



TOORAK BURNSIDE BOWLING CLUB INC

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PENNANT SELECTION POLICY

Approved by: Board of Management

Review Date: 27 July 2026

1. PURPOSE

The purpose of this Policy is to establish a fair, transparent and consistent framework for the selection of players to represent Toorak Burnside Bowling Club Inc ("the Club") in Metropolitan Bowls Association (MBA) pennant competitions.

This Policy aims to:

- ensure all selection decisions are made on merit;
- provide members with a clear understanding of the selection process;
- promote accountability and consistency in selection decisions;
- support player development across all levels of the Club;
- foster a positive, respectful and inclusive playing environment; and
- ensure the Club fields the strongest possible teams while supporting its long-term strategic objectives.

This Policy should be read in conjunction with the Club Constitution, Bowls SA policies, MBA Conditions of Play and all other relevant Club policies.

2. SCOPE

This Policy applies to:

- all members seeking selection in Club pennant teams;
- the Chair of Selectors;
- members of the Selection Panel;
- Team Captains;
- Side Managers;
- Club coaches; and
- all officials involved in the pennant selection process.

All persons involved in the selection process are expected to perform their roles impartially, professionally and in the best interests of the Club.

3. ELIGIBILITY FOR SELECTION

To be eligible for selection in a pennant side, a player must:

- be a current financial pennant-playing member of the Club;
- be appropriately registered with Bowls SA; and
- satisfy any eligibility requirements prescribed by Bowls SA and the Metropolitan Bowls Association.

Where insufficient eligible pennant-playing members are available for selection, the Selection Panel may select other financial members or Night Owls members to complete pennant sides.

Where possible, vacancies will first be filled by available pennant-playing members before consideration is given to other eligible Club members.

Selection of non-pennant members or Night Owls members is intended solely to ensure the Club fulfils its pennant commitments and will not ordinarily take precedence over eligible financial pennant-playing members.

4. PRINCIPLES OF SELECTION

The Club is committed to a selection process that is fair, transparent, consistent and based on merit.

Selection decisions will be made in the best interests of both the individual player and the Club, taking into account current form, demonstrated ability, team balance, positional requirements and overall team performance.

Selection decisions will be made without discrimination and, where appropriate, without regard to gender.

Players are expected to demonstrate flexibility regarding playing position and team allocation. Personal preferences relating to playing position, teammates or nominated sides (other than those supported by medical or exceptional circumstances) may influence selection opportunities where they restrict the Selection Panel's ability to achieve balanced and competitive teams.

Selection decisions will not be based solely on previous status, reputation or past achievements. Players are expected to continually demonstrate the standards required for selection throughout the season.

The Selection Panel will conduct its responsibilities with integrity, impartiality and accountability.

5. SELECTION PANEL

Appointments to the Selection Panel will be recommended by the Chair of Selectors from eligible members and approved by the Board of Management.

To be eligible for appointment as a Selector, a member must:

- be a current financial pennant member of the Club;
- possess a sound knowledge of the game of bowls;
- demonstrate integrity, sound judgement and impartiality; and
- be capable of making objective decisions in the best interests of the Club.

A Selector appointed to a particular side is not required to play in that side.

The Selection Panel will comprise:

- Wednesday Pennants - All appointed Wednesday Selectors.
- Thursday Pennants - All appointed Thursday Selectors.
- Saturday Pennants - All appointed Saturday Selectors.

Where all Saturday Selectors are of the same gender, the Board may appoint an additional representative of the opposite gender, nominated by the Chair of Selectors, to participate as a member of the Saturday Selection Panel.

6. SELECTION CRITERIA

Selection decisions will be based upon a balanced assessment of all relevant information available to the Selection Panel. No single criterion will automatically determine selection.

In assessing players, the Selection Panel will consider:

- current playing form;
- demonstrated bowling ability;
- suitability for the nominated playing position;
- consistency of performance;
- attendance at training and coaching sessions;
- commitment and availability throughout the season;
- willingness to improve and develop;
- receptiveness to coaching and feedback;
- attitude, sportsmanship and behaviour consistent with the Club's values;
- contribution to a positive team environment;
- overall team balance; and
- physical fitness appropriate to the level of competition.

Players appointed as Skippers must also demonstrate:

- sound leadership;
- effective communication skills;
- good interpersonal skills;
- knowledgeable decision-making;
- the ability to mentor and support teammates; and
- a commitment to promoting the Club's values and culture.

Youth Development:

Consistent with the Club's Youth Policy, the Selection Panel recognises the importance of developing young bowlers and providing appropriate opportunities for participation.

When selecting children and young people, consideration will be given to:

- age and maturity;
- playing ability;
- experience;
- readiness for the level of competition;
- player welfare; and
- the overall balance and competitiveness of the team.

Where players are assessed as having comparable ability, consideration may also be given to long-term player development and the Club's strategic objective of encouraging youth participation.

