



# **REPRESENTATIVE HANDBOOK**

**Prepared by**

**Jacob Mulholland  
General Manager**

**Updated 2025**

On behalf of South Canterbury Basketball we would like to congratulate and thank you for your selection and commitment to the South Canterbury Basketball representative programme for this year. We are looking forward to providing you with an experience that is positive, embraces challenge and one that fosters growth and development.

Please find enclosed a guideline of responsibilities that will assist you in your position and an indication of the expectations aligned with your position, whether that is player, coach, manager, parent/caregiver or supporter. All information should be read in association with any relevant South Canterbury Basketball policies and procedures. This is a live document, any and all changes to and/or updates to this document are final.

If there are any concerns or queries that arise during the season, or if you need our help in any way at all, it is important that you contact us straight away. We are a community that always looks to work together to deliver the best possible experiences for our participants.

### **Key Contacts**

#### **GENERAL MANAGER**

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# Philosophy

***To develop, foster, provide and promote opportunities in all aspects of basketball in South Canterbury.***

South Canterbury Basketball will provide a supportive development environment which will encourage participants to be confident, courageous and assist with the holistic development of our participants on and off the court.

South Canterbury Basketball recognises that participation in formal and informal basketball is crucial to player development and therefore seeks to provide a wide variety of experiences and skill development opportunities for all participants.

South Canterbury Basketball wants every participant to find participation opportunities that challenge them mentally and physically by raising their fitness levels and self-esteem and by encouraging self-responsibility and personal development. Basketball participation will be enjoyable, stimulating and challenging, and will form the basis of lifelong participation in sport outside of our programme. South Canterbury Basketball will endeavour to help our participants (both as individuals and as teams) to reach their potential through quality instruction, coaching and mentoring.

South Canterbury Basketball recognises that participation in basketball will not only have positive benefits for those participants involved, but will also enhance the wider basketball community. South Canterbury Basketball will not only provide opportunities to achieve their potential, but will also endorse the values of positive competition, teamwork and FairPlay.

# What Do We Do And Why?

South Canterbury Basketball is committed to providing a structured and supportive pathway for players of all ages and skill levels to develop, compete, and succeed in the sport. Our representative programme offers a range of teams and development opportunities designed to foster talent, build strong team cultures, and prepare athletes for higher levels of competition. Through these programmes, we aim to instill core values such as commitment, resilience, teamwork, and sportsmanship, ensuring our players not only grow as athletes but also as individuals.

## Representative Teams

We offer representative teams across multiple age groups to ensure players can develop at a level suited to their ability and aspirations:

- Senior Men's & Women's Teams – These teams represent South Canterbury at a senior level, providing high-level competition and opportunities for players to continue their basketball journey beyond age group representation.
- U18 and U16 Representative Teams – These age groups include A and B teams, with development teams formed when numbers allow. These teams provide a pathway for players to refine their skills, compete at a regional and national level, and prepare for basketball at a senior level in South Canterbury or basketball opportunities outside our region.
- U14 Representative Teams – With A, B, and development teams, this age group focuses on skill development, competitive play, and laying the foundation for future representative basketball.

## Development & Pathway Programmes

Not all players are ready for representative basketball immediately, which is why we offer structured development programmes to support skill growth and game understanding:

- U14 Rising Stars Programme – Designed for young players looking to develop their skills through regular coaching, this programme builds confidence and fundamental abilities in a structured environment.
- Summer Development Programme (U14-U20) – This programme provides an off-season opportunity for players to continue improving, stay active, and refine their skills ahead of the next representative season.
- Representative Readiness Programme – With separate offerings for U14 and U16-U18 players, this programme is designed to help athletes prepare for the demands of representative basketball by focusing on skill enhancement, game awareness, and fitness.

## **Why We Offer These Programmes**

Our goal is to develop well-rounded athletes who are equipped with the skills, knowledge, and mindset needed to compete at their highest potential. By offering a variety of representative and development opportunities, we ensure that players at different stages of their basketball journey receive the appropriate level of coaching and competition. Our programmes also aim to build a strong basketball culture in South Canterbury, fostering a love for the game while emphasising values such as discipline, teamwork, and respect.

Whether a player is striving for national-level competition, looking to refine their skills, or simply wanting to grow in the sport, our programme provides a pathway to success while upholding the integrity and passion that define South Canterbury Basketball.

