

NSWRL
JUNIOR RUGBY LEAGUE
POLICIES & PROCEDURES MANUAL

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INTRODUCTION BY THE NSW JUNIOR LEAGUE ASSOCIATION

I am pleased to introduce the NSWRL Junior Rugby League Policies & Procedures Manual.

The Manual has been developed through consultation between the NSWRL, the NSW Junior League's Association and the Districts that are affiliated with the NSW Junior League's Association.

The Manual is not intended for over-regulation of our game, instead we envisage that its implementation will bring consistency across District boundaries with regard to how the game is administered and played.

Our hope is that with consistency around rules and regulations across Districts, there will be a more even playing field from one competition to the next, and this consistency will bring stability to our game.

The Manual will be a 'living' document. It will see additions and changes as the seasons pass, when new policies and procedures are introduced or existing ones are amended.

I would like to take this opportunity to thank all that had a hand in the production of the NSWRL Junior Rugby League Policies & Procedures Manual, and I look forward to seeing its continued development.

Kind regards

Chris Books
Chairman
NSW Junior League's Association

SITUATIONS NOT COVERED IN THIS MANUAL

If there is a situation not covered within these Policies and Procedures, please refer to other current documents including:

- Club Administration Manual
- Laws of the Game (International)
- Laws of Mini Footy and Mod League
- www.nrl.com.au/play

Should the situation still remain 'not covered' then the situation should be referred to your Junior League Administrator for determination.

If the Junior League Administrator is unable to resolve the situation, please refer to the NSWRL Junior League Association for determination.

DEFINITIONS & ABBREVIATIONS

Abbreviations

NSWRL	New South Wales Rugby League
NRL	National Rugby League
ARLC	Australian Rugby League Commission
NSW JLA	New South Wales Junior League Association
CRL	Country Rugby League

Definitions

Junior League Administrator

The person responsible for the administration of a District Junior Rugby League.

SECTION 01

ADMINISTRATION - DISTRICT

1.1 Alcohol & Sports Betting Branding

Alcohol and / or sports betting branding is not permitted to be displayed on any playing or training uniform for teams / players under the age of 18.

Alcohol branding is defined as direct product marketing (using specific names of products i.e. Victoria Bitter or Jim Beam).

If Clubs are unsure if a sponsor is appropriate, please contact your Junior League Administrator.

1.2 Competitive / Non-Competitive Mini Football

The NSWRL in association with the NSW JLA has adopted a policy that sees all Junior League Football (Under 6s to U9s inclusive) played as non-competitive football.

While scores can be kept in matches, no results will be recorded and no ladders will be formulated.

All Gala Day activity is to be based on non-competitive participation.

In the Under 8 age group only, end of season Gala Day competitions, may include games played in a competitive environment for the purposes of score collection for grading of teams for the following season.

1.3 District Constitutions

Districts should operate from an approved Constitution that was issued when the District was incorporated.

Districts may only alter their Constitution at an Annual General Meeting and in accordance with the rules of their Constitution.

Each District should lodge a copy of their Constitution with the NSWRL on behalf of the NSW JLA.

A copy of the Districts Constitution must be available at all District General Meetings.

Districts may attach a set of By Laws to their Constitution. Such By Laws may be altered, deleted or established at any District General Meeting.

Districts must observe and support the rules of their Constitution at all times.

Areas of concern should be addressed to the NSW JLA.

If a particular rule or policy cannot be found in the District Constitution, the NSWRL Policies & Procedures Manual should be consulted and adhered to.

1.4 Fines and Fees

The following Fee Schedule is applicable in the NSW JLA affiliated competitions.

This schedule is to be used at the discretion of each Junior League Administrator.

INFRINGEMENT	FINE	REMARKS
Late Fees	$100 per event	A fine will apply to clubs who ignore closing dates. The fee is paid to the Junior League
Playing an unregistered or unqualified player	$300 per match	The match will be considered a forfeit. The fee is paid to the Junior League.
Not obtaining appropriate clearances at the time of registration	$400 per offence	The player will not be eligible to play until appropriate clearances have been obtained. The fee is paid to the Junior League.
Playing a player who exceeds the age in any grade	$400 per match	The match will be considered a forfeit. The fee is paid to the Junior League.
Registration irregularity occurring after July 1	$100 per offence	Depending on the breach, there may be a loss of competition points and / or deregistration of the player/s concerned. The fee is paid to the Junior League.
Playing a player in two (2) teams in the same division	$150 per match	Loss of competition points for each breach. The fee is paid to the Junior League.
Not notifying the League of a forfeit by 10:00am on the Friday prior to the match	$200 per offence	The fee is paid to the Junior League.

1.5 Knockout Carnivals / Gala Days / Tournaments / Sevens or Nines

Any club that wishes to **host** a Knockout Carnival / Gala Day / Tournament / Sevens or Nines competition needs to apply, in writing, to their Junior League Administrator and complete the appropriate Sanctioning Form.

They should indicate the ages that will participate in the Carnival, the dates and times and include any information which will be distributed to promote the Carnival as well as any law variation from regular season matches that will be implemented.

The Junior League Administrator will then seek approval from their Board, the NSWRL and the NSW JLA.

A KNOCKOUT CARNIVAL CANNOT BE HELD WITHOUT THE APPROPRIATE SANCTION FROM THE PARTIES OUTLINED ABOVE.

No prizemoney or cash vouchers should be offered or paid at Knockout Carnivals where participants are under the age of 18.

Organisers should ensure that all participants are registered Junior Rugby League players.

Any Junior League club that does not comply with this policy may forfeit any insurance rights and may have future applications refused and / or be further dealt with by the Board.

Any club wishing to **attend** a Knockout Carnival / Gala Day / Tournament / Sevens or Nines competition should obtain permission for their Junior League Administrator prior to playing in any such competition to maintain their insurance protection.

Please note, as competitions of this nature are normally held pre or post season a higher level of attention than normal shall be given to player comfort in regards to temperature, the number of games played, fitness, hydration and medical support.

Reference Documents Appendix 9.1 – NSWRL Event Sanctioning Form

1.6 Media Enquiries

All Media Enquiries should be referred to the NSWRL Head of Public Affairs.

Please inform the NSWRL Community Football Unit of any Media Enquiries directed to your club.



1.7 National Clearance & Permits Policy

National Clearance and Permits Policy V2.3

Original Document V2.2	November 2014
Update V2.3	30 March 2016

Endorsed By:

National Rugby League Limited

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1. PURPOSE

The purpose of the National Clearance & Permits Policy is to:

a. Achieve consistency and efficiency in the movement of player and match official data
b. Improve timeliness of player and match official movement from club to club
c. Record the history of a players and match officials movement

2. SCOPE

The policy applies to all players and/or match officials moving from one Club/Association to another

a. A **clearance** is required when a player and/or match official is moving from one Club/Association to another regardless of whether it is a new season or during a season

b. A **permit** is required when a player is registered in one club *(primary club)* and is being permitted to play in another club on an interim basis

   i. where an agreement exists between two clubs and has been approved by the League/Governing Body
   ii. where a club/teams are participating in a combined competition that crosses regular Rugby League boundaries with the approval from the State or Governing Body
   iii. where two clubs within the same Association with insufficient players combine to form one team in a competition

c. State Governing bodies rules may apply where permits are in place and should be taken into consideration

3. PERIOD OF CLERANCES AND PERMITS

A Clearance may be initiated from the 1 November to 30 June within the same season

A Permit can be initiated any time after the player has been registered in their primary club until the completion of the season.

Exemptions apply to competitions played outside the regular Rugby League season

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4. PROCESSING OF A CLEARANCE AND PERMIT

a. Prior to requesting a clearance a club/association must have the consent of the player/match official

b. Clearances and Permits must be initiated by an authorised official from the Club/Association to which the player or match official is moving

c. Players must be fully cleared via the NRL LeagueNet online platform prior to playing in the new club.

d. A timeframe of 10 working days is allowed for a clearance to be fully completed. Meaning either approved or denied. If after a 10 day period the CEO of the Governing Body may intervene in the case to resolve any dispute

e. Once approved by the incoming club the player will receive an email advising the clearance has been approved. The email will contain a link to players registration form. The player MUST complete the online registration form accepting all Terms and Conditions prior to being considered as registered in the season

f. In the event of a clearance being requested from a club that is no longer active, the League/Region responsible for the competition from which the player is leaving must complete the clearance process in lieu of the inactive club

g. A clearance may be denied for reasons as follows:

   i. Fees in default (excluding NRL Development Fees)
   ii. Fees on property owing
   iii. Pending tribunal or judiciary matters
   iv. Contractual agreements in dispute

h. In all the above cases the clearance request should be denied immediately and an appropriate comment entered into the notes section

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5. MANAGING INTERNATIONAL CLEARANCES

Requests for International clearances (with the exception of NZRL) will be processed in the following manner:

i. RFL Clearances will be sent to NRL Registrations via the State Body in which they will be clearing to or from
ii. Clearances to and from any other country/RLIF will be managed by the International Development Manager
iii. Once written approval has been received, the player will be advised to register to the club as a new player and complete the online registration form accepting all Terms and Conditions prior being considered as registered in the season
iv. The club/association will attach the complete and signed copy of the clearance document to the player's record

6. DISPUTES

In the event of a dispute of a player clearing across State Leagues the dispute would be escalated to the General Manager of Game Development and League Integration or an appointed delegate.

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1.8 Player Portability

Right across NSW, the following Senior Competitions are now available to provide club's players with portability and a designated pathway right throughout a season:

- District clubs participating in NRL and the Jersey Flegg Cup
- Clubs participating in the NSWRL open age competitions (Intrust Super Premiership NSW, Ron Massey Cup and Sydney Shield)
- Country Rugby League Groups and Divisions
- NSWRL District Junior Leagues

Generic Rules

- Approval must be obtained from a player's registered / contracted club to endorse movement
- The Intrust Super Premiership NSW and Jersey Flegg Cup have 'equal status'
- Players moving up and down through portability must abide by the NSWRL's Portability and Permit rules and failure to adhere to the rules will leave both the club and the player open to action from the Board of the NSWRL
- Player portability will continue beyond 30 June each year for players moving between higher and lower competitions
- Players utilising portability to a CRL club will abide by the CRL General Competition and Rules for semi-finals, finals, grand finals and play offs unless amended. NSWRL competition final qualification rules will apply to all NSWRL Competitions
- Insurance to be paid by the players Senior Club (NRL / NSWRL)

Specific Examples of Portability

Intrust Super Premiership NSW

All clubs participating in the Intrust Super Premiership NSW that are not aligned to an NRL club directly or through the approved feeder arrangement will be given District club status whilst participating in the Intrust Super Premiership NSW Competition.

The unrestricted movement of players to and from the NRL Competition.

Movement of players to and from Jersey Flegg Cup for players under twenty (20) years of age as at 1st January in the year of registered contract.

For the movement of players to and from Intrust Super Premiership NSW, Ron Massey Cup, Sydney Shield and Country Rugby League Group Competitions, a NRL top 25 contracted players for salary cap purposes at the commencement of a season can only come down as far as Intrust Super Premiership NSW and Jersey Flegg Cup in that season.

Portability destination will be determined by NRL club in consultation with NSWRL and / or CRL, prior to the player's participation in a competition.

A player can be afforded portability between original nominated teams during any one season which have been approved by the Board of the NSWRL.

Special circumstances may apply if a player is required to be placed in local District competitions for a specific reason. Such application must be made to the NSWRL General Manager Football.

Jersey Flegg Cup

Feeder arrangements allowed between Intrust Super Premiership NSW and NRL cubs.

Portability allowed to Ron Massey Cup and Sydney Shield but restricted by PPIS.

Determination of portability pathway by NRL club in consultation with Intrust Super Premiership NSW, Ron Massey Cup, Sydney Shield, CRL and Junior League.

Player can only be afforded portability between original determined teams in any one season.

Ron Massey Cup

The Ron Massey Cup is quite unique in the fact that not only is it governed by a points system and salary cap, it is played across boundaries of Country Rugby League and NSWRL's metropolitan areas and stands alone from the NSWRL District competitions. Ron Massey Cup players can move freely to and from the Jersey Flegg Cup, Intrust Super Premiership NSW competitions, District Junior Leagues and CRL competitions to his pre-determined nominated club.

Sydney Shield

Sydney Shield is a Level 4 NSWRL competition and is administered by the NSWRL. Players may move freely to and from the Jersey Flegg Cup, Intrust Super Premiership NSW, Ron Massey Cup, District Junior Leagues and CRL competition provided that they fit into the Sydney Shield Points System and Salary Cap.

This competition invites teams from within the Sydney and Country areas to participate in a competition above the District club / Junior League club. It is also governed by a points system and salary cap.

District Clubs

Player portability back and forth to NSWRL District clubs, their Junior Leagues and CRL must be acknowledged by all Leagues affiliated with District clubs and the Country Rugby League.

The Senior District club must endorse their affiliates as being representative of their District via the participant club (i.e. Penrith and Windsor, Parramatta and Wentworthville).

The District club must endorse the competitions as a development pathway within their boundaries.

The Generic Rules of portability as detailed above must apply.

The adoption of these Portability Rules by the NSWRL Board has provided the opportunity for all players to have an unrestricted Rugby League pathway right across all areas of the State.

1.9 Playing with More Than One Club

Once a player is registered with and plays a competition match (or portion of a match) with a club he is unable to play with another club in the same season unless:

The players' team withdraws from the competition:

- Clubs shall advise in writing the reason for withdrawing
- They should include a list of the players that are registered with the withdrawing team
- A list of players that intend to transfer to other clubs should be attached. It should be signed by each player and endorsed by the club Secretary.

A Club has an overabundance of players and is prepared to release those not required (i.e. representative players returning – an influx of new players – return of previously registered players):

- Clubs shall submit a list of registered players
- A list of players that intend to transfer should be attached. It should be signed by each player and endorsed by the club Secretary.
- Under this clause, players are not able to make application to transfer on their own behalf
- The District Board agrees with such transfers or there are other special reasons
- No transfers can take place after the 30th June.

A player has extenuating circumstances such as:

- Change of address

Fines will apply if any club promises or encourages a transfer without referring the matter to the Junior League Administrator.

A player cannot play in a NSW JLA Competition and a higher graded NSWRL Competition (i.e. S G Ball, Harold Matthews, Ron Massey Cup, Sydney Shield and / or Intrust Super Premiership NSW) and the Junior League on the same weekend. This applies to the 17 players named in the squad. Penalties will apply.

For example, any participant that takes the field in an SG Ball, Harold Matthews, Ron Massey Cup, Sydney Shield or Intrust Super Premiership NSW match cannot play in a NSW JLA (Junior League) competition on the same weekend.

1.10 Playing in More Than One District

Players are not able to play with more than one District Junior League Club on any one weekend.

i.e. A player registered to a team in South Sydney DJRL may not play for a team in Canterbury DJRL on the same weekend.

In unique circumstances approval, may be granted upon application to the NSWRL Community Football Unit for an applicable permit to play in two different Districts on different weekends.

Any decision made by the NSWRL Community Football Unit will be final.

Regardless of such permit, players are only eligible to play in one District on any one weekend.

Prior to a permit being granted, a player applying for a permit to play in more than one District must nominate a 'Home club'. This player will only be eligible to play finals with the team that they nominated as their 'Home club'.

1.11 Protests & Appeals

PROTESTS

Provided all rules and regulations have been observed and followed, a club may lodge a protest against a breach of the Junior League rules in relation to the outcome of a match. This complaint may be heard by an appropriate Junior League Sub-Committee or by the Junior League Administrator.

All protests should be in writing and addressed to the Junior League Administrator and be lodged or delivered to the Junior League by 5.00pm on the Tuesday following the match.

If a club decides to protest while a match is in progress (or immediately before or after), a brief account of the protest should be written on the back of the sign on sheet with the name of the club, official and position.

It is still necessary for the club Secretary to forward a letter of protest to the Junior League Administrator by 5.00pm on the Tuesday following the match.

If the required follow up protest letter from the club Secretary is not received by the Junior League by 5.00pm on the Tuesday following the match, no further action will be taken by the Junior League Administrator. The protest letter may be faxed or emailed to the Junior League however the club submitting the protest should ensure that it has been received.

Upon receipt of the protest, the Junior League Administrator will advise brief details of the protest / complaint to the club complained against and arrange for the matter to be investigated and adjudicated upon. Non-receipt of that notice will not be a defence at any subsequent hearing.

Should a club or an Official lodge a frivolous or groundless complaint or fail to proceed with a complaint in such a way it is considered an inconvenience or an embarrassment, disciplinary action against the club or official lodging the protest may follow.

The Junior League Administrator is empowered to adjudicate on any protest, compliant or issue felt is appropriate.

Protests at Semi-Finals, Finals etc.

- Should a protest occur during or immediately after a play-off, semi-final, final or grand final, every effort will be made to resolve the issue at the venue as soon as possible.
- Should a protest be unable to be resolved at the venue, all protests will be heard if possible on the day of the match, at a time and venue to be advised by the Junior League Administrator. Any protest shall be immediately referred to the Junior League Administrator who will arrange an urgent hearing.
- For a protest to be accepted from clubs involved in the final series matches it must be lodged in writing at the official table no later than fifteen (15) minutes after the completion of the game. The Junior League Administrator may institute action in regards to a breach of the Junior League Rules at any time.

The Junior League Administrator is authorised to investigate all protests, complaints and other concerns and make adjudication. This may be done by involving a match review committee should that be required.

APPEALS

For Appeals against Code of Conduct Review Panel and Judiciary findings, please see Sections 6 and 7 of this Manual.

Any player, official, person, group, team or club has a right of appeal against any adjudication or decision made by a Junior League Sub-Committee, Executive, Junior League Administrator or the Board of Management of the Junior League. All appeal applications must be completed by the appellant, or, in the case of a minor, by a parent or guardian.

Clubs, Coaches and other officials cannot appeal or pay the prescribed appeal fee on behalf of members.

The District Appeals Committee will adjudicate upon all appeals. For an appeal to be accepted by the District Appeals Committee the following requirements must be observed:

- The official NSW JLA Appeal Application Form should be used
- The prescribed appeal fee should be attached to the completed Appeal Application Form
- The Appeal should be lodged at the Junior League office within the limitation of time (see full definition below)
- Fresh evidence must be available and fully set out in, or attached to, the Appeal Application Form
- Proper appeal procedures should be followed

Copies of the NSW JLA Appeal Form can be obtained from District Junior Leagues. All sections of the form must be completed and if necessary, additional documentation can be attached.

The Appeal Fee is $500.00 and should be attached to the completed NSW JLA Appeal Application Form when it is lodged with the Junior League. The fee can be paid in cheque or cash and is only refundable if the appeal is upheld, or unless the Appeals Committee decides otherwise.

Limitation of Time

Appeals (other than Judiciary and Code of Conduct) must be lodged by 5.00pm of the next business day immediately following the adjudication / result.

Should there be insufficient time to arrange an Appeal Hearing prior to the following weekend. Accordingly, any penalty (suspension, fine or other penalty) appealed against will stay in place and be binding until the Hearing takes place.

Fresh Evidence

Fresh evidence is evidence that could not have been reasonably known at the time of the earlier Hearing. Any evidence that could have been available at the earlier Hearing, if all diligent searches and inquiries had been made by the appellant prior to the conclusion of the initial Hearing, is not fresh evidence. Please note that under most circumstances a video or additional witnesses is not fresh evidence.

An Appeal will not proceed unless there is fresh evidence.

Lodging an Appeal without fresh evidence will place the Appeal Fee at risk of being forfeited.

Responsibilities of the Junior League Administrator / Junior League Secretary

Prior to sending the Appeal Application Form and associated documents to the Appeals Committee the Junior League Administrator should check the documents to ensure that they are in order and attach a report advising the following:

- An assessment of the appeal procedures
- An assessment of the fresh evidence

After the Appeal Application Form and associated documentation are submitted to the Appeals Committee, the appellant should be advised of whatever decision and supporting comments are made by the Appeals Committee in regards to whether or not the appeal is to proceed.

Responsibilities of the Appeals Committee

Upon receipt and perusal of the Appeal Application Form and associated documentation, the Appeals Committee should consider the report from the Junior League Administrator and review and evaluate any fresh evidence submitted.

The Appeals Committee should then make a decision on whether to allow the Appeal to proceed, or dismiss the Appeal.

The Junior League Administrator should be advised of the decision reached, reasons for the decisions reached, and, if the Appeal is to proceed, nominate a Date of Hearing.

The Appeal Hearing

The first task of the Appeals Committee is to invite the appellant to present the fresh evidence. Other evidence from any previous hearing or other information that is not part of the fresh evidence will not be admissible. The Junior League representative will then be invited to address the Committee on the fresh evidence.

The Appeals Committee may at any time dismiss the Appeal without taking any further evidence if it is considered that the fresh evidence is insufficient or lacking substance.

If the Appeals Committee has accepted the fresh evidence and allowed the Appeal to continue, the appellant may only introduce new evidence directly related to the fresh evidence in the Appeal Submission.

Witnesses will not be expected to attend unless their attendance has been requested and their evidence is directly related to the fresh evidence that has been submitted.

It should be noted that it is the responsibility of the person lodging an appeal to know the powers of the Appeals Committee and all conditions and aspects of the appeal procedure and be aware that the Appeal may not be accepted if proper procedures are not followed.

If the evidence given by a witness at a lower level Hearing is not challenged in the Appeal Submission, such evidence will be held to be reliable and true and will be unable to be challenged during the hearing of the Appeal unless the Chairman directs otherwise. The person or club who is lodging the Appeal must advise full details of which parts of the evidence are being challenged.

It is the responsibility of the appellant to gather evidence and arrange for witnesses, other than Junior League Officials (i.e. Judiciary, Code of Conduct, Qualifications, Reps etc) to attend appeals and give evidence in support of the Appeal Submission.

The Appeals Committee may consider, and if necessary take into account, all available evidence.

Powers of the Appeals Committee

The Appeals Committee may dismiss an appeal without going into full evidence, on the grounds that there is insufficient fresh evidence.

If the Appeals Committee judges the Appeal to be groundless, frivolous or considers the proper appeal procedures were not followed, the appeal fee can be confiscated.

Appeals against severity of sentence are not permissible.

Pending the result of appeals, all decisions appealed against will be operative.

The Appeals Committee may decrease, increase or otherwise alter any previous penalty imposed.

The decision of the Appeals Committee is final and binding and cannot be appealed against.

Reference Documents Appendix 9.3 – NSW JLA Appeal Application Form

1.12 Registration Requirements

All player and volunteer (i.e. Coach / Trainer etc.) registrations must be completed using the LeagueNet online database.

Each registration should be accompanied by one of the three acceptable forms of identification. This identification should be noted in the player or volunteers online LeagueNet database record.

All registrations that require a clearance (where a player has played previously for another club) must be initiated before 30 June.

No new registrations will be accepted after 30 June, with the exception of players participating in non-competitive Rugby League matches

A registration will not be deemed complete until such time as the Junior League Administrator has supplied the club with an authorised player / volunteer identification.

Reference Documents Appendix 9.4 – NRL Privacy Policy

Appendix 9.8 – National Registration Policy

1.13 Suspended & Disqualified Persons – Officials / Parents / Supporters

Suspensions imposed by any NSW JLA affiliated District Judiciary or Conduct Panel are enforceable across ALL RUGBY LEAGUE Competitions.

The following restrictions apply to any coach, manager, trainer, club official, who has been suspended and / or disqualified by any Junior League Committee or the Junior League Manager and includes any person suspended or disqualified by a Junior League club, provided such adjudication has been endorsed by the Junior League:

- Cannot be inside the spectator fence or rope at any Junior League ground at any time whilst Junior League games and training are taking place
- Cannot be in the dressing room at any time with any Junior League team
- Cannot have any official involvement in club or Committee activities, meetings etc. – however the Junior League board may allow suspended persons limited involvement in various activities
- Can assist with barbeques, field set up, canteen etc. – providing the points above are adhered to

Players suspended by a Judiciary or Code of Conduct Review Panel are disqualified from participating in ALL Rugby League activities. Junior League Administrators, in consultation with the respective Panel's Chairman, have the discretion to allow a suspended player to coach or act as a trainer upon application.

Should a suspended spectator or supporter be subsequently found to be attending a match, the hosting club has the responsibility to request the match be suspended until the offending person leaves the ground.

Responsibilities of Clubs

If any team, club, player or official encourages or takes action to support a suspended or disqualified person having access to a team or player, that team may lose competition points, be disqualified from the competition or have action taken against the Club, player and / or official.

Any member of the Executive of any club that is aware of a suspended or disqualified person having access to a team, contrary to this rule, that fails to promptly advise the Junior League, may face disciplinary action before the Junior League Association Board or Junior League Administrator.

Any member of the Executive of any club that is aware of such suspension or disqualification who fails to take reasonable action to prevent such a person having such access to a team, player or official activity (meetings, committee etc.), may face disciplinary action before the Junior League Association Board or Junior League Administrator.

1.14 Trial Games

If official sign on sheets are not used for trial games the team manager should prepare and retain a list of everyone that played in the trial (and their previous club, irrespective if the club is in or out of the trial teams District).

Nicknames, shortened names, aliases or other references cannot be used. Players names must be spelt correctly.

Under Junior League Rules, all clubs must have the name and previous club of every player who plays in the trials.

If a player is sent off, clubs shall give the name and previous club to the hosting clubs Ground Official. The player cannot play again that weekend, and must attend judiciary in the District in which he was dismissed from the field.

Players cannot play in trials unless the club they play for know their name and the name of their previous club.

SECTION 02

ADMINISTRATION – JUNIOR LEAGUE CLUB

2.1 Child Protection Policy (Working With Children Check)

1. Application

The New South Wales Rugby League Ltd (NSWRL) Child Protection Policy (Policy) applies to all participants (Members) registering to play, officiate, coach, administer or volunteer at NSWRL clubs, associations, districts and affiliates. All Members must comply with the Policy. Where reasonable, all parties connected to Rugby League in NSW and the ACT, including sponsors and spectators, must also comply with the Policy.

The Policy has been endorsed by the NSWRL and incorporates and supports the National Rugby League Member Protection Policy (NRL Policy). Further, the NRL Policy, as incorporated into the NRL Code of Conduct, binds all Members. For removal of all doubt, parties bound by the NRL Policy, the NRL Code of Conduct, and connected to Rugby League in NSW and the ACT are also bound by this Policy.

This Policy commences on 01 April 2015 and will operate until replaced. The Policy will be fully implemented at all NSWRL clubs, associations, districts and affiliates by 31 March 2016.

2. Position Statement

The NSWRL is committed to: -

- Ensure the safety, welfare and well-being of children participating in Rugby League and protect them from child abuse – whether actual or the threat thereof; and
- Prevent people who pose a risk to the safety, welfare and well-being of children from being employed or engaged in child related work within the NSWRL and its clubs, associations, affiliates and districts.

Members and connected parties subject to this Policy must place the safety and welfare of children above all other considerations and must comply with Child Protection laws.

Child Protection laws in NSW and the ACT (and other States & Territories throughout Australia) criminalise child abuse. These laws also set out how cases of child abuse will be reported and investigated. Further, to assist in preventing such cases, several laws also establish regulation of and protocols to 'check' and monitor the status of those employed (paid or voluntarily) in 'child related work', including in sporting clubs.

The NSWRL requires that any child who is abused or anyone who reasonably suspects that a child has been or is being abused by someone within our sport, to report it immediately to the police or relevant government agency and the affiliated club.

All allegations of child abuse will be dealt with promptly, seriously, sensitively and confidentially. A person will not be victimised for reporting an allegation of child abuse and the privacy of all persons concerned will be respected.

If anyone bound by this policy reasonably suspects that a child is being abused, including by his or her parent/s, they are advised to contact the police, relevant government agency, affiliated club, district, or the NSWRL immediately. Any report made to the affiliated club, district, of the NSWRL will be immediately reported to the police or relevant government agency. The club, district and NSWRL will not attempt to investigate, settle, resolve, or intervene in any matter.

3. Statutory Guidelines: Working with children

From 31 March 2016, all Junior Rugby League clubs affiliated with the NSWRL must only 'employ' workers (paid or voluntary) involved directly with the children's teams if the worker has a valid Working with Children Check (WWCC), has applied for one, or if exempt, has provided the club with a Statutory Declaration, Undertaking and Consent.

The relevant statutory regimes are explained further in the following links:

NSW: http://www.kidsguardian.nsw.gov.au/working-with-children/working-with-children-check

ACT: http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp

4. Taking Images of Children

A high level of care needs to be exercised by clubs, associations, districts, and affiliates when dealing with the issue of photographic images of children. Permission must be obtained from a child's parent/guardian before any image of the child can be taken. Further, the usage of the image must be fully disclosed to the parent/guardian prior to consent being given.

The privacy of each Member must be protected so as to avert the possibility of any photos of children in sporting magazines and sporting websites being misused and/or altered for inappropriate purposes, or for the identity of Members to be distinguishable. Children must not be have their identities revealed unless permitted by the parent/guardian. Further, photographic equipment (including camera/smart phones) must not be used, and images must not be taken near or in the vicinity of change rooms, showers, and toilets.

Third party photographers must have their bona fides verified by the club, district, association, or affiliate, with appropriate consent forms completed. The NSWRL urges clubs, districts, associations and affiliates to be aware of obvious risks and to take steps, where possible, to minimise those risks.

5. Timing

A phasing-in period has been set out in the Regulations to operate from 1 April 2015 to 31 March 2016.

Reference Documents Appendix 9.5 – NSW JLA Photography Consent Form

2.2 Club Colours / Playing Uniforms

The Secretary of each Junior League club shall register their clubs colours with their Junior League Administrator and clubs should ensure that their players appear in the correct uniform at all matches. The Board shall have the power to refuse to register any uniform if it is not sufficiently distinctive. Upon registering the uniform, it shall become exclusive property of the Junior League club first registering it, and it may not be worn by any other club.

clubs should ensure that players appear in proper uniforms in all competition matches and end of season matches which shall consist of jerseys in the clubs registered colours, socks, shorts, boots or shoes (which must not have spikes or studs which in the opinion of the referee could be considered dangerous). The regulation playing number must be attached to each jersey.

Infringements of this rule should be reported to the Junior League Administrator. Any club failing to ensure all of its members conform to these rules shall be fined a sum as decided by the Board.

Clubs are not permitted to use District club colours.

Clubs are unable to alter the colour, design or logo of the cub uniforms, unless approval from the Junior League Administrator is obtained.

Teams or players displaying colours or designs that have not been approved by the Board or the Junior League Administrator may lose competition points or may be liable for other penalties as determined by the Board.

The following must be adhered to in relation to playing uniform:

- Compression garments must not come past the bottom of playing shorts / jersey sleeves
- Players with beaded hair / religious headpieces must wear headgear
- Knots cannot be tied anywhere in the football jumper
- Body jewellery must be removed or taped

Reference Documents NSWRL Policy 4.6 – Compression Garments

2.3 Club Constitution and By Laws

Clubs must operate from a standard Junior League Constitution issued when the Junior League was incorporated.

Clubs may only alter their Constitution at an Annual General Meeting and in accordance with the rules of the Constitution.

Each club shall forward a copy of its Constitution to their Junior League and advise when alterations are made from time to time.

A copy of the clubs Constitution must be available at all meetings of the club.

Clubs may attach a set of By-Laws to the Constitution. Such By-Laws may be altered, deleted or established at any General Committee Meeting of the club.

Clubs must observe and support the rules of the Constitution at all times.

Areas of concern should be advised to the Junior League Administrator.

If a particular rule or policy cannot be found in the club Constitution, the Junior League Constitution should be consulted and adhered to.

All Junior Rugby League clubs must be Incorporated.

2.4 Defaulters

A club may refuse a transfer or clearance if a player is financially encumbered to that club or has not returned property owned by the club.

Once a club lists a player as a defaulter, that player cannot be registered with ANY club.

Once a club plays a player who has been listed as a defaulter by that club, the default will no longer be recognised.

A default can only be lifted against a player by notification in writing to the Junior League.

Clubs or players who feel they have been disadvantaged may make representations to the Junior League Administrator on any aspect of this rule.

The Junior League will call for a list of defaulters each year. clubs must submit any details of players in default by October 31 of each year.

If a player who has been listed as a defaulter makes an application for a transfer or clearance, the club Secretary should deny the clearance, listing the following details in the clearance request on LeagueNet:

- Player listed as defaulter. Transfer (or clearance) not approved until player pays the amount of $____ to the club.

If a club approves a transfer or clearance online for a player that has been listed as a defaulter without adding the above statement against the players request, then the default against the player will no longer be recognised.

A player cannot be listed as a defaulter for the non-payment of registration and / or insurance fees.

2.5 Hydration, Heat & Water Bottle Guidelines

Performance

- Avoid heat stress and poor performance by adequate fluid replacement during Rugby League activities
- Exercise in hot or humid weather will result in additional fluid loss and increase the risk of dehydration. Even small degrees of dehydration will cause a decrease in exercise performance.
- Dehydration contributes to fatigue and may make the player susceptible to cramps, heat stress and heat stroke.
- Children are at much greater risk of heat stroke.

Drink Up!

- Drink plenty of fluids. Don't wait to feel thirsty; thirst is a poor indicator of fluid needs.
- Flavored drinks such as sports drinks and low concentration cordial, as a result of their taste, may encourage fluid consumption more than plain water.
- Cool drinks may be absorbed more rapidly than warmer fluids.

Drink Up Routine

- Avoid starting activities dehydrated. Drink plenty of water for several hours prior. A well hydrated athlete should be able to pass a good volume of clear urine in the hour before participation.
- Drink at least 500ml (2 – 3 glasses) ½ to 1 hour before exercise.
- Drink at least 200 ml (1 glass) every 10 – 15 minutes during exercise.
- During exercise take advantage of all breaks in play to take a drink.
- After exercise drink liberally to ensure that you are fully re-hydrated.

Drink / Water Bottles

- THE SHARING OF DRINK/WATER BOTTLES IS NOT ACCEPTABLE.
- The most common way of infectious diseases spreading is by common use of drink/water containers or sharing anything hand to mouth. This applies especially in the training and playing arena.

How Much Fluid?

The athletes weighing themselves before and after exercise can assess fluid requirements.

- Each kilogram of weight lost = 1 litre of fluid deficit.
- Aim to keep these fluid losses to a minimum by drinking before, regularly during and then after exercise.
- Sweating and fluid losses continue after exercise. Aim to replace at least 1.5 times the amount of fluid deficit, measured at the end of exercise.

Other Ways to Beat the Heat

- Wear light clothing – light in color, light in weight.
- Wear a 30+ sunscreen to prevent skin damage and skin cancer.
- Where appropriate for the activities involved, wear a hat and sunglasses to protectthe eyes.

Symptoms of Heat Injury or Heat Stroke

Be aware of and react quickly to the following symptoms of heat injury:

- Fatigue
- Nausea
- Headache
- Confusion
- Light headedness

Emergency Treatment Plan

- Lie the victim down
- Loosen and remove excessive clothing – cool by fanning
- Give cool water to drink if conscious
- Apply wrapped ice packs to groins and armpits
- SEEK MEDICAL ASSISTANCE

2.6 Infectious Disease Policy

A number of blood-borne infectious diseases can be transmitted during contact and collision sports such as Rugby League. The more serious include Hepatitis and HIV (AIDS). Infectious diseases may be spread by contact between broken skin or mucous membrane and infected:

- Blood
- Saliva (there is no evidence that contact with saliva can place someone at high risk of HIV infection)
- Semen and vaginal fluids

A number of bacteria and viruses can be transmitted via saliva and other secretions from the nose and throat when water bottles, referee's whistles and other similar articles are shared during sporting activities. These include potential serious infections such as meningococcal illness, whooping cough, hepatitis A and glandular fever.

THE FOLLOWING RECOMMENDATIONS WILL REDUCE THE RISK OF TRANSMITTING INFECTIOUS DISEASES TO PLAYERS

1. It is the player's responsibility to maintain strict personal hygiene, as this is the best method of controlling the spread of these diseases.
2. HIV, hepatitis viruses and other infections can be acquired by Rugby League players and staff in activities unrelated to Rugby League. Unprotected sexual contacts, injected drug use for recreational purposes or performance enhancing drugs, for example, present risk factors greater than those present in the playing of Rugby League.
3. It is strongly recommended that all players involved in Rugby League be vaccinated against Hepatitis B.
4. All players with prior evidence of infectious diseases are strongly advised to obtain advice and clearance from a doctor prior to participation.
5. Open cuts and abrasions occurring during a match or training must be reported and managed immediately.
6. If the bleeding cannot be controlled the player must cease playing / training.
7. Players should avoid unnecessary contact with the blood of other players.

Reference Documents Appendix 9.6 – NRL Infectious Disease Policy

2.7 Insurance

Player Insurance

Player insurance payments and other compulsory insurance fees as deemed necessary by the NSW JLA Board must be paid at the prescribed rates and times.

No player or official, may play or be involved in the Junior League competitions or official activities if not covered by the prescribed insurance or other protective insurance as determined by the NSW JLA Board.

Insurance for all player registrations must be paid at the time of registration.

Clubs may be fined or face other disciplinary action for late payment or for ignoring request(s) for payment.

Indemnity Insurance

For insurance purposes, the maximum age for participation as an official is eighty-five (85) years.

2.8 Maximum Age to Play Rugby League

The maximum age to play Junior League football is sixty-five (65) years.

2.9 Medical Exemptions

There are many different factors to take into consideration when determining suitability of a participant to play in any contact sport.

Should a club hold a concern about the suitability of a participant, the club should ensure the procurement of a Medical Certificate of Fitness for participation in Rugby League.

In cases where clubs would like to make an application to play a registered player in an age group lower than he naturally qualifies for, a Medical Certificate outlining the specific condition should be forwarded to the NSWRL and they will have the application assessed by the NSWRL Chief Medical Officer.

The determination of the NSWRL CMO will be final.

2.10 Minimum Age to Play Mini Footy

Players must have turned the age of four (4) years of age before being allowed to register to play, or to take part in any training, trial or sanctioned match.

2.11 Minimum Age to Play Senior International Football (Open Age)

Players must have turned the age of seventeen (17) before being allowed to play Senior International Open Age Rugby League (i.e. A Grade and other open age competitions).

2.12 Payment of Players

The NSW JLA does not support the payment of players in any of its competitions.

This includes gifts or inducements such as bikes, video games etc.

2.13 Playing a Player Above Their Natural Age Group (Playing Up)

A player is naturally eligible to play in the competition which is named Under, and then the age that the player is turning in the calendar year that the competition is being run.

i.e. A child born in the year 2000 can play Under 15s in 2015, as he will turn 15 in that calendar year. A child born in 2005 can play Under 10s in 2015 as he will turn 10 in that calendar year.

A) A player **shall be allowed** to play in an age grade competition that is one year above the competition that he is naturally eligible to play in (player born in 2005 and registered in 2015 **CAN PLAY** in Under 10s and Under 11s).

All players who are playing up an age group must have a completed an authorised **PLAYING IN A HIGHER AGE GROUP CONSENT FORM** before taking the field.

B) A player **shall not be allowed** to play in an age grade competition two years or more above the competition that he is naturally eligible to play.

For example, a player who is turning 14 during any calendar year is eligible to play in any Under 14 or Under 15 competition, but not an Under 16 competition.

Exemption to Rule B: The only exception to this rule being if there is no competition in the age group immediately above the player's natural age group then the player can be eligible to play in an age group two years above,

For example, a player turning 16 during any calendar year is eligible to play any Under 16 or Under 18 competition providing there is no Under 17 competition.

A club can apply to the NSWRL to have a player permitted to play two years above the age group that he is naturally eligible to play in under the following conditions:

- The application must be made in writing to the District Junior League Board
- The application must be signed by a Senior Club Coach (SCC) at a minimum
- The application must be accompanied by written permission from the player's parents / guardians / carers
- Once approved by the District Junior League Board the application should be forwarded to the NSWRL for final approval.

The decision of the NSWRL will be final and no appeal available to any decision made.

Reference Documents Appendix 9.7 – NSWRL Playing in a Higher Age Group Consent Form

2.14 Playing a Player Below Their Natural Age Group (Playing Down)

A player shall not participate in an age group lower than their natural age (i.e. a player turning 8 years old this calendar year cannot play in the Under 7s).

The policy applies to all Junior, school age grade, competitions, matches (up to and including U16s) played in New South Wales.

This policy aims to protect the safety and welfare of age grade Rugby League players by trying to ensure that participants with broadly compatible physical development and skill levels play with and against each other.

In exceptional circumstances, which may include circumstances of physical or intellectual disability, a player may apply to the NSWRL Community Football Manager for a Medical Exemption to participate in an age competition that is below the players own age.

Reference Documents NSWRL Policy 2.9 – Medical Exemptions

2.15 NSWRL Junior Rugby League Weight and Age Guidelines

Junior Rugby League Weight and Age Model

Upper Weight limit based on approximately 98th percentile

Lower Weight limit based on approximately 15th percentile

- U6 & U30kg
- U7 & U35kg (players 21kg or under may play U6)
- U8 & U42kg (players 23kg or under may play U7)
- U9 & U48kg (players 26kg or under may play U8)
- U10 & U56kg (players 29kg or under may play U9)
- U11 & U64kg (players 33kg or under may play U10)
- U12 & U72kg (players 37kg or under may play U11)
- U13 & U79kg (players 42kg or under may play U12)
- U14 & U86kg (players 48kg or under may play U13)
- U15 & U93kg (players 53kg or under may play U14)
- U16 & U97kg (players 55kg or under may play U15)

Note: A player may not be forced to play more than one year above his/her 'natural' age due to these weight restrictions

2.16 Player Identification / Sign On Sheets

Player Identification Cards / Sheets are to be produced prior to sign on and should remain at the officials / scoring table for the duration of the game. Any anomalies noticed with player identification should be noted on the sign on sheet and a follow up report should be submitted to the Junior League Administrator.

