writing (minuted or email approval), the purchase can proceed.
- All purchase documentation should be provided to the Treasurer or Operations Manager for filing as soon as possible.
- Where appropriate, items should be engraved, photographed and added to the asset register as soon as possible.
- Where possible, Judo NT should avoid supporting only one particular supplier if other local suppliers can provide a commensurate good or service that meets the outlined value for money requirements.



Purpose

Judo NT acknowledges that board members have a vital role in the continued good governance of the sport. This policy outlines the board's objectives and provides guidance on the board members roles and responsibilities.

Scope

This policy applies to all Judo NT board members.

Responsibility

The responsibility for enforcing this policy rests with the Judo NT board.

Definitions

Conflict of interest - A conflict of interest refers to a situation where a conflict arises for an individual between two competing interests. These are often, but not exclusively, interests of public duty versus private interests. This refers to a reasonably perceived, potential or actual conflict of interest. Conflicts of interest can involve financial or non-financial interests of the board member and the interests of a business partner or associate, family member, friend or person in a close personal relationship with the board member.

Policy

Board objectives

- To undertake all actions in the best interests of Judo NT and its members.
- To work collaboratively to improve the awareness of judo as a sport and to encourage more people to become involved at all levels.
- To ensure that all actions undertaken by Judo NT are conducted fairly, accurately and transparently and in accordance with the Judo NT Constitution and relevant legislation.
- To declare any actual, perceived or potential conflicts of interest that may affect decision-making or the reputation of Judo NT.
- To follow all Judo NT policies and role model appropriate behaviour for all members, always representing the Association well.

Board roles and responsibilities

Chair (formerly titled *President*)

- Chair meetings ensuring that they are run efficiently and effectively
- Act as a signatory for the Association in all legal and financial purposes
- Represent Judo NT at national meetings and other key events

Board roles and responsibilities policy continued...

- Assist in the development of partnerships with sponsors, funding agencies, local and state government, shared facility users and organisations that are relevant to the goals of the Association
- Work with the Board to ensure relevant strategic and business plans are developed in order to achieve the goals of the Club.
- Work with the Executive to manage any paid employees including recruitment, retention, salary and performance reviews
- Regularly focus the Board's attention on matters of governance that relate to Judo NT's own structure, role and legislative obligations

Director of Communications *(formerly titled Secretary)*

- Manage Minutes of meetings and ensure minutes are distributed shortly after each meeting.
- Development of the agenda in consultation with other Board members and distribution prior to the meeting
- Responsible for ensuring that accurate and sufficient documentation exists to meet legal requirements
- Ensures that official records are maintained of Judo NT memberships
- Manage the general correspondence of the Board except for such correspondence assigned to others
- Provide an up-to-date copy of the Constitution and bylaws at all meetings
- Arrange Annual General Meeting in accordance with the Constitution requirements

Director of Finance *(formerly titled Treasurer)*

- Administer all financial affairs of Judo NT and provide advice to the Board
- Lead the annual budget process and liaise with the Northern Territory Government on matters relating to grant funding
- Ensure that all payments be approved by two persons on the board
- Make any payments authorised by the Board or by a general meeting of the Association from the Association's funds
- Develop and review financial policies and procedures
- Arrange annual audit and report at AGM
- Receipt and bank of all incoming monies within 5 days of receiving funds
- Pay all accounts & maintain accurate records of all income and expenditure
- Ensure that all receipts and payments reconcile with bank deposits and withdrawals
- Present financial reports at board meetings
- Be the primary signatory on the Judo NT account
- Maintain accurate budget reconciliation of grant expenditure and process end of financial year acquittal

Board roles and responsibilities policy continued...

Public Officer *(can be held in conjunction with other board positions)*

- Be Judo NT's legal contact for Licensing NT and the public.
- Be Judo NT's legal representative (taking delivery of documents served on the association) and an official signatory for association documents.
- Notify Licensing NT of any changes to the official address of Judo NT or the Public Officer.
- Keep a copy of the constitution - and any other documents prescribed by the Constitution – and provide to members as requested.

Director of Competitions

- As per the JNT Sporting Code (Competition Guidelines), is responsible for the following aspects of competitions:
 - a. Location & Venue (section 4)
 - b. Medical (section 5)
 - c. Draw (section 10)
 - d. Weigh-in (section 11)
 - e. Coaches and Managers Code of Conduct (section 14)
 - f. Referee and Judges (section 15)
 - g. Timekeepers and Recorders (section 16)
 - h. Discipline (section 17)

Director of Coaching

- Manage JA coaching programs for JNT.
- Manage NT team training programs.
- JNT head coach at national championships.
- Report to Director of Finance the NT teams performance at nationals for acquittal purposes.
- Be the JNT conduit for NTG coaching issues and events.

Director of NT Teams

- Manage the NT team at national events.
- Ensure entries are on time.
- Order NT Team tracksuits in a timely manner.
- Keep attendance records at NT team training programs.

