

# **Surrey Basketball Association**

## **Women and Men Senior League**

# **Handbook**



**2023-2024 season**

**Website:** [www.surreybasketball.org.uk](http://www.surreybasketball.org.uk)

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## **Surrey Basketball Association. Executive Committee Members 2017-2018.**

**Chairperson** Warren Bobb [vice-chair@surreybasketball.org.uk](mailto:vice-chair@surreybasketball.org.uk)

**Treasurer** Paddy Latham [treasurer@surreybasketball.org.uk](mailto:treasurer@surreybasketball.org.uk)

**Administrator** Miranda Leach [administrator@surreybasketball.org.uk](mailto:administrator@surreybasketball.org.uk)

**Competitions Manager** Steve Stredwick [steve@surreybasketball.org.uk](mailto:steve@surreybasketball.org.uk)

**Scoresheets sent to Steve and** [scoresheets@surreybasketball.org.uk](mailto:scoresheets@surreybasketball.org.uk)

**Officials Officers** Chris Pullen [chrisp1259@outlook.com](mailto:chrisp1259@outlook.com)

Sharon Rennie [Sharon\\_rennie@hotmail.com](mailto:Sharon_rennie@hotmail.com)

**Safeguarding Officer** Ed Aguilar [ed@surreybasketball.org.uk](mailto:ed@surreybasketball.org.uk)

**CVL Coordinators** Evan York, Grace Fellows, Andy Stock, Kerri Comerford

**SBA Committee Members** Edgar Ndazi, Adrian Jones

## **Surrey Basketball Association – Mission Statement**

The SBA is a voluntary association, responsible for administering and governing basketball at junior and senior levels within the county of Surrey, South East England.

We share the same mission statement as Basketball England;

***‘To provide an inspirational basketball experience for more people, more often’.***

### **SBA Values:**

#### *Ethical and Transparent*

We must be reliable, credible, fair and trustworthy as an organisation.

#### *Responsible*

We have a responsibility to the sport, to all involved in the sport within the county and to the promotion, development and furthering of the game at all levels.

#### *Dedication*

All involved in the SBA perform their roles to the best of their abilities with passion and drive, maintaining a professional, pro-active approach.

## **Rules and Regulations.**

### **1 - Playing Season**

The playing season shall be within the dates of 17<sup>th</sup> September 2023 and 26<sup>th</sup> May 2024. The cup finals will be held on 11<sup>th</sup>/12<sup>th</sup> May 2024.

### **2 – Number of teams in a division/ players in a game**

The number of teams in a division will be at the discretion of the Senior Competitions Committee.

### **3 – League Points**

Three points shall be awarded to the winning team and one point to the losing team. No points shall be awarded to a defaulting team.

### **4 – Suitability of Courts**

All clubs are required to provide details of court address, travel directions and availability to the Competitions Secretary. The earliest Tip Off time on a weekday shall be 1915hrs and the latest Tip Off time shall be 2115hrs unless a mutually agreed time is made for both teams. The Surrey Basketball Association Committee may rule a court as unsuitable.

Teams playing home fixtures at sports centres shall be responsible for ensuring that away teams are not obliged to pay an entrance fee to the sports centre in order to fulfil fixtures. This only applies to the team and coach, not followers.

### **5 – Non-playing Regulations**

- i. All Clubs are required to pay a one-off joining fee of £50.00 to the Surrey Basketball Association as a condition of entry into the Association's competitions for which additional entry fees will be charged. Any unpaid fines will be deducted from this at the start of the season. The Joining Fee will then require 'topping up' prior to the start of the following season.

Any Club that withdraws from SBA competitions and who subsequently re-join will be subject to a new joining fee.

- li. It is a condition of entry to the Surrey League that each Club must send a representative to the Annual General Meeting at the end of the Season. A fine of £20 will be incurred for not doing so.