If a player goes onto the field and plays without the player's identification being available at the officials / scoring table, the players team may forfeit any competition points gained as a result of that particular match. The player and the club could face disciplinary action unless the District Junior League Administrator and/or district match committee decides otherwise.

A team manager is entitled to check players' cards from both teams prior to and during a game. The inspection process should be discreet and courteous. Opposing players and officials should not be cross-examined or put under duress. If player's cards are to be compared with players, this should be done by way of a visual inspection when the opposing team is signing on. Any apprehension, concern or suspected rule breach should be written on the back of the sign on sheet and a junior league incident report submitted to the Junior League Administrator prior to 5:00pm on the Tuesday following the match.

Lost or Misplaced Player's Identification Cards / Sheets

Team managers should check weekly to ensure all players and team officials identification is available for games. If an individual player's ID card is not at the official table that player should not take the field and if he does the team will be in breach of this rule.

In the event of team officials becoming aware before the weekend that the entire team's player identification cards / sheets have been lost or misplaced, they should advise the Junior League Administrator in sufficient time so duplicate cards or other authorisation can be arranged before the game.

In the event of team officials becoming aware on gameday that player identification cards / sheets have been lost or misplaced, they should advise the opposing team manager prior to the game. The game should be played first and any protest or complaint regarding the unavailability of the player's ID cards attended to afterwards.

If there were extenuating reasons for the unavailability of the cards and all players involved in the game were registered in accordance with the rules, there is provision for the result of the game to be recognised.

If the unavailability of the cards was the result of carelessness or lack of proper security, there is provision for the game to be awarded to the opposing team.

2.17 Play / Train Policy

The purpose of this Policy is to ensure the integrity of District Junior Rugby League Competitions by recognising and maintaining District Boundaries. It protects District Associations from Junior Rugby League Clubs that may wish to change from one District Junior Rugby League competition to another at any point in time.

Junior Rugby League clubs are compelled to participate in matches (play), and train for matches in the District in which the club is located and affiliated to.

A Junior Rugby League club cannot be domiciled within the Boundaries of one District, and choose to compete in a competition conducted by another District without the express sanction of the Boards of:

- The District League they wish to leave
- The District League they wish to go to
- The NSW Junior League Association
- The NSWRL

A Junior Rugby League club cannot choose to train at a venue that is located outside of the Boundaries of the District to which they are affiliated to without the express sanction of the Boards of:

- The District League they are affiliated to
- The District League they wish to train in
- The NSW Junior League Association
- The NSWRL

Should any of the Boards listed above refuse sanction to any club request to play or train outside of their boundaries, the application will be denied.

POLICY EXAMPLE (Play) – The Dundas Shamrocks JRLFC is domiciled within the Boundaries of the Balmain District Junior Rugby League. The club hosts matches and trains at a venue within the Balmain District JRL. The Dundas club is not permitted to leave the Balmain District JRL competition, and play in the Parramatta District JRL without the sanction of the Balmain District JRL, the Parramatta District JRL, the NSW JLA and the NSWRL.

POLICY EXAMPLE (Train) – Blacktown Workers JRLFC is domiciled in, and affiliated to the Penrith District JRL. If a new training venue has opened at Lalor Park, which is within the Boundaries of the Parramatta JRL, then the Blacktown Workers JRLFC is not permitted to train at the Lalor Park facility without the sanction of the Penrith District JRL, the Parramatta District JRL, the NSW JLA and the NSWRL.

Where Districts come together and offer "Combined District Competitions", Junior Rugby League clubs will still maintain the identity of the District to which they are affiliated to; that being, the District that they are domiciled in.

2.18 Registrations

Purpose

The purpose of complying with National Online Registration is to:

a. Achieve consistency and accuracy of data collection
b. Ensure compliance in reporting statistics
c. Improve communication between the NRL / Governing Bodies and participants
d. Deliver a national registration system for participants at all levels of the game (including volunteers)
e. Improve timeliness of data capture
f. Reduce workload and pressure on volunteers and paid administrators to have data entered within specific timeframes
g. Acceptance of National Terms, Conditions and NRL Policies for every participant within the database.

Scope

The Policy applies to all participants registering to play, officiate, coach or participate as a Sports Trainer and / or volunteers at all clubs / Leagues / Associations.

Registration Period

A participant may be registered to a c/ Association on the NRL National Database from the first working day in November until the following 30 June.

Deregistration of Players

Once a registered player takes part in a match or any part of a match they shall remain registered for the remainder of the season even if they do not participate in any more matches throughout the season.

Registration of Players

A player must be registered on the NRL National database before he or she can participate for a club.

By registering and accepting the Terms and Conditions, a player agrees to abide by all NRL and State League Policies which may be amended from time to time.

The registration is completed as follows:

a. A *player returning to the club with whom they were registered in the previous season* must use the online platform to complete the self-registration process
b. A *player registering for the first time with a Rugby League club* must use the online platform to self-register. At which time the identification that will be produced to the club may be scanned and attached to the form.
    i. Following registration, the player must be able to provide confirmation of the details entered online by producing a birth certification, passport or driver's license to the club prior to participating in matches.
    ii. Once the club is satisfied with the player's identification the system administrator will approve the pending player as a club participant for the season.
c. A *player clearing from another club from which they were registered in a previous season* must complete the approved national registration form and authorise the clearance section of the form.
    i. The player must provide the club with evidence of name and age by producing a birth certificate, passport or driver's license

ii. The club must request the clearance and once approved, the player must access their profile and update their details on the NRL National database to finalise the registration – (Refer Online Clearance Policy).

Registration of Coaches

Registration of a coach is mandatory once he / she has been appointed by the club regardless of whether the person is accredited or the accreditation is current.

By registering and accepting the Terms and Conditions a Coach agrees to abide by all NRL and State League Policies, which may be amended from time to time.

a. Registration must be completed through self-registration via the online platform to the NRL National database.
b. The system administrator must assign the registered coach to the relevant team/s
c. If a coach is unaccredited or the accreditation has expired, a course must be completed. (Refer National Accreditation Policy) by no later than 30 June in the year in which he / she is coaching. Failure to complete the training to become an accredited coach may lead to sanctions by the relevant League.

Registration of Sports Trainers

Registration of all Sports Trainers (including League Safe personnel) is mandatory.

By registering and accepting the Terms and Conditions a Sports Trainer agrees to abide by all NRL and State League Policies, which may be amended from time to time.

A Sports Trainer must have completed an accreditation prior to registering. (Refer to National Accreditation Policy)

Registration must be completed through self-registration via the online platform to the NRL National database.

Volunteers

The purpose of registering volunteers is to record and understand the volunteer workforce operating in Rugby League. Knowing who our volunteers are allows the game to provide benefits such as insurance, communication, retention, education and rewards.

Registration of volunteers is optional. Volunteers are defined as non-accredited (unpaid workforce) Office Bearers of a club / League / Association.

a. Registration may be completed through self-registration via the online platform to the NRL National database.

Data Collection Cut Off

For the purposes of national statistics, the cut off for collection of data is 31 July of each season.

Reference Documents Appendix 9.8 – NRL National Registration Policy V2.2

Appendix 9.9 – NRL Coach Accreditation and Registration Policy

2.19 Return to Play Policy

Conditions where a medical clearance is required:

- Any form of cardiac (heart condition)
- Hypertension (history of high blood pressure)
- Broken bones of any sort (other than fingers)
- Significant soft tissue injuries (where a player has not recovered to a playing capability one week post injury)
- Any form of concussion
- Any form of unconsciousness, no matter how brief
- Any form of potential cervical (neck) injury
- Repeated episodes of illness of already diagnosed medical conditions such as-
  - Asthma, diabetes and epilepsy
- Any player recovering from a significant illness, such as
  - Chicken Pox
  - Measles
  - Whooping Cough
  - Glandular Fever
  - Swine Flu (H1/N1)
  - Pneumonia
  - Any form of influenza where is ha caused the player to miss games and training greater than one week
  - Any immune depressed conditions as deemed necessary by accredited Sports Trainers

The above points are not completely exhaustive, however it is expected that a common-sense approach is applied by Sports Trainers when requesting a medical clearance. Many of the mentioned conditions can be exacerbated (made worse) by physical activity and cause the player/s further illness or discomfort. Some medical conditions can also be contagious and pose a risk to other players and coaching staff. Player welfare is the number one priority of the Rugby League Sports Trainers' Accreditation Scheme. The reason for medical clearances is not all about liability. It is ensuring that players seek medical attention for conditions that may cause them further serious health problems in the long term.

RETURN TO PLAY

Some injuries during a game and training resolve, such as where a player gets 'tagged', receive grazes / abrasions and some superficial lacerations, many of which can be managed quite promptly by the accredited Sports Trainer.

Some soft tissue and joint injuries can be managed quite appropriately by strapping with no further complications arising. With any injury in which ICE has been applied, it is imperative that the joint / muscle is

adequately re-warmed to the players original pre-injury conditions and that there is no impairment to the players range of movement and / or sensation. The accredited Sports Trainer can request any exercise, fitness test or stretching task to be completed by any player/s before they are allowed to return to the field of play.

The return to play will be at the discretion of the accredited Sports Trainer as noted in numerous National Rugby League documents i.e. the On-Field Policy.

THE ACCREDITED NATIONAL RUGBY LEAGUE SPORTS TRAINER WILL HAVE THE LAST SAY IN PLAYER WELFARE.

It is expected that the accredited Sports Trainer will work closely with the coaching staff to ensure that player welfare is and will always remain paramount in the game of Rugby League.

2.20 Sun Protection Policy

The health of those participating in Rugby League is of primary concern for the National Rugby League and its affiliated organisations.

Australia has the highest rate of skin cancer in the world, with two out of three people experiencing some form of skin cancer during their lifetime. Each year more than 1,000 Australians will die from skin cancer. Being sunburnt as few as six times can more than double the risk of developing melanoma. It is acknowledged that skin cancer is a preventable disease and that a preventative strategy, including the following actions, will be implemented by the National Rugby League and its affiliates.

Consideration to skin cancer exposure will be given to the scheduling of games and training. The main playing season for Rugby League is generally during the winter months, however where climatic conditions dictate and where practical, outdoor events and training times will be scheduled outside the hours of 11.00 a.m. and 3.00p.m.

Rugby League organisations will maximise the use of natural shade provided from buildings, trees and other structures. Where natural shade does not exist, where practical, organisations will provide portable shade structures for use by players, officials and spectators. Individuals will also be encouraged to bring their own shade structures to events where practical.

The NRL and its affiliates will give consideration to sun protection in regard to the promotion or supply of clothing as part of the playing / officiating uniform. The use of 30+ sunscreens will be promoted by Rugby League organisations. When playing or training in peak UV periods, and officials will be encouraged to apply sunscreens to exposed body parts. It is recommended that club kiosks make sunscreens available for sale to participants and spectators.

Rugby League organisations will promote skin cancer education to increase the awareness of this health issue amongst participants. Event programs, newsletters and public announcements during events held in high risk situations will be used to maintain awareness of the issue and to prompt sun protective behaviour. Rugby League officials will act as suitable SunSmart role models.

The sun protective policy will be reviewed annually to ensure that the document remains current and practical to the organisation's requirements.

2.21 Player Transfer Policy – Junior League Football Updated 6 Feb, 2018

PURPOSE

To ensure the continued success and sustainability of the Game played under its auspices at the Junior League Football level, the NSWRL Junior League Association (JLA) and its constituent members and affiliates wish to ensure that teams fielded by Clubs in Junior League Football are as strong, well matched and viable as possible. For the purpose of achieving these objectives, the NSWRL JLA has adopted this Policy to regulate the system of Players, eligible to play Junior League Football, moving between Clubs within Junior League Football.

The intention of the NSWRL JLA in adopting this Policy is to:

1. Maintain a level of stability in the membership of Clubs and teams.

2. Prevent Clubs from obtaining an unfair proportion of the best and most talented Players.

3. Provide Clubs with incentives to develop Players, their teams and the Game.

This Policy governs Transfers separately to the provisions of the National Registration Policy and the National Clearances Policy. Where any inconsistency exists between either the National Registration Policy or the National Clearances Policy on the first part, and this Policy on the second part, the latter shall prevail, and the former shall to the extent of the inconsistency not apply.

Where a Transfer is set to be allowed outside of the guidelines set out below and the team which the player is going to will be participating in an Inter-District or Conference Competition, the Transfer should be referred on to the relevant NSWRL Club and Competition Coordinator for consultation with relevant stakeholders BEFORE approval.

For the purposes of this policy, players will be considered to be transferring into another team within their 'natural' age group. Any subsequent application to 'play up' in an alternate age group will be considered in line with this policy.

This Policy does not apply to, or regulate the movement of:

1. Players transferring into a team participating in a competition aged U19 or above;

2. Players in relation to Junior League Football where that Player has not previously Registered to play Junior League Football for a Club in Competitions at any time;

3. Players who have previously registered to play Junior League Football for a Club, who wish to register to play the Game for a team or organisation which does not either participate in Competitions, or the Game as affiliated to the NSWRL.

DEFINITIONS

The following terms have the corresponding meanings where used in this Player Transfer Policy:

Affiliate has the same meaning as given to that term in the Constitution.

Clearance means the process by which a Player is cleared to move between Clubs or other rugby league teams pursuant to the National Clearances Policy.

Club means an organisation which enters teams to participate in Competitions

Competitions means rugby league tournaments, competitions, matches and fixtures conducted by and between Districts with the approval of, and under the auspices of, the NSWRL.

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Constitution means the constitution of NSWRL JLA, as amended from time to time.

Development Player means a player who has been selected in a District Development Squad at any time within the last 12 months.

District Junior League means an organisation which is a Member or Affiliate of the NSWRL which conducts rugby league competitions, premierships, tournaments and matches which are approved by the NSWRL.

Division 1 refers to the highest grade of competition available in any one age group within the District/Region concerned. This applies regardless of whether there are one or more Divisions/grades.

Existing Club means the most recent Club that a Player was within the last 24 months Registered to play the Game for in Junior League Football.

External District means any NSWRL District outside of the District within which a Junior League Club operates.

Game means the sport of rugby league.

Junior League Football means age-limited Competitions for players aged 18 years and under.

Member has the same meaning as given to that term in the Constitution.

National Clearances Policy means the *NRL National Clearances and Permits Policy v 2.3* as amended or replaced from time to time.

National Registration Policy means the *NRL National Registration Policy v2.3* as amended or replaced from time to time.

New Club means a Club which a Player wishes to Register to play Junior Grade Football for.

NSWRL JLA means New South Wales Rugby League Junior League Association Incorporated, ***ABN 53 272 744 791.***

NSWRL District means each of the regional governing bodies of the NSWRL, they being the:

a) Canterbury Bankstown District Junior Rugby League
b) South Sydney District Junior Rugby League
c) Sydney Roosters Junior Rugby League
d) North Sydney District Junior Rugby League
e) Manly-Warringah District Junior Rugby League
f) Parramatta District Junior Rugby League
g) Penrith District Junior rugby League
h) Western Suburbs District Junior rugby League
i) Balmain District Junior Rugby League
j) St George District Junior Rugby League
k) Cronulla-Sutherland District Junior Rugby League
l) Canberra District Junior Rugby League

Player means a person who is Registered to play rugby league.

Policy means this Player Transfer Policy.

Registered means the process of a person registering to play rugby league pursuant to the National Registration Policy, and **Register** and **Registration** have corresponding meanings.

Registration Permission means permission granted by a Player's New Club's District Junior League, allowing the Transfer of a Player.

Representative Player means a Player who has played Representative Football at any time within the last 24 months.

Representative Quota means the number of Players who have played Representative Football at any time in the last 24 months, determined by each District Junior League by 30 November each year in respect of the next rugby league season, or five (5) Players if the District does not nominate a specific quota. For teams participating in NSWRL Conference Competitions the Representative Quota is five (5).

Representative Football means the Elite Competitions conducted by the NSWRL, CRL or QRL in the 16 years and 18 years age groups, namely the Harold Matthews, S.G. Ball, Lisa Fiaola and Tarsha Gale Competitions within the NSWRL and equivalent competitions in CRL or QRL.

Season means a rugby league season commencing in about March and ending in about September in a calendar year, for example the "2017 Season".

Senior Competitions means open-age Competitions or those competitions catering for players over 18 years which are not considered Junior League Football for the purposes of this Player Transfer Policy.

Transfer means the transfer of the Registration of a Player, who is eligible to play Junior League Football, from a Club to another Club.

Transfer Permission means permission granted by an Existing Club's District Junior League, allowing the Transfer of a Player.

PLAYER TRANSFERS

1) Any Player who has previously Registered to play Junior Grade Football for a Club at any time in the previous 24 months must, before the Player plays Junior Grade Football for any other Club:
   a) Obtain a Clearance from the relevant Existing Club (if required); and
   b) Obtain a Transfer Permission from the Existing Club's District Junior League; and
   c) Obtain a Registration Permission from the New Club's District Junior League.

2) For the purposes of rules 1(a) and 1(b), where the Existing Club's District Junior League and the New Club's District Junior League is the same District Junior League, the requirement to obtain a Transfer Permission under rule 1(b) shall be deemed satisfied upon the grant of a Registration Permission.

3) Any decision by an Existing Club on any request by a Player for a Clearance must be made in accordance with the National Clearance Policy and any other applicable rules.

4) Subject to rules 6 and 7, a District Junior League may refuse to grant a Transfer Permission in any of the following circumstances:

   a) If two (2) or more Transfer Permissions have already been granted by the District Junior League in respect of Players, who played in the same team for the same Club in the last Season of Junior League Football, to move to the same New Club for the next Season.
   b) If four (4) or more Transfer Permissions have already been granted by the District Junior League in respect of Players, who played for any Club within the District in the last Season of Junior League Football, to move to the same age group in the same New Club for the next Season.

c) If two (2) or more Transfer Permissions have already been granted by the District Junior League in respect of Players, who played for any Club within the District in the last Season of Junior League Football, to move to the same age group for the same New Club within another District Junior League for the next Season.

5) Subject to rules 6 and 7, a District Junior League may refuse to grant Registration Permission in any of the following circumstances:
   a) If two (2) or more Registration Permissions have already been granted by the District Junior League in respect of Players, who played within the same External District in the last Season of Junior League Football, to move to the same age group for the same New Club for the next Season.
   b) If four (4) or more Registration Permissions have already been granted by the District Junior League in respect of Players, who played for any External District in the last Season of Junior League Football, to move to the same age group in the same New Club for the next Season.
   c) In competitive football age groups (9+), where the Player has been registered in a Division 1 team or a team in a higher age group within any NSWRL Competition (this includes competitions with only one Division) at any time within the previous season, and where the Club which the Player intends Registering to play for qualified for the *Division 1* Grand Final in that players current or correct age group in the previous season.
   d) Where the Player has played Representative Football at any time within the last 24 months, and where the team which the Player intends Registering to play for with the New Club already contains the number of Representative Players which is equal to or greater than the District/Competition **Representative Quota** (see Definition, p3).

6) Notwithstanding rules 4 and 5, a District Junior League may grant a Transfer Permission or a Registration Permission under this Policy in **"Exceptional Circumstances"**. For the purpose of this Policy, **"Exceptional Circumstances"** means:
   a) If the Existing Club is disbanded, merges with any other Club, or ceases to exist.
   b) If the Player is a child of, or otherwise under the guardianship of, a person who has relocated their usual place of residence:
      i) in connection with that person's employment; or
      ii) for compassionate reasons; and

      where the Player lives with that parent or guardian, and where as a consequence of that relocation, the Player would have to travel an unreasonable distance to play "home" matches in Competitions for the Existing Club.
   c) If the Player is in a situation where his parents, guardians or family unit has separated, and where custody arrangements are in place in relation to the Player meaning that would be unreasonable for the Player to play for, or train with, the Existing Club.

7) Notwithstanding rules 4 and 5, in any circumstances where an Existing Club is not; will not be; or does not intend fielding a team in a Competition for a forthcoming Season which a Player is eligible to play in by reference to that Player's age and ability:

   a) The Existing Club must grant a Clearance;
   b) A Transfer Permission must be granted by an Existing Club's District Junior League; and
   c) A Registration Permission must be granted by a New Club's District Junior League (rules 4 and 5 will be taken into account when determining which new club(s) the player may join);

   in the event the Player wishes to Transfer to a New Club for that forthcoming Season.

8) The only right of appeal open to a Player, Club or District Junior League (together an **"Appellant"**) in respect of any decision made under this Policy in relation to a Player is set out in this rule 8.

Where the Existing Club's District Junior League and the New Club's District Junior League is the same District Junior League

a) An Appellant may appeal a decision (an **"Appeal"**) to grant or refuse to grant a:
   i) Clearance;
   ii) Transfer Permission; or
   iii) Registration Permission;

(a **"Transfer Decision"**) to the General Manager/Administrator of the District Junior League, by written notice addressed to the General Manager/Administrator setting out the grounds on which the Appeal is made and attaching all relevant documents and information relied on by the Appellant.

b) Any Appeal made pursuant to rule 8(a) must be made within five (5) days of the Appellant receiving notification of the Transfer Decision which is appealed against.

c) The only basis on which an Appellant may Appeal a Transfer Decision is:
   i) If this Policy has been incorrectly applied by the Existing Club or the District Junior League in making a Transfer Decision;
   ii) If a Transfer Decision has been made on the basis of incorrect or incomplete information in relation to the Player concerned; or
   iii) If Exceptional Circumstances exist in relation to the Player, and those Exceptional Circumstances have not been properly taken into account in relation to the Transfer Decision the subject of the Appeal.

d) The District Junior League General Manager/Administrator shall, after having considered the Appellant's Appeal, either:
   i) Refuse the Appeal, in which case the original Transfer Decision stands; or
   ii) Grant Leave to Appeal, in which case the General Manager/Administrator shall organise for an Appeals Committee to adjudicate on the matter. This Appeals Committee will be made up of nominated representative(s) of the following organisations: the relevant District Junior League, the NSWRL and in the example of where the player would be participating in a cross-district competition, the other District(s) involved.

e) The decision of the Appeals Committee in relation to any Appeal is final, and shall not be capable of review or be otherwise justiciable.

Where the Existing Club's Junior League District is different to the New Club's Junior League District

f) In any case where an Appeal concerns a Transfer Decision involving different Junior League Districts:
   i) The Appeal shall be made to, and determined by, the NSWRL Community Football Manager; but
   ii) In all other respects, rules 8(a) to 8(e) shall apply and govern the determination of the Appeal.

SECTION 03

COMPETITIONS

3.1 Abandoned Matches Due to Injury, Inclement Weather or Foul Play

Injury & Inclement Weather

Regular Competition matches abandoned with less than one full half of a game being completed will need to be replayed at a later date.

The result of matches abandoned after half time shall be recorded as the final score at the point of abandonment.

Note: See competition rules for conditions around replaying of matches and abandoning of games during the final series.

In the event of an injury during the second half of play the clock should continue to run (including any required time-off). If the injury has not been cleared by the full-time bell, then the result shall stand as a full half was played.

Foul Play

In the event that a match is abandoned due to foul play the following will apply:

- The match will be considered abandoned.
- Competition points will not be awarded to either side if evidence from the referee or the Ground Manager proves (following Conduct Review Processes) that both teams participated in foul play which lead to the match being abandoned.
- Penalties for games abandoned due to foul play will be at the discretion of the relevant judicial/Code of Conduct review Processes The NSWRL would urge that in the majority of cases the games are not replayed and teams are liable for loss of competition points (pending outcomes of the relevant judicial/Code of Conduct review processes)

3.2 Byes

A BYE shall count as a win, not as a match played. Teams will receive appropriate points for a win as per the competition rules.

For the purpose of a player serving a suspension, a BYE will count as a match played if the BYE was introduced after the commencement of the competition or after the player was suspended.

Byes in washouts will not be counted as a win and no points will be allocated.

Junior Leagues may apply to the NSW JLA to alter the points set out above.

3.3 Competition Points

The following points system can be adopted for competitions in NSWRL.

Option 1:

WIN	Two (2) points for the winning team
DRAW	One (1) point for each team
LOSS	Nil points awarded to losing team
FORFEIT	Two (2) points awarded for the non-offending team
BYE	Two (2) points for the team that has the Bye

Option 2:

WIN	Three (3) points for the winning team
DRAW	Two (2) points for each team
LOSS	One (1) point awarded to losing team
FORFEIT	Three (3) points awarded for the team receiving the forfeit and zero (0) points for the team giving the forfeit

Junior Leagues may apply to the NSW JLA to alter the points set out above.

3.4 Competition Structures

For localised Junior League competitions, The JL Board, or in the instance of Conference Competitions, the NSWRL (in consultation with the relevant Junior League), shall decide the competition structure, criteria, by-laws and method of conducting the competitions each season. This includes but is not limited to:

- There is a requirement to have a minimum of four (4) teams in a specific age group/division to form an official competition.
- Matches to be played on dates fixed and shall commence at such times and played upon such grounds as may be directed.
- In all competitions, a series of games shall be played in which each team will play each other team at least once in each age division, unless otherwise advised.

3.5 Competition Tables (Ladders)

The competition tables (ladders) will be listed on the associated Junior League and/or Conference Competitions website. In the event of errors the Junior League Administrator -and-/-or NSWRL representative will not make any changes until the e sign on sheets or other records have been provided as proof of error.

No competition tables or ladders should be created or displayed for non-competitive age groups.

3.6 Duration of Matches

Games should run for the following amounts of time:

Age Group	Number of Periods of Play	Duration of Periods
Under 6, 7 ,8 & 9	Four (4)	Eight (8) minutes
Under 10 – 12	Two (2)	Twenty (20) minutes
Under 13 – 15	Two (2)	Twenty-five (25) minutes
Under 16 – 19	Two (2)	Thirty (30) minutes
Under 20 – 21	Two (2)	Thirty-five (35) minutes
Open Age (or equivalent)	Two (2)	Forty (40) minutes or Thirty-five (35) minutes

* Please Note: These times may be changed at the discretion of each Junior League with approval from the NSW JLA.

3.7 Suspended Player Guidelines

Suspensions imposed by NSW JLA Affiliated Judiciaries and / or Code of Conduct Review Panels apply across all Rugby League activity. When a suspension is imposed by a NSW JLA Affiliated Judiciary and / or Code of Conduct Panel, players are unable to participate in **any organised Rugby League Competition or activity (at determination of the NSWRL)** until the suspension has been served (includes School Football, Gala Days, Development Squads etc.).

Suspensions will be enforced across all Junior Leagues.

NSWRL recognises that, in some instances, suspensions may be required to be served in different NSWRL competitions, and that the date on which a suspension is handed down may cause the suspension to carry over from one calendar year to the next. That being the case there is a need to allow suspensions to be served across certain competitions, while maintaining the intent of the original penalty.

When a player has a suspension that is unable to be served in the same calendar year in the competition from which the player was suspended, suspensions will be able to be served across the following NSWRL related competitions:

- Junior League Competitions
- NSWRL Conference Competitions
- Junior Representative Competitions (Harold Matthews, Tarsha Gale and SG Ball)
- Sydney Shield
- Ron Massey Cup.
- Harvey Norman Women's Premiership
- Intrust Super Premiership

In order for a suspension to be deemed to have been served the player must:

- Be a registered player in the related competition
- Sit out the correct number of matches as deemed by the Judiciary of the original competition
- After waiting the required number of matches as defined above, the player must then take to the field in the related competition in order for the suspension to be deemed served
- The player must provide a statement to the Junior League in which the original competition was played showing proof that the suspension has been served in the related competition.

EXAMPLE OF IMPLEMENTATION OF SUSPENDED PLAYER POLICY

If a player is suspended for three matches for an incident in the Grand Final of a 2015 District Junior Rugby League Competition (Original Competition) but is selected to play in a Junior Representative team, to be able to play in the Junior Representative Competition (Related Competition) he / she must do the following:

- Ensure the player is registered with a Junior Representative team for season 2016
- Is ineligible to play Round 1, Round 2 and Round 3
- Subsequently take to the field in Round 4 or later Rounds of the 2016 Junior Representative Competition (Related Competition)

- The player will then be eligible to play in the next scheduled Round of the 2016 District Junior Rugby League competition (Original Competition) as the player's suspension is now deemed served.
- If a player does not participate in the 2016 Junior Representative Competition after the period of suspension has expired, the suspension will not be deemed served and the player will still be required to serve the period of suspension in the competition in which he next registers.

While suspended, a player:

- Cannot be inside the spectator fence or rope at any Junior League ground at any time while Junior League games are taking place
- Is NOT permitted to act in any official club capacity
- IS NOT able to act as a Sports Trainer, Leaguesafe Trainer or a runner for any team
- IS NOT able to act as a coach unless express permission is granted by the relevant tribunal chair
- IS able to participate in training activities.

WHAT CONSTITUTES A MATCH SERVED IN SUSPENSION

Regular Competition Match	YES
Forfeit (Received)	YES
End of Season Play Off Match	YES
Final Series Match	YES
Bye (see section 3.2)	NO
Trial (official or unofficial)	NO
Washout	NO
Forfeit (Given)	NO

Please note: the onus is on the player and / or the player's parent / guardian and club to ensure that the suspension is served in full before the player returns to the game.

TRANSFERS / CLEARANCES OF SUSPENDED PLAYERS

Players who have current suspensions to be served may be cleared to another Junior League. The suspended player must not participate in any competition until the player's full suspension is served as per these rules.

NSWRL reserves the right to determine when a suspension is deemed to be served in situations that may not be covered by these rules.

TRIALLING WHILE UNDER SUSPENSION

Players will be eligible to participate in representative trial matches while suspended if the penalty points allocated to their suspension is under 201 points with the suspension to be served at the commencement of the first competition match of which the player registers in.

3.8 Finals Eligibility

Due to the make-up of different competitions throughout the NSWRL, Junior Leagues and NSWRL Conference Competitions are encouraged to develop their own By-Laws to define rules for qualification of players for finals series.

What Constitutes a Game for Qualification Purposes

The following will be counted as a game towards a player's qualification for semi-finals:

- A game in which a player has signed on and participated in
- When receiving a forfeit, a player can claim a game played by completing a team sign on sheet and submitting it to the Junior League Administrator or NSWRL representative See competition rules and bylaws for further information.

The following WILL NOT be counted as a game towards a player's qualification for semi-finals:

- A washout does not count as a game played
- A team giving a forfeit cannot claim a game played
- A Bye does not count as a game played In a case of a player not being able to play the number of matches as required in their competition due to an injury sustained during the season, upon investigation of medical evidence by the Junior League Administrator and / or NSWRL representative, such player may be permitted to take part in a play-off, semi-final, final or grand final. See competition rules and by-laws for more information

Please note the following:

- A doctor's certificate must be available covering the time the player was unable to play
- The certificate must be submitted to the relevant competition coordinator or Junior League Administrators as per the rules of the competition.
- Team Managers/clubs are expected to make themselves aware of player availability well prior to the semi-finals and take the necessary action to ensure all players are qualified.
- Playing an unregistered or unqualified player will result in the match being deemed a forfeit and a possible fine (see competition rules and bylaws for more information.
- Any player who participates (all 17 signed on players) in a higher grade, i.e. Jersey Flegg Cup, Intrust Super Premiership, Ron Massey Cup, Sydney Shield, Jersey Flegg and Harvey Norman Women's Premiership shall NOT be permitted to return to play and Junior League competitions on that same weekend (this included regular competition matches)

The onus is on clubs to prove eligibility of games played if required by their Junior League.

3.9 Forfeits

Any team/club that has forfeited twice in succession or three times in total may face elimination from the respective competition unless otherwise stipulated in the competition rules and by-laws.

When a team/club forfeits to another, that match shall count as a match played and be declared in favour of the club forfeited to.

When a team/club is aware it is going to forfeit the following people should be advised immediately:

- The Junior League Administrator along with the relevant NSWRL representative in Conference Competitions
- The opposing club Secretary
- The Secretary of the Referee's Association

The competition rules and by-laws will determine the for and against points allocated, if any, when there is a forfeit.

Any team forfeiting a playoff, a semi-final or a finals match shall be deemed to have withdrawn from the competition and be removed from the Final's series completely. The next best placed team in the competition will be offered that position if necessary.

If a team forfeits a Grand Final, all the registered players and officials in that team will have an immediate 12 month calendar suspension imposed unless there are proven exceptional circumstances.

Notification of Forfeits must be made in line with time limits of which are stipulate in the relevant competition rules and by-laws. Please note additional forfeit ramifications may be applied in line with the relevant competition rules and by-laws

3.10 Grading's, Divisions and Re- Grading's

In localised Junior League competitions, the Junior League Administrator (in consultation with their board) will make determination on the following points. In regards to NSWRL Conference Competitions the relevant NSWRL representative will make determination (in consultation with the Junior League Administrator):

- Determine the closing date for team Nominations
- Distribute a nomination form to each club.
- Following completion of the forms, the clubs will return the form prior to the date determined Advise all clubs of the various nominations.
- Grading of teams will take place and clubs will be advised of those gradings prior to the commencement of the competitions.
- The competition rules and by-laws will determine late nomination of teams and may make adjustment to those already nominated if required.
- Clubs may make representations to the Junior League Administrator in regards to any nomination or grading matter.
- At the end of the season will advise clubs of the proposed grading's for the following season (if applicable).
- At the time of the next seasons nomination of teams, clubs have the opportunity to advise any matter associated with grading of teams (i.e. loss of players, number of first year players) to meet club Development Strategies.
- In line with the competition rules and by-laws teams will be regraded in the event that there are two teams from the same club in the same Division, those teams will be drawn to play each other in accordance with normal draw allocations.
- Clubs have the right of appeal against any grading or regarding decisions. This must be done in writing within 4 days of becoming aware of the re-grading that has occurred.

3.11 Mixed Gender Participation

Males and females can participate in mixed gender Rugby League up to and including the calendar year in which they turn twelve (12) years of age.

All Junior International (Under 13 to Under 17) and Senior International (Under 18 to A Grade) Rugby League will be played in gender based competitions.

SECTION 04

GAMEDAY POLICIES

4.1 Alcohol Sales & Supply

It is preferred that clubs do not sell alcohol at their playing fields when Junior League games are in progress.

The right of clubs who, because of a Liquor License, are able to lawfully sell or supply alcohol at their playing fields to other club venues is acknowledged.

The sale and supply of alcohol at Junior League grounds when games involving Under 6 to Under 18 age groups is not allowed under any circumstances and any club found to breach this policy may face strong disciplinary action.

The sale and supply of alcohol at Junior League grounds when games involving the Under 19 or Open Men's age groups (i.e. A Grade) is not allowed prior to 12.00 noon on the day of the match. Any club found to breach this policy may face strong disciplinary action.

Should any incident occur at a Junior League ground where alcohol is sold or supplied, and it is established that the sale or supply of alcohol by the Junior League club is a contributing factor; the club concerned may face strong disciplinary action.

At Junior League grounds where alcohol is sold and / or supplied in accordance with a Liquor License, the associated club is responsible to ensure the proper supervision of the situation. They are also required to display any signage as required by their Licensing Agreement.

Clubs need to follow and adhere to the Responsible Service of Alcohol guidelines.

Clubs that sell alcohol are encouraged to participate in the Good Sports Program.

Reference Documents Appendix 9.11 – NRL Member Protection Policy

4.2 Ball Persons / Kicking Tee Runners

A maximum of two ball persons may be used by each club during matches.

Ball persons must place and leave the ball on the touchline at the point where the ball crossed the line and next to the Touch Judge. Ball persons MUST NOT under any circumstances, throw the ball into the field of play or to a player close to the touch line.

Ball persons who enter the field of play to deliver sand or kicking tees may only do so at a stoppage of play and must leave the field of play immediately.

The minimum age of a ball person shall be 10.

Kicking Tee runners are not permitted to take to the field when penalty goals are attempted, or retrieve the tee from kick-offs.

4.3 Blood Bin Procedure

The Referee may direct a player who is bleeding to leave the field for attention and if necessary change any part of his / her playing uniform.

When a player leaves the field for the Blood Bin, the letters BB should be endorsed in the replaced player's column on the sign on sheet.

In U6's to U13's football, if a player is replaced because of the Blood Bin rule, provided the player who replaced the affected player is in turn replaced by the Blood Bin player when he returns to the field, it will not count as a replacement.

All players, except Under 6, Under 7 and Under 8 are required to sign on prior to entering the field of play – this includes Blood Bin replacement players.

Only the Referee can determine whether a player should be put in the Blood Bin. If a player is taken off without the knowledge of the Referee it will be deemed as a normal replacement in U6's to U13's competitions. That player cannot go back on the field except for Senior football where there is unlimited interchange.

Any player returning to the field of play after being in the Blood Bin must exchange places with the player that replaced him. If a different player comes off, he shall be deemed to be a replacement.

Clubs are expected to provide proper receptacles for the collection of blood soiled bandages.

4.4 Change Room Policy

The NSWRL and all affiliated bodies have a duty of care to the participants within our game which will at times extend to issues around changing clothes within change rooms. Many children and young people are very self-conscious about their body. Many will choose to change at home prior to arriving at a game and so these issues may be minimised. Where change rooms are used by participating teams the following guidelines are to apply:

Photography / Video Devices

There is to be no use of video devices inside the change rooms. Use of mobile phones is to be limited to emergencies.

Exclusive Change Rooms

Where possible, each team should have exclusive use of their own change room. Where the facilities do not permit this then a schedule of times should be organised such that each team has a period of time allocated for them to have exclusive use of the change room.

Mixed Gender Teams or Events

Due to the participation rules of Rugby League, mixed gender teams are not present except in children 12 years of age and below, many of whom change prior to arrival at a game. However, in the event that these teams wish to change at a venue, in the example of non-contact forms of Rugby League or during events with multiple teams of both genders participating, it is important to consider the associated issues. In these circumstances, solutions may include:

- Each gender using a different room or facility
- Each gender having distinct allocated time slots
- Encouraging all players to change clothes prior to arrival at the venue

Supervision

Supervision of players under the age of 18 within a combined space such as a Change Room should be provided by more than one adult.

It is appropriate that players be provided with appropriate time and space to dress themselves for the game with a degree of privacy. Should any of the coaching staff be of the opposite gender to the players, then they are not to enter the change room during this period. Supervision of the players during this time should take place by members of the club / coaching staff who are of the same gender as the players.

Should a team wish to remain in the change room or return to the change room in preparing for the game all coaching staff may enter the change room but there is to be a clearly defined time allocated for 'changing' when the players are aware that they should get dressed in preparation for the game.

Referee Change Rooms

Suitable change rooms are to be provided for the referees officiating at all games. Where referees of both genders are in attendance, they should be provided with the opportunity to access the change rooms at separate times.

Strapping / Injury Treatment

Strapping for injury prevention or the treatment of existing injuries can at times place a player in somewhat compromising positions. Where possible, a Sports Trainer / Medical Professional of the same gender as the

players should be made available. The treatment of any injury which may place the player in a compromising position should be done within the change rooms whenever it is safe to transport the player there. Additionally, any injury treatment that takes place within the change rooms should take place in an open space within the change room in the presence of another adult (in addition to the Sports Trainer / Medical Professional).

4.5 Coach / Sports Trainer at Each Game

No match will be permitted to start without, as a minimum, each team having the following available:

- A currently and appropriately accredited Coach for each team
- A currently accredited Level 1 Sports Trainer at the venue

Please note: a Coach cannot act in the role of both Sports Trainer and Coach during the same game, and vice versa, even if appropriately accredited. One individual is required for each role.

4.6 Compression Garments

Compression garments are defined as any technical garments worn under a player's / match officials on field uniform. These garments include upper body tops, shirts, tights and shorts.

In a match environment, compression garments may only be worn as follows:

- Garments may not exceed past the knee, past the elbow or past the length of the playing socks
- Compression garments **must** only be black or the skin tone colour.

In the event of a breach of this policy the following penalties will be enforced:

- A player will be asked to remove the garment before entering the field of play
- If he refuses to do this, he will be removed from the field and action taken against the club.

In a training environment, compression garments of any nature may be worn by players and branding is not restricted.

If for any reason (religious or medical) a player is required to wear full length compression (or other) garments, an application should be made to the Junior League Administrator who will refer the matter and application to the NSWRL for approval.

Written approval should be sought and kept readily available at each game to present to the referee.

4.7 Critical Incident Management

A crisis is defined as an out of the ordinary event, announcement, disclosure of set of circumstances which threatens the safety or wellbeing of employees and other stakeholders and / or the integrity, performance, reputation, and survival of the company and / or key partners.

It can also be described as, when an organisation, brand, company, institution or individual is subjected to the intense, critical and unwelcome spotlight of the media and public as a result of an incident, issue or circumstance that impacts and damages its reputation.

Examples at a Junior Rugby League club may include, but not be limited to:

- Catastrophic incidents and / or injuries to players, officials, spectators, minors or fans
- Illegal activity related to property or person
- Illegal behaviour involving children under the age of 18
- Behaviours that may bring the game into disrepute and are contrary to the NRL Code of Conduct.

The NSWRL has developed a Critical Incident Reporting Framework which is designed to aid clubs in the immediate management of Critical Incidents as they occur.

Reference Documents Appendix 9.18 – NSWRL Critical Incident Management Forms

4.8 Drawn Matches During Finals Series

When the scores are equal after the completion of any play-off, semi-final, final or grand final the referee will call the two captains together and advise that the game will go into extra time of two 10 minute periods for international games, or two 5 minutes' periods for mod games. A coin toss will give one of the team captains the option of either kicking off in extra-time or receiving the ball from the kick-off. The game will re-commence and continue until one of the teams scores:

- In Mod League, a try or
- In International Football, either a field goal, penalty goal or a try.

The referee will then immediately terminate the game with the team scoring first declared the winner.

If neither team has scored at the conclusion of the first period of extra-time, the teams will change ends and the game will recommence with a kick-off from half-way.

