



# SYDNEY JUNIOR RUGBY UNION

**Coach, Managers & Officials Meeting March 2022**



# 1. Introduction & Demo Coach App (Andrew Hill)



- ❖ Meeting background
- ❖ Andrew Hill Demo of Coaching App (which is ready to go Live!)
- ❖ Important Reference documents:
  1. Match Day Manual (“MDM”) (short 12 pages, very recommended reading);
  2. Competition Rules (70+ pages, not such recommended reading unless you have insomnia);
  3. Game Management Guidelines put together to reflect the latest laws of Rugby. # Club attendance at a GMG Presentation is compulsory
- ❑ A copy of the Comp rules should be on hand at all home venues;
- ❑ All Managers should have a copy of the Match Day Manual;
- ❑ Post 7/3 SJRU Board meeting, we will email the final versions of both to Club Presidents/Officials, and the MDM to all registered Coach/Managers/Club Admins on RX\
- ❑ GMG’s to go to all Coaches – SJRU will email them
- ❖ Communication Protocol with SJRU – Should you have queries/issues once the Season proper is underway, these should be communicated through your President to the SJRU.
- ❖ If your queries are administrative or issues with the MatchDay App for example, please don’t hesitate to contact [support@sjru.rugby](mailto:support@sjru.rugby), emails to this address go to the Competition Management team and also our very able group of volunteer club officials who are there to assist SJRU participants.

## 2. Volunteers & Officials must be registered



### **We need all our volunteers to be registered:**

- ❖ So they are insured
- ❖ So their accreditations can be verified by Xplorer Reports (*Accreditation Reports can be run by all Clubs*) and so they can be added to key roles on the MatchDay App
- ❖ So they can be assigned their respective roles, if they haven't already registered as Coaches, Team Managers etc
- ❖ By registering, volunteers agree to adhere to RugbyAu and affiliate unions Codes of Conduct, the Member Protection Policy and other conditions of registration.

# 3. Code of Conduct/MPP & Other policies



- ❖ A detailed review by RugbyAu, developed in line with Sport Integrity Australia's new National Integrity Framework has led to an updated Member Protection Policy (MPP) and also how this works together with our Code of Conduct, Child Protection, Child Safe Framework and Safeguarding Guidelines.
- ❖ Child Protection will now be dealt with entirely under the Rugby AU Child Safe Framework and Safeguarding Guidelines rather than the MPP. The MPP covers conduct that constitutes:
  - Abuse, Bullying, Harassment, Sexual Misconduct, Unlawful discrimination, Victimisation, Vilification
- ❖ All other conduct will be dealt with under the Code of Conduct. All complaints and alleged breaches of the MPP will be dealt with under the Code of Conduct
- ❖ There are 2 short online courses on Code of Conduct and Member Protection & Inclusion
- ❖ <https://australia.rugby/about/codes-and-policies>

# 4. COVID Update



## **NSW Health Rules for Sport and Exercise are minimal**

Anyone can now participate in sport and exercise.

- People are no longer required to be fully vaccinated or carry vaccination evidence.
- COVID-19 Safe Check-in is only required at gyms (but not dance, yoga, pilates, gymnastics or martial art studios).
- Face masks are required indoors when not participating in exercise.
- Density limits no longer apply.
- COVID Safety Plans are no longer required.

Community sport, including matches, competitions and training, can take place for all staff, spectators and participants regardless of vaccination status.

**However, if you are playing/spectating at a venue, which has its own specific rules/regulations around check-in, then visiting Clubs/Districts must adhere to those regulations**

**SJRU recommends vaccination for COVID-19 to all participants, but we expect no upgraded policies/restrictions to be introduced for Junior Rugby in NSW, over and above what is required by the public health orders**

# 5. What officials do you need to have?



- ❖ **Every team must have:** Coach (Smart Rugby Accredited as a minimum), Manager, Assistant Referee (Accredited), Ground Marshal (Accredited) and Trainer
- ❖ **We have no game without Referees, so we will discuss this further in line with a new recommendation we have made to Clubs, particularly in the U10-U12 space**

## You must load Officials on Xplorer Match Day App

- ❖ Each role of **Coach, Manager, AR & GM** must be filled to be able to load your Team
- ❖ You can only fill the position from registered volunteers
- ❖ SJRU will run player and official history reports during the season, so use of duplicate officials will be picked up
- ❖ If you can't load your team, the opposition will have the right to forfeit you on the day, and also to lodge a protest post game