7. SELECTION PROCESS

The Selection Panel is responsible for selecting teams that provide the Club with the greatest opportunity for success while supporting the ongoing development of players.

Selection decisions will be based on the criteria set out in this Policy and informed by a range of information, including but not limited to:

- pre-season trial matches;
- club coaching sessions;
- practice and training attendance;
- pennant performances;

- observations made by Selectors and coaches;
- discussions with Skippers, Team Captains and players; and
- any other information considered relevant by the Selection Panel.

Selections will be undertaken in order, commencing with the Club's highest pennant side and progressing sequentially through each lower division.

The Selection Panel is encouraged to openly discuss all selection matters. While all members of the Panel may contribute to discussions relating to any side, the final selection of each side rests with the appointed Selector(s) for that side.

Where the Selectors for a side are unable to reach agreement, the Chair of Selectors will exercise a casting vote.

8. ROLES AND RESPONSIBILITIES

8.1 Chair of Selectors

The Chair of Selectors is responsible for providing leadership and oversight of the Club's selection process.

The Chair's responsibilities include:

- leading the Selection Panel and ensuring this Policy is applied consistently;
- promoting fairness, transparency and accountability in all selection decisions;
- facilitating open discussion among Selectors;
- resolving selection deadlocks by exercising a casting vote where required;
- consulting with Selectors, coaches and Team Captains regarding player performance and development;
- recommending appointments to the Selection Panel for Board approval;
- overseeing player promotions, relegations and reserve movements;
- ensuring players affected by selection changes are informed in a timely and respectful manner by Selectors;
- appointing Side Managers and Team Captains, subject to any Board requirements;
- allocating match day duties, including umpires, measurers and rink duty personnel; and
- acting as the first point of contact for selection-related enquiries that cannot be resolved by individual Selectors.

8.2 Selectors

Selectors are responsible for selecting and managing the pennant sides allocated to them.

Selectors are expected to:

- act impartially and in the best interests of the Club;
- apply this Policy consistently;
- maintain confidentiality regarding selection discussions;
- regularly observe players during pennants, training and club events;
- consult with coaches, Team Captains and Skippers regarding player performance;
- encourage player development across all divisions;
- recommend promotions and relegations based on merit;
- support the development of younger and emerging players where appropriate; and
- maintain respectful and constructive communication with players throughout the season.

Selectors need to make every reasonable effort to personally contact players who have been promoted or relegated before teams are publicly released.

8.3 Team Captains

The Team Captain provides leadership within their side and acts as a communication link between players, coaches and the Selection Panel.

The Team Captain's responsibilities include:

- fostering a positive and inclusive team environment;
- encouraging sportsmanship and behaviour consistent with the Club's values;
- supporting the implementation of coaching initiatives;
- assisting in the development of players;
- regularly checking on player wellbeing and confidence within their allocated playing position;
- encouraging honest and constructive feedback from players;
- identifying and addressing minor concerns before they escalate;
- communicating relevant player feedback to the Selection Panel; and
- supporting team unity, morale and Club culture.

Team Captains do not participate in selection decisions unless they have also been appointed as a Selector.

8.4 Side Managers

Side Managers are responsible for the efficient administration of their allocated pennant side on match day.

Their responsibilities include:

- preparing team scorecards;
- liaising with the opposition Side Manager before each match;
- undertaking administrative responsibilities required under the MBA Conditions of Play, including the allocation of rinks and determination of the mat;
- confirming the accuracy of all scorecards at the completion of play;
- ensuring BowlsLink results are entered, verified and confirmed within the required timeframes:
 - for home matches - entering results immediately after play to allow verification by the visiting Side Manager;
 - for away matches - verifying results entered by the home club before the prescribed deadline;
- promptly arranging correction of any inaccurate BowlsLink entries;
- ensuring another authorised person completes BowlsLink responsibilities if they are unable to do so;
- maintaining a sound working knowledge of the MBA Conditions of Play;
- being aware of any designated first aid personnel within the team; and
- carrying either an electronic or printed copy of the Club's emergency contact list while on duty.

Side Managers play an important role in ensuring the smooth administration of pennant competition and are expected to work cooperatively with opposition officials at all times.

9. TEAM ANNOUNCEMENTS

Following completion of the selection process, teams and reserves will be distributed to members by email.

Where practicable, players who have been promoted, relegated or omitted from a side will be contacted by the relevant Selector before teams are publicly released.

The Club recognises that timely and respectful communication contributes to positive player relationships and confidence in the selection process.

10. VACANCIES AND PLAYER MOVEMENT

10.1 Filling Vacancies

Where a vacancy occurs after teams have been selected and up to two hours prior to the commencement of play, the Chair of Selectors (or their nominee), after consultation with the relevant Selector(s), will determine the replacement player from the nominated reserves or other eligible players.

Every reasonable effort will be made to notify all affected players as soon as practicable.