In Grand Finals, in the event that neither team has scored following two periods of 10 minutes in international games or two 5 minute periods in mini/mod games of extra time, the game will be declared a draw with both team's joint premiers.

In semi-finals and finals, in the event that neither team has scored following two periods of 10 minutes of extra-time in international games or two 5 minute periods of extra-time in mini/mod games, the team that scored the first try in the game will be declared the winner. If no tries were scored it will be the team that scored the first goal. If no goals were scored the game will be replayed mid-week.

4.9 Electrical Storm Safety Guidelines

Electrical storms can present a risk which can cause serious injury or death to participants in Rugby League. It is vitally important that appropriate procedures are put in place to minimise exposure to injury due to lightning strike.

The 30/30 rule is recommended, where a 'flash to bang' count is recorded.

This procedure is based on the fact that light travels faster than sound, and given that sound travels at a speed of about one kilometre every three seconds, the time that elapses between the flash of lightning and the clap of thunder can be divided by three to give an approximate measure of how far away the storm is in kilometres.

A safe distance is generally considered to be approximately 10 kilometres. This means that as the 'flash to bang' count approaches 30 seconds, all people at risk should be seeking, or already be in, a safe haven.

Once the threat has passed, the 30/30 rule provides the criteria for the resumption of play. With until the electrical storm has passed, with the 'flash to bang' count again exceeding 30 seconds – suggesting that the storm is at least 10 kilometres away. Allow a 15 minute safety margin before resuming activity.

It is important to note that 'blue skies' or 'lack of rainfall' are not adequate reasons to resume play early.

The Ground Manager, in consultation with the referee if required, will be responsible for the implementation of this rule.

4.10 Football Boots

All approved types of football boots and studs are permissible. However, referees or touch judges shall check all boots before each match. If deemed unsuitable by the referee or touch judge the boots or studs must be repaired to the satisfaction of the referee or touch judge, or they shall not be worn during the match.

Players up to and including Under 9's shall be allowed to wear rubber soled shoes or boots.

4.11 Ground and Match Preparation Requirements

The **HOME CLUB** is responsible to ensure the following matters are provided to the satisfaction of the Junior League Board:

- Correct size and number of footballs
- Ball boys (if required)
- Corner posts and goal post pads – **agility poles cannot be used as corner posts**
- Correct ground / field markings
- Competition rules match day procedures manual
- Time keepers (team managers) clock, siren or bell
- Touch judges if not appointed. Must be over 14 years of age.
- Match sign on sheets
- Stretcher and first aid box
- Receptacle for blood soiled dressings etc.
- Clean dressing rooms and toilets
- Canteen facilities for spectators
- Easy access for ambulance and prompt medical contact
- Keep unauthorised persons outside spectator fence
- Only use approved Kicking Tee's
- Field marker cones should be soft and collapsible
- Inspect playing field and surrounds to ensure all safety measures are in place and there are no foreign or dangerous articles or implements protruding or evident.

The **VISITING CLUB** is responsible to support and assist the home club in relation to the provision of the above (if possible) and the following:

- Control of their own spectators, supporters and parents
- Good behaviour of their players and team support staff
- Provide a time keeper (team manager)
- Assist home club to keep unauthorised persons outside spectator fence
- Proper medical procedures for care of own players

4.12 Ground Managers

Be visible and alert and aware of activity inside the spectator fence or rope and do everything possible to ensure the wellbeing and safety of patrons. Have a good knowledge of the crowd and ground control rules and policy that applies and utilise the junior league incident reporting process that is in place.

Qualification, Policy and Administrative Requirements

Because of the complex nature of the ground manager's tasks and responsibilities and the threat of litigation and the possible exposure of the club to legal action should a serious incident occur, it is important the ground manager is well prepared and aware of the responsibilities that are involved.

The key tasks of a ground manager are:

- Have a good knowledge of the club and junior league disciplinary procedures and rules that apply to both the home and visiting clubs.
- Do everything possible to ensure the safety and wellbeing of patrons whilst they are at the venue.
- Attend meetings and co-operate with the district junior league manager.
- Observe and support district and club crowd and ground control requirements and report any exceptions.

Junior League semi-final series

The junior league will offer selected club ground managers an opportunity to be part of the junior league district crowd and ground control management operation during the end of season semi-finals, finals and grand finals.

Communication and Awareness

Because of the time involved, multiple grounds being used and the number of games that are played at some venues, ground managers are not expected to be able to witness every breach or exception that occurs but are encouraged to have a general overview of the majority of club activity on the clubs' home ground when matches are played and have effective reporting and communication processes in place to keep themselves informed of various developments.

Evaluate and Report Incidents

The ground manager will be expected to evaluate incidents that occur and report appropriate rule breaches and issues to the Junior League Administrator, without delay by way of fax, e-mail, telephone or personal visit to the junior league office.

Support from Junior League

The junior league will support, co-operate and assist all clubs and ground managers and do all reasonable things to protect the interests and wellbeing of everyone involved in managing and over viewing the junior league rules, codes of conduct and good behaviour rules.

Home Club Responsibility

The home club will be responsible for the control of spectators and supporters and should do everything possible to ensure there are no breaches or breakdown of the junior league and club codes of conduct and good behaviour rules.

Match Day Requirements

Utilise junior league incident report form – a club ground manager or other official shall utilise the junior league incident report form and report all available information, regarding serious breaches of the junior league rules, codes of conduct and good behaviour rules, prior to 10am on the Monday following the incident. See following examples:

- The identity of any person who makes an unauthorised entry inside the spectator fence or onto the playing field, including players, coaches, trainers and managers.
- All assault matters and the identity of those involved.
- Abusive, insulting, threatening language or harassment of any referee, touch judge, official or other person.
- Crowd disturbance, riots, brawls etc. and the cause.
- Any person under influence of intoxicating liquor.
- Other serious breaches of junior league rules.

The home club ground manager shall ensure written records of the names of authorised persons (except coaches, trainers, team managers and players) allowed inside the spectator fence are kept and present same upon request to the junior league when required.

Identification of Volunteers / Spectators

The ground manager or official performing that role is authorised to take the following action to ascertain the identity of any person who has committed a breach of the junior league rules.

- Approach the coach, trainers and team manager of the team the offending person is supporting and request the offender's name.
- If the coach, trainers or manager refuses, hinders or harasses efforts to obtain that information, they will be in breach Junior League rules.
- The penalty may be loss of competition points for the team and/or other penalty.

Checking the Playing Surface / Facilities

Check playing field and surrounds to ensure all safety measures and requirements of the junior league and the home club have been observed and there are no major depressions, foreign or dangerous implements or articles protruding or evident.

Breach of Junior League Rules

Any person (includes player, coach, trainer, manager) official, parent, spectator, supporter or other person shall be in breach of the junior league rules, codes of conduct and good behaviour rules, if they assault, threaten, harass, intimidate, abuse or otherwise cause serious inconvenience to another person at any junior league venue or playing field.

Report to Police

It is standing junior league policy to report all assaults and serious altercations to the police and to firmly support any action that is taken. There will be no hesitation to provide documentation and records to the authorities and do everything reasonable and possible to assist with the identification and prosecution of

offenders. Any person who is seriously threatened or assaulted who doesn't report the matter to police will be in breach of Junior League Rules.

Serious Incident, Serious Injury or Death

Give immediate assistance to those injured or in distress. If waiting for an ambulance or other services, move them away from any danger or further harassment. Obtain urgent medical or other support by telephoning 000 for Ambulance, Police or Fire Brigade. Every club has trained medical trainers who can be utilised in an emergency.

Protect and secure the victim's property and possessions and provide a safe and secure environment if children are involved or with victim.

A copy of the guidelines (this document) is contained in the competition rules match day procedures manual on the official table. If in doubt, contact the Junior League Manager and ask for advice.

Make a note of circumstances of the incident. The time it happened, what happened, the cause if known and who was involved.

Identify any offenders and detain if possible. Whilst waiting for the Police, Ambulance or other services, identify any witnesses who were present and ask them to wait and assist with enquiries.

Co-operate and assist the emergency service teams when they arrive.

Contact the Junior League Administrator and advise details. If necessary, he will make immediate arrangements and take action to assist the Ground Manager.

Follow up by assisting the victim, or family or relatives: -

- Advise them the matter will be followed up by the Junior League Manager
- Give them the contact number of the Junior League Manager
- Visit hospital or doctor's surgery with them
- Telephone victim(s) later that night to see how they are
- Find out what can be done to assist them

In very serious cases (serious injury or death) it might be necessary to arrange a counsellor (the Junior League Manager can assist with contact numbers) and get that person to conduct a counselling session as soon as possible with family members, team members, close friends and club members etc.

Follow up by submitting a written report to the Junior League Manager.

Please Note:

Irrespective of what happened and who is involved, the first and most important action is to go to the aid of injured and/or distressed persons. Keep a copy of these guidelines on hand at all times. Ensure your club secretary and ground manager are aware of the procedures that are outlined above.

If required, please refer to NSWRL Critical Incident Forms on pages 308 – 310.

4.13 Hearing Aids

Children, or anyone with hearing aids, are advised NOT to participate in body contact sports.

The risk of injury to the pinna, auditory canal and tympanic membrane is too great.

4.14 Head Injuries & Concussion Guidelines

For Trainers, first-aid providers, coaches and parents

These Guidelines are based on the Consensus Statement produced following the 4th International Conference on Concussion in Sport held in Zurich in November 2012.

The Guidelines should be followed at all times and any decision regarding return to play after concussive injuries should only be made by a doctor with experience in dealing with such injuries.

Summary

The most important element in the management of concussion MUST ALWAYS be the welfare of the player, in both the short and long term.

Concussion is a disturbance in brain function resulting from trauma that is transmitted to the brain either directly or indirectly. There are no structural changes and the changes that do occur are temporary and recover spontaneously.

Complications can occur if the player is allowed to continue playing before they have recovered from the concussion. Therefore, a player who is suspected of having a concussion must be taken out of the game or training session immediately. Such a player should not be returned to play in the same game.

The management of head injury may be difficult for non-medical personnel. It is often not clear whether you are dealing with concussion or there is a more severe structural head injury, especially in the early phases of the injury.

Therefore it is imperative that all players with concussion or suspected of having a concussion need URGENT medical assessment.

In the period following a concussion, a player should not be allowed to return to play or train until they have had a formal medical clearance.

Important points in the management of concussion include:

- Suspecting the diagnosis in a player with symptoms such as confusion or headache after an apparent head injury (direct or indirect knock to the head).
- Referral of the player for medical evaluation.
- The player must have medical clearance before being allowed to return to a graded training program

Introduction

When considering the management of concussion, the welfare of the player, both in the short and long term, MUST always remain paramount.

- Since 2001 there have been four international conferences addressing the key issues in the understanding and management of concussion. After each meeting a summary has been published to improve the safety and health of athletes who suffer concussive injuries during participation in sport". The most recent conference was held in Zurich in November 2012. The summary from the Zurich meeting provides guidelines for current best practice management of concussion.

The NRL has recently modified its guidelines for the management of concussion. These guidelines are based on the Zurich conference as well as research conducted on concussion in AFL and NRL over a number of years.

What is Concussion?

"Traumatic Brain Injury" (TBI) is the term used to describe injuries to the brain that are caused by trauma. The most severe injuries involve structural damage e.g. fractures of the skull, bleeding in or around the brain. These structural injuries require urgent medical attention.

Concussion falls into the milder spectrum of TBI and involves a disturbance of brain function with no structural damage or permanent injury to the brain.

Concussion is caused by trauma to the brain which can be either direct (head clash) or indirect (shoulder charge or tackle). When the force is transmitted to the brain it can "stun" the nerve tissue and affect the way the nerves work. This can result in a number of symptoms and signs depending on the area of brain which is affected.

Symptoms include headache, blurred vision, dizziness, nausea, poor balance, fatigue and feeling "not quite right". A concussed player may also exhibit confusion, memory loss and reduced ability to think clearly and process information. Loss of consciousness is not common and occurs in 10-15% of cases of concussion in Rugby League. **It is important to understand that a player does not have to lose consciousness to have concussion.**

The essential injury in concussion is functional malfunction rather than structural damage. The changes that occur are temporary and recover spontaneously if managed correctly. The recovery period and process varies from person to person and injury to injury. Most cases of concussion in Rugby League recover within 7-14 days from the day of injury, although in a small number of cases the recovery time may be weeks to months.

How common is concussion in Rugby League?

Concussion is relatively common in Rugby League. In the past 4-5 years, the incidence in the NRL has been 5-7 concussions per team per season. The rate of concussion seems to be similar in all levels of competition.

What are the potential complications following concussion?

The complications which can occur following a concussion are:

- Increased risk of other injury (due to reduction in reaction time) or repeated concussion (with the second injury often much more severe than the first)
- Prolonged symptoms
- Symptoms of depression and other psychological problems
- Severe brain swelling (especially in young players) and
- Long term brain malfunction.

Complications are not common. The risk of complications is increased by allowing the player to return to play (or training) before they have recovered completely. Therefore, it is essential to recognise concussion, make the diagnosis and keep the player out of training and competition until the player has recovered completely.

Concussion can cause problems with memory and processing of information, which interferes with the player's ability to learn in the classroom. Therefore, a child should not return to school until cleared by a medical practitioner to do so.

Steps in Management of Concussion

Presence of any symptoms or signs suggestive of concussion e.g. stunned, confused, memory problems, balance problems, headache, dizziness, "not feeling right"

1. Apply first aid, including cervical spine immobilisation if indicated
2. Remove from the ground. Assess using CRT (Concussion Recognition Tool)
3. Presence of any of the following: loss of consciousness, worsening confusion, vomiting, worsening headache.

YES - Call an Ambulance and refer to hospital

NO - DO NOT allow player to return to play. Refer to medical practitioner for assessment, either at the ground, local medical centre or hospital emergency department

N.B. Any player with loss of consciousness, basic first aid principles should be applied i.e. Airways, Breathing, CPR (DRSABC). Care must always be taken with the player's neck, as it may have also been injured in the collision. An ambulance should be called and these players transported to hospital for assessment and management.

Game-Day Management

The most important steps in the early management of concussion include:

- Recognising the injury
- Removing the player from the game and
- Referring the player to a medical practitioner for assessment.

Recognising the Injury (Making the Diagnosis)

Visible Clues: when to suspect concussion

- Loss of consciousness or non-responsive
- Lying on the ground-not moving or slow to get up
- Unsteady on feet/ Balance problems/ poor coordination
- Grabbing/ clutching at head
- Dazed, blank or vacant look
- Confused/Not aware of plays or events.

Loss of consciousness, confusion and disturbance of memory are classical features of concussion but it is important to remember that they are not present in every case.

There are several non-specific symptoms that may be present and which should raise the suspicion of concussion: headache, blurred vision, balance problems, dizziness, feeling "dazed" or "light headed", "don't feel right", drowsiness, fatigue and difficulty concentrating.

Tools such as the pocket Concussion Recognition Tool (see attachment) can be used to help make the diagnosis of concussion.

It is important to understand that brief sideline evaluation tools (such as Concussion Recognition Tool and SCAT3) are designed to help make the diagnosis of concussion. It is still imperative to arrange a more comprehensive medical assessment by an appropriately experienced medical practitioner.

Removing the Player from the Game

Initial management must always follow first aid rules, including airway, breathing, circulation and spinal immobilisation.

Any player who is suspected of having a concussion must be removed from the game and be assessed by the first aider (sports trainer).

A player who has suffered a concussion must not be allowed to return to play in the same game. The assessor should not be swayed by the opinion of the player, coaching staff or anyone else suggesting premature return to play.

Referring the Player to a Medical Practitioner for Assessment

The management of head injury is difficult for non-medical personnel. Following an injury, it is often not clear if you are dealing with a concussion or with a more severe underlying structural head injury.

Therefore ALL players with concussion or a suspected concussion need an URGENT medical assessment by a medical practitioner. This can be done by a doctor present at the venue (if available) or local general practice or medical centre or hospital emergency department.

It is useful to have list of local doctors, (who are willing to see injured players) and emergency departments close to the ground where the game is to be played.

A pre-game checklist of the appropriate services:

- Local Doctors or medical centre
- Local Hospital Emergency Departments and
- Ambulance Services (000).

Management of an Unconscious Player

First Aid principles of ABC (Airway, Breathing, and CPR) should be used. It is extremely important to treat all unconscious players as though they also have a neck injury.

An unconscious player must only be moved (onto a stretcher) by qualified health professionals, trained in spinal immobilisation techniques. If no qualified person is present do not move the player—wait for the ambulance and paramedics.

Urgent hospital referral is necessary if there is concern regarding the risk of a structural head or neck injury -

Ring 000

Any player with any of the following should be referred to a hospital URGENTLY:

- Loss of consciousness or seizures
- Persistent confusion
- Deterioration after being injured –increased drowsiness, headache or vomiting)
- Report of neck pain or spinal cord symptoms –numbness, tingling, muscle weakness.

If at any time there is any doubt the player should be referred to hospital.

Follow-up Management

A player who has sustained a concussion MUST NOT be allowed to return to school or play before getting a medical clearance.

Return to learning and school should take precedence over return to sport.

The decision regarding the timing of return to training should always be made by a medical practitioner

In cases of uncertainty about the player's recovery always adopt a more conservative approach.

"If in doubt sit them out"

Return to Play

Players should not return to play until they have returned to school/ learning without worsening symptoms.

Return to training/ play should be gradual.

Rehabilitation after a concussion should be supervised by a medical practitioner and should follow stepwise symptom limited progression. A rehabilitation program can look like the following:

- Rest until symptom free—includes physical and mental rest
- Light aerobic activity can be started 24-48 hours after symptoms have ceased.
- Light, non-contact training drills
- Non-contact training drills with some resistance training.
- Full contact training—after medical clearance only.
- Return to competition.

Each stage should be a minimum of 24 hours' duration.

If symptoms return, then the player should drop back to the previous symptom free stage.

Reference Documents Appendix 9.12 – NRL Head Injury Guidelines

Appendix 9.13 – NRL Head Injury Notification

Appendix 9.14 – NRL Head Injury Pro Forma

4.15 Interchange

U6's to U9's Junior League

Each player is to play a MINIMUM OF TWO **UNBROKEN PERIODS** of eight (8) minutes.

A player, having played an UNBROKEN period of play and been replaced, may be used at a later period as a replacement for a player who has also completed an unbroken period of play and not been replaced, or, for a player who has been injured or suspended.

A player may be **temporarily** replaced if injured – but, for a maximum of three (3) minutes at any one time. If the three-minute period is exceeded the replacement is permanent. The replacement player shall play another unbroken period of play.

U10's to U12's Junior League

Each player is to play a MINIMUM OF ONE **UNBROKEN HALF** of a match (i.e. twenty (20) minutes).

A player, having played an UNBROKEN half of a match and been replaced, may be used at a later half of a match to replace a player who has also completed an unbroken half or for a player who has been injured or suspended.

A player may be **temporarily** replaced if injured – but, for a maximum of three (3) minutes at any one time. If the three-minute period is exceeded the replacement is permanent. The replacement player shall play another unbroken period of play.

International Football (U13's to Opens)

Interchange rules are as per the Laws of the game.

In International Rugby League matches local leagues will have the jurisdiction to formulate the number of interchanges per game. This should be reflected in the Leagues By-Laws.

The following rules need to be followed when interchanging players:

1. Interchange may only occur during general play (i.e. when the ball is in motion), after any scoring has been completed, or if play has been temporarily suspended by the Referee (e.g. injury or caution)
2. Maximum of two (2) interchange of players may take place at any one time
3. A replaced player MUST CROSS THE TOUCHLINE or DEAD BALL LINE prior to his replacement taking the field
4. Interchange must not be made after the referee has ordered a scrum until the scrum has been completed. Unless it is to replace a bleeding player and the referee has:
    - Signalled a stoppage in play
    - The trainers have first advised the referee that an interchange is to take place
    - The scrum is a result of a touchline stoppage.

4.16 Kicking Tees

Kicking tees may be used provided they are a product which has been officially approved and is commercially available for purchase i.e. an NRL Licensed Product

Such kicking tees may be used for kicks at goal and starts or restarts of play from the 50m line.

4.17 Making Changes to the Duration of a Game

The duration of a game can only be interfered with if the disruption was for more than thirty (30) minutes. If the disruption was for less than thirty minutes, the schedule of games should be maintained as per the Junior League draw. If the disruption was more than thirty minutes, the following procedures should be observed:

- The Ground Manager should estimate the finishing time of the last match and consider the expected standard of light at the time
- If there is concern that falling or bad light could be a problem, for the last and / or second last game, the question of playing under lights should be considered and arranged if possible
- If games are played under lights, it is suggested that games should not start after 5.30pm unless both coaches agree
- If playing under lights is not an option, the Ground Manager should liaise with both coaches and the referee and arrange for five (5) minutes to be deducted from each half of the remaining matches, until the lost time has been made up
- If there are insufficient matches to enable lost time to be made up, the Ground Manager should telephone the Junior League Administrator and seek a direction from them on how to proceed
- If there are no options other than to cancel a game(s) the Junior League Administrator will later contact the clubs involved and discuss possible replays
- All teams involved in games that are delayed and played under this rule will be in breach of the rules if they refuse to play
- Minimum time played must be observed when altering the duration of a game (the Competition Handbook will dictate minimum times to be observed)

4.18 Match-Ball Sizes

The following ball sizes should be used in the associated competitions.

Under 6	Mini
Under 7	Mini
Under 8	Mini
Under 9	Mod
Under 10	Mod
Under 11	Mod
Under 12	Mod
Under 13	International
Under 14	International
Under 15	International
Under 16	International
Under 17	International
Under 18	International
Under 19	International
Under 20	International
Under 21	International
3rd Grade	International
2nd Grade	International
A Grade	International

4.19 Mercy Rule

All matches in the Under 9s to Under 17s competitions will stop immediately when there is a gap of 50 points.

All matches in the Under 18s to A Grade competitions will stop immediately when there is a gap of 60 points.

Officials at official tables will sound the siren at the appropriate time.

The maximum score differential that will be recorded is 50 points.

Local rules may apply.

4.20 Mouthguard Policy

A mouthguard is a device worn in the mouth that helps prevent injuries to the teeth, lips, cheeks, tongue and jaw.

The NSWRL recommends that a mouthguard be worn while playing Rugby League as there is a potential for trauma to the mouth. A hit from any object to the mouth can cause immediate and unseen damage to the gums and the roots of the teeth that may result in extensive dental injury. Many dental injuries are painful, extremely costly to treat and permanent. Furthermore, a blow to the lower jaw (mandible) can cause damage to the temporal region of the skull, which often results in concussion. Wearing a mouthguard is an excellent way to prevent such damage from occurring.

4.21 Needle Stick Injury Management

In the event of a Needle Stick Injury

- Remove contaminated clothing
- Wash the area gently with soap and running water as soon as possible
- Apply an antiseptic and a clean dressing
- Place the needle in a rigid plastic container and take it with you to the Doctor
- All participants who sustain a needle stick injury should attend a general practitioner for assessment, advice and if necessary counselling
- An incident report should be completed and given to your club

4.22 Number of Players on the Field

International Grades	Minimum nine players
Under 12's Junior League)	Minimum 11 players
U10's to U11's Junior League	Minimum eight players
U8's to U9's Junior League	Minimum six players
U6's to U7's Junior League	Minimum four players

In the event of any team playing with less than the minimum amount of players (as listed above), it shall be the duty of the opposing captain or club official to draw the referee's attention to that fact.

In the event of a team having less than the minimum amount of players, the game shall be terminated immediately and the match awarded to the opposing team.

The only exception being in International Grades, if the 9th available player for a team is in the Sin Bin the game can continue as the player will retake the field when his penalty is completed.

Should the referee or Junior League Administrator (or adjudicating sub-committee) become aware of and satisfied that a team has more than the authorised number of players on the field, any points scored whilst the additional player(s) were on the field shall be deducted. The referee may order the removal of the additional player(s) from the field and if that order is not observed immediately shall award the match to the non-offending team.

Any appeal or protest under this rule will be dismissed if evidence supports the fact that the appellant club's captain and/or team support officials were aware of the breach during or immediately after the match and failed to bring it to the notice of the referee at the time by reporting the matter to the official table.

When arriving at a decision the adjudicating subcommittee or the Junior League Administrator will take into account the amount of time the additional player(s) were on the field and the impact that it had on the outcome of game and specifically, address that issue in its adjudication.

Should a team begin a match with less than the prescribed number of players, it may fill the vacant place(s) at any time during the match, provided the on-field duration rule/time for the mini and mod players is observed. If a team should begin a match with a full complement of players, substitutes can be introduced to take the place of other players during the match in accordance with the replacement rules and the referee must be notified.

If a team is short of players at the time when the game is due to commence, it will be allowed fifteen minutes to allow missing players to arrive at the ground and then take the field, however, when the minimum number of players have signed on, the team shall take the field and commence the game, irrespective if there are still other players missing. If the team refuses to take the field when the minimum number of players is available, the game will be forfeited to the opposing team.

4.23 On-Field Injuries

Player injury can only be determined by a qualified First Aid Officer – that is a Level 1 Sports Trainer or above.

No player with suspected head or neck injuries is permitted to be moved from the field except where further risk injury may occur and only under the supervision of a suitability qualified persons(s). An Ambulance shall be called immediately to take charge of the care if the injured player. Any player with suspected broken bones may be moved from the field under the supervision of a qualified first aid officer.

Any player with a neck injury who is removed by Ambulance may not resume playing until an appropriate medical clearance is obtained and sighted from medical personnel.

Junior League (U6's to U12's) Injuries

An injured player leaving the field must returned to the field within 3 minutes or take no further part in the game – as determined by a qualified person.

The replacement player used for the injured player (mini) must play a complete period of the game (i.e. 10 minutes).

The replacement player used for the injured player (mod) in the first half of the game must play the complete 2nd half of the game (i.e. 20 minutes).

Procedures for games Delayed due or Injury or Other matter

Normal Procedures

- No time off in the first half – all ages
- No injury time in Junior League games (do not stop clock)
- No injury time in International unless indicated in your Competition By-Laws.

Extraordinary Situation Procedures

If the second half of a match is commenced but due to unforeseen circumstances which includes, but is no limited to, injury or weather conditions, the game shall be declared as 'played' and points awarded accordingly.

Injury Reporting

All injuries should be reported to clubs on the appropriate forms.

Reference Documents NSWRL Policy 3.1 – Abandoned Matches Due to Injury, Inclement Weather or Foul Play

4.24 Player Equipment

A player must not wear any item that may prove dangerous to other players. If in doubt a player is required to have any such item approved by the referee prior to the commencement of the match.

A player's normal gear shall consist of a jersey of distinctive colour and/or pattern (numbered), the numbering should be clear and legible from a distance, a pair of shorts, socks of distinctive colour and/or pattern and studded boot or shoes.

Protective equipment may be worn provided it contains nothing of a ridge nature.

Dangerous Equipment

The referee may order a player to remove any item or any part of his equipment which might be considered dangerous and shall not allow the player to take any further part in the match until the item or equipment is removed (i.e. piercings)

Such a player must retire from the playing field to remove the offending item if the start or restart of the match would otherwise be delayed.

The referee or touch judge should check all equipment prior to the commencement of each match.

Apparel

Jerseys must be a type, style and fabric approved by the League.

The use of gloves or mittens is prohibited.

Jerseys may not be beaded or knotted.

4.25 Pre-Match Heritage or Cultural Performances

Approval to conduct any pre-match ceremonial or cultural performances (e.g. Haka, Celebrity Kick-Off etc.) must be sought in writing from the Junior League Administrator and approved before such performance shall be permitted. The Junior League Administrator may either grant or refuse such approval but, if approved, such performances must be factored into match day programming.

4.26 Protective Goggles Policy

The NSWRL sanction the use of protective goggles for use in games and training within Rugby League providing the goggles have no rigid components which could cause harm to the player.

These goggles would usually be made of soft plastic with an elastic head band to keep them in place.

The NSWRL recommend that head gear are worn by players wearing goggles to reduce the chance of the head band from the goggles sliding down the player's neck.

Any player wearing goggles should seek written clarification from their optician that the goggles are suitable for contact sport. This letter from the optician, together with this NSWRL Policy, will need to be submitted to the Manager of the District Junior Rugby League in which the participant competes. A copy of the letter and the policy will also need to be kept with the player's identification card at all times and may prove useful on match days to reassure match officials and opponents.

However, despite this policy, the final decision on the suitability of any player equipment is ultimately the referee's decision.

4.27 Referees

It is the firm policy of the NSWRL not to interfere with the result of a match due to a referee error on the field. Any compliant received about a referee or match official will be forwarded to the Referees Association.

Condition of Ground

Where there is doubt regarding the fitness of a ground where a competition match is to be played, consultation between the referees, two captains and senior officials from each club should take place with the final decision resting with the referee.

Referee Terminating a Match

The referee, in consultation with the Ground Manager, has the discretion to terminate a game whenever by reason of climatic condition, interference of spectators or other causes where the referee deems it necessary. In all cases in which a game is terminated the referee shall advise the Junior League Administrator through the Secretary of the Referees Association prior to 5.00pm on the following Monday by submitting a written report.

Should the Referees Association have prior warning or opinion regarding the alleged condition of a ground, the matter should be brought to the attention of the Junior League Administrator as a matter of urgency prior to any action being taken.

Referees Appointments

The Referees Appointments Board shall appoint referees to games.

In the event the Referees Association fails or refuses to appoint referees, the Junior League Administrator may carry out that function.

Referee Not in Attendance at a Game

In the event of the referee so appointed not attending within fifteen (15) minutes after the time set down to commence, then any qualified referee may be appointed by the Secretaries or Officials of the opposing clubs. A written report in this instance is to be forwarded to the Junior League Administrator from the home team Secretary. The match result shall stand.

If agreement cannot be reached and a referee is not appointed, the game should not be played and the matter reported to the Junior League Administrator.

Approaching a Referee or Touch Judge

It is a breach of the NSW Junior League Association Rules for a player, coach, trainer, manager or other official to 'approach' a referee or touch judge before, during or immediately following a game to seek a rule explanation or for any other reason directly relating to a game.

Breaches of this rule may, upon conviction, result in loss of points, suspension or other penalty and result in Coaches and / or Trainers having their qualification / certificate suspended or cancelled.

Complaints by Referees

All complaints by referees must be submitted to the Junior League Administrator by 5.00pm on the Monday following the match.

Any club Official who is qualified to referee and is appointed to games by the Referee's Association, must declare a conflict of interest if appointed to games involving teams from that person's club. The Junior League Administrator is entitled to request the Referee's Association to change any such appointments.

Abandoned Games

In the event of a game being abandoned by the referee, or if for any other reason a game was not completed because of an on-field incident(s) and/or behaviour by players, the incident will be referred to the Code of Conduct Panel and an adjudication will be made.

Any club who feels their team has been unfairly dealt with or harshly treated by this adjudication may make representations to the board however severity of sentence cannot be used as a defence.

Unauthorised Entry – Preventing Games Continuing

The referee shall not allow any person apart from the players and authorised team support officials onto the playing area without permission (this includes coaches, parents, spectators and others) and should anyone make an unauthorised entry onto the field they will be in breach of the junior league rules and codes of conduct.

If a parent, coach or other person during the game became aware of any circumstances deemed contrary to the welfare and interest of the referee, a player or any authorised person on the field, the matter should be brought to the attention of the ground manager in a civil and courteous manner. The ground manager will evaluate the information and if deemed necessary bring the matter to the attention of the referee via the official touch judge. If there is no official touch judge the ground manager may enter the field of play and approach the referee.

Any person acting contrary to this clause will be in breach of junior league rules and codes of conduct.

4.28 Score / Official Table Requirements

The following is required to be provided at the Score / Officials table.

- 5 chairs, 1 for ground manager, 2 for opposing managers and 2 for sin bin
- 1 table
- Working pens
- 2 Touch Judge flags (optional)
- 1 bell or hooter to signal players to field, half time and end of play
- 3 Time clocks:
  - 1 official game time clock
  - 1 recording time off in second half and
  - 1 sin bin clock this can also can be used as half time clock.
- Referees Dismissal report book
- Referees Judiciary report book
- Incident book
- Rules of the Game (NRL Laws of the Game)
- Appropriate team sign on / score sheets for each fixture
- NRL Code of Conduct
- Safe Play Code
- Tough Love Guidelines
- Players and official's identification cards / sheets for each participating team
- First Aid Kit
- NSWRL Policies & Procedures Manual

4.29 Send Offs

Any player who has been dismissed from the field of play / sent off, shall vacate the playing enclosure and will remove his playing jersey / resume ordinary attire, and shall be suspended from playing until he appears before the Judiciary and the matter has been fully dealt with.

The offending player may not re-enter the roped off playing area at any time.

Referees shall obtain the name of any offending player from the team captain or club official who is responsible for the team. Failure of the captain or club official to supply each player(s) correct name shall be deemed misconduct, for which the person(s) concerned shall be reported by the referee to the Junior League Administrator.

When a player has been "sent" from the field by the referee, the referee is obliged to complete a report. The offender's team manager should be issued with a duplicate copy of this report.

It is the responsibility of the club to know the identity of all players representing their club in all matches, including trial games.

Players sent from the field during trial matches will have to appear at Judiciary.

U6's to U12's Junior League

U6's to U12's Junior League players may be dismissed from the field of play in one of the following ways:

- Referee dismissed the player instantly for misconduct. This is an automatic minimum one match suspension (player can be replaced immediately).
- Referee requests captain to replace player for remainder of the game. No further penalty to player sent off.
- Referee requests captain to replace player for remainder of the third or half. No further penalty to player sent off.
- Any misconduct in U6's to U12's Junior League Football should be officially reported in the same way as misconduct in an international grade game is reported

4.30 Singing Offensive Team Songs

If a team sings a song with indecent or suggestive language, every player in the team who has signed the sign on sheet for that game will be held responsible and any action taken will involve all of those players, unless there are extenuating or acceptable evidence which clearly indicates a certain player(s) was not involved.

Upon receipt by the Junior League of a compliant, the Secretary of the club concerned (the club complained against) will be contacted and advised accordingly.

A full investigation into the complaint will take place and the matter will be referred to the Conduct Review Panel.

Any person who fails to provide information upon request may be suspended.

Any person who makes a complaint that is found to be groundless or frivolous may be called before the Conduct Review Panel on a charge of misconduct.

4.31 Teams Not Ready at Kick-Off

Any team not prepared to commence a match within 15 minutes of the time directed shall be deemed to have forfeited, unless satisfactory reasons for the delay are given to the Junior League Administrator.

4.32 Trainers (On-Field Policy)

Introduction

Rugby League is a contact sport and, as such, the National Rugby League provides policy direction to ensure the safest possible playing environment across all ages.

As part of a risk management approach to the prevention of, and appropriate attention to, injuries and illness in Rugby League, it is important that adequate and timely first aid is provided as a service to all players.

The NRL's On-field Policy provides for the attendance of appropriately qualified and skilled sports trainers to provide the best care possible for the game's participants.

In the same way that coaches and referees are integral to the fabric of the Code, trainers play a significant role in the preparation of, and ongoing care, of players on match day.

The Game's On-field Policy

LEAGUESAFE

LEAGUESAFE is an online injury and illness awareness course and is NOT a trainer qualification / accreditation. It is the minimum requirement for all people who run messages and provide water to players on-field.

No more than two LEAGUESAFE personnel from any one team can enter the field of play, unless invited by the Referee to do so.

LEAGUESAFE qualification is valid across all age groups from 6's to senior grades.

LEVEL 1 and LEVEL 2 SPORTS TRAINERS

For all Rugby League matches – from Under 6 to senior grades – there is a requirement that a match may only commence if there is a NRL Level 1 or Level 2 Sports Trainer in attendance.

An accredited NRL Sports Trainer (Level 1 or 2) is required for each match at Under 6 to Under 12 age groups, whilst a minimum Level 1 Sports Trainer must be assigned to each junior International and senior team. It is preferred that at least two (2) be available plus at least one (1) Leaguesafe trainer per team.

The Level 1 and Level 2 Sports Trainer Courses are intensive face to face courses conducted over two and four days, respectively.

GENERAL NOTES

- All official personnel over the age of fourteen (14) years who enter the field of play, must possess a minimum of an NRL Leaguesafe Certificate of Completion or Accredited Sports Trainer Statement of Attainment and an NRL ID Number.
- No person, other than an NRL Accredited Level 1Sports Trainer or Level 2 Sports Trainer, or those with pre-determined NRL acceptance, shall administer first aid or offer advice to an injured / ill player. Personnel with other qualifications must be ratified by the Sport Trainer Education Co-ordinator and equate with the NRL Sports Trainer Scheme, to receive a Statement of Attainment and an NRL ID Number.
- All injuries / illnesses assessed by the qualified Sports Trainer must be recorded in the NRL Injury Booklet.

- Each player shall complete the NRL Medical Advice Card before his / her first training or playing commitment. This will be the responsibility of the designated Accredited NRL Sports Trainer to ensure all cards are completed and kept up to date. As part of the club's duty of care, this process should be fully supported by club Officials. All Privacy Laws must be adhered to.
- The Accredited NRL Sports Trainer shall, at all times (whilst a game is in progress) be in a position to respond quickly should an injury / illness occur.
- The Accredited NRL Sports Trainer shall have the final say on whether a player should continue in the game and, subsequently, when to resume playing in the game. If a doctor is on duty at the venue, he / she shall make this decision. Serious injuries requiring a Medical Clearance prior to the resumption of training / playing must be presented to the club's Accredited NRL Sports Trainer.
- If an Accredited NRL Level 1 or Level 2 Sports Trainer is not in attendance, the game(s) shall not commence under any circumstances until such (qualified) person is available.
- Anyone entering the field of play must wear appropriate, enclosed footwear at all times.

The NRL Accredited Sports Trainers are the only On-Field personnel who are to assist any manage an injured or ill player and are identified with the following coloured shirts on match day.

LEAGUESAFE – YELLOW SHIRT / VEST

(Minimum qualification to enter the field of play)

NOTE: The words NRL LEAGUESAFE must be printed on the back of the shirt / vest.

Access to the field is limited to:

i) When his / her team is in possession to conduct interchange and to administer water only;

ii) When a try has been scored;

iii) During a 'time out' called by the Referee for an injury;

iv) During technical stoppages in play (EXCEPT SCRUMS). On-field personnel are not allowed on the field of play after the Referee has ordered a scrum until the ball has emerged and a team is in possession;

vi) Must enter and leave the field from an on-side position.

Duties:

- To administer water
- To assist in the interchange process
- To convey messages.

NRL LEVEL 1 SPORTS TRAINER – BLUE VEST OR SHIRT

NOTE: Level 1 Trainer to be printed on back of shirt or vest.

Access to the field is unlimited to attend an injured / ill player and to administer water (relevant to all age groups).

Duties:

- Assist, by observing and monitoring players during play, as well as those who have been removed from the field of play through injury / illness;
- Assist an injured / ill player on and off the field of play at training and / or a game.

LEVEL 2 SPORTS TRAINER ('Head Trainer') – ORANGE SHORT / VEST

NOTE: Level 2 Trainer or HEAD TRAINER to be printed on back of shirt or vest.

Access to the field is unlimited to attend an injured / ill player and to administer water (relevant to all age groups).

Duties:

The Head Trainer will be the most senior person within the NRL Sports Trainer Team and will supervise all on-field personnel, including Leaguesafe.

- The Accredited NRL Head Trainer will make the final decision on a player's welfare in the absence of a medical professional;
- Coaches / Administrators / Players must comply with the decision of the NRL Head Trainer at all times;
- All directions given to on-field personnel by the Head Trainer must be adhered to at all times.
- The Level 2 Sports Trainer / Head Trainer is the only person of the on-field personnel who may approach a Referee or Touch Judge in relation to player welfare related concerns; they cannot instruct an official on how to referee a game but only express concerns directly related to player welfare. This is to be done in a respectful manner and only occur during technical stoppages of play. (For example, when a try has been scored or at half-time). In the absence of a Level 2 Sports Trainer in attendance, the most experienced Level 1 Sports Trainer in attendance may approach a Match Official on a matter of player welfare, however, the same restrictions apply.

All Rugby League trainers acting in an official capacity are bound by the NRL's On-field Policy and Code of Conduct. For electronic versions of the On-Field Policy and Code of Conduct, go to www.playnrl.com.

Brad Levy
National Education, Training & Research Manager

PLEASE NOTE: Districts are able to apply local rules that limit the number of trainers available per team and under what circumstances a trainer can take to the field.

4.33 Unauthorised Person Inside the Spectator Fence (Playing Area)

It is a breach of the Rules for any spectator or unauthorised person to be inside the spectator fence, rope or barrier at any Junior League ground without the approval of the Ground Manager.

If the Ground Manager refuses to support a person being inside the spectator fence, rope or barrier, the person concerned should leave the area immediately.

Only the following persons are authorised to be inside the spectator fence, rope or barrier at any Junior League playing field:

- Players who are actively involved in the current fixture
- The Coach, Trainers and Manager of each team
- Approved medical support personnel
- Club Officials or representatives authorised to perform crowd and ground control (i.e. Ground Manager/s)
- Referees, approved touch judges and Referee Appointment Board representatives
- Authorised persons who have been given authority by the Ground Manager or have legitimate reasons to be there (i.e. unofficial touch judge)

Persons refused entry may complain to the Junior League Administrator.

The home club Ground Manager should be aware of the identity of authorised persons allowed inside the spectator fence, rope or barrier and advise same upon request to the Junior League Crowd and Grounds personnel or the Junior League Administrator.

Before each game commences, each Team Manage shall check to ensure the procedures in relation to identification cards for all players, Coaches, Trainers, Managers, unofficial touch judges etc., are being observed and the names of unofficial touch judges, coaches, trainers, manager of each team have also been properly recorded on the sign on sheet.

Any exceptions should be reported to the Junior League by way of an Incident Report.

It shall be a breach of rules if a Team Manager does not carry out such inspection.