# 6. Set up of teams and Gala Days (27/3 & 3/4)



## Club Admins to:

- ❖ Follow preferred standing naming convention for teams on RX (particularly for larger XVs Competitions)– SJRU to send out this week
- ❖ Set up all your Team Squads & add in the Team Officials (complete this before any trial games can be set up and referees appointed)
- ❖ Ensure that their Clubs have lodged their Team Nomination Forms, so SJRU can complete the draw for Gala Days 1 and 2 in good time
- ❖ **Make sure that have given all their Managers Team Admin rights for the Team(s) they manage!! If this is not done prior to Gala Day 1, Team Managers will not be able to use the MatchDay App!!**

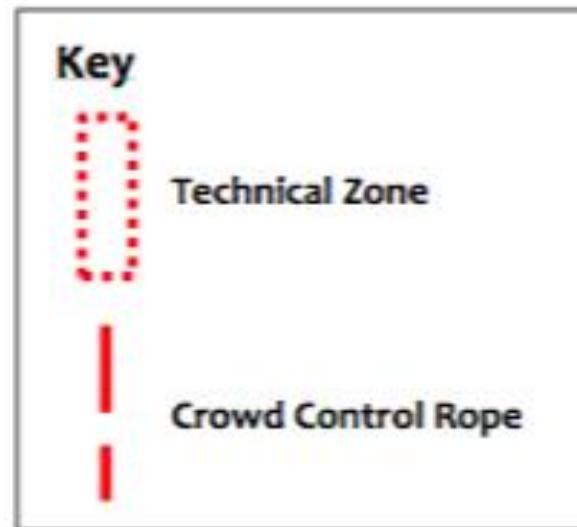
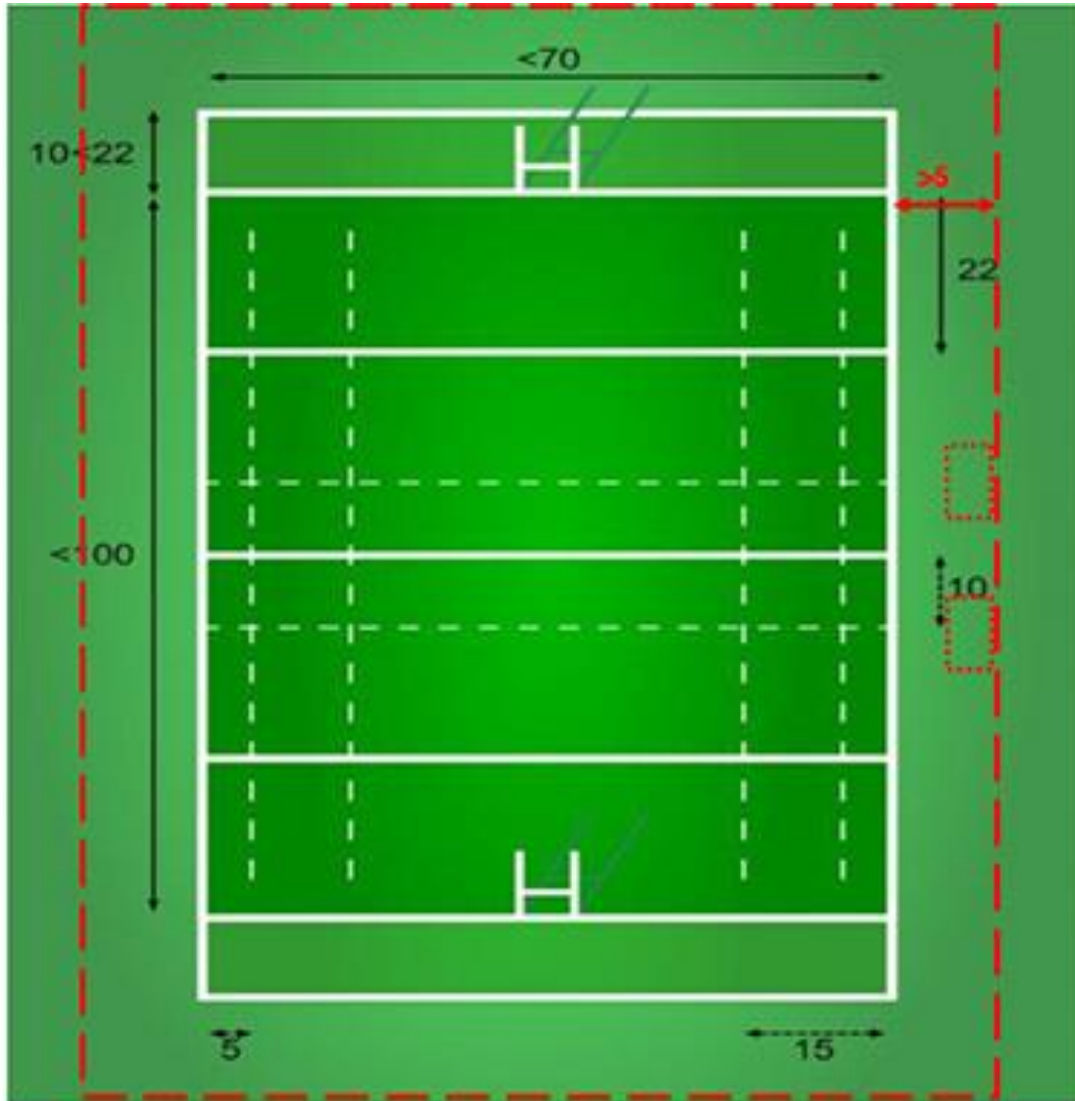
## SJRU will :