## **Representative Programme Goals**

### **Player Development**

- South Canterbury Basketball is committed to developing players who are skilled, knowledgeable, and adaptable to the demands of the modern game. Our programme provides structured training that enhances technical proficiency in shooting, ball-handling, finishing, passing, and defensive fundamentals. Players will engage in progressive skill development for their age, experience, and positional needs.
- Beyond individual skills, we emphasise basketball IQ through game-based learning, decision-making drills, and exposure to different offensive and defensive systems. Players will develop their ability to read and react to game situations, execute within structured and unstructured play, and adapt to various team roles.
- Physical preparation is another core focus. We integrate strength and conditioning, injury prevention strategies, and sport-specific movement training to ensure players are physically prepared for the demands of competition. Mental skills training, including resilience, self-regulation, and competitive mindset development, will also be embedded to create confident and mentally tough athletes.
- Ultimately, our goal is to prepare players for higher levels of competition while fostering a lifelong love for the game. Players will be encouraged to take ownership of their development and embrace the values of discipline, effort, and continuous learning.

## Coach Development

- Recognising that strong coaching is the foundation of player and team success, South Canterbury Basketball prioritises the growth of its coaches. Our programme provides ongoing education, mentorship, and access to evidence-based coaching methodologies to enhance teaching effectiveness and player development outcomes.
- We focus on equipping coaches with the technical, tactical, and pedagogical skills necessary to create high-performance training environments. This includes:
  - **Progressive Skill Development:** Implementing structured, age-appropriate teaching progressions to ensure players develop fundamental skills in a logical, sequential manner. This includes refining technique, introducing complexity at the right stages, and reinforcing key concepts through deliberate practice.
  - **Tactical Understanding:** Developing and implementing sophisticated team strategies that encompass offensive and defensive schemes, transition principles, and special situations. Coaches will be equipped with the tools to teach these concepts effectively and adapt them based on team strengths and opposition tendencies.
  - **Load and Recovery Management:** Understanding the principles of load management, periodisation, and recovery strategies to optimise player performance while minimising injury risks. This includes balancing training intensity, incorporating rest protocols, and aligning physical preparation with game demands.
  - **Effective Communication and Leadership:** Building strong communication and leadership skills to foster positive, trust-based relationships between coaches and athletes. This includes strategies for motivation, constructive feedback, emotional intelligence, and creating an inclusive team culture that encourages growth and accountability.
- Coaches will be encouraged to continually refine their approach through reflective practice, collaboration with peers, and engagement in formal accreditation pathways. Our goal is to develop a network of skilled, adaptable, and forward-thinking coaches who contribute to a culture of excellence.

## Team Development

- South Canterbury Basketball is dedicated to fostering cohesive, disciplined, and adaptable teams that embody strong fundamentals, tactical awareness, and a commitment to collective success. Our approach to team development ensures that athletes learn how to operate effectively within structured systems while maintaining the flexibility to respond to dynamic game situations.

- **Team Identity & Culture:** Establishing clear team values, communication standards, and accountability structures to build a strong, positive, and resilient team environment.
- **Offensive & Defensive Cohesion:** Implementing team principles that enhance spacing, ball movement, defensive rotations, and transition play.
- **Role Definition & Adaptability:** Helping players understand and embrace their roles while developing the versatility to contribute in multiple ways.
- **Game Preparation & Execution:** Emphasising scouting, game planning, and in-game adjustments to develop strategic thinking and execution under pressure.
- **Leadership & Team Dynamics:** Encouraging leadership development at all levels, fostering collaboration, and reinforcing the importance of trust, communication, and shared responsibility.
- By prioritising both technical and cultural aspects of team dynamics, we aim to build teams that are resilient, cohesive, and prepared to compete at their highest potential.

## Volunteer Development

- Volunteers are the backbone of South Canterbury Basketball, and we are committed to providing them with the support, training, and recognition they deserve. Our volunteer development program ensures that all volunteers whether in coaching, officiating, administration, or event support are equipped with the knowledge and confidence to contribute effectively to the basketball community.
  - **Training & Education:** Offering role-specific training workshops, mentorship opportunities, and online resources to ensure volunteers feel prepared and capable in their roles.
  - **Pathways for Growth:** Creating structured pathways for volunteers to advance into leadership roles within coaching, officiating, or basketball administration.
  - **Clear Role Definition & Support:** Ensuring that every volunteer has a clear understanding of their responsibilities and access to the tools, guidance, and networks necessary to succeed.
  - **Recognition & Community Building:** Celebrating volunteer contributions through awards, social events, and acknowledgment initiatives to foster a strong sense of belonging and appreciation.
  - **Sustainable Engagement:** Encouraging volunteer retention by fostering an inclusive, enjoyable, and well-supported environment that values personal growth and contribution.

- Through these efforts, we aim to cultivate a thriving volunteer network that strengthens South Canterbury Basketball and enhances the experience for all participants.