The club Ground Manager should carry out random inspections throughout matches to ensure Team Managers are carrying out this function.

SECTION 05

RULES OF THE GAME

5.1 Local Rules

Any District which for special circumstances wishes to vary Rules, Policies or Laws of the game, must prior to the introduction of any variations, seek approval from the NSW JLA and the NSWRL.

When approval for variation of rules is granted, the NSW JLA will notify each District Junior Rugby League and associated Referees Associations.

5.2 National Safe Play Code



Introduction

The Safeplay Code was developed to emphasise safety and good conduct within the game of Rugby League by creating the best possible on-field environment and actively encouraging the core values of Rugby League, and a healthy respect for all participants. It applies to all players up to and including the Under 15 years' age group.

("Law Book" references – Rugby League Laws of the Game, International Level).

1. Tackle Zone

The Code: TACKLES ABOVE THE ARMPITS ARE NOT PERMITTED.

Application: (a) It is an infringement if, whilst attempting to affect a tackle on a ball-carrier, a defender makes contact above the armpits intentionally, recklessly or carelessly.

(b) defender, in front of a ball-carrier who is diving or falling, is permitted to come in contact with the ball-carrier's shoulder provided the defender's arm(s) extends down the shoulder and truck, i.e. underneath the ball-carrier.

Reference: Law Book – Section 15, Law (b), Page 38.

2. Dangerous Tackles

The Code: (2.1) THE TACKLER'S LEGS CANNOT BE USED TO TRIP IN A THROW

Application: The use of the legs in a tackle is not permissible. Using the legs (even if the defender has a hand/hands on the ball-carrier) to trip or throw the ball carrier constitutes an infringement.

Reference: Law Book – Section 15, to Law 1 (a) and (d), Page 38

The Code: (2.2) ADOPTING A CROTCH HOLD IS MISCONDUCT

Application: Adopting a crotch hold i.e. by placing either a hand or arm in the crotch region is an infringement.

Reference: Law Book – Section 15, Law 1 (i), Page 38.

The Code: (2.3) THE BALL-CARRIER CANNOT BE LIFTED.

Application: No defender(s), during the course of a tackle, are permitted to lift the ball-carrier (this is not to be confused with a tackle that, in the same motion, 'knocks' a player off their feet). If a lift occurs, the Referee must penalise the offending player(s). If a defender(s) lift one foot/leg of the ball-carrier the Referee must immediately call "held" to prevent the tackle from continuing. If the tackle continues, or the ball-carrier is placed in a dangerous position, the Referee must penalise the offending player.

Reference: Law Book – Section 15, Law 1 (d), and Notes to Law 1 (d), Page 38

The Code: (2.4) ANKLE TAPS ARE NOT PERMITTED

Application: It is an infringement to ankle tap the ball-carrier. This is not to be confused with a defender who makes a genuine attempt to wrap his arms around the legs of the player.

Reference: Law Book – Section 15, Law 1 (d), Notes 1 (d), Page 38

The Code: (2.5) A DEFENDER CANNOT "SHOULDER CHARGE" A BALL-CARRIER TO AFFECT A TACKLE.

Application: Shoulder Charge – is where a defender, without attempting to tackle, grab or hold the ball-carrier (or any opposing player) using the arms or hands, makes direct physical contact with the shoulder or the upper arm.

Reference: Law Book, Section 15, Law 1 (k) , Page 38

The Code: (2.6) IT IS AN OFFENCE TO SLING OR SWING THE BALL-CARRIER.

Application: A defender who uses any part of the ball-carrier's body, clothing, or equipment to sling or swing the player in a tackle, commits an infringement.

Reference: Law Book – Section 11, Notes 1 (a), Page 23.

3. Aggressive Palm

The Code: THE BALL-CARRIER CANNOT "THRUST" OUT AN ARM TO CONTACT THE DEFENDER ON THE HEAD OR NECK.

Application: It is an infringement for the ball-carrier to thrust out an arm or use an outstretched stiff arm so as to make contact to the defending player's head or neck. Regardless of point of contact, the palm must not be high, dangerous, or unnecessary.

Reference: Law Book – Section 15, Law 1 (a) Page 38.

4. Pushing

The Code: A PLAYER CANNOT "PUSH" AN OPPONENT.

Application: I A player who pushes an opponent is guilty of an infringement.

Reference: Law Book – Section 15, Law 1 (i), Page 38

5. Dangerous Flop

The Code: A PLAYER CANNOT DROP, DIVE OR FALL ON A PRONE PLAYER.

Application: A player cannot make dangerous, aggressive or unnecessary contact on a player in a prone position on the ground (a simple hand-on can complete the tackle).

Reference: Law Book – Section 11, Law 1 (d), Page 23.

6. Surrender (In The Tackle)

The Code: THE BALL-CARRIER MAY SURRENDER IN THE TACKLE.

Application: The Referee (not the player) is to call "held" if the ball-carrier surrenders prior to, or in, the tackle, or is held or subdued so their progress is halter.

Reference: Law Book – Section 11, Law 2 (c), Page 23, Note 2 (c), Page 24.

7. Verbal Abuse / Foul Language

The Code: IT IS AN INFRINGEMENT TO USE THREATENING OR OFFENSIVE LANGUAGE.

Application: Verbal abuse, obscene language and sledging, including comments or works that threaten or denigrate an opponent, Referee or supporter, is an infringement.

Reference: Law Book – Section 15, Law 1 (i), Page 38, .

9. Scrums

The Code: PUSHING OR PULLING IN, OR ROTATING A SCRUM IS NOT PERMITTED.

Application: All scrums are to be de-powered. A team that deliberately pushes or pulls in, or rotates a scrum is guilty of an infringement. Once the ball has been fed into the scrum, only the hookers may strike for the ball, and the second rowers may rake the ball out of the scrum with their foot.

Reference: Law Book – Section 12, Law 4, Page 30

It should be noted that a penalty under the Safeplay Code should be clearly communicated to the offending player. Where possible, this should be kept brief, and it does not necessarily have to be a stoppage in play or a formal meeting.

IMPORTANT NOTE

IT IS MANDATORY THAT A PENALTY IS AWARDED FOLLOWING ANY BREACH / INFRINGEMENT OF THE SAFEPLAY CODE. IN ADDITION TO A PENALTY FOR A BREACH, REFEREES AT THEIR DISCRETION MAY:

- SIN BIN THE OFFENDING PLAYER (INTERNATIONAL GAME 13 – 15 YEARS ONLY)
- DISMISS THE OFFENDING PLAYER FROM FIELD OF PLAY (INTERNATIONAL GAME 13 – 15 YEARS ONLY)
  Refer Rugby League Laws of the Game, Section 13, 1 (a) and Section 15 – Player's Misconduct
- REPLACEMENT IN 6 – 12 YEAR GAME MODELS
  Refer 6 – 12 Year Junior Rugby League Laws Page 14, Law 3 (b) & Page 19 Law 17and Page 30 Law 17

ADVANTAGE PLAY & THE SAFEPLAY CODE

A penalty kick must follow any infringement.

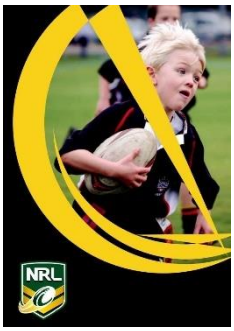
1. IF NO ADVANTAGE OCCURS, the penalty is to be awarded immediately at the mark where the infringement occurred.
2. IF AN ADVANTAGE OCCURS, the penalty is to be awarded either at the breakdown in play immediately after the misconduct occurred, or where the act of misconduct occurred, whichever is to the greater advantage to the non-offending team.
3. WHEN A TRY HAS BEEN SCORED in the same play in which the act of misconduct occurred , the penalty kick, additional to the conversion, will be awarded in front of the goal posts. A kick at goal must be taken from the penalty kick (place or drop) and play re-started from the centre of the half-way line irrespective of the outcome of the kick. (refer to Page 35 of the 6 – 12 Year Junior Rugby League Laws for application in games where conversion attempts do not exist).

[The original Safeplay Code was written by Graham Chaffey – NSWRL – and trialled by NSWCRL in 1995.]

NRL Education, Training and Research Team November 2016

Reference Documents Appendix 9.15 – NRL National Safeplay Code

5.3 NRL Code of Conduct



General Principles

Participants in the game of Rugby League include:

All registered players; accredited persons – coaches, first aid an Leaguesafe Officers; referees and touch judges; Officials – Club, League or Association staff and volunteers, ground managers and duty officials; parents / carers of players, sponsor representatives and club supporters; members of the general public attending as spectators.

Participants are encouraged and expected to:

- **Show positive acts of sportsmanship**, discouraging all instances of foul or illegal play, or acts of violence, both on and off the field;
- **Demonstrate the greatest levels of respect,** protecting the rights, dignity and worth of every person regardless of their gender, ability / disability, sexual orientation, cultural background or religion;
- **Lead by positive example,** and condemn the use of recreational and performance enhancing drugs and doping practices; their use endangers the health of players and is contrary to the concept of fair play;
- **Celebrate the "good news" stories,** and understand that cyber-bullying, which includes negative or demeaning comments, status posts, personal messages or emails, is deemed as a serious form of harassment;
- **Accept that the integrity of the sport is of paramount importance,** therefore, no coach, player, club official or match official is allowed to participate, or be directly or indirectly involved in any way, in gambling in relation to matches / competitions in which they are involved or directly linked.

CODE OF CONDUCT – PLAYER

- Be a good sport. Respect all good play whether from your team or the opposition and shake hands with, and thank, the opposition players and officials after the game – win, lose or draw
- Participate for your own enjoyment and benefit
- Always respect the referee's decision
- Never become involved in acts of foul play
- Honour both the spirit and letter of the competition rules and live up to the highest ideals of ethics and sportsmanship; avoid gamesmanship, and respect the traditions of the game
- Never engage in disrespectful conduct of any sort including profanity, sledging, obscene gestures, offensive remarks, trash-talking, taunting or other actions that are demeaning to other players, officials or supporters
- Care for and respect the facilities and equipment made available to you during training and competition
- Safeguard your health, don't use any illegal or unhealthy substances

- Recognise that many officials, coaches and referees are volunteers who give up their time to provide their services. Treat them with the utmost respect.
- Do not bet or otherwise financially speculate, directly or indirectly, on the outcome or any other aspect of a Rugby League match or competition in which you are involved.

CODE OF CONDUCT – COACH

- Actively discourage foul play and / or unsportsmanlike behaviour by players
- Seek to maximise the participation and enjoyment of all players regardless of ability; avoid the tendency to over-use a talented player; treat all players as equals, regardless of their talent
- Show concern and caution towards all sick and injured players. Follow the advice of a physician and / or sports to the letter when determining when an injured player is ready to recommence training or playing.
- Teach players that an honest effort and competing to the best of their ability is as important as victory
- Maintain appropriate, professional relationships with players at all times
- Maintain a thorough knowledge of the Laws of the Game and keep abreast of current coaching methods; maintain or improve your current accreditation level
- Always consider the health, safety and welfare of the players
- Teach young players to realise that there is a big gap between their play and the professional game; do not coach them as if they are professionals
- Ensure that your coaching reflects the level of the competition being played; do not be a "winner -at all-cost" coach
- As coach, conduct yourself at all times in a manner, and in all situations, that shows leadership, respect for the game of Rugby League and respect for all those that are involved in the game – the players, officials, the fans, the parents, the referees and the media.

CODE OF CONDUCT – MATCH OFFICIALS

- Be impartial! Also, be consistent, objective and courteous
- Place the safety and welfare of the players above all else; be there to minimise dangerous physical play, fair of foul, especially in junior matches
- Accept responsibility for all actions taken
- Avoid any form of verbal contact with coaches, team officials, parents and spectators during play
- Avoid any situation which may lead to a conflict of interest, both on and off the field
- Maintain an appropriate level of fitness for the standard of game at which you are officiating
- Condemn all and every instance of unsportsmanlike, foul or unfair play
- Set a good example by the way you dress, speak and act towards players, coaches, officials, parents and spectators
- Show concern and caution towards sick and injured players

- Officiate to the age and / or experience of the players.

CODE OF CONDUCT – TEAM & CLUB OFFICIALS

- Uphold the integrity of the game of Rugby League at all times
- Always act in a sportsmanlike manner, respecting opposition players, team and club officials and spectators
- Make decisions in the best interests of the game of Rugby League
- Place the safety and welfare of players as the top priority
- Accept responsibility for all decisions made.

CODE OF CONDUCT – SPECTATOR / PARENT

- Condemn all violent or illegal acts, whether they are by players, coaches, officials, parents or spectators
- Respect the referee's decisions – do not compliant or argue about decisions during or after a game
- Behave! Unsportsmanlike language, harassment or aggressive behaviour will not be tolerated
- Encourage all players to play by the rules and to respect opposition players and officials
- Never ridicule or scorn a player for making a mistake – respect their efforts
- Understand that sport is part of a total life experience, and the benefits of involvement go far beyond the final score of a game
- Participate in positive cheering that encourages the players in the team you are supporting, do not engage in any cheering that taunts or intimidates opponents, their fans or officials
- Remember that children participate in Rugby League for their own enjoyment, not yours!
- At all times, follow the directions of the Ground Manager and / or other duty officials
- Never arrive at a Junior League game under the influence of alcohol, never bring alcohol to a Junior League game and only drink alcohol, if it is available, in a responsible manner in the designated licensed area.

CODE OF CONDUCT – SUMMARY OF OFFENCES

No person(s) attending a match, function or event shall:

a) Use offensive or obscene language to any participant

b) Enter the Field of Play or Playing Area during the course of a match without the prior approval of the Ground Manager appointed by the home club and / or League

c) Excessively dispute the decision of a referee or touch judge either during or after a match

d) Assault or act with aggression to any person/s

e) Behave in a way contrary to the Code of Conduct and / or the spirit of the game

f) Behave in a way which disturbs the enjoyment of a match, function or event by any other person/s, or brings discredit to the home club and / or League

g) Act in such a way as to exhibit racial intolerance, by language or other conduct, to any person/s

h) Refuse to accept the reasonable direction of the Ground Manager, official of the team / club which that person is supporting, or official of the home club and / or League.

Clubs are responsible for the conduct of their players, parents / carers of players, coaches, officials and club supporters.

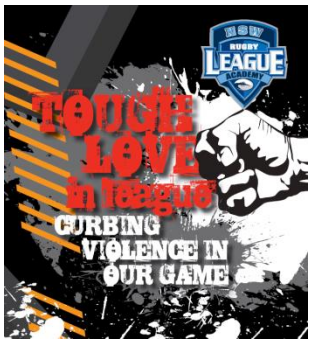
Breaches of the Rugby League Code of Conduct may result in penalties, including but not limited to:

- **Suspension of a match and / or**
- **Termination of a match (including potential forfeiture of competition points) and / or**
- **Monetary fines and / or**
- **Suspension of a participant on a temporary or permanent basis and / or**
- **Suspension of a club, League or Association on a temporary or permanent basis.**

These penalties are in addition to any penalty which may be imposed by the home League's Judiciary.

Reference Documents Appendix 9.16 – NRL National Code of Conduct

5.4 Tough Love in League –Curbing Violence in our Game



Tough love is:

- Automatic send off's for punching
- Zero tolerance of fighting
- Abandoning games for melee's
- Minimum suspensions for violence
- Stamping out abuse of match officials

Be fair, beware, be warned.

It's Time to Get Tough

In season 2011, New South Wales Junior Leagues will crack down on violence in the Grassroots game.

Leagues have agreed to trial the new 'Tough Love in League' regulations in the Under 13 – Under 17 age groups.

The program has the endorsement of the NSW Rugby League.

No longer will a minority ruin the Rugby League experience for the vast majority.

The 'Tough Love in League' (TLIL) program was designed with four key objectives in mind:

1. To reduce the amount of violence in the Grassroots game
2. To take pressure off young and inexperienced referees and match officials
3. To make the Junior League experience safe, fair and fun for all
4. To encourage increased participation in the game.

Desired program outcomes include:

- Reduced on field violence
- Elimination of unsavoury behaviour towards referees
- Stop 'all in' melees
- Remove repeat offenders from the game (both team and individuals)
- Reduce the number of matches being abandoned because of poor behaviour
- Stop spectators from entering the field
- Educate players at a young age that violence in our game will not be tolerated.

1. Charge Sheets

1.1 All Leagues are encouraged to use standardised 'send-off charge sheets'.

2. Legal Representation

2.1 A player may take legal representation into a judiciary hearing. However, the Judiciary may suspend such a hearing until it retains legal representation on its own behalf.

3. Video Evidence

3.1 Junior Leagues are encouraged to provide video coverage at all Sunday Junior League games. This will assist with judiciary procedures, and for citing purposes.

4. On Field Violence

ARL Laws of the Game

Players Misconduct – a player is guilty of misconduct if he; a) trips, kicks or strikes another player.

'When instances of misconduct occur, unless there is an advantage to the non-offending side, a penalty is awarded against the offender. Note: (a) is considered to be foul play and may warrant instant dismissal. They are not Sin Bin offences.'

4.1 Zero tolerance of fighting on the field

Any player who throws a punch or 'strikes' another during a match will be automatically sent from the field. If that player is subsequently found guilty at Judiciary, the **MINIMUM** penalty will be a one week suspension.

4.2 Any player found guilty of breaching rule 4.1 for the third time in a season will incur an automatic **MINIMUM** 12 month suspension from the game.

4.3 A **'TIME OUT'** system will be introduced wherever a severe 'melee' occurs.

A melee is considered to be misconduct involving more than two players in the game at any one time.

The referee will signal a 'TIME OUT' period and call for the Ground Manager to bring both coaches onto the field. Teams are to be taken to opposite ends of the field and spoken to by their respective coaches.

The referee will then dismiss from the field offending players under the TLIL policy (4.1).

The ground manager and referees will decide when play will resume.

A repeat 'melee' will result in the match automatically being abandoned.

If a match is abandoned after a time out period, the respective coach from the offending teams will face a Code of Conduct panel hearing.

4.4 Penalties for abandoned games will be at the discretion of the local League as there can be many different circumstances to consider when judging such cases. The NSWRL would urge that in the majority of cases that games are not replayed, and teams are liable for loss of competition points.

4.5 Any team that has had more than two abandoned matches in a season will be automatically disqualified from that competition for that season.

4.6 Any player who runs onto the field of play from the team 'bench' area during a match will be automatically sent from the field and incur a **MINIMUM** six week suspension if found guilty at Judiciary.

5. Match Official Abuse

5.1 Any player or official found guilty of touching a referee in an aggressive or inappropriate manner will be disqualified from the game for a **MINIMUM** period of 12 months.

5.2 Any player or official who verbally abuses or intimidates a referee or match official will be dismissed from the field and face Judiciary for further judgement.

6. Spectators

6.1 Any spectator who enters the playing area with intent, will automatically be banned from attending any Junior League fixtures for a **MINIMUM** period of twelve months and will be liable to pay a fine under the ARL Code of Conduct.

6.2 If a person breaches a disqualification under rule 6.1, the team and or club that the person is associated with will be liable for penalty under the ARL Code of Conduct.

7. Trainers, Coaches and Managers

7.1 If a trainer, coach or manager touches an opposition player during a 'melee' an automatic **MINIMUM** six week suspension will apply if that person is found guilty of such an offence.

For the 'Tough Love in League' regulations to be successful, they will require the complete co-operation from all involved in the game at grassroots level. There **will be pain** before there is gain.

If our game is to flourish, we need to rid it of the element that so many people get from it week in and week out. We need to make it fair, safe and enjoyable for all involved.

Reference Documents Appendix 9.17 – NSWRL Tough Love in League

SECTION 06

CODE OF CONDUCT

6.1 Social Media Policy

The NSWRL acknowledges the enormous value of social networking websites, such as Facebook and Twitter, to promote our sport and celebrate the achievements and success of the people involved in our sport.

Social media postings, blogs, status updates and tweets:

- Must not use offensive, provocative or hateful language
- Must not be misleading, false or injure the reputation of another person
- Should respect and maintain the privacy of others
- Should promote the sport in a positive way

Social Media Rules of Engagement

- Know why you use it – engage our community to assist with driving participation in Rugby League
- Know who you represent – you are not acting as an individual, you are speaking on behalf of your club!
- Use photos – the statistics say that 40% of people will respond better to visual information than plain text
- Remember the 'Grandma Rule' – do not post anything you wouldn't want your Grandma to see
- Do not engage in abuse – you have options to hide or delete an abusive comment
- Do not engage trolls – you can block someone if they consistently post negative comments on your page
- Do not forget THE NET doesn't – posting is permanent! Have a colleague proof read before posting.

Permissions

When posting pictures of children, it is important to ensure that you have permission to do so.

Do not post any pictures of any children where their parents have not given consent at the time of registration.

6.2 Racial, Religious and Sexual Vilification

Please refer to the NRL Member Protection Policy Section 6.3 Anti-Discrimination and Harassment and the associated Section 7 Complaints Procedures.

On-Field Actions Required by Players (in relation to a compliant)

1. Report the incident to the match Referee or Touch Judge straight away.

2. The Referee should ask the accusing player for an exact quote in the presence of the accusing player's team captain and at least one of the Touch Judges. The referee should also ask the accuser which opposition player is alleged to have made the comment. If he cannot point out this player, then the complaint cannot go ahead.

3. The Referee should then ask the accusing player **"do you want to go on with this?"**. If the accusing player responds "**yes**", then **there is no return** – the matter cannot be "dropped".

4. The Referee will then call out the player accused of making the comment and his team's captain and repeat the allegation. Play will then resume.

5. The exact quote will then be included in the match official's Incident Report Form.

6. The player making the accusation will need to lodge a written complaint to the Secretary of his club which should be sent to the Administrator of that club's home district. This should be submitted by 5.00pm on the day following the incident.

7. The participant will have the option of having the matter:

    I. Referred to the Conduct Review Panel
    II. Referred to the Conciliation Process via the Human Rights Commission

6.3 Code of Conduct Discipline Procedures

All players, coaches, trainers, managers, match officials, parents and spectators are required at all times to observe and respect the NRL Code of Conduct and behave in a decent and professional manner and not engage in any conduct that is considered detrimental to the welfare, image or best interests of the game of Rugby League or the policies of the Junior League Association.

Any player, official, club or other person who directly or indirectly takes any action, or aids or abets another person/s to take any action, or who encourages any other player, official, club or other person to engage in any activity that is considered by the Board to be against the welfare, interests or policies of the Junior League rules will be in breach of the NRL Code of Conduct and the Junior League Association rules.

Notification to Attend Hearing

Any player, club official or other person that is required to attend a hearing of the Code of Conduct Tribunal will be advised by way of email sent to their club Secretary. It will then be the responsibility of that club Secretary to inform the person concerned of the Hearing date and time. Failure of the club to advise the person concerned to attend is not a defence against non-attendance.

Refusal to Attend Hearing / Giving False Information

Any player, official, supporter, parent, volunteer or other person associated with the Junior League or any affiliated club, who has been requested to attend a Code of Conduct Tribunal Hearing and either refuses to attend, or fails without reasonable cause to attend and give evidence after having been requested to do so shall be in breach of the Junior League Association Rules.

Any person who attends any enquiry and gives evidence or information to the Code of Conduct Tribunal which is, in the opinion of the Tribunal or the Junior League Administrator / Secretary is false or misleading shall be in breach of the Junior League Association Rules.

Non-Attendance at Hearings

If a person is requested to attend a Hearing and does not appear after being given due notice, any written material sent to the person or club, or received from the person or club which addresses the incident in question shall be tabled and the Hearing duly conducted. The Chairman of the Tribunal shall ensure that standard discipline procedures are maintained and the person concerned (in their absence) received natural justice.

Public Comments

A player, coach, trainer, team manager or official of the Junior League or Junior League club shall not comment publicly on any matter which is, or is likely to be, the subject of an official inquiry by the Junior League or a committee of the Junior League.

Published Comments

A player, coach, trainer, team manager or official of the Junior League or Junior League club shall not publish, or cause to be published, any comments or material that is considered by the Junior League Administrator / Secretary to be detrimental to the policy, or prejudicial to the interests, welfare, or image of the Junior League or the game of Rugby League.

Police to Be Advised

Every person who has been assaulted or seriously threatened is encouraged to report the matter to police within 24 hours of any incident and should support any investigation that follows.

Rough and Foul Play

The referee or any official of the Junior League shall report any instances of rough or foul play, or any instances of misconduct occurring prior to, during or after a match.

Breach of Rules

It will be a direct breach of these rules for any person, team or club to:

- Engage in any dishonest, corrupt, fraudulent, improper, unprofessional or dishonourable behaviour
- Offer money or any other advantage to any official to neglect his or her responsibilities and / or duties
- Obstruct, intimidate, hinder or in any way interfere, prevent or try to prevent any official in respect to his or her duties
- Fail to obey, carry out, respect and confirm to any reasonable direction, order or requirements made by any official in the normal exercise of that person's duties
- If any person, team or club objects or wants to complain about any direction, request, order or requirements made to them, they should immediately direct their concerns to the Junior League Administrator / Secretary

Behaviour at Hearings

It will be a breach of these rules for anyone appearing before any Junior League Committee or the Junior League Administrator / Secretary, to ridicule, insult, belittle or otherwise make any unreasonable or unnecessary critical comments about the Committee or the proceedings that are underway or completed.

The interpretation of the words ridicule, insult, belittle or critical is a matter for the Junior League Administrator / Secretary to interpret.

Identification of Offenders

It will be a breach of these rules for any coach, trainer or team manager (or other club official) to refuse to identify, or fail to advise the name of, any player or team official to the Ground Manager, referee, touch judge or any other authorised person.

6.4 Code of Conduct Procedure

NSW Junior League Association
Conduct Review – Code of Procedure

NRL National Code of Conduct

All competition matches, and Rugby League activities sanctioned and/or run under the NSW Junior League Association (NSW JLA) are subject to the conditions as laid out in the official National Rugby League (NRL) "National Code of Conduct" See Appendix 1

Important – every person who attends a Rugby League match does so with the permission and license of the home club and / or League. Breaches of this Code of Conduct may result in penalties up to and including a fine, loss of team match points and/or suspension of the perpetrator and/or child. Clubs are responsible for the conduct of their players, parents / careers, coaches, officials and spectators.

CONDUCT REVIEW – CODE OF PROCEDURE

Objectives

1.1 Provide fair and just procedures, conducted expeditiously and in compliance with natural justice to hear and determine charges and for imposing penalties.

1.2 Proceedings are in good faith and on applicable merits in each case and promote uniformity and consistency of approach in sentencing.

1.3 Provide a safe system of procedures for the protection of all persons appearing at hearings.

1.4 Recognise and enforce disqualifications, suspensions, and penalties imposed on persons in all competitions and activities.

Amendments to Policy Statements

2.1 The provisions of this code may be amended by the NSW JLA from time to time and policy statements re operations and provisions of this code issued in such manner as the NSW JLA sees fit.

Chairman and Conduct Review Committee

3.1 As soon as practicable after the Annual Competition Review meeting each year the Committee of the competition and / or board of the Junior League will appoint a Conduct Review Committee and appoint one of the members Chairman.

Functions of Conduct Review

4.1 The functions of the Conduct Review Committee are to hear and determine such charges for an offence and such investigations as are referred to it for decision and in the discharge of its functions shall at all times act independently, impartially, fairly and openly, except where to do so would be unfair to the person appearing.

Conduct Review By-Laws

5.1 Conduct Review By-Laws that are appended to this Code are a guide only for the Conduct Review Committee with the Chairman when necessary having discretion to interpret such guidelines as he thinks fit.

Administration

6.1 The Incident Review Coordinator (To be appointed by the Junior League Board and / or Competition Committee) will be responsible for the administration of the Conduct Review Code of Procedure and the following duties:

6.1.1 Review all acts of misconduct and other incidents and breaches of the NRL National Code of Conduct.

6.1.2 Investigate, examine and consider any conduct by a player, official or other person that may constitute an offence.

6.1.3 Recommend and / or take action where considered appropriate.

6.1.4 Report exceptions, concerns and matters in interest to the Competition Committee and/or Junior League Board.

6.1.5 Generally, proceed in accordance with the requirements of this rule.

6.1.6 Grading of any charges.

Guidelines for the Incidents Review Coordinator

7.1 The Incident Review Coordinator will review all incidents of misconduct involving and surrounding players, officials and other persons and where necessary shall ascribe adjudication (which could include penalty issued via an Adjudicated Breach Notice) for each one having regard to the following:

a. Whether there is substantial and reliable evidence to justify a charge.

b. The extent to which the person is to blame for the incident is considered.

c. The seriousness or conversely the triviality of the persons conduct.

d. Whether any other person was injured in the incident.

e. Whether the offending person was provoked

f. The previous conduct of the offending person.

g. Any mitigating or aggravating circumstances.

7.2 General Offences

For the purpose of this Code an offence is constituted by any instance of misconduct and such other conduct as may, from time to time, be deemed by the Incident Review Coordinator or Conduct Review Committee to constitute an offence.

7.3 Consequences

A person will be deemed to have been charged with an offence immediately such person is informed (verbally, in writing or electronically) by the Secretary of that person's club (or the club that person has some connection with) or by the local Junior League Administrator with the Incident Review Coordinator having absolute discretion in determining the definition of the words 'some connection'.

7.4 Grading of Charges

The Incident Review Coordinator will determine the grading of charges as either 'Low' 'Medium' or 'High' taking into account rules 6.1 – 7.1 inclusive.

For incidents that are graded as Low, the Incident Review Coordinator shall have the power to issue an Adjudicated Breach Notice (Appendix 5).

For incidents that are graded as 'Medium' and 'High', a Notification of Charge will be issued.

Refer to Appendix 3 - Points Index for Offences and Penalties.

7.5 Notification of Charge

Following receipt by the club of the persons charge by email from the Local Junior League Administrator it will be the responsibility of the club Secretary (or designated person) to contact the person concerned and communicate details of the charge, the hearing arrangements and other relevant information to the person.

7.6 Details of Charge

In the notification of charge (Notice of Charge Appendix 2) email sent from the Local Junior League Administrator to the person's club Secretary, brief details of the charge against the person and the date and venue the incident occurred, will be provided including hearing arrangements. Full details of the complaint will be provided to the person at the hearing, together with ample opportunity to ask questions and to cross examine witnesses, should that be necessary.

7.7 Response to Charge and Breach Notice

Following notification of the charge or the issuing of an adjudicated Breach Notice, the person charged may respond by:

7.7.1 Taking an **early guilty plea** which overcomes the need to appear before the Conduct Review Committee. Note that early guilty pleas on Charges that are graded **MEDIUM** can offer an adjustment to penalty (See 7.10).

7.7.2 Pleading guilty to the offence but dispute the grading, (or in the case of an Adjudicated Breach Notice the penalty issued).

7.7.3 Pleading not guilty and have the matter go before the Conduct Review Committee.

Please note that offences that are graded as "high" will be referred straight to the Conduct Review Committee. No early pleas will be permitted.

If the person elects to plead not guilty, the person, the complainant and witnesses will be required at the hearing and the matter will go into evidence.

Persons pleading guilty to an offence but disputing the grading will be required to appear before the Conduct Review Panel to offer an explanation for your actions, advise any extenuating circumstances that existed and also discuss the disputed grading and or penalty. The complainant and witnesses will not be required to attend the hearing.

7.8 Reasonable Time to Respond

To enable the person charged to consider all options and if necessary to prepare for a hearing and also to enable the Competition/Junior League to deal with the matter as soon as possible (i.e. seriousness of offence) at least five (5) days' notice of the proposed hearing will be given to the person charged.

7.9 No Contest

When a person elects not to contest the offence charged, the making of that election does not constitute an admission on his / her part that he / she is guilty, or otherwise responsible for, the conduct charged but, rather it is an indication that he / she has chosen for one reason or another not to contest the charge. The Conduct Review committee may adjudicate on the matter in the absence of that person.

7.10 Merit Opportunity (deduction) of Penalty

Should a person charged elect to plead guilty and that person advises such intention to the Incident Review Coordinator prior to 5.00pm on the following Friday, that person will receive the following deduction of penalty:

7.10.1 The penalty brought down by the Conduct Review Committee will be reduced by 25%.

7.10.2 A further 25% reduction of the penalty if the person has no prior convictions during the past three (3) years.

7.11 Persons Failing to Respond or attend Conduct Review Hearing

Should a person fail to respond by the time limit prescribed, the charge will be automatically set down for hearing before the Conduct Review Committee. The committee will be so informed and any merit opportunity (i.e. deduction of penalty) no longer available.

Should a person be charged with an offence fail to appear, the committee may proceed to hear and determine the charge and the penalty in the absence of the person.

The committee reserves the right to suspend the registration of a player whose parent or legal guardian commits an offence and fails to appear.

7.12 Rehabilitation

Should the Chairman of Conduct Review and / or the Incident Review Coordinator form an opinion (in his absolute discretion) that a player, official or other person would benefit from rehabilitation or counselling, a recommendation may be made and the person concerned undertake a program or similar initiative.

7.13 Proceedings not to be Invalidated

Proceedings shall not be invalidated or subject to appeal, merely by reason of any defect whether of substance or of form in any notice or by reason of non-compliance by the Competition/Junior League with any provision of this Code, unless the Chairman so directs.

7.14 Documentation

The following documentation will be recognised and retained by the Incident Review Coordinator and Junior League Administrator:

Form 1 Letter(s) of complaint or Incident Report(s) to Junior League, hard copy or email.

Form 2 Notice of Charge from Competitions/Junior League Administrator to club, email.

Form 3 Response from club or person to Junior League, hard copy or email.

Form 4 Conduct Review hearing (record of evidence at hearing), hard copy completed at time of hearing.

Form 5 Conduct Review report (results of matters circulated to clubs), email.

CONDUCT REVIEW BY-LAWS

Conduct Review hearings are held weekly commencing at 6.30 pm (in 2014 they will be held mainly on Wednesday nights). A quorum for a hearing is three (3).

All Conduct Incident reports must be received by the Junior League/Competitions Administrator by no later than 4.00pm on the Tuesday following the incident.

Disciplinary proceedings before the Conduct Review Committee are not bound by the rules of evidence usually applicable to proceedings in courts of law.

8.1 The Conduct Review Committee adjudicates on disciplinary matters such as breaches of the NRL National Code of Conduct, other than judiciary matters. When a player, coach, trainer, manager or other official is in breach of the NRL National Code of Conduct, the person concerned may be required to appear before the Conduct Review Committee.

8.2 If a referee is the complainant, the referee will advise the Incident Review Coordinator of his / her local district Referees' Association of the incident. The Secretary will in turn advise the Junior League Administrator. If the complainant is a club official or other person, it should be sent through the complainant's club Secretary.

8.3 Clubs should appoint at least one responsible person to be their representative at Conduct Review hearings. On some occasions a player's coach may also attend and if the player is Under 16 the player's parent or guardian may attend, however only one person may represent the person appearing during the hearing proceedings.

8.4 There is no objection to a solicitor or other legal representative attending the hearing with the defendant, however, that person is there at the discretion of the Chairman and is unable to cross examine or question witnesses and is there in an advisory capacity only.

8.5 A party may attend in person, or if that is impractical, the party may attend by telephone.

8.6 In the event that the Conduct Review Committee cannot convene on normal hearing nights, the person appearing may be allowed to continue with an active Junior League involvement pending appearing on another date, unless the Incident Review Coordinator or Conduct Review Committee Chairman decide otherwise. The Chairman may from time to time adjourn a hearing in such a manner and upon such terms as the Chairman thinks fit.

8.7 A person must have a reasonable excuse for asking for an adjournment of a hearing in which case the committee may use its own discretion. If an adjournment is agreed to the person concerned may not continue with an active Junior League involvement until the matter is heard, unless the Junior League Administrator or committee Chairman decide otherwise.

8.8 The Conduct Review Committee may cite any player or person for misconduct or other breaches they become aware of during the taking of evidence at hearings

8.9 Conviction records are checked prior to each hearing and adjusted after the hearing has concluded. A list of all persons who appeared together with the adjudication results is communicated to all clubs following the hearing.

8.10 It is Junior League policy not to call children of tender years (Under 12) to hearings unless it is absolutely necessary. The Chairman has discretion in deciding if a child of tender years should be called to a hearing and in lieu of such attendance may admit documented evidence if it is available and direct the committee to evaluate such evidence at the appropriate time.

8.11 It is Junior League policy not to admit video, DVD, laptop (or similar) electronic evidence into a hearing or investigation unless it has direct bearing on the matter being investigated. The Chairman has discretion in deciding if such evidence should be admitted and in lieu may admit documented or verbal acknowledgement of the content of such evidence and direct the committee to evaluate such evidence at the appropriate time.

8.12 It is policy not to support an excessive number of witnesses attending hearings on behalf of the defendant or the complainant. The Chairman has discretion to restrict the number of witnesses to a reasonable number and to acknowledge the evidence such witnesses may provide and to direct the committee to evaluate such evidence at the appropriate times.

8.13 Witnesses who are identified in the letter of complaint or other documents may be called to give evidence at a hearing. It is a breach of rules for a witness after being summoned to refuse or not attend a hearing.

8.14 The Chairman, when necessary, has discretion to interpret the Conduct Review Guidelines and By-Laws as he thinks fit.

CONDUCT REVIEW – HEARING PROCEDURES

9.1 The club representative and person appearing are called into the hearing room where the Chairman explains the purpose of the hearing.

9.2 The person appearing is made aware of details of the complaint and is asked for a plea by the Chairman.

9.3 If the person appearing pleads guilty the complainant and witnesses may not be called. The person appearing will have an opportunity to offer an explanation and any other constructive and character information of his / her choice.

9.4 If the person appearing pleads not guilty a full hearing of the complaint will take place with evidence taken from all witnesses, the complainant and the defendant.

9.5 Following the taking of evidence in a not guilty matter, the committee will first of all decide on the guilt or otherwise of the defendant and then decide the penalty.

9.6 Prior to the committee retiring to consider guilt or otherwise and penalty, the defendant will have ample opportunity to advise character and other evidence on his / her behalf.

9.7 The Chairman will not allow anyone to interrupt (or talk over), belittle, insult or ridicule another and will insist on everyone receiving natural justice and being treated in a decent and fair manner. Anyone in breach of this clause may be called before the Conduct Review Committee on a complaint of misconduct.

9.8 Any person who feels they have been disadvantaged or have a complaint about procedure may appeal (see NSW JLA Appeals Committee Code of Procedure) any adjudication to the Chairman of the NSW JLA Appeals Committee.

Appendix 1 NRL National Code of Conduct

Appendix 2 – Notice of Charge

Notice of Charge:

Persons Name: **(Insert Name)** **Position/Club:** **(Insert Position and JL Club)**

Take Notice:

Evidence available to the Incident Review Coordinator indicates ***(Insert name)*** was involved in a recent incident in which a possible breach of the NRL National Code of Conduct occurred.

On **(Insert Date)** at **(Insert Ground)** during a game between **(Insert Game)** it is alleged you **(Insert short description of incident).**

With such actions being detrimental to the welfare and interests of the Competition.

Take Further Notice:

In relation to the breach particularised above, pursuant to the playing rules and bylaws and NSW JLA Conduct Code Review Procedure, **(Insert Name)** is hereby charged with the following offence:

(Insert NRL National Code of Conduct charge)	Grading

Calculation of Penalty Points for this Charge (100 points, 1match)

Area	Number	Calculation	Points
Base Penalty (from Penalty Points Table)			
No. of similar proved offences in last two seasons		50% loading to base penalty for each proved offence	
No. of other proved offences in last two seasons		40% loading to base penalty for each proved offence	
Clean record discount		25% discount to base penalty for two seasons	
Early Plea Discount		25% discount to base penalty	
		Carry Over points	
Total penalty points for this charge			

TAKE FURTHER NOTICE – you must forward a '**Notice of Plea**' form by no later than **Monday 10:00am**

Should you fail to comply with this requirement, and give no valid reason for the failure to comply, the charge will be referred to the NSW JLA Code of Conduct Review Committee for determination (with any 'early plea' discounts being forfeited).

'Notice of Plea' form is to be emailed back to

Email: communityrl@nswrl.com.au

Appendix 3 - Points Index

Code of Conduct Points Index

Offence	Low	Medium	High
A) Uses offensive or obscene language to any participant	Adjudicated Breach Notice	800 Points	Referred Directly to Conduct Review Committee
B) Enter the Field of Play or the Playing Area during the course of a match without the prior approval of the Ground Manager appointed by the home club and/or League	Adjudicated Breach Notice	800 Points	Referred Directly to Conduct Review Committee
C)Excessively disputes the decision of a referee or touch judge either during or after the match	Adjudicated Breach Notice	600 Points	Referred Directly to Conduct Review Committee
D)Assault or act with aggression to any person/s	Adjudicated Breach Notice	1200 Points	Referred Directly to Conduct Review Committee
E) Behaves in a way contrary to the Code of Conduct and/or the spirit of the game	Adjudicated Breach Notice	600 Points	Referred Directly to Conduct Review Committee
F) Behave in a way which disturbs the enjoyment of a match, function or event by any other person/s, or brings discredit to the home club and/or league	Adjudicated Breach Notice	600 Points	Referred Directly to Conduct Review Committee
G) Act in such a way as to exhibit racial intolerance by language or other conduct, to any person/s	Referred Directly to Conduct Review Committee	Referred Directly to Conduct Review Committee	Referred Directly to Conduct Review Committee
H) Refuse to accept the reasonable direction of the Ground Manager, official of the team/club which that person is supporting, or official of the home club and/or League	Adjudicated Breach Notice	600 Points	Referred Directly to Conduct Review Committee

Please note: 100 points amounts to a one week suspension

Clubs are responsible for the conduct of their players, parents / carers of players, coaches, officials and club supporters.