## 6. Player Regulations

### Player Eligibility

#### a) Men's Divisions

- i. Any person with a foreign player's National Basketball League Licence may not play in any division of the Surrey League.
- ii. No player with a BBL licence can play in the Surrey League.
- iii. Teams cannot play more than 2 National League (Basketball England NBL) players in any one game.
- iv. The above conditions do not apply to junior players registered to play in junior or senior leagues.
- v. No player may play for more than one club in the same Surrey League competition. No player may play for more than one team in the same division unless authorised by the SBA. **See (f) iii**

#### b) Women's Division

- i. Any person with a foreign player's National League Licence may not play in any division of the Surrey League.
- ii. The above conditions do not apply to junior/ cadet players registered to play in junior or senior leagues.
- iii. No player may play for more than one Club in the Surrey Women's League.
- iv. All teams may play a maximum of TWO (2) senior National Women's Division I & II) basketball players in any of the women's leagues including cup games.

#### c) Cup Games

For Cup Games, only players who have played 4 League games may compete from the quarter final stage onwards, unless they were registered with the Club before 30<sup>th</sup> November of the current season. Rules (a) and (b) above also

apply to the Cup Competition.

**d) Kit Regulations**

- i. The Home Team must confirm their playing colours 7 days prior to fixture and in the event of a colour clash, the AWAY team changes.
- ii. All teams must have two contrasting sets of kit – including shorts.
- iii. All teams shall wear uniform (vest and shorts). Teams are reminded to observe Basketball England regulations regarding T-shirts (i.e. none to be worn) and undershorts (same colour, but not showing below shorts). Players will be asked to remove any item that is not regulation kit.

**In Addition:**

In any competition, final or semi-final event staged by the SBA, players WILL NOT be allowed on court without the correct team uniform.

**e) Registration**

- i) All Clubs competing in the Surrey Basketball League must register its Club and players with Basketball England.
- ii) In all matches players must have a valid licence card in order to play. From the first game of the season, all Teams must produce participants' licences, complete with colour photograph (stuck/laminated onto licence card) and present these to the scorer's table in good time before the start of the match. (See fines page 13). The Player's licence numbers must be included on the score sheet. It is the responsibility of both Coaches and Referees to ensure this is done.

**ALL PLAYER/ COACH REGISTRATION NUMBERS MUST APPEAR ON EVERY SCORESHEET from the START of the Season.**

**PLAYERS WHO ARE NOT REGISTERED WILL NOT BE PERMITTED TO PLAY.**

**If a referee on attending a League Game discovers that a player is not registered, s/he will notify the Coach that the player is not eligible to play and also may not sit on the Team bench. The situation will be reported to the SBA Executive Committee pending a potential fine.**

- iii) Cut-off dates for player registrations in the Surrey Senior Divisions is 31<sup>st</sup> January on that season.
- iv) Coaches, Referees and Table Officials should be licenced either through their Club, or direct to the Surrey Registrations Officer/ Surrey Registrar. **Coaches and Officials must also have an up to date DBS check through Basketball England.**

#### **f) Clubs Having More Than One Team in the League**

Should a club wish to play two teams when there is only one division available, that club must nominate 7 players for each team who can only play in that team. Other players can play for either team. SBA retains the right to influence club selection. For Cup matches, that club must nominate two entirely separate teams.

- i) No player may play for more than one Club in any Surrey Competition INCLUDING the Cup Competition.
- ii) Clubs wishing to play more than one team in Cup competitions or the same League (i.e. Premier or First Division) must declare and nominate **all** their players for each team prior to the first round of the Cup and nominate 7 players from their better team who cannot play in their Club's 2<sup>nd</sup> team. No transfers can be made thereafter without the expressed permission of the SBA Executive Committee.
- iii) No player may play for more than one team in the same division.

#### **g) Transfers**

A player may transfer from one club to another only by written permission from the Surrey Executive Committee. Written intention to transfer must be received from the player and the two Clubs concerned before permission can be granted.