South Canterbury Basketball is committed to fostering a thriving basketball community where players, coaches, teams, and volunteers are supported in their growth and development. By emphasising skill progression, tactical understanding, leadership, and collaboration, we aim to create an environment that balances competition with personal and collective growth. Our holistic approach ensures that every individual whether on the court, the sideline, or behind the scenes has the resources, knowledge, and support to contribute to a culture of excellence. Together, we are building a strong foundation for the future of basketball in South Canterbury.

## Style Of Play

At South Canterbury Basketball, our representative teams play with a distinct identity built on three key pillars: **Pressure, Pace, and Poise**. These principles define how we approach both ends of the floor, ensuring an aggressive, up-tempo, and disciplined style of play. Each phase of our game connects seamlessly. **Pressure** on defence fuels **Pace** in transition, and when the game slows down, our **Poise** in the half-court ensures high-quality offensive execution before resetting back into defensive **Pressure**.

### 1. Pressure – Setting the Tone on Defence

Our defensive identity is built on relentless ball pressure, disrupting the opposition's rhythm, and forcing turnovers that create scoring opportunities.

- **Defensive Pressure:** We apply aggressive on-ball pressure, deny passing lanes, and work collectively to force mistakes. Our teams commit to high-intensity defence, utilising full-court and half-court pressure to make the opposition uncomfortable.
- **Offensive Pressure:** We put pressure on the defence by attacking quickly after a turnover or missed shot, exploiting defensive mismatches before they can set up. This includes aggressive drives, quick ball movement, and early offensive decision-making.

### 2. Pace – Playing Fast & Smart in Transition

Speed is a weapon, and we look to push the tempo at every opportunity, turning defence into offense as efficiently as possible.

- **Defensive Pace:** After securing a rebound or forcing a turnover, we immediately transition into offense, with players sprinting the floor, filling



lanes, and making quick outlet passes to maintain constant pressure on the defence.

- **Offensive Pace:** We emphasise early offense, attacking before the defence is set. Players are expected to make quick decisions—whether to drive, pass ahead, or find an open shot—keeping the tempo high without sacrificing control.

### 3. Poise – Executing Under Control in the Half-Court

If transition opportunities don't present themselves, we shift into disciplined half-court execution, ensuring that every possession leads to a quality shot.

- **Defensive Poise:** Even in a half-court setting, our defensive intensity remains high. We stay disciplined, communicate through rotations, and contest every shot without unnecessary fouling.
- **Offensive Poise:** In the half-court, we emphasise structured execution through set plays or motion offense. Players must maintain composure, make quick, intelligent decisions, and ensure high shot quality through ball movement and spacing.

### The Continuous Cycle

Our style of play is an ongoing cycle—**Pressure leads to Pace, Pace leads to Poise, and Poise resets into Pressure**. By maintaining this relentless approach, we force opponents to play at our tempo, dictate the flow of the game, and create an environment where our athletes can thrive.

This style of play serves as the foundation for our coaches and players, providing a clear identity while allowing for flexibility in execution. It is not a rigid blueprint but rather a guiding framework that teams can adapt based on their strengths, personnel, and game situations. Coaches and players are encouraged to build upon these principles, refining strategies that best suit their team while staying true to the core philosophy of **Pressure, Pace, and Poise**. Success comes from understanding these concepts and applying them in a way that maximises team potential, creating a dynamic and effective approach to the game.

## Trial Attributes

South Canterbury Basketball is committed to selecting players who best fit our representative programme's style of play, emphasising Pressure, Pace, and Poise. Our selection criteria focus on a balance of offensive skills, defensive intensity, team-oriented play, and game-changing qualities that contribute to high-level competition. Coaches will be looking for athletes who can push the tempo, apply

relentless defensive pressure, make quick and effective decisions, and execute in structured half-court settings.

To ensure a fair and thorough selection process, all trials will have at least three independent selectors present. This policy ensures a well-rounded evaluation of each trialist, considering different perspectives to maintain fairness and consistency. Players will be assessed not only on their individual skills but also on their ability to contribute within a team environment, their coachability, and their ability to adapt to the demands of representative basketball. If a player is not able to make any trial date, their guardian must email the General Manager stating why and that they would still like to be considered for selection. Selection would then be based on what the independent selectors know of the player from that calendar year.

### **Offensive Attributes**

- **Transition Speed & Decision Making** – Ability to push the ball in transition, make quick reads, and create scoring opportunities.
- **Finishing at Pace** – Capability to score efficiently at the rim in transition and under defensive pressure.
- **Shooting Consistency** – Ability to knock down open shots, particularly catch-and-shoot threes, and score off movement.
- **Ball Handling & Press Break** – Strong control under pressure, ability to advance the ball quickly, and handle defensive traps.
- **Half-Court Execution** – Understanding of offensive structures, ability to create for teammates, and make smart decisions in set plays.