- ❖ Load teams into Competitions (by age and grade) and complete draws by COB Tuesday prior to the Gala Days
- ❖ Draws will be loaded into Xplorer so Clubs can see their teams fixtures (as will parents if they have downloaded the App, and added their kids team on the App)
- ❖ All teams in the Gala Day rounds will be credited with 4 pts on the ladder for participating, if they provide GM's and AR's to each of their Gala Day games (if no GM and AR, you will receive only 3 points)

## Team Admins will:

- ❖ Load their teams and officials in full prior to the Gala Days
- ❖ Use the MatchDay App to record scores, cards (yellow, red & blue – the latter only applicable to U13s and up) and all other required movements, and prior to closing off each game, will confirm scores with the opposition manager, and that all cards have been recorded to the Referees satisfaction

# 7. Ground Set-up is key for all Clubs



- Under 10s will often have to set up grounds as they are scheduled first
- Set-up has to accommodate older age groups later in the day
- Fields need to be roped at least 5 m from side lines, not where the U10/U11 sidelines are
- Set up should include a scoring/control table for the Managers



# 8. Ground Marshal (**Match Official not a Team Official**)



- ❖ You must wear a Vest, and you must not coach or barrack from the sidelines
- ❖ You should ensure that the ground set-up is correct
- ❖ You should introduce yourself to the referee, the other team's Ground Marshal and their Team Officials
- ❖ You should assist in case of serious injury, incidents, where Team officials need help
- ❖ You should ensure that the referee is left alone or with his/her ref coach – there should be no approaches to the referee or the AR's from team officials, spectators or players. Only the team Captains may speak with the referee
- ❖ Spectator Behaviour – basically everyone should just Chill Out, there is zero tolerance for abuse of Referee, Assistant Referees, Players or other Spectators. The **Do's and Don'ts summary from the SJRU** is also a good guide to what is appropriate conduct from all those in attendance or involved in a Rugby game.
- ❖ Other matters to be aware of are: Field of Play, Team Zone, Half Time (no parents) & Surveillance
- ❖ We will send a role description to Clubs, however there is also a course on the Learning Centres for Ground Marshals. The Course is much more a practical how to guide for managing situations that arise, it is not onerous, and is an easy complete for any prospective Ground Marshal

## 9. Assistant Referee (**Match Official not a Team Official**)



- ❖ You must wear a Vest, and you must not coach or barrack from the sidelines, and have a flag (*SJRU has AR flags in sufficient quantities for every U10 and up team, these will be supplied to each club*)
- ❖ Introduce yourself to the Ref and the other AR, make sure you advise the Ref if you are accredited or not
- ❖ If you are not accredited ask the Ref what he wants you to do
- ❖ We encourage volunteers to do the RKR course (which qualifies you to referee U8s-U12s, as well as be an AR) – this is particularly useful if a ref has not been appointed to your game. An RKR qualified person can step into referee.
- ❖ Otherwise the game will need to be done by a Smart Rugby accredited person from each team (1/2 game each)
- ❖ If you are accredited, then you should follow the roles and processes from your course
- ❖ We also have a role description for ARs as well which will be shared with Clubs