#### **h) Fixture Dates**

The schedules printed in the fixture list shall be deemed to be CONFIRMED. Fixtures can only be changed in exceptional circumstances and at the permission of the Competitions Secretary.

The HOME TEAM must confirm the fixture i.e. team jersey colours, tip time and any other information relevant to the game. This must be done with the away team no later than 7 days prior to the match.



The SBA is NOT in favour of 'double-header' fixtures. These may only be played in exceptional circumstances and only with the agreement of the SBA Executive Committee. Failure to do so may invoke penalties.

### **i) Postponed Games**

The Game should be re-arranged by mutual consent prior to the League Closure dates, and any un-played games by the end of the Season will be subject to a fine. (see fines page 13)

### **j) Forfeiture of Points**

Any team failing to appear on court within 15 minutes of the scheduled start time could be subject to a fine, as reported and at the discretion of the Surrey Basketball Association. If the match is played with a late start then the result will stand.

If the game is not played:

- i) The game will hopefully be re-arranged by mutual consent (informing **Steve Stredwick** of the new date).
- ii) Officials will be paid.
- iii) Visiting team could be liable to a portion of the home team's expenses, as decided by the SBA.
- iv) If the game cannot be re-arranged, then the home team must submit a 20-0 score-sheet.
- v) Visiting team will forfeit league points and SBA will decide upon invoking rule 10 (ix) page 13.
- vi) Responsibility for playing the re-arranged game rests firmly with the visiting team.

### **k) Late Start**

Any game failing to make scheduled Tip Off time will be reported (by either team or official) to the Senior Competitions Committee who will make a decision on whether a fine will be levied.

## I) Unplayed fixtures

See rule 10 (ix) page 13.

## 7. Home Court Duties

It is the responsibility of the home team to:

- Provide two qualified referees and to pay the appropriate fee (see below). N.B. Only experienced Level 1 referees can officiate senior games and their co-official must be Level 2 or above. However, level 1 referees are not insured.
- Provide two, competent, **qualified** table officials.
- Provide suitable table equipment: a Basketball England scorebook, personal foul markers, team foul markers, directional arrow, sounding device/s, visual scoreboard.
- Provide a match ball.

### a) Official Scoresheet

- i) An official Basketball Scoresheet shall be used for all League and Cup games. These can be obtained from Basketball England at [www.basketballengland.co.uk](http://www.basketballengland.co.uk)
- ii) The home team shall ensure that there are two carbon copies of the scoresheet. All player coach registration numbers **MUST** appear on every scoresheet. **MATCH NUMBERS MUST ALSO BE PROVIDED.**
- iii) The HOME team will be responsible for sending the scoresheet, within 24 hours after tip time, to [scoresheets@surreybasketball.org.uk](mailto:scoresheets@surreybasketball.org.uk)  
N.B. score sheets should be sent electronically; if the quality of the score sheet is poor or illegible, or is needed to resolve a disciplinary matter, then the SBA will ask that the original is posted – **WILL ALL CLUBS PLEASE ENSURE THEY HAVE ACCESS TO WHITE COPIES.**

### b) Payment of Officials

Basketball England has recommended levels of payment for officials – please see snippet below from the BE website. However, Clubs are free to make their own financial arrangement with officials. Officials are to be paid **prior** to the start of the match.

### Recommended Local Officiating Rates

Below are the Basketball England recommended rates for officiating for games that take place in local leagues, schools, colleges, universities and so on. There are no requirements for these to be the rates that a league or association set and you should check with the organisation appointing you to the game what the fee is.

Please visit the [National Basketball League](#) regulations (appendix 3) for the National Basketball League match fees.

In addition to the recommended match fee, Basketball England suggest that relevant expenses are paid at 45p per mile or public transport cost.