### **Defensive Attributes**

- **Full-Court Defensive Intensity** – Commitment to high-pressure, on-ball defence and disrupting the opposition's ball handlers.
- **Defensive Awareness & Rotations** – Ability to anticipate plays, rotate effectively, and communicate in team defence.
- **Disruptive Hands & Active Feet** – Ability to get deflections, steals, and contest shots without fouling.
- **1v1 Containment** – Strong lateral movement and discipline to keep opponents in front.
- **Rebounding & Transition Defence** – Ability to secure defensive rebounds and make smart recovery decisions in transition defence.

### **Team Fit Attributes**

- **Unselfishness & Team-Oriented Play** – Ability to play within team concepts, make the extra pass, and contribute to overall team success.
- **Versatility & Adaptability** – Ability to play multiple positions, switch defensively, and adjust to different roles as needed.

- **Basketball IQ & Coachability** – Understanding of game concepts, ability to read situations, and willingness to learn and improve.
- **Communication & Leadership** – Vocal presence on the floor, ability to direct teammates, and encourage team cohesion.
- **Resilience & Mental Toughness** – Ability to stay composed under pressure, bounce back from mistakes, and maintain focus in crucial moments.

### **X-Factor**

- **High Motor & Work Ethic** – Consistently bringing energy, effort, and hustle to every play.
- **Athleticism & Physical Readiness** – Speed, agility, strength, and conditioning to sustain a high-tempo style of play.
- **Creativity & Playmaking** – Ability to create offense beyond set plays, attack mismatches, and make high-level reads.
- **Competitive Edge** – Strong desire to compete, willingness to embrace challenges, and ability to elevate performance in big moments.

### **Physical Attributes**

- Height or height potential
- Wingspan
- Athleticism
  - Explosiveness
  - Speed
  - Jumping ability
  - Timing
  - Agility
  - Lateral movement
- Stamina
  - Conditioning
  - Ability to string together multiple efforts for extended periods of time
- Positional Strength

## **Off-Season Structure**

- Summer Development Programme (SDP)
  - The SDP is for participants at any representative level (U14-U20) that would benefit from a structured training programme in the months of November, December and January. Participants will receive two training sessions per week at minimum consisting of one on-court session and one off-court session. More information on this can be found **here** (link coming soon).
- U16-18 Representative Readiness Programme (RRP)

- The U16-18 RRP is for participants going into the U16 and U18 representative seasons in any given year that would benefit from on-court training sessions going into the season during the four weeks prior to team trials. This programme offers one on-court training session per week at minimum and in no way is participation in this programme required for team selection. Performance at any RRP is not considered by coaches or the association during selection. Participants will be coached by the representative coaches for the given year around the trial attributes and style of play South Canterbury Basketball identifies with. More information on this can be found **here** (link coming soon).
- U14 Representative Readiness Programme (RRP)
  - The U14 RRP is for participants going into the U14 representative season in any given year that would benefit from on-court training sessions during the four weeks prior to team trials. This programme offers one on-court training session per week at minimum and in no way is participation in this programme required for team selection. Performance at any RRP is not considered by coaches or the association during selection. Participants will be coached by the representative coaches for the given year around the trial attributes and style of play South Canterbury Basketball identifies with. More information on this can be found **here** (link coming soon).

## Representative Structure

While the overall responsibility for the representative programme, along with all other operational programmes, is with the South Canterbury Basketball Board, management and operation is provided by the General Manager, Jacob Mulholland. The General Manager has strategic oversight of the representative programme in liaison with the President (Abbie Ross) of the Board. Other components of the representative structure are explained below.

## Coach

Coaches are responsible for players during practices, games, and tournaments, ensuring they follow guidelines and meet expectations while supporting the manager, who oversees off-court responsibilities. South Canterbury Basketball expects all representative team members to uphold exemplary behavior, with coaches fostering player development, team culture, and a professional approach both on and off the court. Detailed information about the responsibilities of our coaches can be found [here](#).

## Manager

The team manager is responsible for player supervision before and during tournaments, supporting the coach, and ensuring all administrative, logistical, and well-being needs are met. Key duties include communication with guardians, managing travel and accommodations, overseeing player conduct, enforcing curfews, and ensuring players are properly equipped, fed, and prepared for games. Some teams have specific requirements related to the gender of a team manager which are generally related to the coaching staff (e.g. male coach of a female team requires female manager). Detailed information about the responsibilities of our team managers can be found [here](#).