Breaches of the Rugby League Code of Conduct may result in penalties, including but not limited to:

- **Suspension of a match and / or**
- **Termination of a match (including potential forfeiture of competition points) and / or**
- **Monetary fines and / or**
- **Suspension of a participant on a temporary or permanent basis and / or**
- **Suspension of a club, League or Association on a temporary or permanent basis.**

These penalties are in addition to any penalty which may be imposed by the home League's judiciary.

Appendix 4 - Notice of Plea

Code of Conduct - Notice of Plea

I, (Insert Name) Of the club

Having received a **Notice of Charge** OR **Adjudicated Breach Notice** dated

Alleging the offence of With a grading, of

Hereby give you notice that I elect to: (please mark one box only below)

☐ *Plead **GUILTY** to the offence and grading level. I accept the penalty related to this plea (*** points – suspended until date [## competition matches] with @@ carry over points).*

☐ *Plead **GUILTY with an explanation** to the offence. I understand I will be required to appear before the NSW JLA Conduct Review Committee*

☐ *Plead **NOT GUILTY** to the offence. I understand I will be required to appear before the NSW JLA Conduct Review Panel*

Name: Signature: Date:

Club Official: Club Officials Signature: Date:

Note – This form MUST be returned by 1.00pm Friday following the Notice of Charge or Breach Notice

Return to

Email: communityrl@nswrl.com.au

Appendix 5 – Breach Notice

Code of Conduct Breach Notice

Person: (Insert name of offender) **Position and Club:** (Insert position and JL club)

Take Notice:

Evidence available to the Incident Review Coordinator indicates an alleged breach, which is advised here under, of the NRL National Code of Conduct and/ or competition rules, has occurred.

Alleged Breach:

On the **(Insert Date) at (Insert ground)** during the **(Insert game)** it is alleged **(insert name)** was in breach of the NRL National Code of Conduct. **(Insert Name)** actions being detrimental to the welfare and interest of the Competition.

Further: following an investigation into this mater and taking all available evidence into account, I am satisfied there is sufficient evidence and proof to support the conclusion that in all probability the following breach of the NRL National Code of Conduct occurred.

Rules Contravened

(Insert NRL National Code of Conduct section that was breached)

Take Further Notice:

In regards to the above breach, in accordance with the playing rules and bylaws, and the NSW JLA conduct review code of procedures the following adjudication is proposed:

Proposed Adjudication:

(Insert proposed adjudication)

Important:

Please respond by 1:00pm on the first Friday following the issuing of this Breach Notice. (Response to Notice of Plea attached).

Failing a response from you within that period the advised adjudication will be implemented.

Should you wish to challenge these findings and / or penalty, the matter will be referred directly to the SCC Conduct Review Panel and you will be required to appear.

Regards,



Stuart Stanton Date:

Incident Review Coordinator

6.5 Appeals Committee Code of Procedure

Appeals Committee Code of Procedure (Judiciary or Code of Conduct Committee and Code of Conduct) 2016

1.1 Definitions

The following terms shall be ascribed the corresponding meanings:

Appeal means an appeal by a person against a decision of the Judiciary or Code of Conduct Committee.

Appeal Folder is defined in Rule 1.12(c)(4).

Appeals Committee means the body constituted in accordance with Rule 1.6.

Appellant means the person, who Appeals a decision of the Judiciary or Code of Conduct Committee, referred to in Rule 1.6(a).

Appellant's Material means:

(a) All documentary or other evidence (including a written outline of the oral evidence to be adduced from any witness) on which the Appellant intends to rely at the hearing of an Appeal; and

(b) A written outline of the contentions and arguments that the Appellant proposes to advance at the hearing of an Appeal.

Code of Procedure means this document including all schedules, annexures and appendices.

Committee Member means a person appointed to the role pursuant to **Rule 1.5(c)**.

Judiciary or Code of Conduct Committee is ascribed the same meaning as set out in the Judiciary or Code of Conduct Committee Code of Procedure.

Judiciary or Code of Conduct Committee Code of Procedure means the Judiciary or Code of Conduct Committee Code of Procedure adopted by the Junior League.

Judiciary or Code of Conduct Committee Counsel is ascribed the same meaning as set out in the Judiciary or Code of Conduct Committee Code of Procedure.

Junior League means the New South Wales Junior League Association Committee and includes where necessary a reference to all matches, competitions, tournaments and premierships conducted by or under the auspices of the Junior League.

Notice of Appeal means a notice in the form set out in **Appendix 1** specifying all relevant particulars of an Appeal by a Person against a decision of the Judiciary or Code of Conduct Committee.

Notice of Appeal Hearing means a notice in the form set out in **Appendix 4** specifying all relevant particulars of an Appeal hearing before the Appeals Committee which is issued pursuant to **Rule 1.12(c)(3)**.

Notice of Challenge means a notice in the form set out in **Appendix 3** specifying all relevant particulars of a challenge by an Appellant to the jurisdiction and / or composition of the Appeals Committee submitted in accordance with **Rule 1.11**.

Notice of Withdrawal of Appeal means a notice in the form set out in **Appendix 2** which seeks to withdraw an Appeal in accordance with **Rule 1.9(b)**.

Party means the Appellant or a Respondent.

Chairperson means the person appointed to the role pursuant to Rule 1.6(b).

Respondent means a person, who is a respondent to an Appeal, referred to in Rules 1.6(b)and 1.6(c).

Respondent's Material means:

(a) All documentary or other evidence (including a written outline of the oral evidence to be adduced from a witness) on which a Respondent intends to rely at the hearing of an Appeal; and

(b) A written outline of the contentions and arguments that a Respondent proposes to advance at the hearing of an Appeal.

Appeals Administrator means the person appointed to that role pursuant to **Rule 1.4**.

1.2 Leave to Appeal

(a) A Person aggrieved by a decision of the Judiciary or Code of Conduct Committee may appeal therefrom, by 5.00pm on the day after the hearing before the Judiciary or Code of Conduct Committee, to the Appeals and Disputes Committee on one or more of the following grounds:

(1) With respect to the issue of guilt:

(A) That there was an error of law; or

(B) That the decision was unreasonable or insupportable having regard to the evidence presented to the Judiciary or Code of Conduct Committee in the hearing; or

(C) If the Person is able to adduce fresh evidence which was not available to the Person at the time of the hearing in respect of which the Person is seeking leave to appeal the determination of.

(2) With respect to the issue of penalty: that the penalty imposed by the Judiciary or Code of Conduct Committee was manifestly excessive.

(b) A Person who wishes to appeal from a decision of the Judiciary or Code of Conduct Committee must first obtain leave to do so from the Chairperson.

(c) The Chairperson shall not grant leave for the Person to appeal unless he forms the view in his absolute discretion that the Person has good prospects of success on the hearing of that appeal.

(d) The Judiciary or Code of Conduct Committee Counsel has a right to be heard by the Chairperson on any application for leave to appeal made by a Person pursuant to Rule 1.18 of the Judiciary or Code of Conduct Committee Code of Procedure and this Rule 1.2 before the Chairperson grants a Person leave to appeal.

(e) Unless otherwise ordered by the Chairperson, neither an application for leave to appeal nor an appeal by a Person to the Appeals and Disputes Committee shall operate as a stay of the decision of the Judiciary or Code of Conduct Committee which is the subject of the appeal or the application for leave to appeal.

1.3 Jurisdiction

(a) Subject to strict compliance with the procedure set out in Rule 1.18 of the Judiciary or Code of Conduct Committee Code of Procedure and Rule 1.2, the Appeals Committee has jurisdiction to hear Appeals against decisions of the Judiciary or Code of Conduct Committee.

(b) The sole function of the Appeals Committee is to hear and determine appeals against decisions of the Judiciary or Code of Conduct Committee.

1.4 Relationship with Other Appeal Provisions

Notwithstanding anything herein this Code of Procedure or elsewhere contained, the Rules contained in this Code of Procedure are not intended to affect in any way a specific provision regarding an appeal that is contained in the By Laws in respect of matters including anti-doping and misconduct.

1.5 The Appeals Administrator

The Appeals Administrator of the Appeals Committee can be the Junior League Administrator or a delegate, whose role it shall be to perform all procedural and administrative tasks so as to ensure the fair, impartial and efficient conduct of the business of the Judiciary or Code of Conduct Committee.

1.6 Composition of the Appeals Committee

(a) The Appeals Committee shall be constituted by a Chairperson and two (2) other Committee Members appointed in accordance with this Code of Procedure.

(b) The Appeals Administrator shall appoint the Chairperson. The Chairperson shall be a person who is a practising solicitor or barrister of the Supreme Court of New South Wales.

(c) The Appeals Administrator shall appoint two (2) Committee Members. A Committee Member shall be a former Rugby League person who is not an official of a club.

(d) A person is ineligible to be a member of the Appeals Committee if that person is also a member of the Judiciary or Code of Conduct Committee.

1.7 Parties to an Appeal

For the purposes of this Code of Procedure:

(a) The Appellant to an Appeal shall be the Person who is appealing against the decision of the Judiciary or Code of Conduct Committee pursuant to Rule 1.18 of the Judiciary or Code of Conduct Committee Code of Procedure.

(b) The Respondent to an Appeal shall be the Junior League, who shall in turn be entitled to be represented in the Appeal by the Judiciary or Code of Conduct Committee Counsel or another person who meets the requirements set out in Rule 1.13(a).

1.8 Time Limit

(a) A Person wishing to appeal against a decision of the Judiciary or Code of Conduct Committee must seek leave to appeal in accordance with Rule 1.18 of the Judiciary or Code of Conduct Committee Code of Procedure and Rule 1.2 by the deadline in Rule 1.18(a) of the Judiciary or Code of Conduct Committee Code of Procedure.

(b) An Appeal shall not be regarded as having been commenced within the time limit set out in Rule 1.18(a) of the Judiciary or Code of Conduct Committee Code of Procedure and Rule 1.2 unless a properly completed Notice of Appeal is served on the Appeals Administrator before the expiry of that deadline.

1.9 Leave to Appeal

(a) The Appellant must seek and obtain the leave of the Chairperson in accordance with Rule 1.18 of the Judiciary or Code of Conduct Committee Code of Procedure and Rule 1.2 before the Appeals Committee hears an Appeal and before any of the pre-hearing procedures set out pursuant to this Code of Procedure.

(b) For the avoidance of doubt, the Appeals Committee has no jurisdiction to hear an Appeal or make any ruling in respect of an Appeal unless leave to appeal has first been granted by the Chairperson in accordance with Rule 1.18 of the Judiciary or Code of Conduct Committee Code of Procedure and Rule 1.2.

1.10 Amendment and Withdrawal of Notice of Appeal

(a) A Notice of Appeal may not be amended by the Appellant after it is submitted.

(b) At any time prior to the hearing of an Appeal, the Appellant may withdraw the Notice of Appeal by lodging with the Appeals Administrator a Notice of Withdrawal of Appeal, whereby the Appeal shall be finally concluded.

1.11 Pre-Hearing Procedures and Parties' Material

(a) In the event that the Chairperson grants a Person leave to appeal a decision of the Judiciary or Code of Conduct Committee, the Chairperson shall forthwith notify the Appeals Administrator that leave has been granted by the Chairperson.

(b) After receiving notification in accordance with Rule 1.10(a) the Appeals Administrator shall forthwith:

(1) Provide a copy of the Notice of Appeal to the Respondent; and

(2) Call upon the Appellant to provide, within twenty-four (24) hours, the Appellant's Material.

(c) Unless the Chairperson grants leave to the Appellant (such leave to be granted on such terms as the Chairperson in his absolute discretion thinks fit in the circumstances), the Appellant shall not be permitted to rely, at the hearing of an Appeal, on any:

(1) Documentary or other evidence (apart from oral evidence of a witness whose evidence is outlined in writing in the Appellant's Material); or

(2) Contention or argument;

that is not contained in the Appellant's Material.

(d) After receiving the Applicant's Material in accordance with Rule 1.11(b)(2) the Appeals Administrator shall:

(1) Provide a copy of the Notice of Appeal and the Appellant's Material to the Respondent; and

(2) Call upon the Respondent to provide, within twenty-four (24) hours, the Respondent's Material.

(e) Unless the Chairperson grants leave to the Respondent (such leave to be granted on such terms as the Chairperson in his absolute discretion thinks fit in the circumstances), the Respondent shall not be permitted to rely, at the hearing of an Appeal, on any:

(1) Documentary or other evidence (apart from oral evidence of a witness whose evidence is outlined in writing in the Respondent's Material); or

(2) Contention or argument;

that is not contained in the Respondent's Material.

1.12 Challenge to Jurisdiction

(a) Where the Person intends at a Judiciary or Code of Conduct Committee hearing to challenge:

(1) The jurisdiction of the Appeals Committee to hear or to deal with the Appeal; and / or

(2) The composition of the Appeals Committee; and / or

Any other matter which might reasonably take the Appeals Committee by surprise; then the Person or his representative shall complete a Notice of Challenge and forward it to the Appeals Administrator no later than 5.00pm on the day before the hearing of the Appeal. On receipt of a Notice of Challenge the Appeals Administrator shall forthwith forward a copy of it to the Respondent.

1.13 Setting Down for Hearing

(a) Unless otherwise ordered by the Chairperson a hearing of an Appeal shall commence at 6.00pm on the day after the expiry of the deadline in Rule 1.10(d)(2) for the Respondent to submit the Respondent's Material.

(b) Hearings shall:

(1) Occur in Sydney; and

(2) Be closed to members of the public.

(c) On receipt of the Respondent's Material the Appeals Administrator shall:

(1) Notify the Chairperson;

(2) Notify the Committee Members;

(3) Forward to the Appellant and the Respondent a Notice of Appeal Hearing;

(4) Collate, index and paginate the Appeal Folder consisting of the:

a. Notice of Appeal;

b. Appellant's Material; and

c. Respondent(s)'s Material;

(5) Provide a copy of the Appeal Folder to the Chairperson, the Committee Members, the Appellant and the Respondent(s); and

(1) Take whatever other steps which are necessary to convene the hearing of the Appeal by the Appeals Committee.

1.14 Representation of Parties

(a) Subject to the leave of the Chairperson having first been obtained, a party appearing before the Appeals Committee may be represented by a barrister, solicitor, agent or other representative on such terms, if any, as the Chairperson in his absolute discretion thinks fit.

(b) Without limiting Rule 1.14(a) and in accordance with Rule 1.6(b), the Junior League may at the discretion of the Chairperson be represented at the Appeal hearing by the Judiciary or Code of Conduct Committee Counsel.

(c) If a party issued with a Notice of Appeal Hearing fails to attend the hearing at the time specified in the Notice of Appeal Hearing, the Appeals Committee may proceed to hear and determine the Appeal in the absence of that party.

(d) In any case where the Appellant and the Respondent(s) agree in writing the Appeals Committee may determine the Appeal on the contents of the Appeal Folder and without an oral hearing.

1.15 Hearing is a Review and Adjournments

(a) The Appeals Committee shall hear and determine appeals by way of a review.

(b) A hearing before the Appeals Committee shall not proceed de novo.

(c) Subject to any order of the Chairperson, an Appeal hearing cannot be adjourned to a later date or time.

1.16 Role of Chairperson

(a) In every case, it shall be the Chairperson's task to decide every question of law, evidence and / or procedure.

(b) The Chairperson shall in his absolute discretion give such instructions or directions, as he thinks fit, to the Appeals Committee as to matters of law, evidence and / or procedure.

(c) The Chairperson may give whatever directions and make all such orders as he in his absolute discretion deems fit for the conduct, expedition and resolution of matters heard by the Appeals Committee.

1.17 Rules of Evidence and Witnesses

(a) Hearings before the Appeals Committee are not bound by the rules of evidence usually applicable to proceedings before courts of law.

(b) The Chairperson shall be entitled to disallow the appearance of any witness or the tender of any evidence on the grounds of irrelevance.

(c) Subject to Rules 1.11(c) and 1.11(e) and subject to any order of the Chairperson, a party may present the evidence of a witness by that witness giving evidence:

(1) In person at the hearing;

(2) Via teleconference; or

(3) Via video conference.

(d) Any documents or things admitted into evidence shall be consecutively marked as exhibits, which exhibits at the conclusion of the hearing shall be placed in the custody of the Appeals Administrator for safe keeping.

1.18 Hearing Procedure

Subject to any ruling or order to the contrary made by the Chairperson, the procedure of a hearing before the Appeals Committee shall proceed in accordance with the following sequence:

Notice of Challenge

(a) If the Appellant has served a Notice of Challenge in accordance with Rule 1.12 the Chairperson shall invite submissions from the Appellant and then the Respondent(s) in respect of the substance of the Notice of Challenge. If either party requires to adduce evidence in support of an argument in respect of a Notice of Challenge it shall be adduced at the same time.

(b) The Chairperson alone shall make such orders as is necessary to determine the Notice of Challenge.

The Appellant's Case

(c) The Appellant's case shall be presented in the following sequence:

(1) Playing any video footage adduced in evidence before the Judiciary or Code of Conduct Committee;

(2) Adducing any oral evidence from any witness relied on, whereupon the witness:

a. Shall be examined in chief by the Appellant or his representative;

b. May be cross-examined by the Respondent or its representative;

c. May be questioned by the Chairperson and, with leave granted by the Chairperson, by any Committee Member; and

d. May, with leave granted by the Chairperson, be re-examined by the Appellant's representative.

(3) Thereafter the Appellant shall close his case.

The Respondent's Case

(d) The Respondent's case shall be presented in the following sequence:

(1) Adducing any oral evidence from any witness relied on, whereupon the witness:

a. Shall be examined in chief by the Respondent's representative;

b. May be cross-examined by the Appellant's representative;

c. May be questioned by the Chairperson and, with leave granted by the Chairperson, by any Committee Member; and

d. May, with leave granted by the Chairperson, be re-examined by the Respondent's representative.

(2) Thereafter the Respondent(s) shall close its case.

Addresses

(e) At the conclusion of the Respondent's case the Appellant may make a closing address to the Appeals Committee, followed by an address by each Respondent.

Directions and Deliberations

(f) At the conclusion of the closing addresses the Appeals Committee may, but need not, adjourn to consider its decision.

Decisions

(g) A decision of the Appeals Committee must at least be a decision of the majority of the three (3) members being the Chairperson and the two (2) Committee Members.

(h) Reasons for a decision of the Appeals Committee may, but need not, be given.

(i) A decision of the Appeals Committee may be given orally by the Chairperson or in writing by the Appeals Committee.

Powers of the Appeals Committee

(j) On the hearing of an Appeal the Appeals Committee may:

(1) If the Appeal is in respect of a decision made by the Judiciary or Code of Conduct Committee as to guilt:

a. Uphold that decision;

b. Vary that decision; or

c. Quash that decision.

(2) If the Appeal is in respect of a decision made by the Judiciary or Code of Conduct Committee as to penalty:

a. Increase the penalty;

b. Decrease the penalty;

c. Vary the penalty; or

d. Affirm the penalty.

Decision Binding

(k) All decisions of the Appeals Committee shall be final and conclusive, are binding on, and shall be given effect to by the parties to the Appeal.

Notice of Appeal
(Appendix 1)

TAKE NOTICE that I, **[INSERT NAME OF PERSON] ("Appellant")**, hereby appeal from (seek a review of) the whole / part of the decision made by the Judiciary or Code of Conduct Committee on **[INSERT DATE]** on the following grounds:

1. **[INSERT].**

2. **[INSERT]**.

3. **[INSERT]** et cetera.

Appellant:

(Signature)

Date:

Must be emailed back to:

communityrl@nswrl.com.au

Notice of Withdrawal of Appeal
(Appendix 2)

I, **[INSERT NAME OF APPELLANT]** hereby withdraw my Notice of Appeal dated **[INSERT DATE]**.

Appellant:
(Signature)

Date:

Must be emailed back to:

communityrl@nswrl.com.au

Notice of Challenge
(Appendix 3)

I, **[NAME OF PERSON]** of, **[CLUB]**, having received a Notice of Appeal Hearing dated **[INSERT DATE]** hereby give you notice that at the hearing of this Appeal I intend to challenge **[INSERT SUFFICIENT PARTICULARS OF THE CHALLENGE SO AS TO ENSURE THAT THE JUDICIARY OR CODE OF CONDUCT COMMITTEE COUNSEL IS AWARE OF THE NATURE OF THE CHALLENGE TO THE JURISDICTION OR THE COMPOSITION OF THE APPEALS COMMITTEE OR OTHERWISE]**.

Signature:

(Person)

Date:

Must be emailed back to:

communityrl@nswrl.com.au

Notice of Appeal Hearing
(Appendix 4)

TAKE NOTICE that the Appeal detailed in the Notice of Appeal dated **[INSERT DATE]** has been set down for hearing and determination by the Appeals Committee at the following place and time:

PLACE:

DATE:

TIME:

Signature: **Date:**_____

6.5 Publication on LeagueNet

Once an authorised plea has been received or a hearing has been held, any outcomes should be recorded on the members LeagueNet Member Record.

The following details should be recorded:

- Team / Competition of Participant
- Grade
- Charge / Offence (list all charges)
- Charge Date
- Charge Grading
- Reporter
- Outcome
- Penalty (Units)
- Penalty (Type)
- Carry Over Points
- Penalty Start Date
- Penalty Expiry Date
- Suspended Penalty (Units) – if applicable
- Suspended Penalty (Type) – if applicable
- Suspended Penalty Expiry Date – if applicable

This information should be recorded to ensure that the judicial history of a player transferring to a different District / League is known in the event of a repeat charge / offence, and also to ensure that suspensions are upheld in Districts / Leagues other than where the suspension was issued.

SECTION 07

JUDICIARY

7.1 Judiciary Code of Procedure

NSW Junior League Association
2016 Judiciary Code of Procedure

For the Junior League

1.1 The Judiciary Code of Procedure shall apply to and shall govern all procedure and proceedings involving a Player in respect of conduct constituting an offence and a Charge.

1.2 For the avoidance of any doubt the provisions of this Judiciary Code of Procedure shall be in full force and effect for each Match played in the Junior League and any Junior League Competition.

Judiciary Counsel

2.1 The Judiciary Administrator shall appoint a person to act as Judiciary Counsel.

2.2 The Judiciary Counsel shall be a person who is appropriately qualified to fulfil the functions of the position.

2.3 The role of the Judiciary Counsel shall be to, where a Charge proceeds to a hearing before Judiciary:

2.3.1 Appear at that hearing and present evidence relied upon in support of the Charge;

2.3.2 Test the Player's case; and

2.3.3 Address and make submissions to the Judiciary.

2.4 The Judiciary Counsel shall at all times in the discharge of his functions and responsibilities:

2.4.1 Act independently, impartially and fairly; and

2.4.2 Be aware of and proceed with due respect for the necessity to preserve the independence of the Judiciary.

The Match Review Committee

3.1 The Judiciary Administrator shall appoint at least one (1) and not more than three (3) persons to serve as Match Reviewers on the Match Review Committee. The Judiciary Administrator shall appoint one (1) of the Match Reviewers as the Match Review Committee Chairman, and if only a single person is appointed then that person shall be the Match Review Committee Chairman. A Match Reviewer shall:

3.1.1 Be a former Rugby League player or referee;

3.1.2 Not be a current Player; and

3.1.3 Not be a coach or a member of the coaching staff of any club.

3.2 The Match Review Committee shall, as directed by the Match Review Committee Chairman, review video footage and other evidence derived from or in connection with Matches for the purposes of

examining and considering any conduct by any Player in any Match which may constitute an offence.

3.3 Further to Rule 1.4(b), the Match Review Committee shall review and consider Match Officials Incident Reports and requests received from clubs in accordance with Rule 1.7(b).

The Judiciary Chairman and Panel

4.1 The Judiciary shall be constituted by the Judiciary Chairman and two (2) Judiciary Panel Members empanelled from the Judiciary Panel Pool in accordance with Rule 1.8(a)(2).

4.2 The Judiciary Administrator shall appoint the Judiciary Chairman. The Judiciary Chairman shall be a person who is a practicing solicitor or barrister of the Supreme Court of New South Wales.

4.3 The Judiciary Administrator shall appoint the members of the Judiciary Panel Pool. The Judiciary Administrator may appoint more than two (2) persons as members of the Judiciary Panel Pool, and if this is the case the composition of the Judiciary Panel to hear any particular case brought before the Judiciary shall be selected by the Judiciary Administrator from the Judiciary Panel Pool in accordance with Rule 1.8(a)(2).

4.4 A Judiciary Panel Member shall be a former Rugby League player.

4.5 The Judiciary Administrator of the Judiciary is permitted to be the administrator of the Junior League / Competition Manager or delegate, whose role will be to perform all procedural and administrative tasks so as to ensure the fair, impartial and efficient conduct of the business of the Judiciary.

Offences

5.1 For the purposes of this Judiciary Code of Procedure, an offence is constituted by any instance of conduct, acts or omissions of the nature set forth and described in Appendix 2 to this Judiciary Code of Procedure.

Match Review

6.1 Where, during a Match, any conduct of a Player which may constitute an offence is observed or otherwise comes to the attention of a Match Official who officiated in that Match, and where that conduct, in the opinion of that Match Official, warrants consideration by the Match Review Committee, then:

6.1.1 In the case of a Match Official other than the Referee, that Match Official shall, immediately after the conclusion of the Match, complete a Match Official's Incident Report specifying all of the particulars required in that Report, and then provide that Report to the Referee; and

6.1.2 In the case of the Referee, he shall complete a Match Official's Incident Report specifying all of the particulars required in that Report and then he shall forward that Report, together with any other Referee Dismissal Reports, to the Referees Association immediately. The Referees Association should then forward onto the Judiciary Administrator as soon as possible, by no later than 10am the following business day after the match, ensuring the Junior League Administrator is included on all correspondence. This is to allow the Match Review Committee adequate time to review the reports.

6.1 Further to Rule 1.7(a), where, in the opinion of a club which played in a Match, conduct of a Player during that Match warrants consideration by the Match Review Committee, the club may forward a written request for review to the Match Review Committee specifying all relevant particulars of the subject conduct so as to enable the Match Review Committee to identify that conduct.

6.2 Any such written request for review must be received by the Match Review Committee before 10.00am on the first business day after the Match and must be signed by the Appeals Committee Chairman of the club making the request.

6.3 At 11.00am on the first business day after every Match the Match Review Committee shall meet to review the video footage of the Match as well as any other evidence and any Match Official's Incident Reports and / or requests for review made in accordance with Rule 1.7(b).

6.4 It is the role of the Match Review Committee to review all reasonably available evidence irrespective of whether or not any Match Official's Incident Reports and / or requests for review made in accordance with Rule 1.7(b) are submitted to the Match Review Committee.

6.5 After considering all of the evidence referred to at Rule 1.7(e), the Match Review Committee may authorise, by at least a majority vote of the Match Review Committee members, the Match Review Committee to issue a Charge against a Player for an offence.

6.6 In the event that the Match Review Committee is so authorised he shall cause a Notice of Charge to be issued to the Player and copied to the Judiciary Administrator by 12.00pm on the second business day after the Match.

6.7 The Notice of Charge shall include notice from the Match Review Committee as authorised by the Match Review Committee as to the penalty which he will recommend that the Judiciary impose should the Player be found guilty of the Charge particularised in the Notice of Charge.

6.8 A Player issued with a Notice of Charge must by 9.00am on the third business day after the Match provide to the Judiciary Administrator a Notice of Plea.

6.9 The Notice of Plea shall specify whether the Player:

6.9.1 Pleads guilty to the Charge specified in the Notice of Charge and accepts the imposition of the recommended penalty specified in the Notice of Charge by the Match Review Committee; or

6.9.2 Pleads guilty to the Charge however challenges the imposition of the penalty proposed by the Match Review Committee in the Notice of Charge; or

6.9.3 Pleads not guilty to the Charge specified in the Notice of Charge.

6.10 In the event that the Player:

6.10.1 Enters a plea in accordance with Rule 1.7(j)(1): The Judiciary Administrator shall ask the Judiciary Chairman to make orders consistent with those specified by the Match Review Committee in accordance with Rule 1.7(f).

6.10.2 Enters a plea in accordance with Rule 1.7(j)(2): The Judiciary Administrator shall issue a Notice of Hearing in accordance with Rule 1.8, such hearing to be conducted in accordance with Rule 1.17(g).

6.10.3 Enters a plea in accordance with Rule 1.7(j)(3**):** The Judiciary Administrator shall issue a Notice of Hearing in accordance with Rule 1.8, such hearing to be conducted in accordance with Rule 1.17.

6.11 In the event that a Player issued with a Notice of Charge fails to enter a Notice of Plea in strict compliance with Rule 1.7(i) then immediately after the expiry of the deadline stipulated in 1.7(i) that Player will be deemed to have entered a Notice of Plea in accordance with Rule 1.7(j)(1).

Hearings

7.1 Where the Judiciary Administrator receives a Notice of Plea pursuant to Rules 1.7(k)(2) or 1.7(k)(3) the Judiciary Administrator shall promptly:

7.1.1 Notify the Judiciary Chairman;

7.1.2 Empanel the Judiciary Panel by selecting two (2) Judiciary Panel Members from the Judiciary Panel Pool;

7.1.3 Issue a Notice of Hearing to the Player and the Judiciary Administrator;

7.1.4 Notify the Judiciary Counsel by providing him with a copy of the Notice of Hearing;

7.1.5 Take whatever other steps which are necessary to convene the Judiciary.

7.2 Where a Notice of Charge is set down for hearing, the Match Review Committee shall ensure that the Judiciary Counsel is forthwith provided with:

7.2.1 Copies of all Match Official's Incident Reports and Notices relating to the hearing;

7.2.2 Copies of all evidence required to support the case, including copies of all video footage of the incident which was available for review by the Match Review Committee and all statements given by witnesses;

7.2.3 The Player's career disciplinary history and / or on-field convictions (to the extent available);

7.2.4 Any expert reports obtained by or on behalf of the Match Review Committee in support of the Judiciary Counsel's case; and

7.3 The Match Review Committee shall ensure that the Player is supplied with copies of all evidence which the Judiciary Counsel may rely on at the hearing before the Judiciary.

Preliminary Matters

Challenge to Jurisdiction and / or Composition of the Judiciary

8.1 Where the Player intends at a Judiciary hearing to challenge:

8.1.1 The jurisdiction of the Judiciary to deal with the Player and / or the Charge;

8.1.2 The composition of the Judiciary empanelled to deal with the Player and / or the Charge; or

8.1.3 Any other matter which might reasonably take the Judiciary by surprise;

then the Player or his representative shall complete a Notice of Challenge and forward it to the Judiciary Administrator no later than 2.00pm on the day of hearing. On receipt of a Notice of Challenge the Judiciary Administrator shall forthwith forward a copy of it to the Judiciary Counsel.

8.2 A hearing before the Judiciary shall commence from 6.30pm on the Wednesday after the Match to which the hearing relates. However, on the application of either of the parties the Judiciary

Chairman may, in his discretion, make further or other orders in respect of the date and time for a Judiciary hearing. Without limitation and for the avoidance of doubt:

8.2.1 Such orders may be made by the Judiciary Chairman in circumstances where a Player or his Team would or might be disadvantaged if a Judiciary hearing was scheduled at the date and time presumed in this Rule 1.9(b).

8.2.2 Any Judiciary hearing in respect of a Player's conduct in a Match must be held and concluded before the next Match that the Player is eligible to play in but for any penalty which may be imposed by the Judiciary. Player is ineligible to play any form of Rugby League until case is heard.

8.3 Judiciary hearings shall occur at a venue to be advised by your Judiciary Administrator.

Representation

9.1 Subject to the leave of the Judiciary Chairman having first been obtained, a Player appearing before the Judiciary may be represented by a barrister, solicitor, agent or other representative on such terms, if any, as the Judiciary Chairman in his absolute discretion thinks fit.

Attendance at Hearings

10.1 A Player served with a Notice of Charge and a Notice of Hearing shall attend the Judiciary hearing at the time and place specified in the Notice of Hearing.

10.2 If a Player is unable to attend the Judiciary hearing in person, he must inform the Judiciary Administrator of this fact no later than 9.00am on the day of the hearing date specified in the Notice of Hearing. If the Player so advises the Judiciary Administrator of his inability to attend the hearing in person his evidence may be taken by alternate means such as video conference or teleconference.

10.3 If a Player issued with a Notice of Charge and a Notice of Hearing fails to attend the Judiciary hearing at the time specified in the Notice of Hearing, the Judiciary may proceed to hear and determine the Charge and penalty in the absence of the Player.

10.4 Subject to Rule 1.16(d), any witness which a party intends to call in evidence before the Judiciary shall wait outside the hearing room until such time as that person is called to give evidence.

10.5 Judiciary hearings shall be closed to members of the public.

Decision Final

11.1 All decisions of the Judiciary shall be final, binding and conclusive subject to any leave to appeal granted by the Appeals Committee Chairman in accordance with Rule 1.18.

Onus of Proof

12.1 In every case, the Judiciary Counsel bears the onus of proof on the balance of probabilities.

Role of the Judiciary Chairman

13.1 In every case, it shall be the Judiciary Chairman's task to decide every question of law, evidence and / or procedure.

13.2 The Judiciary Chairman shall in his absolute discretion give such instructions or directions as he thinks fit to the Judiciary Panel as to matters of law, evidence and / or procedure.

13.3 The Judiciary Chairman may give whatever directions and make all such orders as he in his absolute discretion deems fit for the conduct, expedition and resolution of matters heard by the Judiciary.

Role of Judiciary Panel Members and Judiciary Chairman Constituting the Judiciary

14.1 In every case, it is the task of the Judiciary, comprising the Judiciary Panel and the Judiciary Chairman, to decide every question of fact.

Evidence

15.1 Proceedings before the Judiciary are not bound by the rules of evidence usually applicable to proceedings before courts of law.

15.2 The Judiciary Chairman shall be entitled to disallow the appearance of any witness or the tender of any evidence on the grounds of irrelevance.

15.3 Evidence of a Player's disciplinary history (if any) of convictions for misconduct shall not be admissible as evidence on the issue of guilt.

15.4 Subject to any ruling by the Judiciary Chairman, a party may present the evidence of a witness by that witness giving evidence:

15.4.1 In person at the hearing;

15.4.2 Via teleconference; or

15.4.3 Via video conference.

15.5 Any documents or things admitted into evidence shall be consecutively marked as exhibits, which exhibits at the conclusion of the hearing shall be placed in the custody of the Judiciary Administrator for safe keeping.

Procedure at Hearing

The Judiciary Counsel's Case

16.1 Subject to any orders made by the Judiciary Chairman as to the conduct of any hearing, and after the Judiciary Chairman outlines briefly to the parties the procedure of the hearing, the Judiciary Counsel shall present his case to the Judiciary in the following sequence:

16.1.1 Playing any video footage considered by the Match Review Committee; then

16.1.2 Tendering any Match Official's Incident Reports considered by the Match Review Committee and any expert reports; then

16.1.3 Calling each witness whereupon that witness:

i Shall be examined in chief by the Judiciary Counsel;

ii May be cross-examined by the Player or his representative;

iii May be questioned by the Judiciary Chairman and, with leave granted by the Judiciary Chairman, by any Judiciary Panel Member;

iv May, with leave granted by the Judiciary Chairman, be re-examined by the Judiciary Counsel.

16.1.4 Thereafter the Judiciary Counsel shall close his case.

The Player's Case

16.2 After the close of the Judiciary Counsel's case the Judiciary Chairman shall call upon the Player or his representative to advise whether he wishes to give or call evidence in his defence. If he does wish to present evidence that evidence shall be given in the following sequence by:

16.2.1 Tendering any expert reports and other documentary evidence; then

16.2.2 Calling each witness whereupon that witness:

i Shall be examined in chief by the Player or his representative;

ii May be cross-examined by the Judiciary Counsel;

iii May be questioned by the Judiciary Chairman and, with leave granted by the Judiciary Chairman, by any Judiciary Panel Member; and

iv May, with leave granted by the Judiciary Chairman, be re-examined by the Player or his representative.

16.2.3 Thereafter the Player or his representative shall close the Player's case.

Closing Addresses

16.3 At the conclusion of the Player's case:

16.3.1 The Judiciary Counsel may make a closing address to the Judiciary Panel; followed by

16.3.2 A closing address made by the Player or his representative.

16.3.3 Further to Rule 1.17(c)(1), in the event of a Judiciary hearing in respect of a Notice of Plea entered pursuant to Rule 1.7(j)(2) (that is, a plea of guilty which challenges the recommended penalty) the closing address and submissions made by the Judiciary Counsel shall include submissions as to the objective seriousness of the conduct of the Player referred to in the Notice of Charge and any other matter relevant to the issue of penalty.

Directions to the Judiciary Panel

16.4 At the conclusion of the closing addresses the Judiciary Chairman shall address the Judiciary Panel and give whatever directions he deems necessary as to:

16.4.1 The onus and standard of proof;

16.4.2 The elements of the charge;

16.4.3 The substantive law;

16.4.4 The evidence presented to the Judiciary; and

16.4.5 Such other matters which, in his opinion, should properly be brought to the attention of the Judiciary Panel.

Deliberations and Verdict

16.5 After the Judiciary Chairman, has given directions to the Judiciary Panel the Judiciary shall deliberate and decide on their verdict. At this point in time the player and representation will be asked to leave and will no longer be required. In respect of the deliberations and the decision of the Judiciary Panel as to guilt:

16.5.1 The verdict of the Judiciary must be at least a verdict of the majority of the Judiciary Chairman and the Judiciary Panel Members.

16.5.2 At the conclusion of the deliberation, once the judiciary has reached a verdict, the Judiciary Chairman shall act as spokesman directed to the Judiciary Administrator and state what verdict was reached, providing specifics to the Judiciary Administrator. The players district and/or club and/or representation will be advised through a "Notice of Outcome" via email (Appendix 8) by 12pm the following business day as to the verdict, if any, and the suspension details. This is the responsibility of the Judiciary Administrator.

16.5.3 Unless ordered otherwise by the Judiciary Chairman, the Judiciary shall not give reasons for their decision.

16.5.4 If the Judiciary finds the Player not guilty of the Charge the proceedings are thereby concluded. This will also be notified via email.

Penalty

16.6 If the Judiciary finds the Player guilty of the Charge or if the Player enters a Notice of Plea pursuant to Rule 1.7(k)(2), it is the function of the Judiciary to determine the penalty to be imposed. A penalty may be imposed in the form of:

16.6.1 A suspension from:

i A specified number of Matches or weeks; and / or

ii Such other penalty as to the Judiciary Panel appears just in the circumstances.

For the avoidance of doubt, in respect of any penalty in the form of a suspension, that suspension must be expressed by the Judiciary in terms of a specified number of Matches and/or weeks.

Note: Washed out Matches and Byes do NOT count towards matches served for suspensions. Matches forfeited by the opposition will count towards suspensions. If the team the player is registered too forfeits the match does not count towards suspension.

16.7 The procedure to be followed by the Judiciary to determine the penalty to be imposed on the Player shall generally be in accordance with the procedure set out at Rules 1.17(a) to (d) (both inclusive) with such modifications and / or adaptations as the Judiciary Chairman thinks fit in the circumstances.

16.8 Further to Rule 1.17(g) and for the avoidance of any doubt, the Judiciary shall decide on penalty at the hearing and not at any later date. The Judiciary Chairman shall afford the Player an opportunity to address the Judiciary Panel on the question of penalty at a later date.

16.9 Any penalty ordered by the Judiciary which comprises in whole or in part a suspension from playing Matches shall be specified in terms of how many Matches and / or matches that Player is suspended from playing in and/or weeks. The Player is therefore suspended from all Rugby League activities until such time as the suspension is served, unless specified differently.

Leave to Appeal

17.1 A Player aggrieved by a decision of the Judiciary may appeal therefrom to the Appeals Committee, by forwarding a Notice of Appeal to the Judiciary Administrator within 24 hours of receipt of the Notice of Outcome, on one or more of the following grounds:

17.1.1 With respect to the issue of guilt:

i That there was an error of law; or

ii That the decision was unreasonable or insupportable having regard to the evidence presented to the Judiciary in the hearing; or

17.1.2 With respect to the issue of penalty: that the penalty imposed by the Judiciary was manifestly excessive.

17.2 A Player who wishes to appeal from a decision of the Judiciary must first obtain leave to do so from the Appeals Committee Chairman.

17.3 The Appeals Committee Chairman shall not grant leave for the Player to appeal unless he forms the view in his absolute discretion that the Player has good prospects of success on the hearing of that appeal.

17.4 The Judiciary Counsel has a right to be heard by the Appeals Committee Chairman on any application for leave to appeal made by a Player pursuant to Rule 1.18 before the Appeals Committee Chairman grants a Player leave to appeal.

17.5 Unless otherwise ordered by the Appeals Committee Chairman, neither an application for leave to appeal nor an appeal by a Player to the Appeals Committee shall operate as a stay of the decision of the Judiciary which is the subject of the appeal or the application for leave to appeal.

17.6 Proceedings shall not be invalidated or subject to appeal, merely by reason of any defect whether of substance or of form in any notice or by reason of non-compliance by the Competition/Junior League with any provision of this Code, unless the Chairman so directs.

Definitions

The following terms shall be ascribed the corresponding meanings:

Appeals Committee means the body constituted pursuant to the Appeals Committee Code of Procedure.

Charge means the offence particularised in the Notice of Charge.

Judiciary means the NSW Junior League Association Judiciary constituted in accordance with Rule 1.5, comprising the Judiciary Chairman and the Judiciary Panel.

Judiciary Chairman means the person appointed to that role pursuant to Rule 1.5.

Judiciary Code of Procedure means this document including all schedules and annexures.

Judiciary Counsel means the person appointed to that role pursuant to Rule 1.3.

Judiciary Panel means the panel of two (2) Judiciary Panel Members empanelled for a Judiciary hearing pursuant to Rule 1.8(a)(2).

Judiciary Panel Pool means the persons appointed to that role pursuant to Rule 1.5.