#### REFEREE RECOMMENDED RATES

FIBA Referee - £22  
Level 4 Referee - £21  
Level 3 Referee - £19  
Level 2 Referee - £18  
Level 1 Referee - £17

#### TABLE OFFICIAL RECOMMENDED RATES

FIBA Table Official - £17  
Level 4 Table Official - £15  
Level 3 Table Official - £12  
Level 2 Table Official - £11  
Level 1 Table Official - £10

### Surrey Minimum / Maximum Payments

Referee – Minimum £25

Maximum £35

Table Official – Minimum £10

Maximum £20

## 8. Player Disqualifications

- i) If a player, coach or player/coach commits a disqualifying foul, s/he **MUST** leave the arena. There will be an automatic two (2) game ban from the team's next Surrey League games. If this ban is ignored, the Team shall forfeit the game in which the ban should have been effective. This doesn't apply to players/coaches disqualified as a result of 2 Technical Fouls, 2 Unsportsmanlike Fouls, or 1 of each, however reports must still be submitted in these cases.
- ii) A full report by the referee must be sent to the Competitions Secretary within 5 working days. A player/coach who is disqualified can neither play nor coach during the two match ban.
- iii) Teams will receive notification of the banned player/ Coach or Coach/Player.
- iv) ALL disqualifications must be referred to the Disciplinary Committee where further action may be taken. All case reviews will be done on an individual basis and the Club will be notified of all action to be taken and decisions made by the Disciplinary Committee. The Player, Coach or Player/Coach's previous disciplinary record WILL be taken into consideration.

*The Disciplinary Committee will comprise of 3 non-involved members from the Surrey Basketball Association Committee, appointed through the Competitions Secretary.*

## 9. Appeals Procedure

- i) Clubs, Teams or Individuals members have the right of appeal to the Surrey Basketball Association Committee on any fine imposed or on any decision that affects them within 7 days of that fine or decision, or on any dispute considered by the Surrey Basketball Association Committee to be within the Association's jurisdiction. Appeals received outside this timeframe will ONLY be considered in exceptional circumstances.
- ii) Any appeal must be accompanied by the specified APPEAL FEE of £50.00. On receipt of the appropriate fee the Appeals Committee (The Surrey basketball Association Chairperson, plus 2 non-involved members from the SBA Committee) will convene and review the appeal.
- iii) Should the appeal be upheld, any monies paid may be returned as the Surrey Basketball Association deems appropriate. The Club, Team or Individual lodging the appeal shall have the right to be represented when the appeal is heard. Reasonable notice having been given to the party or parties concerned.

## 10. Fines

The senior competitions Officer will notify the Fines Administrator/ Treasurer of any breach of rules incurring a fine. A fine will then be issued to the appropriate Clubs concerned. Fine details will be reported to the SBA Executive monthly meetings for ratification.

- i) Failure to supply two referees to a game (1<sup>st</sup> and 2<sup>nd</sup> occasions): **£40** per occasion.
- ii) On 3<sup>rd</sup> and subsequent occasions, one League Point will be deducted for each occasion, including 1<sup>st</sup> and 2<sup>nd</sup> occasions.
- iii) Ineligible and unregistered players (ringer/ BBL/ plays for another team) maximum **£100** fine plus loss of game.
- iv) Registration match numbers or licence numbers or failure to provide COLOUR photographs on player licence cards shall all be fined at **£10** per offence. Where incomplete scoresheet have been received, the Club will be expected to resend correctly completed ones to the Competitions Officer.
- v) Incorrect team uniform: **£10**.
- vi) Failure to make scheduled Tip Off time (as reported) **£10**.
- vii) Club non-attendance at Surrey AGM: **£20**.

- viii) Failure to send score sheets within 24 hours after tip time **£10**.
  
- ix) Teams responsible for UNPLAYED FIXTURES:
  - a. Will incur a **£50** administrative charge by the SBA, payable immediately (NOT AN END OF SEASON).
  