## Player

Players must attend all practices, show respect to coaches, teammates, and staff, and maintain a positive attitude. During tournaments, they must follow the manager's instructions, respect team rules and curfews, uphold fair play, avoid prohibited substances, and understand that failure to comply may result in removal from the team or future selection in South Canterbury Basketball events. Detailed information about the responsibilities of our players can be found [here](#).

## Parent/Caregivers and Supporters

As a parent or caregiver of a player you must accept the terms and conditions outlined regarding player participation in a representative team and understand that my role is to support my child in upholding the values of respect, teamwork, and commitment while representing South Canterbury Basketball. Guardians will encourage their players to adhere to team rules, follow the instructions of coaches and managers, and display sportsmanship at all times. Furthermore, accept that any breaches of these expectations by their players may result in disciplinary action, including removal from the team, reimbursement of costs incurred by South Canterbury Basketball due to player actions, or the requirement to collect my child from an event.

Supporters (including guardians) will

- Model positive sideline behaviour, refraining from negative comments directed at referees, players, coaches, or opposition supporters.
- Understand that referees and officials are integral to the game and that any concerns regarding officiating or team management should be addressed respectfully through the appropriate channels, not during or immediately after a game.
- Respect the boundaries between players, coaches, and managers, recognising that coaching decisions, player rotations, and team strategies are the responsibility of the coaching staff.
- Not approach coaches or managers during games or training sessions with concerns but will seek an appropriate time to discuss matters calmly and constructively if necessary.
- Commit to fostering an environment that prioritises Fair Play, player well-being, and respect for all involved in South Canterbury Basketball.

## Trial Structure

Below is the trial structure that will take place in all South Canterbury Basketball representative team trials. There will be up to two trials held.

After the final trial, participants will be told the next steps including the team announcement process. Two emails will be sent. One to successful participants and one to unsuccessful participants. The email associated with the Gameday account used to register for the trial will be used for these communications. In some cases, **'squad members'** will be also named in a team or be announced at a later date. **A squad member trains with the team but does not travel to tournaments.** Coaches reserve the right to change squad members throughout the season due to player injury and commitments.

## Representative Trial Structure

Time	Activity	Details
-30 min	Player Registration	<ul style="list-style-type: none"> <li>- Sign in at registration</li> <li>- Number allocation</li> <li>- Programme materials</li> </ul>
0 min	Introduction	<ul style="list-style-type: none"> <li>- Programme values</li> <li>- Expectations, commitment and structure</li> <li>- Staff introductions</li> </ul>
5 min	Warm-up	<ul style="list-style-type: none"> <li>- BBNZ On-Point</li> </ul>
15 min	Drinks	
17 min	1v1	<ul style="list-style-type: none"> <li>- Split groups assessing 1v1 skills</li> </ul>
37 min	Drinks / 2v2	<ul style="list-style-type: none"> <li>- Split groups assessing 2v2 skills</li> </ul>
47 min	Drinks	
50 min	3x3	<ul style="list-style-type: none"> <li>- Teams of 4</li> <li>- Continuous subs</li> <li>- Break / drinks when subbed</li> </ul>
65 min	Drinks	
70 min	4v4	<ul style="list-style-type: none"> <li>- Split groups assessing 4v4 half-court skills</li> </ul>
87 min	Drinks	
90 min	5v5	<ul style="list-style-type: none"> <li>- Player court allocation</li> <li>- Full court games</li> <li>- Break / drinks when subbed</li> </ul>
120 min	Debrief	<ul style="list-style-type: none"> <li>- Next steps</li> <li>- Questions</li> <li>- Self-led warm down</li> </ul>

## Concerns, Complaints & Incidents Procedure

On occasions, concerns may arise within the representative programme. Addressing these concerns can be complex, especially in an environment where many involved are volunteers, and conflicts of interest may exist such as coaches and managers also being guardians. If a player, parent, coach, or manager has a concern, they are encouraged to follow these guidelines.

## **Team Structure**

Where possible, each team should have a manager or a dedicated adult who is not the coach. Concerns should be directed to the South Canterbury Basketball General Manager, which will manage the issue in consultation with the Board.

## **Principles for Addressing Concerns**

- The health, wellbeing, and safety of all players should be the top priority, particularly in situations involving a coach-player relationship, given the inherent power dynamic.
- Details of any concern should remain confidential between the complainant, relevant committee representatives, and the respondent. Matters should not be openly discussed outside these parties.
- The steps taken during the resolution process should be communicated in a timely and logical manner by the Chairperson of the Committee, or in their absence, an assigned committee member.
- Responses to concerns should be constructive, future-focused, and follow a restorative approach aimed at rebuilding relationships.
- The South Canterbury Basketball Executive Committee has the final authority in any concern resolution and may intervene, adjust, or amend a decision if deemed necessary.