Judiciary Panel Member means a person in the Judiciary Panel Pool appointed to that role pursuant to Rule 1.5 empanelled on a Judiciary Panel in accordance with Rule 1.8(a)(2).

Junior Leagues refers to the district, combined competition and / or regular competition and includes where necessary a reference to all matches, tournaments and premierships conducted by or under the auspices of the Junior League and / or competition.

Match means a game of Rugby League played in any competition, tournament or premiership conducted by or under the auspices of the Junior League and / or competition.

Match Official's Incident Report means a report in the form of that which is prescribed at Appendix 1 which is completed by a Match Official in accordance with Rule 1.7.

Match Review Committee means the body established pursuant to Rule 1.4.

Match Review Committee Chairman means the Match Reviewer appointed to that role pursuant to Rule 1.4.

Match Reviewer means the persons appointed to that role pursuant to Rule 1.4.

Notice of Challenge means a notice in the form set out in Appendix 3 specifying all relevant particulars of a challenge by a Player to the jurisdiction and / or composition of the Judiciary submitted in accordance with Rule 1.9.

Notice of Charge means a notice in the form set out in Appendix 4 specifying all relevant particulars of a Charge which is determined pursuant to Rule1.7 by the Match Review Committee and issued by the Judiciary Administrator to a charged Player.

Notice of Hearing means a notice in the form set out in Appendix 5 specifying all relevant particulars of a Judiciary hearing which is issued pursuant to Rule 1.8 by the Judiciary Administrator to a charged Player, the Judiciary Counsel and any other person required by this Judiciary Code of Procedure to receive such notice.

Notice of Plea means a notice in the form set out in Appendix 6 specifying in accordance with Rule 1.7 how a Player shall plead in response to a Charge particularised in a Notice of Charge.

Guidelines Appendix 7 means the timelines and guidelines imposed on the required appendixes for both Judiciary Administrator and charged players.

Notice of Outcome Appendix 8 a letter provided to the district detailing the outcome of the hearing and or plea.

Offence means an act or omission in a Match which is sufficient to give rise to the Match Review Committee issuing a Notice of Charge against the Player. A schedule of offences is set out at Appendix 2.

Judiciary Administrator means the person appointed to that role pursuant to Rule 1.5(e).

Explanations of Headings – Appendix 1

Player – the registered name of the player cited or dismissed (i.e. the name that would appear on the club's team sheet)

Club – the name of the club the player was playing for when dismissed or cited.

Grade – the grade competition the player dismissed or cited.

Charge– the charges reflect the subsections of Section 15 of the International Laws of the Game.

Grading – the four levels of grading (see below for an explanation of points) reflect the severity of actions within each charge. A Low-level grading is the lightest and in general would apply to actions that were 'careless' in nature with little or very minor impact on the player. A High level grading would, in general, apply to actions that were deliberate or intentional and either caused or had the potential to cause substantial injury to another person. The two main exceptions to this are 'kicking' and 'dropping knees'. Both these categories are, by definition, deliberate acts and therefore are seen to attract higher penalties. Serious is any matter deemed necessary for the judiciary panel.

Base Penalty – the scheduled points for the charge issued, taken from the Penalty Points Table.

Similar Offences--If a player has been convicted of a similar offence in the two (2) year period immediately preceding the incident, the player is liable to an increase equivalent to 100 points minimum or 50% of the base penalty for each previous offence.

Prior send-off's--If a player has been convicted of an offence other than a similar offence in the same two (2) year period immediately preceding the incident, the player is liable to an increase equivalent to 100 points minimum or 40% of the base penalty for each previous offence

Clean Record – if a player has played senior football (or junior football in the case of U18 players) for a minimum of two years and has not been convicted of an offence in the two seasons preceding a charge, the player is entitled to a reduction equivalent to 25% of the base penalty.

Carry-over Points – any points previously earned by a player that have not totalled 100 will be added to the net penalty points to determine the final penalty to be served. Those points left over after the final penalty has been converted to matches or weeks will form the player's new carry-over points.

Possible Penalty – the points a player will face taking into account his playing record (discounts and penalty loadings) and including accumulated carry-over points.

Early Plea-- A Player who after receiving the charge details pleads guilty or no contest to an offence and accepts the grading determined by the League will waive his rights to a judiciary hearing and subsequent appeals.

Guilty – the total points awarded, should a player be found guilty of the Charge and Grading by the Judiciary Panel. This total will take into consideration all discounts and loadings that apply to the player and any carry-over points earned by the player at the time of the incident.

Points--Each 100 points received by a player will result in an immediate one competition match played suspension.

Not Guilty Plea --If a player may prefer to have the charge heard by the Judiciary Panel by either entering a Not Guilty Plea or a Guilty Plea to the charge but to a lesser grading, and that player is found to be guilty of the charge and grading by the Judiciary Panel, the player is liable to an increase equivalent to a minimum of 100 points or 50% of the base penalty.

A player may prefer to have a charge heard by the Judiciary Panel by either entering a Not Guilty plea or Guilty Plea to the Charge but at a lessor grading. If, at the subsequent hearing, a player is found guilty to the original charge and grading, he will not be entitled to any reduction other than 'Clean Record'. If, however, the player pleads guilty but disputes the grading of the charge and the Judicial Panel reduces the grading, the player will also receive the benefit of a 25% discount.

Offences Points Index – Appendix 2

Type of Offence / Grading	Law of Game	Low	Medium	High	Serious
Strikes another player	**15.1.a**	200	400	600	Referred directly to Judiciary Panel
Kicks another player	**15.1.a**	200	400	600	Referred directly to Judiciary Panel
Trips another player	**15.1.a**	120	200	400	Referred directly to Judiciary Panel
Head butting another player	**15.1.a**	200	400	600	Referred directly to Judiciary Panel
Kneeing another player	**15.1.a**	200	300	400	Referred directly to Judiciary Panel
Stomping another player	**15.1.a**	200	400	600	Referred directly to Judiciary Panel
Elbow to the Head (And or other)	**15.1.a**	200	400	600	Referred directly to Judiciary Panel
Careless/Reckless High Tackle	**15.1.b**	200	400	600	Referred directly to Judiciary Panel
Intentional High Tackle	**15.1.b**	800	1600	3000	Referred directly to Judiciary Panel
Drops knees first onto an opponent on the ground	**15.1.c**	200	400	600	Referred directly to Judiciary Panel
Dangerous throw when effecting tackle and / or spear tackle	**15.1.d**	200	400	600	Referred directly to Judiciary Panel
Deliberately and continuously beaks the law of the game	**15.1.e**	120	200	400	Referred directly to Judiciary Panel
Offensive Language in general	**15.1.f**	200	400	800	Referred directly to Judiciary Panel
Offensive Language directed towards a match official	**15.1.f**	400	800	1200	Referred directly to Judiciary Panel
Disputes the decision of the referee or touch judge	**15.1.g**	120	200	400	Referred directly to Judiciary Panel
Re-enters the field of play	**15.1.h**	800	1600	2600	Referred directly to Judiciary Panel
Racial Insults	**15.1.i**	Referred directly to Judiciary Panel	Referred directly to Judiciary Panel	Referred directly to Judiciary Panel	Referred directly to Judiciary Panel
Behaves in any way contrary to the true spirit of the game *Including but not limited to :* – *Indecent gestures to the crowd* – *Breach of Safe Play Code* – *Eye / face gouging* – *Spitting* – *Biting*	**15.1.i**	200	300	400	Referred directly to Judiciary Panel
Coming from a distance to become involved in a fight	**15.1.i**	200	400	600	Referred directly to Judiciary Panel
Deliberately obstructs an opponent who is not in possession	**15.1.j**	120	200	400	Referred directly to Judiciary Panel
Uses a shoulder charge on an opponent	**15.1.k**	200	400	600	Referred directly to Judiciary Panel
Applies any unnecessary pressure or twists including grapples, crushers, or performs a 'chicken wing' style hold on a player in possession	**15.1.l**	200	400	600	Referred directly to Judiciary Panel
Forcefully spears at the legs of a player in possession, exposing them to unnecessary risk of injury (cannonball tackle)	**15.1.m**	200	400	600	Referred directly to Judiciary Panel

Notice of Challenge
(To the makeup of the Judiciary)
(Appendix 3)

I [Players name]

Of the Club-[Junior League Club]

Having received a Notice of Charge dated-[Date]

And a notice of hearing dated-[Date]

Alleging the charge-[Insert short particulars of charge]

Herby give you notice that at the hearing of this charge I intend to challenge-[Insert sufficient particulars of the challenge so as to ensure that the judiciary counsel is aware of the nature of the challenge to the jurisdiction or composition of the judiciary or otherwise]

Player Signature:_____ Date:_____

Please return to NSW JLA Judiciary Administrator at:

communityrl@nswrl.com.au

By 2pm on the day of the hearing

NOTICE OF CHARGE
(Appendix 4)

To:

Club:

Take notice that following an incident that occurred on:
During a match between your club and:
At:

You are hereby charged with the following offence:

Offence	*Grading of Offence*

Calculation of Penalty Points for this Charge -

Area	Number	Calculation	Points
Base Penalty (from Penalty Points Table)			
No. of similar proved offences in last two seasons		50% loading to base penalty for each proved offence	
No. of other proved offences in last two seasons		40% loading to base penalty for each proved offence	
Clean record discount		25% discount to base penalty for two seasons	
Early Plea Discount		25% discount to base penalty	
		Carry Over points	
Total penalty points for this charge			

TAKE FURTHER NOTICE – you must forward a 'Notice of Plea' form to the NSW JLA Judiciary Administrator by no later than Wednesday 9:00am.

Should you fail to comply with this requirement, and give no valid reason for the failure to comply, the charge will be referred to the NSW JLA Judiciary for determination (with any 'early plea' discounts being forfeited).

'Notice of Plea' form is to be emailed back to

Email: communityrl@nswrl.com.au

Notice of Hearing
(Appendix 5)

TAKE NOTCE that the charge alleged in a Notice of Charge dated and/ or the penalty stipulated in the Notice of Charge has been set down for the hearing and determination by the NSW JLA Judiciary at the following place and time:

PLACE:

DATE:

TIME: From 6:30PM

COMPOSITION OF NSW JAL JUDICIARY:

1. Judiciary Chairman:

2. Judiciary Panel:

   -
   -

NSW JLA Judiciary
Date

Notice of Plea
(Appendix 6)

To NSW JLA Judiciary Email: communityrl@nswrl.com.au

cc Junior League Administrator

I, Of the club

Having received a Notice of Charge dated

Alleging the offence of With a grading, of

Hereby give you notice that I elect to: (please mark one box only below)

☐ *Plead GUILTY to the offence and grading level. I accept the penalty related to this plea ().*

☐ *Plead GUILTY to the offence but dispute the grading. I understand I will be required to appear before the NSW Junior League Association Judiciary.*

☐ *Plead NOT GUILTY to the offence. I understand I will be required to appear before the NSW Junior League Association Judiciary.*

Players Name: Player Signature: Date:

Club Official: Club Officials Signature: Date:

Note – This form MUST be returned by 9am on the Wednesday following the dismissal.

Return to

Email: communityrl@nswrl.com.au

NSW Junior League Association Judiciary Guidelines (Appendix 7)

	Time Deadlines	Actions
1	At the completion of the Match	Team sheets signed with send-off noted. Dismissal Noted on 'Ground Summary Sheet' Referee completes the 'Referees Dismissal Charge Sheet'. Team Official given "yellow" copy of 'Referees Dismissal Charge Sheet'
2	6.00pm Sunday	Referees advise local association of dismissal and provide reports. Grading's of charges cannot be changed from the on field referee by the referees association.
3	10.00am Monday	Each districts Referees Association are to send: All match officials' documentation (Referees Dismissal Charge Sheet and Match Official Incident Report) and any other relevant material to: Judiciary Administrator communityrl@nswrl.com.au Important: The relevant Junior League Judiciary Administrator is to be included on all correspondence to the Judiciary Administrator. No forms are to be sent direct from the on field referee. Please ensure the local referee's association and Junior League Administrator sends the charge along with all reports.
4	11.00am Monday	Match Review committee reviews all relevant material and determines player charges. This is reported directly to the Judiciary Administrator.
5	12 noon Tuesday	Judiciary Administrator issues player's club with a 'Notice of Charge' and other relevant documentation to the relevant Junior League Administrator. It's the responsibility of the Junior League Administrator to forward on to the club.
6	9am Wednesday	'Notice Of Plea' returned by club to the Judiciary Administrator: Email: communityrl@nswrl.com.au
7	10am Wednesday	The contact at the Referees' Association is notified as to whether Match Officials are required to attend a Judicial Hearing (no notification indicates that officials are not required). Members of Judiciary panel will be notified if required.
8	From 6:30pm Wednesday	Judiciary Panel convened to adjudicate on cases brought before it. Quad 1, Level 2, 8 Parkview Drive, Sydney Olympic Park
9	12pm Thursday	The Judiciary Administrator issues the Junior League Administrators with a "Notice of Outcome" addressed to the club. All verdicts (including not guilty) are recorded onto national data base (Leaguenet). Junior League Administrators are to inform the players club.

Notice of Outcome
(Appendix 8)

(Name) has been found Guilty of the following charge(s):

Received points and is therefore suspended for matches .

is suspended from all Rugby League matches immediately starting on until Competition matches have been played.

Junior League Association Judiciary

Date:

7.2 Appeals Committee Code of Procedure

Appeals Committee Code of Procedure (Judiciary or Code of Conduct Committee and Code of Conduct) 2018

1.1 Definitions

The following terms shall be ascribed the corresponding meanings:

Appeal means an appeal by a person against a decision of the Judiciary or Code of Conduct Committee.

Appeal Folder is defined in Rule 1.12(c)(4).

Appeals Committee means the body constituted in accordance with Rule 1.6.

Appellant means the person, who Appeals a decision of the Judiciary or Code of Conduct Committee, referred to in Rule 1.6(a).

Appellant's Material means:

(a) All documentary or other evidence (including a written outline of the oral evidence to be adduced from any witness) on which the Appellant intends to rely at the hearing of an Appeal; and

(b) A written outline of the contentions and arguments that the Appellant proposes to advance at the hearing of an Appeal.

Code of Procedure means this document including all schedules, annexures and appendices.

Committee Member means a person appointed to the role pursuant to **Rule 1.5(c)**.

Judiciary or Code of Conduct Committee is ascribed the same meaning as set out in the Judiciary or Code of Conduct Committee Code of Procedure.

Judiciary or Code of Conduct Committee Code of Procedure means the Judiciary or Code of Conduct Committee Code of Procedure adopted by the Junior League.

Judiciary or Code of Conduct Committee Counsel is ascribed the same meaning as set out in the Judiciary or Code of Conduct Committee Code of Procedure.

Junior League means the New South Wales Junior League Association Committee and includes where necessary a reference to all matches, competitions, tournaments and premierships conducted by or under the auspices of the Junior League.

Notice of Appeal means a notice in the form set out in **Appendix 1** specifying all relevant particulars of an Appeal by a Person against a decision of the Judiciary or Code of Conduct Committee.

Notice of Appeal Hearing means a notice in the form set out in **Appendix 4** specifying all relevant particulars of an Appeal hearing before the Appeals Committee which is issued pursuant to **Rule 1.12(c)(3)**.

Notice of Challenge means a notice in the form set out in **Appendix 3** specifying all relevant particulars of a challenge by an Appellant to the jurisdiction and / or composition of the Appeals Committee submitted in accordance with **Rule 1.11**.

Notice of Withdrawal of Appeal means a notice in the form set out in **Appendix 2** which seeks to withdraw an Appeal in accordance with **Rule 1.9(b)**.

Party means the Appellant or a Respondent.

Chairperson means the person appointed to the role pursuant to Rule 1.5(b).

Respondent means a person, who is a respondent to an Appeal, referred to in Rules 1.6(b)and 1.6(c).

Respondent's Material means:

(a) All documentary or other evidence (including a written outline of the oral evidence to be adduced from a witness) on which a Respondent intends to rely at the hearing of an Appeal; and

(b) A written outline of the contentions and arguments that a Respondent proposes to advance at the hearing of an Appeal.

Appeals Administrator means the person appointed to that role pursuant to **Rule 1.4**.

1.2 Leave to Appeal

(a) A Person aggrieved by a decision of the Judiciary or Code of Conduct Committee may appeal therefrom, by 5.00pm on the day after the hearing before the Judiciary or Code of Conduct Committee, to the Appeals and Disputes Committee on one or more of the following grounds:

(1) With respect to the issue of guilt:

(A) That there was an error of law; or

(B) That the decision was unreasonable or insupportable having regard to the evidence presented to the Judiciary or Code of Conduct Committee in the hearing; or

(C) If the Person is able to adduce fresh evidence which was not available to the Person at the time of the hearing in respect of which the Person is seeking leave to appeal the determination of.

(2) With respect to the issue of penalty: that the penalty imposed by the Judiciary or Code of Conduct Committee was manifestly excessive.

(b) A Person who wishes to appeal from a decision of the Judiciary or Code of Conduct Committee must first obtain leave to do so from the Chairperson.

(c) The Chairperson shall not grant leave for the Person to appeal unless he forms the view in his absolute discretion that the Person has good prospects of success on the hearing of that appeal.

(d) The Judiciary or Code of Conduct Committee Counsel has a right to be heard by the Chairperson on any application for leave to appeal made by a Person pursuant to Rule 1.18 of the Judiciary or Code of Conduct Committee Code of Procedure and this Rule 1.2 before the Chairperson grants a Person leave to appeal.

(e) Unless otherwise ordered by the Chairperson, neither an application for leave to appeal nor an appeal by a Person to the Appeals and Disputes Committee shall operate as a stay of the decision of the Judiciary or Code of Conduct Committee which is the subject of the appeal or the application for leave to appeal.

1.3 Jurisdiction

(a) Subject to strict compliance with the procedure set out in Rule 1.18 of the Judiciary or Code of Conduct Committee Code of Procedure and Rule 1.2, the Appeals Committee has jurisdiction to hear Appeals against decisions of the Judiciary or Code of Conduct Committee.

(b) The sole function of the Appeals Committee is to hear and determine appeals against decisions of the Judiciary or Code of Conduct Committee.

1.4 Relationship with Other Appeal Provisions

Notwithstanding anything herein this Code of Procedure or elsewhere contained, the Rules contained in this Code of Procedure are not intended to affect in any way a specific provision regarding an appeal that is contained in the By Laws in respect of matters including anti-doping and misconduct.

1.5 The Appeals Administrator

The Appeals Administrator of the Appeals Committee can be the Junior League Administrator or a delegate, whose role it shall be to perform all procedural and administrative tasks so as to ensure the fair, impartial and efficient conduct of the business of the Judiciary or Code of Conduct Committee.

1.6 Composition of the Appeals Committee

(a) The Appeals Committee shall be constituted by a Chairperson and two (2) other Committee Members appointed in accordance with this Code of Procedure.

(b) The Appeals Administrator shall appoint the Chairperson. The Chairperson shall be a person who is a practising solicitor or barrister of the Supreme Court of New South Wales.

(c) The Appeals Administrator shall appoint two (2) Committee Members. A Committee Member shall be a former Rugby League person who is not an official of a club.

(d) A person is ineligible to be a member of the Appeals Committee if that person is also a member of the Judiciary or Code of Conduct Committee.

1.7 Parties to an Appeal

For the purposes of this Code of Procedure:

(a) The Appellant to an Appeal shall be the Person who is appealing against the decision of the Judiciary or Code of Conduct Committee pursuant to Rule 1.18 of the Judiciary or Code of Conduct Committee Code of Procedure.

(b) The Respondent to an Appeal shall be the Junior League, who shall in turn be entitled to be represented in the Appeal by the Judiciary or Code of Conduct Committee Counsel or another person who meets the requirements set out in Rule 1.13(a).

1.8 Time Limit

(a) A Person wishing to appeal against a decision of the Judiciary or Code of Conduct Committee must seek leave to appeal in accordance with Rule 1.18 of the Judiciary or Code of Conduct Committee Code of Procedure and Rule 1.2 by the deadline in Rule 1.18(a) of the Judiciary or Code of Conduct Committee Code of Procedure.

(b) An Appeal shall not be regarded as having been commenced within the time limit set out in Rule 1.18(a) of the Judiciary or Code of Conduct Committee Code of Procedure and Rule 1.2 unless a properly completed Notice of Appeal is served on the Appeals Administrator before the expiry of that deadline.

1.9 Leave to Appeal

(a) The Appellant must seek and obtain the leave of the Chairperson in accordance with Rule 1.18 of the Judiciary or Code of Conduct Committee Code of Procedure and Rule 1.2 before the Appeals Committee hears an Appeal and before any of the pre-hearing procedures set out pursuant to this Code of Procedure.

(b) For the avoidance of doubt, the Appeals Committee has no jurisdiction to hear an Appeal or make any ruling in respect of an Appeal unless leave to appeal has first been granted by the Chairperson in accordance with Rule 1.18 of the Judiciary or Code of Conduct Committee Code of Procedure and Rule 1.2.

1.10 Amendment and Withdrawal of Notice of Appeal

(a) A Notice of Appeal may not be amended by the Appellant after it is submitted.

(b) At any time prior to the hearing of an Appeal, the Appellant may withdraw the Notice of Appeal by lodging with the Appeals Administrator a Notice of Withdrawal of Appeal, whereby the Appeal shall be finally concluded.

1.11 Pre-Hearing Procedures and Parties' Material

(a) In the event that the Chairperson grants a Person leave to appeal a decision of the Judiciary or Code of Conduct Committee, the Chairperson shall forthwith notify the Appeals Administrator that leave has been granted by the Chairperson.

(b) After receiving notification in accordance with Rule 1.10(a) the Appeals Administrator shall forthwith:

(3) Provide a copy of the Notice of Appeal to the Respondent; and

(4) Call upon the Appellant to provide, within twenty-four (24) hours, the Appellant's Material.

(c) Unless the Chairperson grants leave to the Appellant (such leave to be granted on such terms as the Chairperson in his absolute discretion thinks fit in the circumstances), the Appellant shall not be permitted to rely, at the hearing of an Appeal, on any:

(3) Documentary or other evidence (apart from oral evidence of a witness whose evidence is outlined in writing in the Appellant's Material); or

(4) Contention or argument;

that is not contained in the Appellant's Material.

(d) After receiving the Applicant's Material in accordance with Rule 1.11(b)(2) the Appeals Administrator shall:

(1) Provide a copy of the Notice of Appeal and the Appellant's Material to the Respondent; and

(2) Call upon the Respondent to provide, within twenty-four (24) hours, the Respondent's Material.

(e) Unless the Chairperson grants leave to the Respondent (such leave to be granted on such terms as the Chairperson in his absolute discretion thinks fit in the circumstances), the Respondent shall not be permitted to rely, at the hearing of an Appeal, on any:

(3) Documentary or other evidence (apart from oral evidence of a witness whose evidence is outlined in writing in the Respondent's Material); or

(4) Contention or argument;

that is not contained in the Respondent's Material.

1.12 Challenge to Jurisdiction

(c) Where the Person intends at a Judiciary or Code of Conduct Committee hearing to challenge:

(2) The jurisdiction of the Appeals Committee to hear or to deal with the Appeal; and / or

(2) The composition of the Appeals Committee; and / or

Any other matter which might reasonably take the Appeals Committee by surprise; then the Person or his representative shall complete a Notice of Challenge and forward it to the Appeals Administrator no later than 5.00pm on the day before the hearing of the Appeal. On receipt of a Notice of Challenge the Appeals Administrator shall forthwith forward a copy of it to the Respondent.

1.13 Setting Down for Hearing

(a) Unless otherwise ordered by the Chairperson a hearing of an Appeal shall commence at 6.00pm on the day after the expiry of the deadline in Rule 1.10(d)(2) for the Respondent to submit the Respondent's Material.

(b) Hearings shall:

(1) Occur in Sydney; and

(2) Be closed to members of the public.

(c) On receipt of the Respondent's Material the Appeals Administrator shall:

(6) Notify the Chairperson;

(7) Notify the Committee Members;

(8) Forward to the Appellant and the Respondent a Notice of Appeal Hearing;

(9) Collate, index and paginate the Appeal Folder consisting of the:

d. Notice of Appeal;

e. Appellant's Material; and

f. Respondent(s)'s Material;

(10) Provide a copy of the Appeal Folder to the Chairperson, the Committee Members, the Appellant and the Respondent(s); and

(2) Take whatever other steps which are necessary to convene the hearing of the Appeal by the Appeals Committee.

1.14 Representation of Parties

(a) Subject to the leave of the Chairperson having first been obtained, a party appearing before the Appeals Committee may be represented by a barrister, solicitor, agent or other representative on such terms, if any, as the Chairperson in his absolute discretion thinks fit.

(b) Without limiting Rule 1.14(a) and in accordance with Rule 1.6(b), the Junior League may at the discretion of the Chairperson be represented at the Appeal hearing by the Judiciary or Code of Conduct Committee Counsel.

(c) If a party issued with a Notice of Appeal Hearing fails to attend the hearing at the time specified in the Notice of Appeal Hearing, the Appeals Committee may proceed to hear and determine the Appeal in the absence of that party.

(d) In any case where the Appellant and the Respondent(s) agree in writing the Appeals Committee may determine the Appeal on the contents of the Appeal Folder and without an oral hearing.

1.15 Hearing is a Review and Adjournments

(a) The Appeals Committee shall hear and determine appeals by way of a review.

(b) A hearing before the Appeals Committee shall not proceed de novo.

(c) Subject to any order of the Chairperson, an Appeal hearing cannot be adjourned to a later date or time.

1.16 Role of Chairperson

(a) In every case, it shall be the Chairperson's task to decide every question of law, evidence and / or procedure.

(b) The Chairperson shall in his absolute discretion give such instructions or directions, as he thinks fit, to the Appeals Committee as to matters of law, evidence and / or procedure.

(c) The Chairperson may give whatever directions and make all such orders as he in his absolute discretion deems fit for the conduct, expedition and resolution of matters heard by the Appeals Committee.

1.17 Rules of Evidence and Witnesses

(a) Hearings before the Appeals Committee are not bound by the rules of evidence usually applicable to proceedings before courts of law.

(b) The Chairperson shall be entitled to disallow the appearance of any witness or the tender of any evidence on the grounds of irrelevance.

(c) Subject to Rules 1.11(c) and 1.11(e) and subject to any order of the Chairperson, a party may present the evidence of a witness by that witness giving evidence:

(1) In person at the hearing;

(2) Via teleconference; or

(3) Via video conference.

(d) Any documents or things admitted into evidence shall be consecutively marked as exhibits, which exhibits at the conclusion of the hearing shall be placed in the custody of the Appeals Administrator for safe keeping.

1.18 Hearing Procedure

Subject to any ruling or order to the contrary made by the Chairperson, the procedure of a hearing before the Appeals Committee shall proceed in accordance with the following sequence:

Notice of Challenge

(a) If the Appellant has served a Notice of Challenge in accordance with Rule 1.12 the Chairperson shall invite submissions from the Appellant and then the Respondent(s) in respect of the substance of the Notice of Challenge. If either party requires to adduce evidence in support of an argument in respect of a Notice of Challenge it shall be adduced at the same time.

(b) The Chairperson alone shall make such orders as is necessary to determine the Notice of Challenge.

The Appellant's Case

(c) The Appellant's case shall be presented in the following sequence:

(1) Playing any video footage adduced in evidence before the Judiciary or Code of Conduct Committee;

(2) Adducing any oral evidence from any witness relied on, whereupon the witness:

e. Shall be examined in chief by the Appellant or his representative;

f. May be cross-examined by the Respondent or its representative;

g. May be questioned by the Chairperson and, with leave granted by the Chairperson, by any Committee Member; and

h. May, with leave granted by the Chairperson, be re-examined by the Appellant's representative.

(3) Thereafter the Appellant shall close his case.

The Respondent's Case

(d) The Respondent's case shall be presented in the following sequence:

(1) Adducing any oral evidence from any witness relied on, whereupon the witness:

e. Shall be examined in chief by the Respondent's representative;

f. May be cross-examined by the Appellant's representative;

g. May be questioned by the Chairperson and, with leave granted by the Chairperson, by any Committee Member; and

h. May, with leave granted by the Chairperson, be re-examined by the Respondent's representative.

(2) Thereafter the Respondent(s) shall close its case.

Addresses

(e) At the conclusion of the Respondent's case the Appellant may make a closing address to the Appeals Committee, followed by an address by each Respondent.

Directions and Deliberations

(f) At the conclusion of the closing addresses the Appeals Committee may, but need not, adjourn to consider its decision.

Decisions

(g) A decision of the Appeals Committee must at least be a decision of the majority of the three (3) members being the Chairperson and the two (2) Committee Members.

(h) Reasons for a decision of the Appeals Committee may, but need not, be given.

(i) A decision of the Appeals Committee may be given orally by the Chairperson or in writing by the Appeals Committee.

Powers of the Appeals Committee

(j) On the hearing of an Appeal the Appeals Committee may:

(1) If the Appeal is in respect of a decision made by the Judiciary or Code of Conduct Committee as to guilt:

a. Uphold that decision;

b. Vary that decision; or

c. Quash that decision.

(2) If the Appeal is in respect of a decision made by the Judiciary or Code of Conduct Committee as to penalty:

a. Increase the penalty;

b. Decrease the penalty;

c. Vary the penalty; or

d. Affirm the penalty.

Decision Binding

(k) All decisions of the Appeals Committee shall be final and conclusive, are binding on, and shall be given effect to by the parties to the Appeal.

Notice of Appeal
(Appendix 1)

TAKE NOTICE that I, **[INSERT NAME OF PERSON] ("Appellant")**, hereby appeal from (seek a review of) the whole / part of the decision made by the Judiciary or Code of Conduct Committee on **[INSERT DATE]** on the following grounds:

1. **[INSERT].**

2. **[INSERT]**.

3. **[INSERT]** et cetera.

Appellant:

(Signature)

Date:

Must be emailed back to:

communityrl@nswrl.com.au

Notice of Withdrawal of Appeal
(Appendix 2)

I, **[INSERT NAME OF APPELLANT]** hereby withdraw my Notice of Appeal dated **[INSERT DATE]**.

Appellant:
(Signature)

Date:

Must be emailed back to:

communityrl@nswrl.com.au

Notice of Challenge
(Appendix 3)

I, **[NAME OF PERSON]** of, **[CLUB]**, having received a Notice of Appeal Hearing dated **[INSERT DATE]** hereby give you notice that at the hearing of this Appeal I intend to challenge **[INSERT SUFFICIENT PARTICULARS OF THE CHALLENGE SO AS TO ENSURE THAT THE JUDICIARY OR CODE OF CONDUCT COMMITTEE COUNSEL IS AWARE OF THE NATURE OF THE CHALLENGE TO THE JURISDICTION OR THE COMPOSITION OF THE APPEALS COMMITTEE OR OTHERWISE]**.

Signature:

(Person)

Date:

Must be emailed back to:

communityrl@nswrl.com.au

Notice of Appeal Hearing
(Appendix 4)

TAKE NOTICE that the Appeal detailed in the Notice of Appeal dated **[INSERT DATE]** has been set down for hearing and determination by the Appeals Committee at the following place and time:

PLACE:

DATE:

TIME:

Signature: **Date:**_____

7.3 Publication on LeagueNet

Once an authorised plea has been received or a hearing has been held, any outcomes should be recorded on the members LeagueNet Member Record.

The following details should be recorded:

- Team / Competition of Participant
- Grade
- Charge / Offence (list all charges)
- Charge Date
- Charge Grading
- Reporter
- Outcome
- Penalty (Units)
- Penalty (Type)
- Carry Over Points
- Penalty Start Date
- Penalty Expiry Date
- Suspended Penalty (Units) – if applicable
- Suspended Penalty (Type) – if applicable
- Suspended Penalty Expiry Date – if applicable

This information should be recorded to ensure that the judicial history of a player transferring to a different District / League is known in the event of a repeat charge / offence, and also to ensure that suspensions are upheld in Districts / Leagues other than where the suspension was issued.

SECTION 08

DISTRICT BY-LAWS

SECTION 09

APPENDIX

9.1 NSWRL Event Sanctioning Form

NSWRL
EVENT SANCTIONING APPLICATION

Applications must be submitted for sanctioning approval to NSWRL 30 days prior to the event.

EVENT DETAILS

1. Event Name _____

2. Event Category & Estimated Number of Teams

a. Open Men's (17+)	☐	Estimated number of teams ____
b. Open Women's (17+)	☐	Estimated number of teams ____
c. Junior International Boys (13-18)	☐	Estimated number of teams ____
d. Junior International Girls (13-18)	☐	Estimated number of teams ____
e. Junior League (10-12 years)	☐	Estimated number of teams ____
f. Junior League (8-9 years)	☐	Estimated number of teams ____
g. Junior League (6-7 years)	☐	Estimated number of teams ____

*** Please Note: no event will be sanctioned where prizemoney is offered to participating teams under the age of 18**

3. Event type

a. 13 a side (or as per Laws of the Game for U6-U11) ☐

b. 9s ☐

c. 7s ☐

d. Other _____

4. Event duration and Event dates

a. One off match only ☐ Date ____/____/____
Match Time: _____
Opposing Club/Team: _____

b. Multiple matches / single day* ☐ Date ____/____/____

c. Multi day tournament* ☐ Number of days _____

Start Date ____/____/____ End Date ____/____/____

Full schedule of matches to be included with this application

EVENT HOST DETAILS

5. HOSTING CLUB

Name of the Hosting Club _____

Postal Address _____

_____

6. Names and Contacts for Hosting Club

Contact 1 Name _____

Position _____

Phone (wk) _____ Phone (mobile) _____

Email _____

Contact 2 Name _____

Position _____

Phone (wk) _____ Phone (mobile) _____

Email _____

7. The Hosting Club is

a. A Junior Rugby League Club ☐

b. Other Legal Entity ☐

For **B** only, please attach a current Certificate of Registration / Incorporation

Copy attached ☐

8. The Hosting Club has a valid Certificate of Currency providing a minimum $20million Public Liability insurance appropriate to the Event that it is conducting.

Yes ☐ No ☐

Please attach a copy of your Certificate of Currency.

Copy attached ☐

Note: If the Hosting Club is an affiliated Junior Rugby League Club insured under the NSW JLA Insurance Plan, Public Liability insurance is included in your cover.

PRIMARY VENUE

9. Primary Venue

Field / Oval Name _____

Street Address _____

_____

Additional Venue(s)

Field / Oval Name _____

Street Address _____

_____

If there are further additional venues, please list these separately as an attachment.

10. The venue(s) will be safe and suitable for the event being conducted Including: Yes ☐ No ☐

a. Adequately prepared playing area, including line markings and field dressing (goal post pads, corner posts etc)
b. A playing enclosure clearly fenced or roped off with a perimeter not less than 5 metres (where applicable)
c. A playing surface clear of obstacles and safe for matches and training
d. Adequate facilities including change rooms, showers and toilet facilities to cater for participating teams, officials and spectators
e. Emergency vehicle access for Ambulance
f. Lighting standards adequate for conducting night matches (if applicable)

MEDICAL AND SAFETY REQUIREMENTS

11. The Hosting Club will ensure all medical and safety requirements will be met including: Yes ☐ No ☐

a. Coaches have a qualification relevant to the team that they are coaching in the event
b. Qualified and accredited Sports Trainers in attendance (as per the NRL On Field Policy)
c. Onsite provision of first aid room, tent or similar
d. Provision of a stocked First Aid Kit
e. Ice for injuries is on hand
f. Stretcher is available for use by trained personnel
g. Emergency contact list is available
h. Telephone for use in emergency

12. Each team is supplying Accredited Sports Trainer personnel Yes ☐ No ☐

13. The organisation providing additional medical support is:

Organisation Name _____

Contact Name _____

Position _____

Phone (wk) _____ Phone (mobile) _____

Email _____

14. The local Ambulance Service has been advised of the event dates and venues:

Yes ☐ No ☐

The name and the location of this service is listed below:

Name _____

Location _____

TOURNAMENT RULES

15. The Hosting Club will ensure that the following requirements are adhered to:

a. Laws of the game *****
b. Compliance with all NSWRL Policies & Procedures
c. Registration of teams and participants
d. Rules (including draw, points, ladders, forfeits, postponed / abandoned matches, dispute resolution etc)
e. Judicial procedures
f. No prize money will be offered for competitions involving teams under the age of 18
g. The use of the NSWRL logo is not to be used in the promotion / or otherwise, of the event without the express approval of the NSWRL

***** *Please provide a copy of any proposed amendments to the Laws of the Game or the Mini / Mod Rules under which the games will be played.*

JUDICIAL PROCEDURES

16. All matches must have appropriate judiciary procedures in place for dealing with the following disciplinary matters:

a. When a player is sent from the field
b. When a player is cited for illegal or foul play
c. When there is a breach of the NRL National Code of Conduct rules

Model Judicial Processes are available from NSWRL.

TEAM NOMINATION

17. All participating teams shall complete and submit a Team Nomination Form prior to participating in the event including the following information:

a. Team name
b. Participant details (first name, surname, date of birth, registered Junior Rugby League player in the same calendar year as the Event (yes / no)) *****
c. Coach (first name, surname and date of birth)
d. Sports Trainer (first name, surname, date of birth and level of accreditation)
e. District / League / State where competing team originates from

* *Any players who are not registered with a NSW JLA Affiliated Club (or an affiliated State / CRL League) must be properly insured before participating in this event. Please contact the NSWRL Community Football Unit for insurance cover for nonregistered or uninsured players.*

A NSWRL Team Nomination Form Template is attached to this application as Appendix 1.

18. If any of the participating teams are not from a NSW JLA Affiliation Competition, a copy of an approved NRL Application to Travel / Tour must be provided to the NSWRL Community Football Unit prior to the team's participation in this event.

Any team that is competing from a non NSW JLA Affiliated area (i.e. CRL / QRL / Affiliated State / International) has written confirmation from their respective insurance advisors their respective Public Liability, Professional Indemnity and Sports Injury / Personal Accident insurance responds to claims arising from their participation in this sanctioned event.

19. A NSWRL Sanctioned Event Team Nomination Form is required to be submitted to the NSWRL Community Football Unit on the Wednesday prior to the event date.

A NSWRL Sanctioned Event Team Nomination Form is attached to this application as Appendix 2.

REFEREES

18. All Referees used throughout the event will be suitably qualified for the age and standard of the matches that they are appointed to:

Yes ☐ No ☐

19. Referees will be appointed by the following Referees Association:

Referee Association _____

Contact Name _____

Position _____

Phone (wk) _____ Phone (mobile) _____

Email _____

HOSTING CLUB SIGN OFF

The person listed below is the authorised signatory of the Hosting Club and warrants that all details within this application are true and correct.

Contact Name _____

Position _____

Date _____

Signature _____

LEAGUE / DISTRICT APPROVAL

The League / District that the Hosting Club is affiliated to has approved the event with details as listed in this application.

League / District _____

Name _____ Position _____

Date _____

Signature _____

NSWRL APPROVAL

Sanctioning approval is provided on the basis of the information provided within this application being true and correct, special event insurance has been arranged and all events, tournaments and matches will be conducted in accordance with the regulations of the NSWRL and the Policies of the NSWRL and the NRL.

Name _____

Position _____

Date _____

Signature _____

APPLICATION LODGEMENT

The Hosting Club is to forward the completed Event Sanctioning Application Form together with all relevant attachments to your District Administrator for approval. They will then submit the District Approved Application to NSWRL at the following address:

NSWRL Community Football Unit
PO Box 533, Narrabeen NSW 2101
T: 02 8978 4900
E: communityrl@nswrl.com.au

NSWRL
SANCTIONED EVENT TEAM NOMINATION FORM

HOSTING CLUB:	
EVENT NAME:	
DATE:	**VENUE:**

	TEAM NAME	TEAMS ORIGINATES FROM				
		NSWRL	CRL	QRL	OTHER AFFILIATED STATE	INTERNATIONAL
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						

ANY TEAM THAT IS COMPETING THAT IS FROM A NON NSW JLA AFFILIATED AREA (i.e. CRL / QRL / AFF STATES / INTERNATIONAL) MUST COMPLETE AN **NRL APPLICATION TO TRAVEL / TOUR FORM** AND HAVE THEIR PARTICIPATION SANCTIONED BY THE NRL.

THIS FORM MUST BE SUBMITTED TO THE NSWRL COMMUNITY FOOTBALL UNIT ON THE WEDNESDAY PRIOR TO THE SANCTIONED EVENT. IF MORE THAN 14 TEAMS ARE COMPETING IN THE EVENT PLEASE USE EXTRA FORMS AND PLEASE ENSURE THAT ALL FORMS ARE SUBMITTED TOGETHER.

PLEASE SEND ALL COMPLETED FORMS TO communityrl@nswrl.com.au.

NSWRL
SANCTIONED EVENT NOMINATION FORM

HOSTING CLUB:	
TEAM NAME:	
DISTRICT / GROUP / LEAGUE:	**STATE / COUNTRY:**

NO	NAME	DATE OF BIRTH	CLUB	NRL ID
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				
25				

NO	NAME	D.O.B.	ACCREDITATION	NRL ID
COACH				
MANAGER				
SPORTS TRAINER				
SPORTS TRAINER				

ALL COACHES AND SPORTS TRAINERS NEED TO PROVIDE APPROPRIATE IDENTIFICATION WHICH PROVES THEIR ACCREDITATION IS CURRENT AND UP TO DATE.

ANY TEAM THAT IS COMPETING THAT IS FROM A NON NSW JLA AFFILIATED AREA (i.e. CRL / QRL / AFF STATES / INTERNATIONAL) MUST COMPLETE AN **NRL APPLICATION TO TRAVEL / TOUR FORM** AND HAVE THEIR PARTICIPATION SANCTIONED BY THE NRL.

