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**Kent Netball Policies - Version Control Document**

**Version Control**

Version Control is the management of multiple versions of the same document. Version control enables us to tell one version of a document from another including which version is the latest.

**Document Origination and Revisions**

The first accepted draft of a KN policy will be known by the file name ending “\_v1.0”. Revisions to the documents will be denoted by a change in the file name as follows:

* **Minor Revisions**

Minor revisions are small changes made to a document such as spelling or grammar corrections. Minor revisions to a document are reflected by making increments to the decimal number.

* **Major Revisions**

Major revisions are changes to a document that require the document to be re-approved (either by an individual or a group). Major revisions are reflected by incrementing the whole number by 1.

**Responsibility**

It shall be the responsibility of the Secretary to update the KN Policies and this Version Control Document.

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# **Kent Netball Compliments and Complaints Policy**

**Version Control**

|  |  |  |
| --- | --- | --- |
| Person Responsible | Version and summary of changes | Date |
| Dawn Cox | First Version.Kent Netball Compliments and Complaints Policy\_v1.0 | 01/05/21 |
| Dawn Cox | Secretary amended to Resolution LeadCode of conduct breaches of less serious nature incorporated into scope of the policy.Process Summary added. | 01/05/22 |

# **Kent Netball Conflict of Interest Policy**

**Version Control**

|  |  |  |
| --- | --- | --- |
| Person Responsible | Version and summary of changes | Date |
| Dawn Cox | First Version.Kent Netball Conflict of Interest Policy\_v1.0 | 01/09/20 |
|  |  |  |

# **Kent Netball Constitution**

**Version Control**

|  |  |  |
| --- | --- | --- |
| Person Responsible | Version and summary of changes | Date |
| Dawn Cox | First Version.Kent Netball Constitution\_v1.0 | 01/05/21 |
| Dawn Cox | Disciplinary Secretary re-named to Resolution Lead | 01/05/22 |

# **Kent Netball Data Protection Policy**

|  |  |  |
| --- | --- | --- |
| **Person Responsible** | **Version and summary of changes** | **Date** |
| Dawn Cox | First Version.Kent Netball Data Protection Policy\_v1.0 | 01/05/21 |
| Dawn Cox | Data Retention - Storage of photographs/video added. | 01/05/21 |

# **Kent Netball Kent Netball Equality, Diversity, Inclusion and Equity Policy**

**Version Control**

|  |  |  |
| --- | --- | --- |
| Person Responsible | Version and summary of changes | Date |
| Dawn Cox | First Version.Kent Netball Equality, Diversity, Inclusion and Equity Policy Policy\_v1.0 | 01/05/21 |
|  |  |  |

# **Kent Netball Finance Policy**

**Version Control**

|  |  |  |
| --- | --- | --- |
| Person Responsible | Version and summary of changes | Date |
| Dawn Cox | First Version.Kent Netball Finance Policy\_v1.0 | 01/05/21 |
| Dawn Cox | 1.1Date of annual Finance Meeting (specified as May) removed. | 01/07/22 |

# **Kent Netball Management Committee Code of Conduct**

# **Kent Netball Privacy Notice**

**Version Control**

|  |  |  |
| --- | --- | --- |
| Person Responsible | Version and summary of changes | Date |
| Dawn Cox | First Version.Kent Netball Privacy Notice\_v1.0 | 01/05/21 |
|  |  |  |

# **Kent Netball Recognition Policy**

**Version Control**

|  |  |  |
| --- | --- | --- |
| Person Responsible | Version and summary of changes | Date |
| Dawn Cox | First Version.Kent Netball Recognition Policy\_v1.0 | 01/05/21 |
| Dawn Cox | Goalden and Kent Awards brought in line with deadline 01 June and presentation at the AGM.Goalden Awards changed to One Awards.Kent Netball Recognition Policy\_v1.1 | 01/05/21 |

# **Kent Netball Recruitment Policy**

**Version Control**

|  |  |  |
| --- | --- | --- |
| Person Responsible | Version and summary of changes | Date |
| Dawn Cox | First Version.Kent Netball Recruitment Policy\_v1.0 | 01/05/21 |
|  |  |  |

# **Kent Netball Terms of Reference**

**Version Control**

|  |  |  |
| --- | --- | --- |
| Person Responsible | Version and summary of changes | Date |
| Dawn Cox | First Version.Kent Netball Terms of Reference\_v1.0 | 01/05/21 |
|  |  |  |

# **Kent Netball Website Terms and Conditions**

**Version Control**

|  |  |  |
| --- | --- | --- |
| Person Responsible | Version and summary of changes | Date |
| Dawn Cox | First Version.Kent Netball Website Terms and Conditions\_v1.0 | 01/09/20 |
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