



Kent Netball Recognition Policy

Policy Name	Kent Netball Recognition Policy
Responsible Officer	Chairperson
Group Owner	KNMC
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Applicable for	This policy is mandatory. It applies to all members of Kent Netball acting in any capacity within netball where a separate policy does not exist.
Summary	This policy provides information on Kent Netball's Recognition Policy and outlines the organisation's aim to recognise the contribution of those who enrich lives in Kent through netball. The policy sets out the process to be followed when dealing with Awards and Honours.

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	Change of category of Kent Awards. Addition of Long Service Award. Kent Netball Recognition Policy_v1.1	01/05/24

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Abbreviations

AGM	Annual General Meeting of Kent Netball
EN	England Netball
INF/IFNA	The International Netball Federation (INF), formerly the International Federation of Netball Associations (IFNA), is the worldwide governing body for Netball.
KN	Kent Netball
KNMC	Kent Netball Management Committee
L&SE	London and South East
RMB	Regional Management Board

1. Policy Statement

Every year Kent Netball (KN) recognises those who have made an outstanding contribution to enriching lives through netball across the County.

KN appreciates and values the significant contributions that volunteers and others make to the Objects of KN and wishes to provide formal recognition for this.

KN honours individuals with extensive service to the county with Honorary Life Membership.

KN recognises achievement with awards which can be divided into the following two categories:

- The Traditional Kent Netball Awards which are presented at the AGM.
- The Modern Kent Netball Awards which are presented in the New Year.

Where eligible, the county winners may be forwarded to the national awards pathway.

Presentation of perpetual trophies as indicated herein.

Although it is the intention to present each award every year, this will naturally be dependent on nominations received. Everyone is actively encouraged to recognise the achievements of others through nomination.

The awards will be marketed as follows:

- year-round presence on the Kent Netball Website;
- social media campaign two months prior to nominations closing;
- proactive marketing to clubs, leagues and schools at commencement of season;
- targeted approaches to individuals to encourage nomination of others;
- nomination tips; and
- precedent - examples of previous winner's achievements.

Anyone can nominate a netball volunteer by completing the official nomination form found on the Kent Netball website.

Nominations for the awards are open year-round but close on 01 June each year for presentation at the AGM.

KNMC members will not accept or request any reward from any person in return for providing recognition in line with the Kent Netball Finance Policy.

It is a requirement of KN that members adopt and implement this policy.

A copy of this policy and procedures will be given to all KNMC members upon their election/appointment to the KNMC and to all other relevant volunteers as part of their induction.

In the course of administering its business in connection with this policy, KN may need to process both personal data and special categories of personal data. KN will process such data in accordance with the Kent Netball Data Protection Policy.

The Chairperson is responsible for ensuring that this policy is implemented effectively. The Chairperson is responsible for the day-to-day implementation of the Policy. All other KNMC members are expected to facilitate this process.

A record of revisions of this policy will be recorded in the Kent Netball Documents – Version Control Register. Queries regarding this policy should be directed as indicated in the Relevant Contacts section.

2. Definition of Terms

AGM	Annual General Meeting of KN
Award	Something given to a recipient as a token of recognition of excellence in a certain field.
Coach	A person who is involved in the direction, development, training or instruction of netball activity and holds a netball related coaching qualification.
County	The geographical areas as defined in the Kent Netball Constitution Section 4.
Grassroots	Netball being delivered within a local community, developing skills and providing wide and positive social impact.
Honour	A title of honour such as Life Membership.
Honorary Officers	President, Chairperson, Vice-Chairperson, Treasurer, Secretary of KN.
Official	Includes umpiring, match bench officials, scorers, mentors and assessors.
Perpetual trophy	A trophy owned by KN and held by the winner until it is next presented.
Volunteer	A person who gives their time unpaid.

3. Honours

3.1

Honorary Life Membership

KN shall be empowered to confer Honorary Life Membership on any person for outstanding service to KN or netball in the County.

The honour will be decided by the Honorary Officers and announced at the AGM.

Benefits:

KN will pay the appropriate England Netball, London & South East Regional and KN membership fees.

Duration:

- Honorary Life Membership is a membership for life.
- KN reserves the right to withdraw the status if the recipient breaches the England Netball Code of Conduct.