9.3 NSW JLA Appeal Application Form

NSW Junior League Association

Appeal Application Form

Notice of Appeal is hereby given by: _____

Address: _____ Phone: _____

in relation to a decision made by the _____ Committee on the _____ (date)

Please give brief details of the decision that was made that you are appealing against.
(if there is insufficient space please attach additional pages)

_____

_____

_____

_____

Please give brief details of the evidence that you will be presenting at the appeal.
(if there is insufficient space please attach additional pages)

_____

_____

_____

_____

_____

Please five brief details of any evidence that was presented at an earlier Hearing that will be challenged
(if there is insufficient space please attach additional pages)

_____

_____

_____

_____

Please advise the names of any person who gave evidence at an earlier Hearing who will be required at the appeal

_____

_____

Signed: Date:

Please ensure that you read Section 1.11 (Appeals) of the NSWRL Junior League Policies & Procedures Manual. Please also take note of the information on the back of this from with regards to Appeals.

Appeal Information

To ensure an Appeal Hearing is allowed to proceed by the District Appeals Committee, the following appeal procedures should be observed. If this procedure is not followed there is a strong possibility that the appeal will be dismissed and the Appeal Fee forfeited.

- Appeals should not be lodged for the sake of appealing, or on the spur of the moment. Before you lodge an appeal, talk it over with your Club Officials.
- You are unable to appeal against the severity of a sentence.
- If you lodge an appeal that is deemed to be frivolous or groundless or if you do not follow proper procedures, the Appeal Fee will be forfeited.
- If you lodge an appeal that is dismissed because you did not have fresh evidence or special or extenuating circumstances, the Appeal Fee may be forfeited.
- You should be aware that the Appeal Committee may alter, increase, or decrease the penalty if they feel the original decision was unsuitable.
- Any penalty given by any previous Sub-Committee still stands and will be enforced until an Appeal is heard.

Appeal Procedures

1. Advise the Junior League Administrator / Secretary of your intention to appeal.
2. Obtain a NSW Junior League Association Appeal Application Form from your Junior League Administrator / Secretary
3. Complete the Appeal Application Form with as much detail as possible and attach the Appeal Fee of $500.00.
4. Attach a submission containing the fresh evidence or special or extenuating circumstances.

Please remember

- Any evidence (i.e. additional witnesses / video etc) that was available or could have been presented to the earlier hearing is not regarded as fresh evidence
- Any information regarding special or extenuating circumstances that already existed, or that was available, or could have been presented to the earlier hearing, is not regarded as fresh evidence.

Appeals are usually heard the week following submission of the Appeal Application Form, so the persons that are involved are allowed sufficient notice.

9.4 NRL Privacy Policy

National Rugby League Privacy Policy

The Greatest Game of All

This Privacy Policy covers the Australian Rugby League Commission Limited, National Rugby League Limited and each of its associates, related entities and subsidiaries (together, the **NRL**). For the avoidance of doubt, a reference in this Policy to the NRL (including the NRL doing or not doing an act) is a reference to, and is intended to also cover, the Leagues. The NRL recognises that privacy is important and that an individual has the right to control his or her Personal Information. The NRL is committed to protecting the privacy of individuals and their Personal Information which the NRL collects during the course of administering and developing the game of Rugby League.

This Privacy Policy is based on the Australian Privacy Principles in Schedule 1 to the Privacy Act and sets out the way the NRL handles the Personal Information it collects, uses, discloses and stores on:

(a) Rugby League participants, including Players and Officials (together, **Participants**);

(b) persons who register for any NRL sanctioned accreditation or licensing program;

(c) persons who purchase or receive information about tickets to Matches, including the NRL, State of Origin, National Youth Competitions and Representative Matches;

(d) persons who subscribe and/or register to any Rugby League membership program, participation program, newsletter or promotional offer; or

(e) persons who request services from the NRL or more information about the NRL, Competitions or Matches

(you, your).

1. ANONYMITY AND PSEUDONYMITY

Wherever it is lawful and practicable, you will have the option of not identifying yourself, or of using a pseudonym, when entering transactions, or otherwise dealing with, the NRL in relation to a particular matter.

2. COLLECTION

2.1 The NRL only collects Personal Information about you by lawful and fair means and as is reasonably necessary for one or more of the NRL's functions or activities in administering the game of Rugby League, including for the following primary purposes:

(a) organisation, conduct and promotion of Competitions and Matches (including for the purpose of providing information and making ticket offers to you);

(b) direct communication with you by Rugby League Administrators;

(c) disclosure to Rugby League Partners, unless you have indicated that you do not want to receive any communication from Rugby League Partners;

(d) compliance with the NRL Rules, including the administration and development of Rugby League (if you are a Participant); and

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(e) any use that is obvious at the time the Personal Information is collected.

2.2 Members of the NRL corporate group may also share Personal Information with each other for these primary purposes and otherwise in administering and developing the game of Rugby League.

2.3 The types of Personal Information the NRL may collect depends on the purposes for which it is collected but may include (without limitation):

(a) your name, gender, occupation, residential address, email address, telephone number and other contact details;

(b) your favourite NRL Club and other information dealings with the NRL or the Clubs such as memberships, subscriptions and attendance history at NRL Matches where you have used your membership to purchase tickets;

(c) purchasing preferences and financial details.

2.4 Where it is reasonable and practicable to do so, the NRL will only collect your Personal Information from you. If you are a Minor, the NRL may collect Personal Information about you from your parent or legal guardian.

2.5 The NRL will collect Personal Information from you mainly through relevant forms (whether in hard copy or online) approved by the NRL or the Leagues from time to time. However, during the ordinary course of its activities and functions, the NRL may also collect Personal Information that is given to it by a third party (such as a corporate partner of the NRL or Clubs, or information that is on public record), or which is otherwise unsolicited. This information from third parties forms part of your Personal Information.

2.6 Where the NRL receives unsolicited Personal Information about you, it will, within a reasonable period after receiving that information, determine whether or not it could have collected the information if the NRL had solicited the information itself. If the NRL determines that it could not have collected the Personal Information the NRL will, as soon as practicable but only if it is lawful and reasonable to do so, destroy the information or ensure that the information is de-identified.

2.7 If the NRL collects Personal Information about you from someone other than yourself (or your parent or legal guardian), the NRL will take reasonable steps to ensure you are made aware of the matters listed in clause 2.8 below. Generally, if appropriate, the NRL will tell you why it is collecting Personal Information and how it plans to use it, unless it is impracticable to do so or it is self-evident.

2.8 Before or at the time of collection of Personal Information (or if that is not practicable, as soon as practicable after), the NRL will take reasonable steps to ensure that you are aware of:

(a) how to contact the NRL in relation to this Privacy Policy;

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(b) the fact that you can gain access to the information held on you and seek correction of such information;

(c) the purposes for which the information is collected;

(d) the organisations (or types of organisations) to which the NRL usually discloses information of that kind;

(e) any law that requires the information to be collected;

(f) the main consequences (if any) for you if all or part of the information is not provided;

(g) whether the NRL is likely to disclose the personal information to overseas recipients; and

(h) if the NRL is likely to disclose your Personal Information to overseas recipients (for example, to facilitate membership mail outs) — the countries in which such recipients are likely to be located if it is practicable to specify those countries in the notification or to otherwise make you aware of them.

Sensitive information

2.9 The NRL will not collect Sensitive Information about you unless:

(a) you have consented;

(b) it is specifically permitted to do so under the NRL Rules, including for health, medical and anti-doping testing purposes and investigation of disputes (whatever the nature of the dispute), or if it is reasonably necessary for one or more of the NRL's functions or activities in administering the game of Rugby League;

(c) the collection is required or authorised by law;

(d) a Permitted General Situation exists; or

(e) otherwise permitted under the provisions of the Australian Privacy Principles relating to the collection of Sensitive Information.

3. USE AND DISCLOSURE

3.1 The NRL will not use or disclose Personal Information about you for a secondary purpose other than the primary purposes (the **secondary purpose**) identified in clause 2.1 above unless:

(a) you have consented to the use or disclosure;

(b) both of the following apply:

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(i) the secondary purpose is related to the primary purpose of collection and, if the Personal Information is Sensitive Information, directly related to the primary purpose of collection; and

(ii) you would reasonably expect the NRL to use or disclose the information for the secondary purpose;

(c) a Permitted General Situation exists.

Direct Marketing

3.2 The NRL may use or disclose your Personal Information to a Rugby League Administrator for the secondary purpose of direct marketing communication, if:

(a) it collected the information from you;

(b) you would reasonably expect your Personal Information would be used or disclosed for direct marketing;

(c) the NRL has provided a simple means by which you can request not to receive direct marketing; and

(d) you have not made a request of the kind referred to in 3.2(c).

3.3 In other cases where you would not reasonably expect your Personal Information to be used for direct marketing, or the information has been collected from a third party, the NRL may use the information for the secondary purpose of direct marketing communication only if the following are satisfied:

(a) you have consented to the use or disclosure for direct marketing, or it is impracticable to seek your consent before that use;

(b) the NRL will not charge you for giving effect to a request by you not to receive direct marketing communication;

(c) You have not made a request to the NRL not to receive direct marketing communication;

(d) In each direct marketing communication, the NRL always prominently displays a simple notice or actionable option that you may express a wish not to receive any further direct marketing communication; and

(e) each written direct marketing communication by the NRL with you sets out the NRL's contact details including business address, telephone and fax numbers, and email address.

3.4 The NRL may disclose your Personal Information to its service providers such as ticketing agents, mail houses or other similar third-party organisations for the purpose of

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implementing the primary purposes, including fulfilling ticket requests and communicating Rugby League related offers. For example, the NRL uses third party credit card payment gateway services on its website. If you pay for tickets or services through the NRL's website, the NRL will be required to provide certain financial details to the third party service provider to effect the transaction. The NRL requires these third party organisations to keep your contact details and Personal Information confidential and only use them for the designated purpose.

3.5 Subject to compliance with the Privacy Act and this Privacy Policy, the NRL may also:

(a) disclose your Personal Information to its affiliates (including without limitation the Leagues, a Competition Administrator and a Club) to enable them to administer the game of Rugby League in their area and provide related activities and services; and

(b) unless you inform the NRL otherwise, disclose your information to sponsors and partners to enable them to provide you with information, materials and promotional opportunities.

3.6 The NRL may, in its discretion, disclose your Personal Information where it is otherwise permitted or required to do so under the Australian Privacy Principles or at law.

4. DATA QUALITY AND SECURITY

4.1 The NRL will take reasonable steps to make sure that the Personal Information it collects, uses or discloses is accurate, complete and up-to-date.

4.2 The NRL will also take reasonable steps to protect the Personal Information it holds about you or that is within its direct control from misuse, interference and loss and from unauthorised access, modification or disclosure. However, the internet is an inherently risky environment and any information you send via digital means is sent at your own risk.

4.3 The NRL will take reasonable steps to destroy or permanently de-identify Personal Information if it is no longer needed for any purpose for which the information may be used or disclosed under clause 2, unless the NRL is required by or under an Australian law, or a Court order, to retain the information.

5. OPENNESS, ACCESS AND CORRECTION

5.1 At your request, the NRL will take reasonable steps to let you know, in general terms, what sort of Personal Information it holds, for what purposes, and how it collects, holds, uses and discloses that information.

5.2 The NRL will provide you, within a reasonable period after a request from you, with access to the Personal Information it holds on you, except to the extent that the NRL is not required to do so under Article 12.3 of the Australian Privacy Principles.

5.3 Before supplying any Personal Information to you, the NRL must be reasonably satisfied as to your identity (for example, by asking to see your passport or driver's licence). The NRL is

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not under any obligation to provide Personal Information to you where the NRL is not required to do so under the Australian Privacy Principles or otherwise at law.

5.4 If the NRL refuses to provide you with access to Personal information it holds on you in the manner requested by you or because one of the exceptions in Article 12.3 of the Australian Privacy Principles applies, the NRL will either:

(a) take such steps (if any) as are reasonable in the circumstances to give access to the information in a way that meets the needs of the NRL and you; or

(b) provide you with a written notice that sets out:

(i) the reasons for the refusal except to the extent that, having regard to the grounds for the refusal, it would be unreasonable to do so; and

(ii) the mechanisms available to complain about the refusal; and

(iii) any other matter prescribed by the Privacy Act regulations.

5.5 If:

(a) the NRL is satisfied that, having regard to a purpose for which the Personal Information is held, the information is inaccurate, out-of-date, incomplete or irrelevant or misleading; or

(b) you request the NRL to correct your Personal Information,

the NRL will take reasonable steps to correct the Personal Information to ensure that, having regard to the purpose for which it is held, it is accurate, up-to-date, complete, relevant and not misleading. The NRL will not charge you for making such a request or for correcting the information.

5.6 If the NRL refuses to correct the Personal Information at your request, the NRL will provide you with a written notice that sets out the same matters listed in 5.4(b).

6. NO LIABILITY

6.1 To the maximum extent permissible by law, the NRL expressly disclaims any liability for a breach of this Policy.

6.2 By providing the NRL with Personal Information, you acknowledge that any damage caused to you or any other individual by the disclosure of that information shall be limited to the amount recoverable under applicable legislation and otherwise not be recoverable from the NRL or any of its related bodies.

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7. TRANSBORDER DATA FLOWS

7.1 The NRL will not transfer your Personal Information unless it has first taken steps reasonable in the circumstances to ensure that the information that it transfers will not be held, used or disclosed by the recipient of the information inconsistently with, or otherwise in breach of, the Australian Privacy Principles (for example, by adopting appropriate contractual clauses).

7.2 The NRL may transfer Personal Information about you to someone who is in a foreign country only if:

(a) the NRL reasonably believes that the recipient is subject to a law or binding scheme that has the effect of protecting the information in a way that is, overall, substantially similar to the Australian Privacy Principles and there are mechanisms available to you to enforce that protection or scheme;

(b) you consent to the transfer after the NRL has informed you that 7.1 will no longer apply if you provide your consent.

7.3 Clause 7.1 does not apply to the transfer of Personal Information in accordance with the NRL Rules, including to facilitate the registration of a Player by an international Rugby League association.

8. INQUIRIES PROCEDURE

8.1 All complaints and inquiries concerning your Personal Information, including in respect of alleged breaches of this Privacy Policy or the Australian Privacy Principles, will be directed to the NRL Privacy Officer (or a person who is delegated that function from time to time). This will ensure that all such matters will be dealt with:

(a) consistently across the NRL (rather than having a series of different approaches across the NRL); and

(b) in accordance with applicable law, including the Privacy Act.

8.2 At all times, privacy complaints will be treated seriously, dealt with promptly and confidentially, and will not affect your existing obligations or commercial arrangements with the NRL.

9. INTERPRETATION

9.1 Any capitalised terms or phrases used but not defined in this Policy have the meaning given to them in the Privacy Act.

9.2 Any reference to the NRL in this Privacy Policy is a reference to all those entities individually and collectively unless the context requires otherwise.

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9.3 This Privacy Policy is designed to safeguard Personal Information and to comply with the law and so may need to be varied or changed by the NRL from time to time.

9.4 Headings are for ease of reference only and do not affect the meaning of the parts of this Policy.

9.5 The singular includes the plural and vice versa and words importing a gender include other genders.

9.6 Other grammatical forms of defined words or expressions have corresponding meanings.

9.7 A reference to a Rule or sub-Rule or to a Schedule or Guideline is a reference to a Rule or sub-Rule of these Rules or to a Schedule or Guideline to these Rules respectively.

9.8 A reference to a document or agreement, including these Rules, includes a reference to that document or agreement as amended, novated, altered or replaced from time to time.

10. DEFINITIONS

In this Policy:

Club means any Club registered with the NRL or the Leagues from time to time. A reference to Club includes a club admitted by:

(a) a Competition Administrator to field a team in a Competition; or

(b) the NRL to field a team in a NRL Competition.

Club Official means any person involved with the administration, management or organisation of a Club (whether paid or unpaid), including employees, contractors, consultants, volunteers, officers and directors and representatives.

Competition means any competition, tournament or league registered or carried out under the auspices of the NRL or the Leagues including the pre-season, season proper, finals series and any post season tournament or knockout cup competition and any other football competition or tournament organised, hosted by or carried out under the auspices the NRL or the Leagues.

Competition Administrator means the entity responsible for the conduct and staging of a Competition and includes (without limitation) the NRL and the Leagues (including the divisions and associations that make up the Leagues).

Health Information means:

(a) information or an opinion about:

(i) your health or a disability (at any point in time);

(ii) your expressed wishes about the future provision of health services to you; or

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(iii) a health service provided, or to be provided, to you, that is also Personal Information;

(b) other Personal Information collected to provide, or in providing, a health service; or

(c) other Personal Information about you collected in connection with the donation, or intended donation, by you of your body parts, organs or body substances.

Leagues means NRL, Queensland Rugby League, New South Wales Rugby League, Country Rugby League of NSW and the States and Territories of Australia that do not currently have a Club competing in the NRL Competition based within their territorial limits.

Match means a game of Rugby League football and includes any match staged, participated in, sanctioned by, or played under the auspices of the NRL, the Leagues or a Competition Administrator (including any match held as part of a Competition).

Match Official means any person in charge of safety or any other person appointed by the NRL, the Leagues or a Competition Administrator to assume responsibility in connection with a Match including:

(a) The referee for a Match;

(b) The touch judges for a Match;

(c) If used, the in-goal touch judges for a Match;

(d) The interchange officials for a Match;

(e) The video referee for a Match;

(f) The sin-bin operator for a Match;

(g) The timekeeper or timekeepers for a Match;

(h) The ground manager for any ground where a Match is played;

(i) Any person who assists in the preparation for, or the conduct of, a Match (including the organisation, management, control or administration of the Match as an event), and whether any such persons is:

(i) Engaged by the NRL or a Club or otherwise;

(ii) An employee, contractor, agent, volunteer or otherwise; or

(iii) Paid or unpaid.

National Youth Competition means the National Under 20 elite Rugby League competition arranged, organized and administered by the NRL.

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NRL Privacy Officer means the person appointed by the NRL from time to time to deal with complaints and inquiries under this Policy.

NRL Rules means its constitution, rules, regulations, policies and procedures and any other ancillary document that governs the NRL in administering the game of Rugby League, as promulgated and amended from time to time.

Official means:

(a) a Club Official, Match Official or Team Official;

(b) an employee, consultant, officer or director of the NRL, the Leagues or a Competition Administrator; or

(c) a member of a council, committee, panel or body constituted by the NRL, the Leagues or a Competition Administrator.

Permitted General Situation exists if, in relation to the collection, use or disclosure by the NRL of Personal Information about you:

(a) it is unreasonable or impracticable to obtain your consent to the collection, use or disclosure;

(b) the NRL reasonably believes that the collection, use or disclosure is necessary to lessen or prevent a serious threat to the life, health or safety of any individual, or to public health or safety;

(c) the NRL has reason to suspect that unlawful activity, or misconduct of a serious nature, that relates to the NRL functions or activities has been, is being or may be engaged in (including such things as investigations into breaches of the NRL Rules);

(d) the NRL reasonably believes that the collection, use or disclosure is necessary in order for the entity to take appropriate action in relation to the matter;

(e) the collection, use or disclosure is reasonably necessary for the establishment, exercise or defence of a legal or equitable claim.

Personal Information means information or an opinion (including forming part of a database), whether true or not, and whether recorded in a material form or not, about an individual whose identity is apparent, or can reasonably be ascertained, from the information or opinion.

Player means any person who is, from time to time, registered to a Club or is selected as a member of a Representative Team, whether that person is male or female, junior or senior or an amateur or professional.

Privacy Act means the *Privacy Act 1988* (Cth).

Representative Match means a team participating in a Representative Match.

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Representative Team means any team selected to participate in a Representative Match.

Rugby League Administrators mean the NRL, the Leagues, a Competition Administrator or a Club (as the case may be) with which the Participant has a direct relationship, including for the purposes of registration with the League and participation in a Competition.

Rugby League Partners means any entity that has a commercial agreement or arrangement with the NRL, Member Association, Competition Administrator or Club (as the case may be) and which you may also have a direct relationship with (including by participation in a Competition).

Sensitive Information means:

(a) information or an opinion about your:

- (i) racial or ethnic origin;
- (ii) political opinions;
- (iii) membership of a political association;
- (iv) religious beliefs or affiliations;
- (v) philosophical beliefs;
- (vi) membership of a professional or trade association;
- (vii) membership of a trade union;
- (viii) sexual preferences or practices; or
- (ix) criminal record, that is also Personal Information; or

(b) Health Information.

Team Official means any personnel involved with the management, preparation or participation of a Club's team (whether paid or unpaid), including the coaches, managers, medical staff (including team or match day doctor), physiotherapists, gear persons and other support staff.

9.5 NSW JLA Photography Consent Form

NSWRL
PHOTOGRAPHY CONSENT FORM

PART A – TO BE COMPLETED BY JUNIOR LEAGUE CLUB

1. CLUB REPRESENTATIVE

Name: _____ Role: _____

2. HOW ARE THE IMAGES GOING TO BE USED?

☐ Promotional activities ☐ Newsletters ☐ Publications
☐ Website ☐ Social Media Platforms ☐ Analysis and Performance Review
☐ Other _____

3. HOW LONG WILL THE IMAGES BE USED FOR?

☐ Less than 12 months ☐ More than 12 months

4. WHERE WILL THE IMAGES BE TAKEN?

☐ Club's usual venues (e.g. Council Fields) ☐ Away from usual venues (detail below)
☐ Away from usual venues (detail required) _____

PART B – TO BE COMPLETED BY THIRD PARTY PHOTOGRAPHER (IF RELEVANT)

5. DETAILS

Name: _____ Phone: _____ Date of photography: ___/___/___

6. PURPOSE OF TAKING IMAGES

_____

7. SIGNATURE

Signature: _____ Date: ___/___/___

PART C – TO BE COMPLETED BY JUNIOR RUGBY LEAGUE PLAYER (below 18 years of age)

8. DETAILS

Name: _____ Team (Grade): _____

I understand the terms set out in this document.

Please tick one box:

☐ I give (insert name of Club)_____ permission to use images of me as set out in Parts A and B
☐ I do not give (insert name of Club)_____ permission to use images of me as set out in Parts A and B

9. YOUR SIGNATURE

Signature: _____ Date: ___/___/___

PART D – TO BE COMPLETED BY PARENT / GUARDIAN

10. DETAILS

Name: _____

Please tick one box:

☐ I give (insert name of Club)_____ permission to use images of my child as set out in Parts A and B
☐ I do not give (insert name of Club)_____ permission to use images of my child as set out in Parts A and B

11. YOUR SIGNATURE

Signature: _____ Date: ___/___/___

9.6 NRL Infectious Disease Policy

Infectious Disease Policy

POLICY STATEMENT ON INFECTIOUS DISEASES

(With particular reference to HIV (AIDS), Hepatitis B, Meningococcal Illness and other infectious diseases transmitted by saliva and other excretions from the nose and throat)

A number of blood-borne infectious diseases can be transmitted during body contact and collision sports such as rugby league. The more serious include Hepatitis and HIV (AIDS). Infectious diseases may be spread by contact between broken skin or mucous membrane and infected:

- Blood
- Saliva (There is no evidence that contact with saliva can place someone at high risk of HIV infection)
- Semen and vaginal fluids

A number of bacteria and viruses can be transmitted via saliva and other secretions from the nose and throat when water bottles, referees whistles and other similar articles are shared during sporting activities. These include potential serious infections such as meningococcal illness, whooping cough, hepatitis A and glandular fever.

THE FOLLOWING RECOMMENDATIONS WILL REDUCE THE RISK OF TRANSMITTING INFECTIOUS DISEASES TO PLAYERS

1. It is the players' responsibility to maintain strict personal hygiene, as this is the best method of controlling the spread of these diseases.
2. HIV, hepatitis viruses and other infections can be acquired by rugby league players and staff in activities unrelated to rugby league. Unprotected sexual contacts, injected drug use for recreational or performance-enhancing drugs, for example, present risk factors greater than those present in the playing of rugby league.
3. It is strongly recommended that all players involved in rugby league be vaccinated against Hepatitis B.
4. All players with prior evidence of infectious disease are strongly advised to obtain advice and clearance from a doctor prior to participation.
5. Open cuts and abrasions occurring during a match or training must be reported and managed immediately.

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6. If the bleeding cannot be controlled the player must cease playing/training.
7. Players should avoid unnecessary contact with the blood of other players.

REFEREES AND GAME OFFICIALS

1. Officials must report all open cuts and abrasions to medical staff at the first available opportunity.
2. If the referee notices a bleeding or blood contaminated player, he/she will immediately stop play and call 'time-out' and signal to the team trainer to attend to the player.
3. The team Sports trainer will immediately enter the field of play to assess whether the player can be managed/assessed on the field or whether he/she will management off the field.
4. If the sports trainer advises that the player can be managed/assessed on the field, the referee will instruct the player to drop out behind play for that purpose and the match will immediately recommence.
5. If the Sports trainer advises the referee that he will have to manage/assess the player off the field, the match will not restart until the player has left the field. The player may be interchanged, or alternatively the team can elect to temporary play on with 12 players. (Note: other than for the initial assessment, the match will not be held up while the bleeding player receives treatment or is interchanged).
6. If the referee stops play twice for the same player and the same wound, the player must be taken from the field for management and either interchanged or the team may elect to play on with 12 players until the bleeding player returns.
7. If a bleeding player has left the field for management and is not interchanged, he/she may return to the field of play at any time provided he/she does so from an on-side position. If the bleeding player has been interchanged, he/she may only return to the field through the interchange official as a normal interchange player.
8. A bleeding player returning to the field of play who has not been interchanged, is not to be regarded as a replacement/interchange player and therefore may take a kick for goal. Conversely, a bleeding player returning to the field of play who has been interchanged may not take a kick for goal at that time.
9. If bleeding cannot be controlled and the wound securely covered, the player must not continue in the game and a replacement will be made.

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10. If the bleeding player does not leave the field voluntarily or when ordered to do so by the referee, the referee may dismiss the player and charge him with misconduct.

11. All contaminated clothing and equipment must be replaced prior to the player being allowed to resume play. If no alternate clothing is available contaminated gear should be sprayed with bleach solution.

12. It is strongly recommended those who officiate in rugby league should be vaccinated against Hepatitis B.

13. It is strongly recommended that if players, referees or other participants are feeling unwell prior to the sporting event, they should not participate. They should consult the team doctor or their own doctor.

14. Players, referees and other participants who are unwell during or after a sporting event should not continue to take part in the event, unless cleared to do so by the team doctor or a General Practitioner.

15. Players, referees and other participants who have an open cut or ulcerating sore should be seen by a doctor and not take part in a sporting event unless cleared to do so by a doctor.

16. Referees and other officials should be supplied with water bottles, whistles and any other equipment that has the potential to be contaminated by saliva. These items must not be shared with any other person at any time.

17. Gloves should be worn when handling or washing soiled linen. General utility gloves, i.e. rubber household gloves, can be used for this task. The gloves should be washed in detergent after use, or discarded if they are peeled, cracked, discoloured, torn, punctured or have other evidence of deterioration. Contaminated linen soiled with blood or body substances should be transported in a leak proof plastic bag to the laundry site simply to contain the body fluid and stop it spreading to other laundry items. Contaminated clothing/equipment should be laundered separately in a hot wash at a minimum temperature of 80 degrees Celsius.

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TEAM AREAS

1. It is the club's responsibility to ensure that the dressing rooms be clean and tidy. Particular attention should be paid to hand basins, toilets, showers and benches. Adequate soap, paper hand towels, brooms, refuse disposal bins and disinfectants must be available at all times. Drains must run freely.
2. Communal bathing areas (e.g. spas) should be strongly discouraged.
3. The practice of spitting and urinating (other than in the toilet) in team areas must not be permitted.
4. All clothing, equipment and surfaces contaminated by blood must be treated as potentially infectious and treated accordingly.
5. Sharing of towels, shaving razors, face washers and drink containers must not occur.
6. It is strongly recommended that all personnel working in rugby league team areas should be vaccinated against Hepatitis B and know their immunity status.
7. In all training areas, open cuts and abrasions must be reported to medical staff and treated immediately.
8. Players should be supplied with their own water bottles and any other equipment that has the potential to be contaminated with saliva.
9. During matches and training, players must drink only from their own drink containers or recommended water containers possessing spouts. Players should not have contact with or touch the nozzle of squeeze bottles.

FIRST AID ROOM

1. The first aid room must be cleaned regularly.
2. A rubbish bin must contain plastic liners, which are to be disposed of after use at training session/match.
3. Needles/syringes must be disposed of after use in a suitable waste disposal kit (Needles/syringes must only be administered by a professional qualified medical practitioner).

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GYMNASIUM

1. Flooring should be of a non-pervious material with a sealed surface that is easily cleaned. Carpet and artificial turf type surfaces are discouraged.
2. Players should have shoes, shirt and their own towel for each workout.
3. Communal baths are to be discouraged.

MINIMISING THE RISK OF HIV AND VIRAL HEPATITIS TRANSMISSION

1. Those attending to bleeding players should wear non-utility gloves, i.e.disposable latex or vinyl gloves that must never be reused. These must be worn when direct contact is anticipated with blood or body substances, mucous membranes, or non-intact skin, as when attending to first aid of a bleeding player or handling items or contact surfaces contaminated with blood or body substances.

2. Gloves must be changed and discarded:

   - As soon as they are torn or punctured
   - After contact with each player

3. Hands must be washed after removal and disposal of gloves. Medical/First Aid kits must contain disposable protective gloves, soap and plastic bags for disposal of contaminated equipment/clothing.

4. Disposable resuscitation devices should be available and accessible. They should be used for anyone requiring mouth-to-mouth cardiopulmonary resuscitation (CPR). Any CPR training should include instruction in the use of resuscitation devices to prevent direct mouth-to-mouth contact between the injured person and the resuscitator.

5. If a player has a skin lesion, he/she must be immediately reported to the responsible Sports Trainer and medical attention sought.

6. If a skin lesion is observed, it must be immediately cleansed with suitable antiseptic and securely covered.

7. If a bleeding wound occurs, the individual's participation must be interrupted until the bleeding has been stopped and the wound is both rinsed with plenty of water or normal saline to remove dirt and covered with a waterproof dressing. Any embedded object that cannot be removed by the above procedure should be referred to hospital for evaluation.

8. A separate first aid room should be available for the treatment and suturing of wounds.

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ACTION TO BE TAKEN IN THE EVENT OF A BLOOD SPILL

In an accident where bleeding occurs and if:

1. **Skin is penetrated or broken**, the immediate first aid is to clean the wound with water or normal saline.
2. **Clothes are bloodstained**, they should be changed with clean ones once the wound has been treated (or spayed with bleach solution if no alternative clothing is available). They should be handled with rubber gloves and treated as per above.
3. **Blood gets on the skin**, irrespective of whether they are cuts or abrasions, wash well with soap and water.
4. **Eyes are contaminated**, rinse the area gently but thoroughly, with the eyes open, with water or normal saline.
5. **A player is wearing contact lenses**:
   - Leave the contact lens in while the eye is irrigated with water or normal saline, the contact lens are acting as a barrier to the eye.
   - When the eye has been adequately irrigated for several minutes, remove the contact lenses and clean in the normal manner.
   - They can then be reused. They do not have to be cleaned any differently than normal and they do not need to be discarded.
6. **Blood gets in the mouth**, spit it out and rinse the mouth with water several times. Where there is additional concern about infection, medical advice should be sought.

EDUCATION

There is an obligation upon all organisations to provide suitable information on the associated risk factors and prevention strategies against infectious diseases. Additional information may be obtained from team doctors or the department of health.

NRL Sports Trainer
Accreditation Scheme
playrugbyleague.com

9.7 NSWRL Playing in a Higher Age Group Consent Form

NSW Junior League Association

PLAYING IN HIGHER AGE DIVISION CONSENT FORM

Note: In line with Policy 2.13, the completion of this form and District approval applies to players wishing to play one (1) year above their natural age group. Players wishing to play two (2) years above their natural age need to provide additional documentation and seek NSWRL approval.

PARENT/GUARDIAN TO COMPLETE

I / We hereby give permission for my/our child

_____ DOB _____/_____/_____ to play with the
(insert full name)

_____ Under _____
(insert Club) (insert higher age division)

I/We are aware of the increased risk my child will be exposed to both physically and mentally by playing in a higher age division.

I/We are aware that my child is required to fulfil his obligations to his correct age division prior to competing in the higher age division.

Parent/Guardian Name _____

Parent/Guardian Signature _____ Date _____

CLUB TO COMPLETE

On behalf of the _____ *JRLFC*
(insert Club name)

I hereby give permission for _____
(insert player's name)

To play with the _____ *Under* _____

I am aware of and have explained the increased mental and physical risks of playing a higher age division to both the player and his parent/guardian.

Club Representative Name _____

Club Representative Signature _____ *Date* _____

DISTRICT TO APPROVE

Junior League Secretary Signature _____ Date _____

NSWRL APPROVAL (where necessary)

NSWRL Representative Signature _____ Date _____

THIS FORM IS TO BE COMPLETED AND RETURNED TO THE JUNIOR LEAGUE SECRETARY AND/OR THE NSWRL FOR APPROVAL **PRIOR** TO THE PLAYER PLAYING IN A HIGHER AGE DIVISON

9.8 NRL National Registration Policy V2.3

National Registration Policy V2.3

Original Document V2.2	November 2014
Update V2.3	30 March 2016

Endorsed By:

National Rugby League Limited

Rugby League Central, Driver Avenue
MOORE PARK NSW 2021

Locked Bag 5000
Paddington NSW 2021

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nrl.com
ABN 23 082 088 962

1. PURPOSE

The purpose of the introduction of National Online Registration is to:

a. Achieve consistency and accuracy of data collection
b. Ensure compliance in reporting statistics
c. Improve communication between the NRL/Governing Bodies and participants
d. Deliver a national registration system for participants at all levels of the game (including volunteers)
e. Improve timeliness of data capture
f. Reduced workload and pressure on volunteers and paid administrators to have data entered within specified timeframes
g. Acceptance of National Terms, Conditions and NRL Policies for every participant within the database

2. SCOPE

The policy applies to all participants registering to play, officiate, coach or participate as a sports trainer and/or volunteers at all clubs/Leagues/Associations

3. REGISTRATION PERIOD

A Participant may be registered to a club/association on the NRL National database from the first working day in November for the duration of the season unless

a. A clearance is requested within that season and prior to 30 June (Refer Online Clearance Policy)
b. The State/Governing body has in its rules a specific cut-off date/round number to accept registrations

4. DE-REGISTRATION OF PLAYERS

Once a registered player takes part in a match or any part of a match they shall remain registered for the remainder of the season even if they do not participate in any more matches throughout the season.

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5. REGISTRATION OF PLAYERS

A player must be registered on the NRL National database where practical before he or she can participate for a club.

By registering and accepting the Terms and Conditions a player agrees to abide by all NRL and State League Policies, which may be amended from time to time.

The registration is completed as follows:

a. A *player returning to the club with whom they were registered in the previous season* must use the online platform to complete the self-registration process
b. A *player registering for the first time with a Rugby League club*, must use the online platform to self-register. At which time the identification that will be produced to the club shall be scanned and attached to the form. The player's registration will remain in a 'Pending' status until:
    i. The player provides confirmation of the details entered online by producing a birth certificate, or current/valid passport or driver's licence to the club prior to participating in matches.
    ii. Once the club is satisfied with the players identification the system administrator will approve the pending player as a club participant for the season
c. A *player clearing from a club from which they were registered in a previous season* must authorise the club to initiate a clearance on his/her behalf
    i. The Player must provide the club with evidence of name and age by producing a birth certificate, or current/valid passport or driver's licence.
    ii. The player will receive notification of approval by email. The email will contain a link to the online registration form, which must be completed by the player, accepting the national terms and conditions.
d. Other manual options may be implemented by State Governing bodies in remote and regional areas where access to online forms are limited.

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6. REGISTRATION OF COACHES

Registration of a coach is mandatory once he/she has been appointed by the club regardless of whether the person is accredited or the accreditation is current.

By registering and accepting the Terms and Conditions a Coach agrees to abide by all NRL and State League Policies, which may be amended from time to time.

a. Registration must be completed through self-registration via the online platform to the NRL National database
b. The system administrator must assign the registered coach to the relevant team/s
c. If a coach is unaccredited or the accreditation has expired, a course must be completed. (Refer to National Accreditation Policy) by no later than 30 June in the year in which he/she is coaching. Failure to complete the training to become an accredited coach may lead to sanctions by the relevant League.

7. REGISTRATION OF SPORTS TRAINERS

Registration of all Sports Trainers (including League Safe personnel) is mandatory.

By registering and accepting the Terms and Conditions a Sports Trainer agrees to abide by all NRL and State League Policies, which may be amended from time to time.

a. A Sports Trainer must have completed an accreditation prior to registering. (Refer to National Accreditation Policy)
b. Registration must be completed through self-registration via the online platform to the NRL National database.

8. REGISTRATION OF MATCH OFFICIALS

Registration of all match officials (Referees) is mandatory.

By registering and accepting the Terms and Conditions a Match Officials agrees to abide by all NRL and State League Policies, which may be amended from time to time.

a. A match official must have completed an accreditation prior to registering and officiating in a match. (Refer to National Accreditation Policy)

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b. Registration must be completed through self-registration via the online platform to the NRL National database.

9. VOLUNTEERS

The purpose of registering volunteers is to record and understand the volunteer workforce operating in rugby league. Knowing who our volunteers are allows the game to provide benefits such as insurance, communication, retention, education and rewards

Registration of volunteers is optional. Volunteers are defined as non-accredited (unpaid workforce) Office Bearers of a Club/League/Association

a. Registration may be completed through self-registration via the online platform to the NRL National database.

10. DATA COLLECTION CUT OFF

For the purpose of national statistics the cut off for collection of data is 31 July of each season.

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9.9 NRL Coach Accreditation and Registration Policy

Coach Accreditation Guide

Coach Accreditation & Re-accreditation 2015

Coach Accreditation

All coaches are required to have a relevant NRL Coaching Accreditation Certificate that is current. The NRL offers the following courses, which you can register for via www.playnrl.com

Course	What's Involved	Cost	Pre Requisite
Modified Games Coach	3 online & 4 Face to Face Modules	$35	Nil
International Games Coach	3 online & 6 Face to Face Modules	$35	Nil
Club Coach	6 online & 10 Face to Face Modules	$50	Nil
Senior Club Coach	All Face to Face – 26 Hours	Varies	Club Coach
High Performance Coach	All Face to Face – 32 Hours	Varies	Senior Club Coach

There is also a minimum accreditation requirement to coach a particular team / age group. Please check the requirements with your club / league as they may vary slightly.

- **6-12s Age Groups:** Modified Games Coaching Course
- **13s + Age Groups:** International Games Coaching Course
- **Some Senior / Representative Teams:** Senior Club Coach Course

Coach Re-accreditation

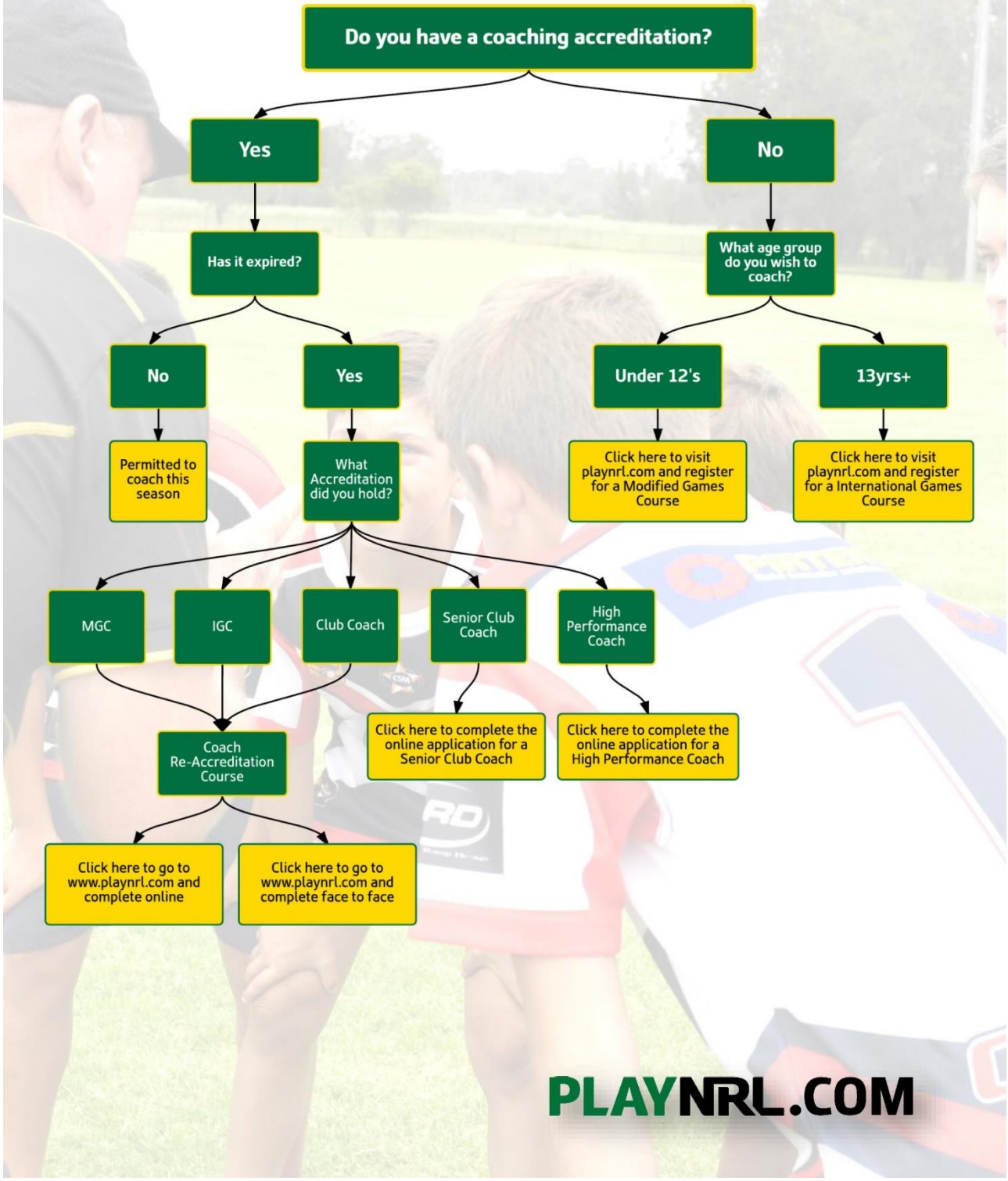
If a coach's accreditation has expired, they will need to complete the re-accreditation process in order to continue coaching. Each accreditation has a different requirement in order to obtain re-accreditation. Please refer to the flowchart or visit www.playnrl.com for information on what's required for each accreditation level or refer to the summary below;

- Modified Games Coach: Complete an Online or Face to Face Re-accreditation Course
- International Games Coach: Complete an Online or Face to Face Re-accreditation Course
- Club Coach: Complete an Online or Face to Face Re-accreditation Course
- Senior Club Coach: Complete the online form at www.playnrl.com
- High Performance Coach: Complete the online form at www.playnrl.com

Online Coach Re-accreditation Course: this option has been developed for the first time in 2015. This provides the coach with the option of completing their re-accreditation in a face to face or online environment. Any Modified Games Coach, International Games Coach, or Club Coach can complete a Coach Re-accreditation Course.