# 10. Referees & Assistant referee accreditation



## Referee Ready Program 2022 (Face to Face or Online)

- Introductory program for those wanting to become a referee of contact Rugby.
- You must complete Smart Rugby as well as Ref Ready before you referee. Enrol for the online or face-to-face Smart Rugby course through the [quick link menu in the Learning Centre](#).
- After completing Ref Ready, you will be enrolled into a format specific program depending on what you want to referee, including Refereeing Kids Rugby - for refereeing U8-12 Pathway Rugby.

## Refereeing Kids Rugby U8-U12 Program 2022

- Tests your understanding of Kids Pathway law in preparation for refereeing U8-12 matches. Referee Ready is assumed knowledge.
- Completion of the Refereeing Kids Rugby U8-12 Program, Referee Ready and SmartRugby grants you the Refereeing Kids Rugby U8-12 Accreditation.

## Assistant Referee Kids Rugby U8-U12

- Condensed version of the Level 1 Assistant Referee course and contains only the information required to effectively act as an Assistant Referee for Pathways (U8-12) games in Australia (45 minutes online)

## Assistant Referee Level 1 Program U13 and up

- Designed to provide the foundation knowledge required to assistant referee any level of junior or senior rugby.
- Accreditation Pathway:** Requires completion of: Assistant Refereeing Level 1 Online Learning Course, Level 1 Assistant Referee Law Exam (online), Code of Conduct (online course) & Member Protection (online course)

# 11. Coaches



- ❖ Smart Rugby is the minimum (from U13s and up, Level 1 is recommended)
- ❖ Introduce yourself to the other teams officials
- ❖ Stay inside the Technical Zone, except for half time
- ❖ Follow all Code of Conduct behaviour requirements
- ❖ **Players, spectators, assistant coaches, trainers all take their lead from the coaching box, if you are criticising the ref or AR's, and the opposition, everyone thinks it is OK to do so. You must set a good example. Junior players cannot learn to be accountable for what happens on the field, if their coach is blaming a referee for example for the result of a game.**
- ❖ **We have a specific program targeted at behaviour from the technical box, and sanctions against coaches will be significant if they breach the Code of Conduct**
- ❖ Encourage but do not specifically coach from the box
- ❖ Do not approach the referee at half time or full time or at all! – if you have an issue with refereeing, discuss it with your President, and if necessary lodge a Referee feedback form, do the same thing if you think the referee was good as well
- ❖ This one goes for everyone – do not criticise or abuse the Match Officials in any way!

# 12. Team Managers



- ❖ Introduce yourself to the other Team Manager
- ❖ Make sure your Team is loaded properly on the Match Day App
- ❖ Share your device with the other Manager, so you can both check respective player numbers, and details
- ❖ Make sure you record scores, reportable incidents such as Blue Cards, Yellow Cards, Red Cards but subs do not need to be recorded
- ❖ Make sure you agree the scores with the opposition Manager before finalising the game on the Match Day App, and ensure you have the Cards recorded
- ❖ If there is a disagreement over rules, eligibility of players, etc – the Home Managers view is to be accepted, play the game out and then document the issue(s) to the SJRU after the game, then we will adjudicate as necessary. **THE REFEREE DOES NOT INTERPRET THE COMP RULES – DO NOT BOTHER HIM OR HER WITH QUERIES OR REQUESTS TO ADJUDICATE**
- ❖ Team Managers should also monitor times for temporary suspensions, and agree when players can return to the field. They can seek assistance from the Ground Marshals in doing this

# 13. Trainers



- ❖ Introduce yourself to the other team officials
- ❖ Wear a trainers vest
- ❖ You are the first responder when a player is injured followed by first aid as needed. Parents or the Team Coach do not enter the field if there is an injury, unless they are invited to do so by the referee
- ❖ The ref determines whether play needs to stop at an injury (**do not call out the ref to stop play, the referee will determine if play needs to be stopped**)
- ❖ Do not speak to referee or question any of their decisions
- ❖ Water can be run when a try is scored or at an extended break in play for an injury, not at a scrum or lineout for example
- ❖ Trainers must stay in the technical coaching box unless fulfilling their duties
- ❖ If listed as the Coach for a team – you cannot be trainer as well