How to nominate:

- The candidate must be nominated by two members of KN (proposer and seconder; names and contacts details required). The nomination must consist of a statement outlining the nature of the nominee's outstanding service for KN or netball in the County and sent to the Chairperson.
- The nominations deadline will be 01 June each year.
- The nominations will be presented to the KNMC.

The nominee, as an ambassador of KN, should:

- display good character, general attitude, and behaviour;

- demonstrate a dedication to the values of KN;
- have a minimum of 10 years continuous service as member of KN; and
- have made a contribution to KN, which goes beyond the normal role of a member. Areas of contribution might include: playing; coaching; officiating; managing; administration or general volunteering.

Nominations and Presentations

4.1 Nominations and Presentations

Anyone can nominate another person by completing the official nomination form which can be found on the Kent Netball website.

Nominations for the Kent Awards are open year-round but close on 01 June for presentation at the AGM.

Nominees should be a Member of KN unless stated otherwise.

The recipient/s shall be selected from the nominations by the Kent Netball Management Committee unless stated otherwise.

Awards will be presented subject to receipt of a successful nomination.

If the winner meets the regional criteria, the nomination may be forwarded as a nomination for the L&SE Awards.

4.2 Perpetual trophies

Perpetual trophies will be presented at the AGM.

Engraving of perpetual trophies will be at the expense of KN.

Those holding perpetual trophies owned by KN shall arrange to include the full value of such trophies in their own household insurance, to cover loss or damage by fire, burglary or accident. Should any trophy be lost or damaged the recipient holding such a trophy shall be responsible for their replacement at full value.

Perpetual trophies must be returned to the Secretary by 31 July in the year following presentation.

5. Traditional Kent Netball Awards

5.3 Joyce Crust Salver

The Joyce Crust Salver is presented to an individual for services to KN or netball in the County.

The perpetual trophy was donated by [Mrs Joyce Crust](#) and first presented in 1980. It was originally awarded to netball players/coaches and those associated with the County set-up but was later broadened to include the wider netball community.

KNMC role assigned to champion the award: President.

Nominees do not need to be a member of England Netball/ KN.

Nominees will have shown outstanding dedication to serving netball in the County through a range of services such as (but not limited to) administration, coaching, fundraising, inclusion, officiating, organisation, leadership or governance.

5.4 Marge Millar Award

The Marge Millar Award is presented to an organisation that has made an outstanding contribution

to the development of netball in the County.

The perpetual trophy was donated by [Miss Marge Millar](#) and was first presented in 2000.

KNMC role assigned to champion the award: Communication Secretary.

Nominees do not need to be a member of England Netball/ KN.

Nominees will have made an outstanding contribution to support netball in the County in any netball activity or timescale.

5.5 **Needham Rider Salver**

The Needham Rider Salver is presented to an individual for services to youth netball in the County.

The perpetual trophy was donated by [Mrs Hazel Rider](#) (née Needham) and was first presented in 2001.

KNMC role assigned to champion the award: Vice-Chairperson.

Nominees do not need to be a member of England Netball/ KN.

Nominees will have shown outstanding dedication to serving youth netball in the County through a range of services such as (but not limited to) administration, coaching, fundraising, inclusion, officiating, organisation, leadership or governance.

5.6 **Administrator Award**

The Administrator Award is presented to a volunteer who has made an outstanding contribution to netball delivery through administration.

The Administrator Award was first presented in 2022.

KNMC role assigned to champion the award: Secretary

Nominees will:

- have demonstrated outstanding contribution to netball delivery, in a voluntary role outside of coaching and officiating for a minimum of three years; and
- have made a consistent impact over the three years, creating change that has benefitted netballers and the wider netball family.

5.7 **Coach Award**

The Kent Netball Coach Award is presented to a coach who has made an outstanding contribution to their club/organisation/community and progression of netball athletes in the County for a period of at least three years. This award is open to both volunteer and paid coaches participating in any environment, excluding those people whose main source of income is derived from coaching.

The Coach Award was first presented in 2013.

KNMC role assigned to champion the award: Coaching Secretary

Nominees will:

- ideally hold a UKCC or England Netball coaching qualification or equivalent;
- have consistently committed to netball as a coach across the three years;
- have supported the growth of netball through the development and positive experience of netball players and or other coaches; and
- evidence developmental impact demonstrated by more than just team successes.

5.8 **Inclusion and Diversity Award**

The Inclusion and Diversity Award is presented to a volunteer who has developed netball to address equality for the inclusion and participation of all people.