10.2 Promotions and Relegations

Player movement between sides is an important part of maintaining fair, competitive and balanced teams throughout the season.

Subject to player availability and team requirements, the Selection Panel will endeavour to provide players with sufficient opportunity to establish themselves within a side before further movement is considered. As a general guide, players will ordinarily remain in the same side for approximately three consecutive matches before being promoted or relegated. However, this is a guideline only and may be varied where the Selection Panel considers it appropriate in the best interests of the Club.

Players promoted to fill a temporary or casual vacancy will be advised that the promotion may be for that match only.

A player returning after being unavailable will not automatically resume their previous position or side. Selection will continue to be based on merit and the needs of the team.

Where another player has performed strongly while filling a vacancy, that player may retain their position if, in the opinion of the Selection Panel, it is warranted by their performance.

Players who have been unavailable for three or more consecutive weeks will be considered for selection on the same basis as all other available players and will not automatically return to the side in which they last played.

10.3 Player Availability

Players are expected to advise their availability for the season by completing the Club's Pennant Season Player Availability form before the commencement of the pennant season.

Members must notify the Chair of Selectors or the relevant Selector as soon as practicable of any subsequent unavailability.

Timely advice assists the Selection Panel to plan team selections and minimise unnecessary disruption.

10.4 Rotation of Players

Where the number of available players exceeds the number of places available in the Club's lower pennant sides, the Selection Panel may implement a rotation system to maximise playing opportunities for members.

Any rotation will be undertaken fairly, having regard to player development, commitment, performance and the overall interests of the Club.

11. COMMUNICATION

Effective communication is fundamental to maintaining confidence in the selection process.

Selectors, Team Captains, coaches and players are expected to communicate openly, respectfully and constructively throughout the season.

Selectors should provide appropriate feedback to players regarding selection decisions whenever reasonably practicable.

Players are encouraged to discuss selection matters directly with the relevant Selector in a respectful manner and to seek constructive feedback to assist their ongoing development.

12. GRIEVANCE PROCEDURE

12.1 Selection Review

A player who believes they have not been selected on merit or believes they have been treated unfairly in relation to selection should first discuss the matter with the relevant Selector.

If the matter remains unresolved, the player may refer the issue to the Chair of Selectors.

Should the player remain dissatisfied following those discussions, the matter may be referred in writing to the Board of Management.

The Board will consider the matter objectively, taking into account this Policy and the best interests of the Club.

Where practicable, selection grievances should be resolved before the next scheduled selection meeting.

12.2 Complaints Regarding Selectors or Team Captains

Any member who has concerns regarding the conduct or performance of a Selector or Team Captain should raise those concerns with the Chair of Selectors in the first instance.

Where the concern relates to the Chair of Selectors, or where the matter cannot be satisfactorily resolved, it may be referred to the Board of Management for consideration.

The Board may seek information from all relevant parties before making a determination.

All complaints will be managed confidentially, respectfully and in accordance with the principles of natural justice.

13. MISCONDUCT

All players selected to represent the Club are expected to conduct themselves in a manner consistent with the Club's values, Bowls SA policies and the standards of sportsmanship expected within the game of bowls.

Any allegation of misconduct, including but not limited to:

- abusive or inappropriate behaviour;
- conduct detrimental to team harmony;
- unsportsmanlike behaviour;
- failure to comply with reasonable directions of Club officials;

- breaches of Club policies or MBA Conditions of Play; or
- any conduct that may bring the Club into disrepute

should be reported to the Side Manager and, where practicable, to the Chair of Selectors as soon as possible.

If necessary, the matter will then be referred to the Board of Management for consideration and any further action.

Where the Board determines that a breach has occurred, it may impose such disciplinary action as it considers appropriate, including a warning, suspension from pennant selection or any other sanction available under the Club's Constitution or relevant policies.

14. CLUB VALUES

The selection process and all pennant activities are to be conducted in a manner consistent with the Club's values:

- Honesty, respect and integrity;
- Striving for excellence in all we do;
- Continuous improvement;
- Encouraging every member to develop their potential;
- Promoting a family atmosphere;
- Being socially aware and responsible; and
- Upholding the traditions, history and values of Toorak Burnside Bowling Club.

All players, Selectors, Team Captains, Side Managers, coaches and officials are expected to uphold these values at all times.

15. POLICY REVIEW

This Policy will be reviewed by the Board of Management in consultation with the Chair of Selectors and relevant stakeholders as required, and at least annually, to ensure it remains current, effective and consistent with Bowls SA and MBA requirements and the Club's strategic objectives.

Any amendments to this Policy must be approved by the Board of Management.

16. DOCUMENT CONTROL

Toorak Burnside Bowling Club Inc

Pennant Selection Policy

Version 2026.01

Reviewed and adopted by the Board of Management 27 July 2026

Next Review Date: July 2027