## **Process for Addressing Concerns**

### **1. Initial Reporting:**

- Concerns should first be directed to the team manager for assessment.
- If there is no team manager, concerns should be sent to the General Manager.
- It is preferred that concerns be submitted in writing via email.

### **2. Committee Review:**

- The concern will be presented to the Board by the General Manager and then reviewed by the South Canterbury Basketball Board.
- The Board may seek guidance from Basketball New Zealand if necessary.

### **3. Escalation of Serious Concerns:**

- If the concern involves serious allegations such as abuse, theft, assault, or misconduct, it will be immediately referred to the Board for further investigation.
- Where required, the matter will be escalated to the appropriate authorities (e.g., law enforcement or governing sports bodies).

### **4. Response Process:**

- The individual in question will be informed of the concern without immediate disclosure of the complainant's identity.



- They will be given the opportunity to respond, either in writing or verbally.

#### **5. Resolution and Next Steps:**

- The Board will review all details and determine appropriate action.
- If required, the matter may be referred to Basketball New Zealand or another governing authority for further resolution.
- Any final decisions will be communicated appropriately to all involved parties.

If you have a concern regarding the General Manager, this can be submitted via email to the President of the Board at [president@southcanterbury.basketball](mailto:president@southcanterbury.basketball)

South Canterbury Basketball is committed to maintaining a fair and respectful sporting environment for all participants. We encourage open communication and a proactive approach to resolving concerns in the best interests of our players and basketball community.

## **Finance**

Funding is an essential part of ensuring that representative teams have the resources needed to compete at the highest level. South Canterbury Basketball is committed to supporting players, teams, and families in managing costs by seeking funding opportunities and providing guidance on effective fundraising strategies. While the association actively applies for grants to reduce programme expenses, teams and individuals also have opportunities to raise funds through approved initiatives. It is important that all fundraising efforts align with the principles of fairness, inclusivity, and benefit the intended participants.

### **Programme Funding**

Each year, South Canterbury Basketball applies for external funding to help offset the overall programme costs. While we strive to secure as much financial support as possible, funding levels can vary. Therefore, additional fundraising efforts at the team and individual levels play a crucial role in ensuring that financial barriers do not limit participation.

### **Team Fundraising**

Teams are encouraged to organise fundraising activities to collectively reduce costs for all members. Any fundraising initiative must be approved by the General Manager to ensure compliance with association guidelines and fair distribution of funds. The key principle is that all team members should benefit equally from any funds raised.

### **Individual Fundraising**

Players are also permitted to raise funds independently to help cover their personal costs. Any individual fundraising initiative must be approved by the General Manager to ensure that it aligns with association policies and does not conflict with team or association-wide efforts.

### **Additional Considerations**

- **Transparency:** All fundraising efforts should maintain clear records of funds raised and how they are distributed.
- **Collaboration:** When possible, working together as a team or alongside the association's initiatives can maximise financial support.
- **Responsibility:** All fundraising efforts must be conducted in a way that reflects positively on South Canterbury Basketball.
- **Conflict of Interest:** As mentioned above,

By utilising a combination of programme funding, team fundraising, and individual fundraising, we can ensure that financial challenges do not prevent players from having access to the best development opportunities available.

## **Health & Safety**

South Canterbury Basketball is committed to ensuring a safe, professional, and well-organised environment for all representative players, coaches, and team staff. This handbook outlines key policies regarding injury reporting, concussion management, criminal history checks, tournament travel, child safety, image and likeness consent, and official communication. These policies are designed to promote player wellbeing, maintain transparency, and uphold the highest standards of conduct within our program.

### **Code of Conduct**

As part of South Canterbury Basketball's commitment to growing not just great players, but great people, we fully align with the values and behavioural standards set out by Basketball New Zealand in their Code of Conduct. This Code exists to protect the integrity of the game, ensure a safe and respectful environment for everyone involved, and uphold the spirit of sportsmanship both on and off the court. All players, coaches, officials, parents and supporters representing South Canterbury Basketball are expected to meet these standards, demonstrating humility in victory, grace in defeat, respect for referees, and positive conduct toward teammates and opponents at all times. By aligning with these values, we strengthen not only our teams, but our community and the reputation of our region. [You can read the code of conduct here](#)

As a player, coach, manager, parent and/or supporter involved with South Canterbury Basketball, you agree to abide by the above mentioned code of conduct and may face consequences for any behaviour that does not align with it.

## Injury

It is expected that all coaches and managers keep a record of injuries and inform the General Manager as soon as practical via email.