# 14. Non Transferables and Transferables



- ❑ All Clubs with 2 or more teams in an Age Group must identify their Non-Transferable (NT) players.
- ❑ A Non-Transferable player cannot play in a lower Graded Team in their nominated Age Group. The Non-Transferable Player may play in a higher Graded Team in their Age Group or in a Team up an Age Group whose Grade is no more than one Grade below their nominated Grade in their Age Group.
- ❑ A Non-Transferable Representative Player is permitted to play up in the Age Group above in the same or higher graded team than the one in which he is registered. Each Representative Player is only allowed to play up an Age Group twice during Regular Season Matches and Finals Series Matches and if they play up an Age Group in a third match then they will be deemed to have moved up an Age Group permanently and is no longer eligible to play in the lower Age Group.
- ❑ A Transferable Player is one who is permitted to play in a lower Graded Team in their nominated Age Group or in a Team up an Age Group whose Grade is no more than one Grade below their nominated Grade in their Age Group.
- ❑ Each Under 10 and Under 11 Team has eight (8) Non-Transferable Players.
- ❑ Each Under 12 to Opens Team has twelve (12) Non-Transferable Players.

# 15. Dispensations (Age/Size for age/others)



Clubs are responsible for reviewing their own players for:

- ❖ Those requiring age dispensation due to size/ability;
- ❖ Those requiring assessment for Size for Age;
- ❖ Girls requiring Mixed Gender dispensation to play in Boys XVs or 7s comps
- ❖ Any other required dispensations like playing 2 years up

Processes around these dispensations have been well publicised to Clubs in both the All Clubs meetings and in correspondence

**Coaches/Managers** in particular need to be aware, that it is the Club responsibility to ensure that heights and weights are accurately recorded in RX, and that age dispensations have been properly sought (either online via parental request and consent, with club also consenting) or by submission of the required consent forms to [dispensations@sjru.rugby](mailto:dispensations@sjru.rugby)

If you are playing over-age players who are not dispensated, over or under size players for which SFA dispensation has not been sought or any other type of ineligible players – then the default position is:

- Any Match(es) played with any ineligible player are forfeited (retrospectively for as long as the breach existed)
- **No players** from any of these matches will be credited with a game for either finals eligibility or Rep eligibility



# 16. Replacements and Subs



- Replacements and / or Substitutions can be made when the ball is dead. That is at a scrum, lineout or after a try has been scored.
- Replacements and / or substitutions can NOT be made when a penalty kick or free kick has been awarded.
- Substitutions are unlimited and can be made when the ball is dead.
- We have adopted the World Rugby recommendations that everyone has half a game, including in the finals
- Temporary replacements for blood bin are permitted.
- Please refer to the Rugby Australia Medical Guidelines in Appendix C for the treatment of players suffering from concussion or other serious injury.

# 17. Cards of different colours



## Yellow Cards (temporary suspensions)

- ❑ Players issued with yellow cards (temporary suspension) must leave the field immediately for 5 minutes or 10 minutes depending on the age group.
- ❑ U10-U12 it is 5 mins of elapsed time (and the carded player can be replaced), U13-U14 it is 5 mins of game time, and U15 and up it is 10 mins of game time (no replacements)

## Red Cards (send-off)

- ❑ Players issued with red cards must leave the field immediately and take no further part in the game.
- ❑ U10-U12 the sent-off player may be replaced, not in U13s and up. An important message for Coaches/Managers/Team Officials/Parents etc – **CARDS DO NOT GET LITIGATED OR ARGUED WITH THE REFEREE AT THE GAME, THE JUDICIAL PROCESS WILL BE FOLLOWED. IF ANYONE ARGUES WITH THE REF ABOUT THE CARD, THEY WILL BE JOINING THE PLAYER AT THE JUDICIARY ON THEIR OWN CHARGE(S)**

## Blue Cards (*relevant only to U13s and up*)

- ❑ (<https://australia.rugby/about/codes-and-policies/safety-and-welfare/concussion-management>) In matches of U13 and older, when a player leaves the field due to signs and symptoms of concussion or suspected concussion, the referee will show the player a Blue Card. This card is a visual cue for team support staff, it must be recorded by team officials, and triggers an off-field medical process to begin. The player will be referred for medical assessment in accordance with Rugby Au's Concussion Management Protocols
- ❑ Again Coach/Managers/Parents etc don't get to debate whether or not a concussion occurred. The blue card must be noted on the Match Day App, and the player is automatically stood down.