The Inclusion and Diversity Award was first presented in 2022.

KNMC role assigned to champion the award: Equality, Diversity and Inclusion Officer.

Nominees do not need to be a member of England Netball/ KN.

Nominees will:

- have developed netball to address equality for the inclusion and participation of all people;
- have created initiatives to equip the disadvantaged and overcome barriers to participation;
- have engaged with communities, not-for-profits and other cause-related organisations;
- have provided opportunity seeking to address diversity in the administration and governance of netball; and
- have had a particular impact in the last two years.

5.9 **Long Service Award**

The Long Service award is presented to a volunteer who has served netball in Kent, spanning 25 years or more.

The Long Service Award was introduced in 2024.

Self-nomination is permitted.

Nominees will:

- be a member of KN (the nominee, their educational establishment or netball club);
- have made an outstanding contribution to netball as a volunteer in excess of 25 years; and
- have volunteered in any capacity of netball coaching, officiating or within a wider volunteer role.

5.10 **Officials Award**

The Officials Award is presented to a volunteer who has made an outstanding contribution to officiating in netball in the County.

The Officials Award was first presented in 2013.

KNMC role assigned to champion the award: Officiating Secretary.

Nominees will:

- have made an outstanding contribution to netball officiating as a volunteer for a minimum of three years; and
- hold the appropriate qualification/accreditation.

This award includes umpires at all levels, match table officials, scorers, mentors and assessors.

5.11 **Teacher Award**

The Kent Netball Teacher Award is presented to a teacher at any level who has made an outstanding contribution to the development of netball in primary and/or secondary school, outside of their statutory teaching responsibilities.

The Teacher Award was first presented in 2013.

KNMC role assigned to champion the award: Schools Secretary.

The nominee or their educational establishment must be a member of England Netball/ KN.

Nominees will:

- Have made an outstanding contribution to netball through delivery in the education environment.
- Will have volunteered for a minimum of two years outside of their statutory responsibilities as a teacher.
- Have had consistent impact over the two years with evidence and examples provided around how they have inspired others through a positive attitude and passionate approach as a role model.

5.12 **Team of the Year Award**

The Kent Netball Team of the Year Award is presented to one netball team (not club) for outstanding achievement in any capacity.

The perpetual award was donated by Mrs Helen Telfer and was first presented in 2018.

KNMC role assigned to champion the award: Competition Secretary.

Nominees will have had a particular outstanding achievement.

5.13 **Unsung Hero Award**

The Unsung Hero Award will be presented to an individual who has demonstrated outstanding contribution to netball in any capacity.

The Unsung Hero Award was first presented in 2022.

KNMC role assigned to champion the award: Registered Member Leagues Secretary.

Nominees do not need to be a member of England Netball/ KN.

Nominees will:

- have demonstrated outstanding contribution to netball in any capacity.

5.14 **Team of the Year Award**

The Kent Netball Team of the Year Award is presented to one netball team (not club) for outstanding achievement in any capacity.

The perpetual award was donated by Mrs Helen Telfer and was first presented in 2018.

KNMC role assigned to champion the award: Competition Secretary.

Nominees will have had a particular outstanding achievement.

5.15 **Young Volunteer Award**

The Young Netball Volunteer Award is presented to a young person under 25 years, who has made an outstanding contribution to the development of netball in the County.

The Young Volunteer Award was first presented in 2012.

KNMC role assigned to champion the award: Youth Representative.

The recipient shall be selected from the nominations by the Kent Netball Management Committee.

Nominees will:

- be a member of KN (the nominee, their educational establishment or netball club);

- have made an outstanding contribution to netball as a volunteer under the age of 25 years old; and
- have volunteered in any capacity of netball coaching, officiating or within a wider volunteer role.

6. Associated Documents

England Netball Code of Conduct

Kent Netball Constitution

Kent Netball Data Protection Policy

Kent Netball Finance Policy

With further reference to the Kent Netball Documents – Version Control Register for a record of all Kent Netball’s documents and their latest versions.

[View associated documents.](#)

7. Relevant Contacts

General Enquiries secretary@kentnetball.co.uk

Chairperson chairperson@kentnetball.co.uk

Secretary secretary@kentnetball.co.uk

8. Review of Policy

The KNMC will review this policy at three-year intervals.

Amendments to the policy are permitted at any time following a decision of the KNMC, which must be minuted.