***The injuries that should be reported are those when a player is forced from the court due to injury and are unable to take part in this or future games for a period of time, and professional medical advice has been obtained (doctor/physio etc).***

When an injury occurs that the coach is particularly worried about, the manager should contact the parent **immediately** via phone call and, if appropriate, request that the parent pick the player up for further medical treatment.

## Concussion

Of particular concern is concussion. In this case the parent should be informed **immediately** by the coach or manager. You can look at [this website](#) to assist with understanding concussion including some videos of hypothetical situations.

### Concussion Return to Play Protocol

Head injuries or suspected head injuries must be treated with extreme caution. If in doubt it is better to be conservative and treat it as a concussion as people under 18 years of age are at high risk for complications of head injury and prolonged return to play if recurrent concussions occur in a short period. Other high risk factors for complications/prolonged delay in return to play are

- Previous concussion
- ADHD or Hyperactivity
- Previous seizures
- Drinking alcohol
- Drug use

### Signs that a player has suffered a concussion injury includes

- Observed blow to the head
- Loss of consciousness
- Confusion/disorientation/inability to remember injury
- Dizziness/poor coordination/poor balance
- Headache
- Light sensitivity
- Nausea/vomiting

If a player has one of these signs, it warrants a concussion check in the emergency unit at hospital.

### Initial treatment of Concussion:-

1. Coach/manager to look for [the signs of concussion](#) immediately after the incident or concussion is suspected
2. Coach/manager to contact family ASAP by phone call to advise them of their concerns
3. Sent home with a family member who will watch the player carefully over the next 24 hours for signs of drowsiness, vomiting, confusion and slurred speech
4. Coach/manager emails General Manager

**Further treatment of Concussion may include:-**

- Brain rest for next week includes avoiding screens, limiting television and computer use, decreasing school work (school has been informed)
- Physical rest until cleared to progress by protocol to follow and avoid weight lifting/aerobic exercise
- Wear sunglasses for light sensitivity and ear plugs if sound sensitive
- Simple painkillers for headaches

Rehabilitation Stage	Exercise At Each Stage Of Rehabilitation	Objective Or Stage	Under 19
1. Rest/No Activity	Mental and physical rest	Rest. Avoid any activity that makes your symptoms worse. You may have to avoid screens	2 days
2. Light Aerobic Exercise	Symptom-guided, low to moderate intensity activity such as walking, or stationary cycling	Increase heart rate	14 days
3. Sport-Specific exercise	Running drills, no impact activities	Add movement	2 days

4. Non-Contact Training Drills	Progression to move complex training drills: passing, catching, may start doing weight training	Exercise, coordination and mental load	2 days
5. <b>Following Medical Clearance</b> Full Contact Practice	May participate in normal training activities (contact training)	Restore confidence and assess function skills by coaching staff	2 days
6. After 24 Hrs Return To Play	Player rehabilitated	recover	1 day
		Total	23 days

[NZRFU Rugby Smart](#)

If during any step concussion symptoms reoccur the player will return to the previous level of activity. Progression through steps typically involves multiple days on each level, a player would not progress through a level in a single day.

**Concussion experts suggest multiple concussions in one season should result in termination of the season for that player.** It is important, therefore, to manage concussion appropriately on the first concussion as the brain is susceptible to reinjury if a player returns too early.

## Criminal History

All coaches and managers must go through a Criminal History check before attending any tournaments. These checks will occur every three years. If a check comes back with a record of criminal history, the General Manager along with the South Canterbury Basketball board will work with the individual on a case by case basis to determine whether or not the individual will remain in their position.

## Vans and Other Vehicles

All tournament travel is organised by the General Manager, with rental vans as the primary mode of transport for teams. Each team will have a van booked from a local rental company, which must be picked up either the afternoon before travel or the morning of travel, depending on the tournament schedule and travel distance. In addition to rental vans, the South Canterbury Basketball vehicle is the only other approved mode of transport for official tournament travel.

### Use of Personal Vehicles

Any team manager or staff member wishing to use their **own vehicle** for tournament travel must receive **prior approval from the General Manager**. If approved, travel costs will be the responsibility of the individual unless an alternative arrangement is made with the General Manager.

## Child Safety

Any adults working with children have a duty of care for them. This is in the way they directly work with the players to create a healthy, safe and inclusive environment that fosters belonging and skill development, but also in observing the wellbeing of players generally.

South Canterbury Basketball adopts the Basketball New Zealand 'Protection of Young People' policy under which all coaches, managers and other associated adults must operate. This policy can be read by [clicking here](#)

## Image and Likeness

South Canterbury Basketball may capture photos and videos of players for the following purposes:

- Promotion on our **official social media platforms** (e.g., Facebook, Instagram, and other relevant channels).
- Updates and highlights on the **South Canterbury Basketball website**.
- Marketing materials related to the representative program, including event promotions and sponsorship opportunities.