# 18. Other stuff to discuss



- Uncontested scrums #Gala day exception
- Eligibility for finals
- Mercy rule
- Numbers of players:

Age Group	Minimum No. of Players on the Field	Maximum No. of Players on the Field	Maximum No. of Players that can Sign-on	Number of Non-Transferable Players (3.6)
Under 10 and Under 11	9 Players	12 Players	18 Players	8 Players
Under 12 to Opens	11 Players	15 Players	23 Players	12 Players

For the Under 10, Under 11 and Under 12 Age Groups the opposition **MUST** share players so that the Match can proceed with each Team having an equal number of players on each Team.

For the Under 13 to Opens Age Groups the Team which is short of players may ask the opposition to share players and also match numbers. Opposition teams are not compelled to share players, however they must match numbers if requested too do so – unless it is finals. Failure to match numbers will lead to a forfeit.

- Length of matches:
- Scrum binding & Lineout lifting
- Import Rule

Under 10 / Under 11	12 a side	Size 4 ball	20 minute halves
Under 12	15 a side	Size 4 ball	25 minute halves
Under 13 / Under 14	15 a side	Size 5 ball	25 minute halves
Under 15 / Under 16	15 a side	Size 5 ball	30 minute halves
Under 17 / Opens	15 a side	Size 5 ball	35 minute halves

# 19. Working with Children Numbers



- ❖ All Club volunteers who have interface with Junior players must get a volunteer Working With Children number
- ❖ The number should be included in your registration profile - it is free and can be sourced online, and then issued with a visit to Service NSW
- ❖ Your clubs have a further legal requirement to audit the WWC numbers of their volunteers, and in addition will receive notification from the Office of Guardian NSW if any WWC number is flagged by police or other state based regulators

# 20. Courses & Content



## A. Administration

- Rugby Xplorer Club Admin Program (Learning Centre course under Admin)
- Rugby Xplorer Team Manager Program (Learning Centre course under Admin)
- <https://help.australia.rugby/s/> - RugbyAu RX help desk
- <https://australia.rugby/participate/rugby-administration/club-administration/education-and-training>
- <https://australia.rugby/participate/rugby-administration/club-administration/resource-library>

## B. Coaches

- <https://australia.rugby/participate/coach/coaching-resources>
- Rugby Learning Centre and Digital Coaching hub via login
- <https://australia.rugby/participate/get-into-rugby/club-resources> - videos and webinars
- <https://australia.rugby/participate/coach/coaching-resources/coaching-manuals> - coaching manuals (kids and youth rugby)
- Positive Rugby Foundation online coaching App will also be made available to all registered coaches

# 21. Q&A



# Appendix 1: New laws applying to U13s and up



## **Player Pre-latched**

- When 1-player pre-latches (being bound) to the ball carrier prior to contact, then this player must observe all the requirements for a first arriving player, particularly the need to stay on their feet.
- If a player denies a contest or it is a repeat action, this will incur a Penalty

## **50:22 (does not apply in the Pathway)**

- If the team in possession kicks the ball from inside their own half indirectly (on the bounce) into touch inside their opponents' 22, they will throw into the resultant lineout.
- The ball cannot be passed or carried back into the defensive half for the 50:22 to be played. The phase must originate inside the defensive half.

## **Goal line drop-out (does not apply in the Pathway)**

- If the ball is held up in in-goal, there is a knock-on from an attacking player in the in-goal or an attacking kick is made dead by the defenders in their own in-goal, then play restarts with a goal line drop-out anywhere along the goal line.

# Appendix 2: RX Naming Convention for Teams



Club Name	Team Name	Age/Grade Abbr	Extra (Optional)
Newport Junior Rugby Club	Newport Breakers	15	e.g. Blue or A
Abbreviation	Age Level	Season	
Newport Breakers Under 15s	Under 15	2022	
Contact Name	Contact Mobile (inc intl. code)	Reports Email Address	
Select A Manager	eg. +610404498360	Reports Email address	

**Add  
Whatever  
Abbreviation  
or name you  
like here**

**Put Club  
Name in**

**Put Team Name in  
e.g. Breakers, Blue,  
Tartans, Pink,  
Cougars etc.**

**Put age for  
Team in, only  
numbers please**

**Leave blank**