Board Member

- Represent members' interests at board meetings.
- Support and contribute to the ongoing development of Judo NT and judo as a sport.
- Provide advice and information on key and emerging issues affecting judo in the Northern Territory
- Develop and maintain professional networks, links to stakeholder groups and partnerships that are representative of Judo NT interests.

Purpose

Judo NT acknowledges that volunteers play an integral role in all areas of our sport. The continued growth of our sport and its activities is greatly enhanced by the dedicated people who make up our volunteer base throughout the Northern Territory.

This policy provides guidelines to attract, maintain and retain volunteers.

Scope

This policy applies to all volunteers and Judo NT board members.

Responsibility

The responsibility for enforcing this policy rests with the Judo NT board.

Definitions

Volunteer - A person who undertakes a role with Judo NT without financial payment or reward.

Policy

Judo NT is committed to:

- Providing volunteers with access to all relevant policies and procedures relating to their duties, health and safety, and code of conduct.
- Engaging volunteers in roles that match their skills, interests, and experiences.
- Providing the necessary training, guidance and mentoring, so volunteers can perform their roles effectively.
- Reimbursing volunteers in a timely manner for agreed and approved expenses such as travel, accommodation or other official expenses incurred as a result of their duties.
- Maintaining the privacy of their personal information as per the Privacy Act.
- Acknowledging the rights of volunteers in accordance with any applicable statutes, and relevant legislation.
- Providing access to the grievance process in accordance with the Judo NT Constitution and have them dealt with fairly, promptly and confidentially.
- Acknowledging the contributions of volunteers.
- Treating volunteers with dignity and respect and ensuring all engagement is free from inappropriate behaviours.

Purpose

This policy provides the selection criteria and guidelines of the Judo NT Development Squad (JNTDS).

Judo NT is committed to the ongoing development of athletes, particularly those aged 12-20 years of age. Judo NT will advise Club Administrators when the program is run for a particular year. The program is dependent on available funding, managers and coaches.

Scope

This policy applies to all Judo NT athletes.

Responsibility

The responsibility for enforcing this policy rests with the Judo NT board.

Policy

Objectives

- Develop and assess potential state and National team members
- Improve the performance of Judo NT athletes at a national level.
- Establish a pathway which provides athletes better opportunities for Australian Team Selection
- Increase the number of competition players in the NT.
- Develop athletes understanding of basic and advanced competition concepts.
- Develop athlete's basic skills at tempo and under pressure.
- Educate athletes on mental intelligence, behaviour and leadership qualities required to compete at national level competitions.

Guidelines

- Training sessions and Competitions will be age appropriate training.
- Athletes must be available to undergo a physical assessment prior to the JNTDS start date. Any medical or other physical condition that is known that may impact an athlete's performance or ability to participate must be highlighted before or during the physical assessment.
- A medical or physical condition will not preclude an athlete from inclusion if risks associated with that condition can be managed. The JNTDS coach and the athlete's doctor or allied health professional must agree upon management of the condition/s.
- Athletes may be withdrawn from the program at any time if the expectations and standards outlined in this document are not met.

Development Squad selection policy continued...

Expectations and Standards

- Participants must be available for Territory teams.

- Athletes must demonstrate full commitment to the program.
- A fitness level must be maintained up to Judo NT standards as determined by the JNTDS Coach. Regular testing will be undertaken.
- Any injuries or conditions that may affect the athlete's fitness must be disclosed to JNTDS staff to prevent further injury or exacerbation of a condition. Injuries or conditions will not preclude an athlete from attending training – there is still the opportunity for involvement and learning.
- Correct Judogi must be worn to all trainings as well as appropriate fitness attire when requested.
- Athletes must advise the JNTDS coach prior to training of non-attendance or late attendance.
- Arrive at training with enough time to dress/tape etc and be ready to start training at the nominated time.
- Athletes will be required to maintain a positive attitude, high work ethic and be supportive of other JNTDS members.
- Athletes must be committed to learning by listening, absorbing and applying.
- Athletes will be expected to become a leader within their clubs by applying the above to their club training and Judo NT competitions.

Selection Criteria

- Athletes turning 12 – 20 (must not turn 21) in the calendar year of the squad selection.
- Numbers of athletes determined by funding availability.
- Athlete must show potential to play at a national level.
- Athletes must commit to the whole program which may include:
 - interstate training camps
 - Territory training camps
 - competing at Judo NT competitions and NT Titles
 - weekly club training and club competitions

Selectors

- One coach from each Judo NT member club

Selection Process

An initial squad will be chosen using the selection criteria above and the selection process outlined below by selectors.

- Information on players from coaches on Australian championship performances.
- Local talent identification by coaches from competition performances in juniors and seniors.
- Information on players from development squads, camps and other judo activities.
- A letter will be sent out to athletes chosen in initial squads outlining the programme aims, expectations, other guidelines and costs. if athletes cannot commit to the program then selectors will name replacements off a short list previously selected.