### Consent and Opt-Out Process

If a player **gives consent**, South Canterbury Basketball may use their image as described above.

- If a player **does not give consent**, their image will not be used in any publicly shared content. Coaches, team managers, and event photographers will be informed to minimise or exclude them from photos/videos

- If a player or guardian wishes to **withdraw consent** after initially providing it, they must notify South Canterbury Basketball via email. We will make reasonable efforts to remove or avoid future use of their image but cannot retroactively remove images already published

By completing the registration process, players and guardians acknowledge this policy and confirm their selection regarding image and likeness use.

## Communication With Players

Clear and professional communication is essential for the smooth operation of South Canterbury Basketball's representative teams. To ensure transparency, accountability, and accessibility, the following communication guidelines must be followed.

### General Manager to Teams

- All official communication from the General Manager to teams, players, and guardians will be sent via email
- This includes important updates, tournament details, travel arrangements, schedules, and policy information

### Coach & Manager to Players

- Communication from coaches and managers to players and guardians must take place via a messaging service that allows messages to be tracked and viewed after sending (e.g., WhatsApp, Messenger, or other approved team communication apps).
- Disappearing message groups are strictly prohibited for communication between coaches/managers and players. This ensures all messages remain accessible for reference and accountability.

These guidelines are in place to maintain a professional and transparent environment while ensuring all communication remains clear and appropriately documented.

## Tournaments

Tournaments are one of the strongest memories that a player will have and they provide an irreplaceable opportunity for players to experience managing excitement, fatigue, positive pressure, self management and the joy of being away with your friends in pursuit of a common goal. With that in mind it is important that coaches and managers set clear, realistic goals for a tournament that are less results focused and more about process and culture; best practice in coaching indicates that

focusing on the **way you play** is more important than the score at any given time. Achieving small goals within the context of a game, tournament or season will allow the final results to take care of themselves. The tournament calendar will be circulated within the trial registration information and usually involves three tournaments per season for each team. The General Manager is responsible for organising tournament arrangements including

- Cost
- Travel arrangements
- Entry and qualification
- Accommodation
- Selection of coaches and managers

## Refunds

In the event a player is unable to attend a tournament after payment of the tournament or associated fees, a refund will only be issued if a suitable replacement player can be found prior to departure. If a player is unable to continue participation after departure, an application for a partial refund may be submitted to South Canterbury Basketball for consideration. Approval will be at the discretion of the association, taking into account the specific circumstances.

## Referee & Scorebench Requirements

Most tournaments require the team to supply scorebench either before or after their scheduled game, it is the responsibility of coach and manager to organise this and ensure it is carried out to a high standard. Occasionally, referees are also to be provided by teams. Again, this is to be organised by the coach and manager in conjunction with the General Manager.

## Uniform and Apparel

South Canterbury Basketball has apparel available to purchase and can be purchased by anyone involved in the representative programme, including coaches, managers, players, guardians and supporters. The list of available apparel is available by [clicking here](#). Orders for apparel will be called for and made on three different occasions throughout the year as listed below. No orders will be made outside of these dates and orders are only able to be made by the General Manager.

- Order Window 1
  - First full week of March - aligning with U16 | U18
- Order Window 2
  - First full week in August - aligning with U14 and Senior
- Order Window 3
  - Last full week in November - EOY order



## Coaches

Coaches will be provided with 1 Polo and this must be worn when coaching a team at any tournament. Additional uniform and apparel may be purchased within the uniform and apparel ordering dates as specified above.

## Managers

Managers will be provided with 1 Polo and this must be worn when managing a team at any tournament. Additional uniform and apparel may be purchased within the uniform and apparel ordering dates as specified above.

## Players

Players will be provided with a playing uniform and this must be worn respectfully when playing in any game, looked after when not in use and returned after the final tournament. Any damage or loss to a uniform will be paid for by the player and or their guardians. Players will also be provided with one warm up top and this must be worn to and from games and while the team is warming up before games.

## Sponsorship and Printing Guidelines

As mentioned in the finance section, teams and individuals are permitted to raise funds to assist with their attendance at representative tournaments. On occasion, teams and individuals receive sponsorship from businesses in exchange for advertising logos on apparel OR in the form of 'thanks for having my back' text. Any additional printing on South Canterbury Basketball apparel must be approved by the General Manager before the sponsorship drive begins. **Teams and individuals are not permitted to buy and create their own apparel to do this.**