  - b. Will concede the game at a **20-0 loss**. A 20-0 scoresheet (signed by both officials) is to be sent to the Competitions Manager.
  
  - c. May be invoiced for expenses, court, referee, travel via SBA from opponents.

## **11. Miscellaneous**

Any other situations not covered by Surrey Basketball Rules above will be sanctioned under Basketball England rules.

Surrey Basketball may appoint a commissioner to a game to report back to the Committee on an ad hoc basis.

Please be advised that all players must be registered PRIOR to their first game, and that licence numbers MUST appear on scoresheets **from the start of the season**. Players can register themselves using the online Basketball England membership portal.

## **Codes of Conduct**

Basic standards of sportspersonship, such as players shaking hands and thanking referees and table officials, are expected from all teams in the Surrey League as a matter of common courtesy. Clubs are also responsible for the conduct of their officials and supporters, who should likewise behave in a respectful manner.

Supporters must not shout obscenities to, boo or distract players from the opposite team. Failure to observe these requirements may result in disciplinary action being taken against the club and fines imposed.

Those involved in the Surrey League, in whatever capacity, must respect the rights, dignity and worth of every person – player and non-player alike, and treat everyone equally within the context of the game. In particular, those involved in the league are expected to be aware of the special needs of young people and vulnerable adults, including their well-being and potential difficulties or possible abuse.

Club contacts/ secretaries **MUST** make their players and spectators aware of the Codes of Conduct and ensure they are explained at the start of the season.

The Surrey Basketball Association is committed to achieving and maintaining the highest possible standards of behaviour and conduct at basketball games and events.

Any concerns regarding the breach of the Codes of Conduct should be presented to the SBA Executive Committee as soon as possible after a game.

## **Safeguarding**

The SBA Safeguarding Officer:

**Ed Aguilar** (contact details at front of handbook).

Please refer to Basketball England Safeguarding Policy for information on guidance and good practice.

<https://www.basketballengland.co.uk/safeguarding>

Each Club within the Surrey League must have a nominated **Welfare Officer** who is DBS checked. Any issues regarding Safeguarding must be reported on the appropriate Safeguarding Form (see appendix, page 18) and emailed to Ed as soon as possible.

## **Tournaments and Events**

The SBA organises and administers a senior men's and women's league, cup and plate competitions and the popular 'Rosebowl' Tournament, a one day event held at the start of the season giving the opportunity for around 24 male and female teams to play under tournament rules.

A very successful and well attended junior league known as the CVL also runs throughout the playing season at various venues throughout Surrey as well as a 'Festival of Basketball' where visiting junior teams play against our county squads of differing ages.

The SBA is proud of its involvement in basketball throughout the county, and is always happy and willing to promote events organised by Surrey teams to encourage participation in the sport. For more information on this, please contact anyone in the Committee who will be happy to help.

Newsletters are produced periodically to keep all those involved in the Surrey League up to date with rule changes, courses for table officials and referees and any guest speakers that are invited to talk on topical matters.

The Annual General Meeting is held during the summer 'off-season' – all clubs must send a representative to this meeting or else suffer a fine.

## **Links/ Appendix**

Basketball England Website <https://www.basketballengland.co.uk>



**Safeguarding Issue – Reporting Form.**



<b>Date:</b>	<b>Match Number:</b>	<b>Team A:</b>	<b>Team B:</b>
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<b>CVL competition: U 10/12/14/16</b>	<b>Venue:</b>
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<b>Referee:</b>	<b>Umpire:</b>	<b>Commissioner:</b>
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**Please indicate in the space below**

a) Who observed / was informed of the Safeguarding Issue – when and where.

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b) The nature of the Safeguarding Issue. *(Please give information on the instances that led to the issue and detail behaviours as much as possible.)*

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c) How the situation was addressed by the person who observed/ was informed of the Issue.

<b>Date:</b>	<b>Name:</b>	<b>Signature:</b>
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