PLAYNRL.COM

Coach Accreditation Guide



8. Entry Level courses are designed to cater for different stages of player development:
    a) The Modified Games Coach (MGC) Course is designed for coaches of players aged 6-12 Years
    b) The International Games Coach (IGC) Course is designed for coaches of players aged 13 Years and above

    Note: Coaches must complete the course that directly relates to the age group they are coaching. For example, if a coach has a MGC Accreditation and coached the Under 12's in the previous year and progresses to coach the Under 13's in the following year, they are required to register and attend an IGC Course.
9. All Coaches must complete the relevant National Coach Accreditation Scheme Course, which involves;
    a) Completing all online modules and assessment questions
    b) Attendance at all face-to-face modules

    Note: Upon completion of the first two components of the course, the coach is now qualified for a provisional period of 18 months (Coach in-training). The coach is given a period of 18 months to complete the last component of Accreditation which is the Practical Assessment.
    c) Practical Assessment
        - Tackle Technique (in-course)
        - Scrum Formation (in-course)
        - Skill Progression
        - Training Session Assessment
        - Game-Day Assessment
10. Any coach, who does not complete all components of the relevant National Coach Accreditation course and progress to coach in-training prior to the June 30 cut-off date, will risk forfeiting all remaining games.

    Note: In any unforeseen circumstances, such as a new coach is required after the June 30 cut-off, Leagues will need to work with their respective Course Providers to ensure that they receive appropriate education and meet registration requirements.

9.10 NRL Application to Tour / Travel

APPLICATION TO TRAVEL / TOUR

Application must be submitted: -

Inter-State: 4 weeks prior to departure date.
Overseas: Expression of intention to tour 1 year.
Application 3 months prior to departure date.

1. **Full name of Club/School/Representative Team:** _____

   Address of League/Club/School: _____

   _____

2. **The nature of this application covers a Tour, which is,:** (please circle)

   Internal *Overseas*

3. **The destination(s) of the Tour is/are:**

   (a) ***NSW / QLD / NT / WA / SA / VIC / TAS***
   (b) ***UK / PNG / NZ / France / Pacific / Other***

   If 'other', please indicate: _____

4. **Name of Host Club/Body:** _____

5. **Timetable including GAME SCHEDULE for the Tour is as follows:**

   _____
   _____
   _____
   _____

6. **Approximately number of Touring Party:**

   (a) Players ( )
   (b) Coaching Staff ( )
   (c) Managers ( )
   (d) Trainers ( )
   (e) Support ( )

7. **Age Group of Players Touring:**

   Mini / Mod teams ( )
   U/13 / U/14 Years ( )
   U/15 / U/16 Years ( )
   U/17 Years ( )
   U/18 / Open ( )

APPLICATION TO TRAVEL / TOUR

8. Qualifications of Coaches are:

NAME	LEVEL OF ACCREDIATION	FOLIO NO.
(i)		
(ii)		
(iii)		

9. Budget for Tour (briefly):

_____

_____

_____

_____

_____

_____

10. Funds will be generated / raised through the following activities / grants / levies:
(Please itemise and indicate amounts)

_____

_____

_____

11. Brief description of Purpose of Visit:

_____

_____

12. Has Approval been provided by inviting Body:
(Please circle and attach relevant documentation)

Yes or No

13. Contact particulars of Tour Organiser / Manager:

Name: _____

Address: _____

Telephone: (H) _____ *(W)* _____

(Fax) _____ *(Mob)* _____

14. Endorsement by Club / League Executive that the Club / League accepts responsibility for the Tour / Travel.

Name: _____

Position: _____

Signature: _____

APPLICATION TO TRAVEL / TOUR

PLEASE NOTE:

International Tours will only be considered for teams 13 years and over. Teams needs to supply Club colours and team logo for approval.
Interstate Tours (i.e Tours within Australia), all applications will be considered in their merits (Interstate).

OFFICE USE ONLY

District Club:

State Body:

National Body:

9.11 NRL Member Protection Policy

NATIONAL RUGBY LEAGUE
MEMBER PROTECTION POLICY

(Updated July 2015)

National Rugby League Member Protection Policy – July 2015

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National Rugby League Member Protection Policy – July 2015

NRL MEMBER PROTECTION POLICY STATEMENT

The National Rugby League (NRL) has a policy of using world's best practice in risk management to support and enhance activities in all areas of our organisation and to ensure that risk management is an integral part of our decision-making process.

We use a structured risk management process to minimise reasonably foreseeable physical, financial, legal and ethical harm to people, disruption to operations and damage to the environment and property. We identify and take advantage of opportunities as well as minimising adverse effects.

We train our people to implement risk management effectively. We strive to continually improve our risk management practices.

Included as part of the National Rugby League's Risk Management Program are Member Protection Policies and Procedures for the National Body, all Affiliated State Leagues and their affiliated organisations. These policies and procedures are an essential part of our organisation's proactive and preventative approach to tackling inappropriate behaviour. These policies are governed by the NRL and adopted by its all Affiliated State Leagues and their affiliated organisations.

The National Rugby League and its affiliates are dedicated to providing a safe, healthy and professional environment for all members and providers participating in rugby league activities – including players, coaches, officials, volunteers and paid and unpaid administrators.

As Australians we have a very high regard for sport in our culture and community. The National Rugby League, the Affiliated State Leagues and all their affiliated bodies recognise the right of each and every individual to participate in and enjoy our sport, at whichever level they choose to participate. We are committed to providing for all participants, particularly children, an environment which is free from harassment and abuse, and promotes respectful and positive behaviour and values. The codes of conduct included in the Member Protection Policy form the basis of appropriate and ethical conduct that everyone must abide by.

Rugby League as a sport is proud to lead the way in ensuring safe and harassment free sport for all our participants, from loyal fans to juniors to first grade players. The National Rugby League is committed to ensuring that everyone associated with our organisation complies with these policies and procedures.

Andrew Hill
General Manager, Game Development & League Integration
National Rugby League

National Rugby League Member Protection Policy – July 2015

PART A: MEMBER PROTECTION POLICY

1. Introduction

National Rugby League's Vision, Mission and Values

- to make a difference by leading change
- Putting the game ahead of individual needs
- Having the strength to make the right decisions, placing fact ahead of emotion

Teamwork

- Encouraging and supporting others to achieve common goals
- Committing to a culture of honesty and trust
- Motivating those around us to challenge themselves
- Respecting the contribution of every individual

Included in the core values of our sport is the general principle that every participant, including players, parents, spectators, coaches, referees and officials should respect the rights, dignity and worth of every person regardless of their gender, ability/disability, sexual orientation, cultural background or religion. We discourage all instances of unsportsmanlike behaviour, foul or illegal play, or acts of violence, both on and off the field. We also condemn the use of recreational and performance enhancing drugs and doping practices.

Vision

Rugby League – The Greatest Game of All

The most entertaining, most engaging and most respected sport

Mission

To bring people together and enrich their lives

Values

Excellence

- Valuing the importance of every decision and every action
- Striving to improve and innovate in everything we do
- Setting clear goals against which we measure success
- Inspiring the highest standards in ourselves and others

Inclusiveness

- Engaging and empowering everyone to feel welcome in our game
- Reaching out to new participants and supporters
- Promoting equality of opportunity in all its forms
- Respecting and celebrating diversity in culture, gender and social background

Courage

- Standing up for our beliefs and empowering others to do the same

2. Purpose of this policy

This Member Protection Policy aims to ensure that our core values, good reputation and positive behaviours and attitudes are maintained. It assists us in ensuring that every person involved in our sport is treated with respect and dignity, and is safe and protected from abuse. This policy also ensures that everyone involved in our sport is aware of his or her legal and ethical rights and responsibilities. This policy also reflects our support and implementation of the sport industry principles and values outlined in **The Essence of Australian Sport** – principles of fairness, respect, responsibility and safety.

The policy attachments provide the procedures that support our commitment to eliminating discrimination, harassment, child abuse and other forms of inappropriate behaviour from our sport. As part of this commitment, National Rugby League and its Affiliated Organisations will take disciplinary action against any person or organisation bound by this policy if they breach it.

This policy has been endorsed by the National Rugby League Limited and has been incorporated into our By-Laws. The policy starts on 13 May 2014 and will operate until replaced. This policy and/or its attachments may be amended from time to time by resolution of the NRL. Copies of the policy and its attachments can be obtained from our website www.nrl.com.au and from the National Rugby League and its Affiliated State League offices. Policies are subject to review and change at any time. In the event there has been a change, the policy will be updated to reflect this.

3. Who is bound by this policy

This policy applies to the following, whether they are in a paid or unpaid/voluntary capacity:

- Individuals sitting on boards, committees and sub-committees;
- Volunteers;
- Support personnel (e.g. managers, physiotherapists, psychologists, masseurs, sport trainers);
- Coaches and assistant coaches;
- Athletes and players;
- Referees, umpires and other officials;
- Members, including life members;
- Member associations;
- Affiliated clubs and associated organisations;
- Peak associations and the national body;
- Any other person or organisation that is a member of or affiliated to the National Rugby League;
- Parents, guardians, spectators and sponsors to the full extent that is possible.

National Rugby League Limited paid employees are subject to internal policies endorsed by the National Sporting Organisation.

This policy will continue to apply to a person even after they have stopped their association or employment with the National Rugby League and its affiliated organisations if disciplinary action, relating to an allegation of child abuse against that person, has commenced.

NRL registered players and officials are **not** covered by the Member Protection Policy while undertaking their activities in the NRL or NYC (where they are subject to the NRL Rules). But those players and officials are covered by this Policy if they are engaged in other league related activities covered by the Member Protection Policy.

4. Organisational responsibilities

The NRL, Affiliated State Leagues and their Affiliated Leagues and Clubs must:

4.1 Adopt, implement and comply with this policy;
4.2 Publish, distribute and otherwise promote this policy and the consequences for breaching it;
4.3 Promote appropriate standards of behaviour at all times;
4.4 Promptly deal with any breaches of or complaints made under this policy in an impartial, sensitive, fair, timely and confidential manner;
4.5 Ensure that a copy of this policy is available or accessible to all people and organisations to whom this policy applies;
4.6 Apply this policy consistently without fear or favour;
4.7 Recognise and enforce any penalty imposed under this policy;
4.8 Ensure that a copy of this policy is available or accessible to the persons to whom this policy applies;
4.9 Appoint or have access to appropriately trained people i.e. Member Protection Information Officers, to receive and handle complaints and allegations and display their names and contact details in a way that is readily accessible; and
4.10 Monitor and review this policy at least annually.

5. Individual responsibilities

Individuals bound by this policy are responsible for:

5.1 Making themselves aware of the policy and complying with the standards of conduct outlined in this policy;
5.2 Consenting to our screening requirements and any state/territory working with children check if the individual holds or applies for a role that involves regular contact with a child or young person under the age of 18 years;
5.3 Placing the safety and welfare of children above considerations;
5.4 Being accountable for their behaviour;
5.5 Complying with all other requirements of this policy;
5.6 Co-operating in providing a discrimination, child abuse and harassment free sporting environment;
5.7 Understanding the possible consequences of breaching this policy.

6. Position statements

6.1 Child protection

The purpose of this policy is to ensure a safe and positive environment for children and young people to participate in activities. This policy will assist the National Rugby League (NRL) in establishing coordinated strategies for dealing with the problem of child abuse and neglect in a responsible, consistent and effective manner.

Every person and organisation bound by this policy must always place the safety and welfare of children above all other considerations.

The NRL aims to promote a safe environment for all children and to assist all staff, officials, players, coaches, members and volunteers to recognise child abuse and neglect and follow the appropriate notification procedures when reporting alleged abuse.

Administrators, coaches, officials, members and volunteers often have a high level of contact with children in the sporting environment and play a major part in the successful operation of sporting

activities. Coaches and officials are often seen as role models. They have significant influence on the children they come into contact with and therefore have significant responsibilities.

The NRL expects that all administrators, coaches and officials whether paid or unpaid, who participate in organised sport will commit to implementing risk management strategies developed by the NRL for child protection and intervention.

6.1.1 Identify and analyse risk of harm

We will develop and implement a risk management strategy, including a review of our existing child protection practices, to determine how child-safe our organisation is and to identify any additional steps we can take to minimise and prevent the risk of harm to children because of the actions of an employee, volunteer or another person.

6.1.2 Develop codes of behaviour

We will develop and promote a code of behaviour that sets out the conduct we expect of adults when they deal and interact with children involved in our sport, especially those in our care. We will also implement a code of behaviour to promote appropriate conduct between children.

These codes will clearly describe professional boundaries, ethical behaviour and unacceptable behavior. (Refer to the attachments in Part B of this policy.)

6.1.3 Choose suitable employees and volunteers

We will take all reasonable steps to ensure that our organisation engages suitable and appropriate people to work with children, especially those in positions that involve regular unsupervised contact with children. This will include using a range of screening measures.

We will ensure that Working with Children Checks are conducted for all employees and volunteers who work with children, where an assessment is required by law. If a criminal history report is obtained as part of their screening process, we will handle this information confidentially and in accordance with the relevant legal requirements. (Refer to the attachments in Part C of this policy.)

6.1.4 Support, train, supervise and enhance performance

We will ensure that all our employees and volunteers who work with children have ongoing supervision, support and training. Our goal is to develop their skills and capacity and to enhance their performance so we can maintain a child-safe environment in our sport.

6.1.5: Empower and promote the participation of children

We will encourage children and young people to be involved in developing and maintaining a child-safe environment for our sport.

6.1.6: Report and respond appropriately to suspected abuse and neglect

We will ensure that all our employees and volunteers are able to identify and respond appropriately to children at risk of harm and that they are aware of their responsibilities under state laws to make a report if they suspect on reasonable grounds that a child has been, or is being, abused or neglected. (Refer to the attachments in Part E of this policy.)

Further, if any person believes that another person or organisation bound by this policy is acting inappropriately towards a child, or is in breach of this policy, he or she may make an internal complaint to us. (Refer to the attachments in Part D of this policy.)

6.2 Taking images of children

A high level of care needs to be exercised by clubs, associations and administrators when dealing with the issue of photo images of children.

There have been a number of instances where photos of children in sporting magazines and sporting websites have been misused and/or altered for inappropriate purposes.

Clubs, associations and administrators also need to be alert to the possibility that photo images bearing the name of the child and also identifying the club, can lead to the child being located and contacted by third parties for inappropriate purposes.

The NRL urges its member clubs and associations to be aware of such risks and to take steps, where possible, to minimise those risks.

The NRL requires that individuals and associations, wherever possible, obtain permission from a child's parent/guardian before taking an image of a child that is not their own. They should also make sure the parent/guardian understands how the image will be used.

To respect people's privacy, we do not allow camera phones, videos and cameras to be used inside changing areas, showers and toilets which we control or are used in connection with our sport.

Third Party Photographers

The NRL recommends that steps be taken to verify the bona fides of any third party photographer wishing to take photographs of children participating in your Club or Association. Even when the bona fides are verified, NRL recommends that the third party photographer be required to complete the Authority to Photograph form, which vests all of the intellectual property in the photos directly to your Club.

Use of Child Images in websites or newsletters

It is common practice for clubs and associations to use images of participating children on the club's website and in newsletters.

The NRL recommends the selection of images which are not likely to be used by others in an inappropriate manner. Wherever possible, use images which portray the children in full playing uniform.

Clubs, associations and administrators should only use images of children when so authorised by the children's parent or guardian.

General Caution on Personal Information

The NRL recommends that only the contact details for club officials are displayed on your published material and also recommends the exercise of caution in publishing the full names of children appearing in any published material.

The NRL cautions clubs and association regarding the possibility of misuse of personal information such as phone numbers, addresses or names published by your club or association, especially when such information can be cross referenced to photo images naming those children appearing.

When publishing photo images on a website, The NRL recommends that advice be sought from a computer specialist to minimise the possibility of images on the website being copied and misused inappropriately.

The NRL do not permit under any circumstance access by a photographer to a child for personal or unsupervised photo sessions.

Where the Club is aware of upcoming exposure by the Club to newspaper or television exposure, a general caution should be issued to parents, notifying them of the media exposure and giving them the opportunity to make enquiries or objections.

6.3 Anti-discrimination and harassment

The National Rugby League is committed to providing an environment in which people are treated fairly and equitably and that is, as far as practicable, free from all forms of discrimination and harassment.

We recognise that people cannot participate, enjoy themselves or perform at their best if they are treated unfairly, discriminated against or harassed.

6.3.1 Discrimination Unlawful discrimination involves the less favourable treatment of a person on the basis of one or more of the personal characteristics protected by state or federal anti-discrimination laws.

The personal characteristics protected by anti-discrimination laws include attributes such as race, age, disability, gender and race. The full list of protected personal characteristics is in the "Definitions" set out in the Dictionary of Terms.

Discrimination can be either direct or indirect.

- **Direct** discrimination occurs if a person treats, or proposes to treat, a person with a protected personal characteristic unfavourably because of that personal characteristic.
- **Indirect** discrimination occurs if a person imposes, or proposes to impose, a requirement, condition or practice that will disadvantage a person with a protected personal characteristic and that requirement, condition or practice is not reasonable.

For the purposes of determining discrimination, the offender's awareness and motive are irrelevant.

6.3.2 Harassment

Harassment is any unwelcome conduct, verbal or physical, that intimidates, offends or humiliates another person and which happens because a person has a certain personal characteristic protected by State or Federal anti-discrimination legislation.

The offensive behaviour does not have to take place a number of times, a single incident can constitute harassment.

Sexual harassment is one type of harassment. Sexual harassment is unwelcome conduct, remarks or innuendo of a sexual nature. It covers a wide range of behaviours and can be verbal, written, visual or physical. Sexual harassment is not limited to members of the opposite sex.

6.3.3 Prohibition against discrimination and harassment

The NRL prohibits all forms of harassment and discrimination based on the personal characteristics listed in the "Definitions" set out in the Dictionary of Terms [see clause 10].

Any person who believes they are being, or have been, harassed or discriminated against by another person or organisation bound by this policy is encouraged to raise their concerns with us. A person may make an internal complaint, and in some circumstances, they may also be able to make a complaint to an external organisation. (Refer to the attachments in Part D of this policy.)

6.4 Intimate relationships

The NRL understands that consensual intimate relationships (including, but not limited to sexual relationships) between coaches or officials and adult athletes may take place legally. However, this policy will help ensure that the expectations of coaches or officials are clear and, to ensure that if an intimate relationship does exist or develop between a coach or official and an adult athlete, that relationship will be managed in an appropriate manner.

Coaches and officials are required to conduct themselves in a professional and appropriate manner in all interactions with athletes. In particular, they must ensure that they treat athletes in a respectful and fair manner, and that they do not engage in sexual harassment, bullying, favoritism or exploitation.

The NRL takes the position that consensual intimate relationships between coaches or officials and the adult athletes they coach should be avoided as they can have harmful effects on the athlete involved, on other athletes and coaches and on the sport's public image. These relationships can also be perceived to be exploitative due to the differences in authority, power, maturity, status, influence and dependence between the coach or official and the athlete.

The NRL recommends that if an athlete attempts to initiate an intimate relationship with a coach or official, the coach or official should discourage the athlete's approach and explain to the athlete why such a relationship is not appropriate.

If a consensual intimate relationship does exist or develop between an adult athlete and a coach or official, the coach or official is expected to ensure that the relationship is appropriate and that it does not compromise impartiality, professional standards or the relationship of trust the coach or official has with the athlete and/or other athletes.

In assessing the appropriateness of an intimate relationship between a coach or official and an adult athlete, relevant factors include, but are not limited to:
the relative age and social maturity of the athlete;

- any potential vulnerability of the athlete;
- any financial and/or emotional dependence of the athlete on the coach or official;
- the ability of the coach or official to influence the progress, outcomes or progression of the athlete's performance and/or career;
- the extent of power imbalance between the athlete and coach or official; and the likelihood of the relationship having an adverse impact on the athlete and/or other athletes.

It will often be difficult for a coach or official involved in an intimate relationship with an adult athlete to make an objective assessment of its appropriateness and accordingly they are encouraged to seek advice from the Member Protection Information Officer, Complaints Manager or other official to ensure that they have not involved themselves in inappropriate or unprofessional conduct.

If it is determined that an intimate relationship between a coach or official and an adult athlete is inappropriate or unprofessional the NRL may take disciplinary action against the coach or official up to and including dismissal. Action may also be taken to stop the coaching relationship with the athlete. This could include a transfer, a request for resignation or dismissal from coaching duties.

If a coach, official or athlete believes they are being, or have been, harassed they are encouraged to seek information and support from the Member Protection Information Officer. Our complaints procedure is outlined in Part D of this policy.

6.5 Pregnancy

Pregnant women should be treated with respect and any unreasonable barriers to their full participation in our sport should be removed. We will not tolerate any discrimination or harassment against pregnant women.

The NRL will take reasonable care to ensure the continuing safety, health and well-being of pregnant women. We will advise pregnant women that there may be risks involved in participating and encourage them to obtain medical advice about those risks. Pregnant women should be aware that their own health and well-being, and that of their unborn children, are of utmost importance in their decision-making about the extent they choose to participate in our sport.

We will only require pregnant women to sign a disclaimer if all other participants are required to sign one in similar circumstances. We will not require women to undertake a pregnancy test.

If a pregnant woman feels she has been harassed or discriminated against by another person or organisation bound by this Policy, she may make a complaint. (Refer to the attachments in Part D of this policy.)

6.6 Gender identity

Gender identity means the gender-related identity, appearance or mannerisms or other gender-related characteristics of a person. This includes the way people express or present their gender and recognises that a person's gender identity may be an identity other than male or female. Some terms used to describe a person's gender identity include trans, transgender and gender diverse.

6.6.1 Gender identity discrimination and harassment

Federal, state and territory anti-discrimination laws provide protection from discrimination against people on the basis of their gender identity. (See definition in Dictionary of terms).

The NRL is committed to providing a safe, fair and inclusive sporting environment where all individuals can contribute and participate. We will not tolerate any unlawful discrimination or harassment of a person who identifies as transgender or transsexual or who is thought to be transgender or transsexual. If a transgender or transsexual person feels he or she has been harassed or discriminated against by another person or organisation bound by this policy, he or she may make a complaint.

6.6.2 Participation in sport

The NRL recognises that excluding people from participating in sporting events and activities because of their gender identity may have significant implications for their health, wellbeing and involvement in community life. We are committed to supporting participation in our sport on the basis of the gender with which a person identifies.

If issues of performance advantage arise, we will consider whether the established discrimination exceptions for participation in sport are relevant in the circumstances. Discrimination is unlawful unless an exception applies.

We also recognise that there is debate over whether a male-to-female transgender person obtains any physical advantage over other female participants. This debate is reflected in the divergent discrimination laws across the country. If issues of performance advantage arise, we will seek advice on the application of those laws in the particular circumstances.

The NRL is aware that the International Olympic Committee (IOC) has established criteria for selection and participation in the Olympic Games. Where a transgender person intends to compete at an elite level, we will encourage them to obtain advice about the IOC's criteria, which may differ from the position we have taken.

Drug testing procedures and prohibitions also apply to people who identify as transgender. A person receiving treatment involving a Prohibited Substance or Method, as described on the World Anti-Doping Agency's Prohibited List, should apply for a standard Therapeutic Use Exemption.

6.6.3. Intersex status

Federal anti-discrimination law, and some state and territory anti-discrimination laws, provide protection from discrimination against a person on the basis of their intersex status. (See Dictionary of terms).

The NRL is committed to providing a safe, fair and inclusive sporting environment where all people can contribute and participate. We will not tolerate any unlawful discrimination or harassment of a person because of their intersex status.

6.7 Responsible service and consumption of alcohol

The NRL is committed to conducting sporting and social events in a manner that promotes the responsible service and consumption of alcohol. We also recommend that state associations and member clubs follow strict guidelines regarding the service and consumption of alcohol.

In general, the NRL policy is that:

- alcohol should not be available or consumed at sporting events involving children and young people under the age of 18
- alcohol-free social events will be provided for young people and families
- food and low-alcohol and non-alcoholic drinks will be available at events held or endorsed where alcohol is served
- a committee member will be present at events held or endorsed where alcohol is served to ensure appropriate practices are followed
- safe transport options will be promoted as part of any event held or endorsed where alcohol is served.

6.8 Smoke-free environment

The NRL recommends that the following policies be applied to all sporting and sporting related social events that we hold or endorse.

- No smoking shall occur at or near sporting events involving children and young people under the age of 18. This policy shall apply to coaches, players, trainers, officials and volunteers.
- Social events shall be smoke-free, with smoking permitted at designated outdoor smoking areas.
- Coaches, officials, trainers, volunteers and players will refrain from smoking and remain smoke-free while they are involved in an official capacity in our sport, both on and off the field.

6.9 Bullying

The NRL regards bullying and harassment in all forms as unacceptable in our sport. Bullying has the potential to cause great anxiety and distress to the person targeted by hurtful or derogatory comments or statements.

Bullying is characterised by repeated, unreasonable behaviour directed at a person, or group of persons, that creates a risk to health and safety. Bullying behaviour is that which a reasonable

person in the circumstances would expect to victimise, humiliate, undermine, threaten, degrade, offend or intimidate a person. Bullying behaviour can include actions of an individual or a group.

Whilst generally characterised by repeated behaviours, one-off instances can amount to bullying.

The following types of behaviour, where repeated or occurring as part of a pattern of behaviour, would be considered bullying:

- verbal abuse including shouting, swearing, teasing, making belittling remarks or persistent unjustified criticism;
- excluding or isolating a group or person;
- spreading malicious rumours; or psychological harassment such as intimidation

Bullying includes cyber-bulling which occurs through the use of technology. New technologies and communication tools, such as smart phones and social networking websites, have greatly increased the potential for people to be bullied though unwanted and inappropriate comments.

The NRL will not tolerate abusive, discriminatory, intimidating or offensive statements being made online. In some cases, bullying is a punishable criminal offence.

Frustration at a referee, teammate, coach or sporting body should never be communicated on social networking websites. These issues should instead be addressed – in a written or verbal statement or a complaint – to the relevant controlling club, league or peak sporting body.

6.10Social networking

The NRL acknowledges the enormous value of social networking websites, such as Facebook and Twitter, to promote our sport and celebrate the achievements and success of the people involved in our sport.

We expect all people bound by this policy to conduct themselves appropriately when using social networking sites to share information related to our sport.

Social media postings, blogs, status updates and tweets:

- Must not use offensive, provocative or hateful language
- Must not be misleading, false or injure the reputation of another person
- Must not contain material which is in breach of laws, court orders, undertakings or contracts;
- Should respect and maintain the privacy of others
- Should promote the sport in a positive way.

7. Complaints procedures

7.1 Handling complaints

The National Rugby League aims for all complaints to be dealt with promptly, seriously, sensitively and confidentially.

Any person (a complainant) may report a complaint about a person, people or organisation bound by this policy (respondent) if they feel they have been harassed, bullied or discriminated against or there has been a breach of this policy.

In the first instance, complaints should be reported to the relevant State/Territory or relevant body representative or junior club or District /Group/ Region Member Protection Information Officer,

If a complaint relates to behaviour or an incident that occurred at the:

- State level, or involves people operating at the state level, then the complaint should be reported to and handled by the relevant state association in the first instance

- Club/ district/group/region level, or involves people operating at the this level, then the complaint should be reported to and handled by the relevant club in the first instance.

Only matters that relate to, or which occurred at, the national level, as well as serious cases referred from the state and club level, should be dealt with by the national body.

A complaint may be handled informally or formally. The complainant will usually indicate his or her preferred option unless the official e.g. Member Protection Information Officer, considers that the complaint falls outside this policy and should be handled another way.

For example, the law may require that the complaint/allegation be reported to an appropriate authority.

All complaints will be dealt with promptly, seriously, sensitively and confidentially. Our procedures for handling and resolving complaints are outlined in Attachment *[D1]*.

Individuals and organisations may also seek to have their complaint handled by an external agency under anti-discrimination, child protection, criminal or other relevant legislation.

7.2 Improper complaints and victimisation

The NRL aims to ensure that our complaints procedure has integrity and is free of unfair repercussions or victimisation against the person making the complaint.

We will take all necessary steps to make sure that people involved in a complaint are not victimised. Disciplinary measures can be imposed on anyone who harasses or victimises another person for making a complaint or supporting another person's complaint.

If at any point in the complaint handling process the relevant official considers that a complainant has knowingly made an untrue complaint, or the complaint is malicious or intended to cause distress to the respondent, the matter may be referred to the National Governing Body- National Rugby League for review and appropriate action, including possible disciplinary action against the complainant.

7.3 Mediation

The NRL aims to resolve complaints quickly and fairly. Complaints may be resolved by agreement between the people involved with no need for disciplinary action.

Mediation is a confidential process that allows those involved in a complaint to discuss the issues or incident in question and come up with mutually agreed solutions. It may occur before or after the investigation of a complaint.

If a complainant wishes to resolve the complaint with the help of a mediator, the *relevant official* will, in consultation with the complainant, arrange for an independent mediator where possible. We will not allow lawyers to negotiate on behalf of the complainant and/or the respondent.

More information on the mediation process is outlined in Attachment *[D2]*.

7.4 Tribunals

A Tribunal may be convened to hear a formal complaint:

- referred to it or escalated by a state association because of the serious nature of the complaint, because it was unable to be resolved at the state level or because the policy of the state association directs it to be;
- for an alleged breach of this policy.

The Tribunal procedure is outlined in Attachment *[D4]*.

A respondent may only lodge an appeal to the Appeal Tribunal in respect of a Tribunal decision. The decision of the Appeal Tribunal is final and binding on the people involved. The appeals process is outlined in Attachment [D4].

Every organisation bound by this policy will recognise and enforce any decision of a Tribunal or Appeal Tribunal under this policy.

8. What is a breach of this policy?

It is a breach of this policy for any person or organisation to which this policy applies, to have been found to have:

a) Breached the codes of behaviour (see part B);
b) Brought the sport and/or the National Rugby League and its affiliates into disrepute;
c) Failing to follow the National Rugby League policies and procedures for the protection, safety and welfare of children;
d) Discriminated against, harassed or bullied (including cyber-bullying) any person;
e) Victimised another person for reporting a complaint;
f) Engaged in a sexually inappropriate relationship with a person that the person supervises, or has influence, authority or power over;
g) Verbally or physically assaulted another person, intimidated another person or created a hostile environment within the sport;
h) Disclosed to any unauthorised person or organisation any National Rugby League or its affiliated organisations' information that is of a private, confidential or privileged nature;
i) Made a complaint they **knew** to be untrue, vexatious, malicious or improper;
j) Failed to comply with a penalty imposed after a finding that the individual or organisation has breached this policy;
k) Failed to comply with a direction given to the individual or organisation during the discipline process.

9. Disciplinary measures

If an individual or organisation to which this policy applies breaches this policy, one or more forms of discipline may be imposed.

Any disciplinary measure imposed will be:

- Fair and reasonable
- Applied consistently with any contractual employment rules and requirements
- Be based on the evidence and information presented and the seriousness of the breach
- Be determined in accordance with our Constitution, By-laws, this policy and/or the rules of the sport.

9.1 Individual

Subject to contractual and employment requirements, if a finding is made by a Tribunal that an individual has breached this policy, one or more of the following forms of discipline may be imposed.

9.1.1 A direction that the individual make a verbal and/or written apology;
9.1.2 A written warning;
9.1.3 A direction that the individual attend counselling to address their behaviour;
9.1.4 A withdrawal of any awards, scholarships, placing's, records, achievements bestowed in any tournaments, activities or events held or sanctioned by the NRL or *relevant body;*
9.1.5 A demotion or transfer of the individual to another location, role or activity;
9.1.6 A suspension of the individual's membership or participation or engagement in a role or activity;
9.1.7 Termination of the individual's membership, appointment or engagement;

9.1.8 A recommendation that NRL terminate the individual's membership, appointment or engagement;
9.1.9 In the case of a coach or official, a direction that the relevant organisation de-register the accreditation of the coach or official for a period of time or permanently;
9.1.10 A fine;
9.1.11 Any other form of discipline that the relevant body considers appropriate.

9.2 Organisation

If a finding is made that the National Rugby League or relevant body has breached its own or this Member Protection Policy, one or more of the following forms of discipline

9.2.1 A written warning;
9.2.2 A fine;
9.2.3 A direction that any rights, privileges and benefits provided to that organisation by the national body or other peak association be suspended for a specified period;
9.2.4 A direction that any funding granted or given to it by the Australian Rugby League Commission cease from a specified date;
9.2.5 A direction that the Australian Rugby League Commission cease to sanction events held by or under the auspices of that organisation;
9.2.6 A recommendation to Australian Rugby League that its membership of the national body or peak association be suspended or terminated in accordance with the relevant constitution or rules;
9.2.7 Any other form of discipline that the national body or peak organisation considers reasonable and appropriate.

9.3 Factors to consider

The form of discipline to be imposed on an individual or organisation will depend on factors, such as:

- the nature and seriousness of the breach
- if the person knew, or should have known, that the behaviour was a breach of the policy
- the person's level of contrition
- the effect of the proposed disciplinary measures on the person, including any personal, professional or financial consequences
- if there have been any relevant prior warnings or disciplinary action
- the ability to enforce disciplinary measures if the person is a parent or spectator (even if they are bound by the policy)
- any other mitigating circumstances.

10. Dictionary of terms

This Dictionary sets out the meaning of words used in this policy and its attachments, without limiting the ordinary and natural meaning of the words. Further detail or definitions that are specific to different states and territories can be sourced from the relevant child protection authorities or equal opportunity and anti-discrimination commissions.

Abuse is the violation of an individual's human or civil rights through the act or actions of another person or persons. Types of abuse include physical abuse, psychological or emotional abuse, sexual abuse, constraints and restrictive practices, financial abuse, legal or civil abuse and systemic abuse.

Affiliated club means an organisation that is affiliated with the National Rugby League or its affiliated state leagues.

Child means a person who is under the age of 18.

Child abuse involves conduct which puts a child at risk of harm and may include:

- **physical abuse**, which occurs when a child has suffered, or is at risk of suffering, non-accidental physical trauma or injury. This may include, but is not limited to, hitting, shaking or other physical harm; giving a child alcohol or drugs; or training that exceeds the child's development or maturity.
- **sexual abuse**, which occurs when an adult, other child, or adolescent uses their power or authority to involve a child in a sexual activity or any other inappropriate conduct of a sexual nature (e.g. sexual intercourse, masturbation, oral sex, pornography, including child pornography, or inappropriate touching or conversations).
- **emotional abuse**, which occurs when a child's social, emotional, cognitive or intellectual development is impaired or threatened. Emotional abuse can include, but is not limited to, emotional deprivation due to persistent rejection or criticism, hostility, teasing/bullying, humiliation, taunting, sarcasm, yelling, name-calling or placing unrealistic expectations on a child.
- **neglect**, which occurs when a child's basic necessities of life are not met and their health and development are affected. Basic needs include food, water, shelter, adequate clothing, personal hygiene, timely provision of medical treatment and adequate supervision.

Complaint means a complaint made under clause *[7]*of this policy

Complainant means the person making a complaint.

Complaint handler/manager means the person appointed under this policy to investigate a complaint.

Discrimination occurs when someone is treated (or is proposed to be treated) unfairly or less favourably than another person in the same or similar circumstances because of one of the personal characteristics covered by anti-discrimination laws. This is known as direct discrimination. Indirect discrimination occurs when there is (or is proposed) an unreasonable requirement, condition or practice that seems to treat everyone equally, but which has or is likely to have the effect of disadvantaging persons with a personal characteristic covered by anti-discrimination laws.

In Australia, it is against the law to discriminate against someone because of:

- age
- sex or gender
- gender identity
- intersex status
- race, colour, descent, national or ethnic origin, nationality, ethno-religious origin, immigration
- disability, mental and physical impairment
- family/carer responsibilities, status as a parent or carer
- marital status
- pregnancy, potential pregnancy, breastfeeding
- sexual orientation and gender identity
- physical features
- irrelevant medical record
- irrelevant criminal record, spent convictions
- political beliefs or activities
- religion, religious beliefs or activities
- national extraction or social origin
- lawful sexual activity
- profession, trade, occupation or calling
- member of association or organisation of employees or employers, industrial activity, trade union activity
- defence service

- personal association with someone who has, or is assumed to have, any of the above characteristics

Examples of discrimination are available on the Play by the Rules website: www.playbytherules.net.au/legal-stuff/discrimination

Some exceptions to state, territory and federal anti-discrimination law apply, including exceptions for sporting activities, such as:

- holding a competitive sporting activity for a specific age or age group (e.g. only those who are under the age of 15 years);
- excluding people on the basis of their 'excluding people on the basis of their sex and/or gender identity status from participation in a competitive sporting activity where the strength, stamina or physique of competitors is relevant to the specific activity (note that this does not apply to activity by children who are under the age of 12 years); and
- not selecting a participant if the person's disability means he or she is not reasonably capable of performing the actions reasonably required for that particular sporting activity.

Harassment is any type of unwelcome behaviour which has the effect of offending, humiliating or intimidating the person harassed. Unlawful harassment can be based on any of the personal characteristics covered by anti-discrimination law, such as a person's race, sex, pregnancy, marital status or sexual orientation (see the list under "Discrimination").

Public acts of racial hatred which are reasonably likely to offend, insult, humiliate or intimidate are also prohibited. This applies to spectators, participants or any other person who engages in such an act in public. Some states and territories also prohibit public acts that vilify people on other grounds such as homosexuality, gender identity, HIV/AIDS, religion and disability (see also "Vilification").

Member means a registered member of the National Rugby League and its affiliated organisations, together with coaches, officials, paid or unpaid administrators and volunteers of those organisations.

Member Protection Information Officer means a person appointed by us to be the first point of contact for a person reporting an issue or a complaint under, or a breach of, this policy.

Procedural fairness requires that:

- the respondent knows the full details of what is being said against him or her and they have the opportunity to respond;
- no person may judge their own case; and
- the decision-maker(s) must be unbiased, fair and just.

Police check means a national criminal history record check conducted as a pre-employment, pre-engagement or current employment background check on a person.

Policy, policy and this policy means this Member Protection Policy.

Respondent means the person whose behaviour is the subject of the complaint.

Role-specific codes of conduct (or behaviour) means standards of conduct required of people holding certain roles in our organisation (e.g. coaches, officials, umpires).

Sexual harassment means unwelcome behaviour of a sexual nature which could reasonably be expected to make a person feel humiliated, intimidated or offended. Sexual harassment can take many different forms and may include unwelcome physical contact, verbal comments, jokes, propositions, displays of pornographic or offensive material or other behaviour that creates a sexually hostile environment. Sexual harassment does not have to be intentional.

Sexual offence means a criminal offence involving sexual activity or acts of indecency. Because of differences under state and territory laws, this can include but is not limited to:

- rape
- indecent assault
- sexual assault
- assault with intent to commit sexual acts
- incest
- sexual penetration of child under the age of 16 years
- indecent act with child under the age of 16 years
- sexual relationship with child under the age of 16 years
- sexual offences against people with impaired mental functioning
- abduction and detention
- procuring sexual penetration by threats or fraud
- procuring sexual penetration of child under the age of 16 years
- bestiality
- soliciting a child under the age of 16 years to take part in an act of sexual penetration, or an indecent act
- promoting or engaging in acts of child prostitution
- obtaining benefits from child prostitution
- possession of child pornography
- publishing child pornography and indecent articles.

Transgender 'Transgender' is an umbrella term that refers to a person whose gender identity is different to their physical sex as recorded at birth. Transitioning refers to the process where a transgender person commences living as a member of another sex. This is sometimes referred to as the person 'affirming' their gender because transitioning means they start living in what they identify as their true gender. For people who are transitioning/affirming their gender, having their identity fully recognised in all areas of life is a crucial part of the experience of living as their affirmed gender.

Sexual orientation: The term 'sexual orientation' refers to a person's emotional or sexual attraction to another person, including, amongst others, the following identities: heterosexual, gay, lesbian, bisexual, pansexual, asexual or same-sex attracted.

Gender identity: The term 'gender identity' refers to a person's deeply held internal and individual sense of gender.

Gender expression: The term 'gender expression' refers to the way in which a person externally expresses their gender or how they are perceived by others.

Intersex: The term 'intersex' refers to people who have genetic, hormonal or physical characteristics that are not exclusively 'male' or 'female'. A person who is intersex may identify as male, female, intersex or as being of indeterminate sex.

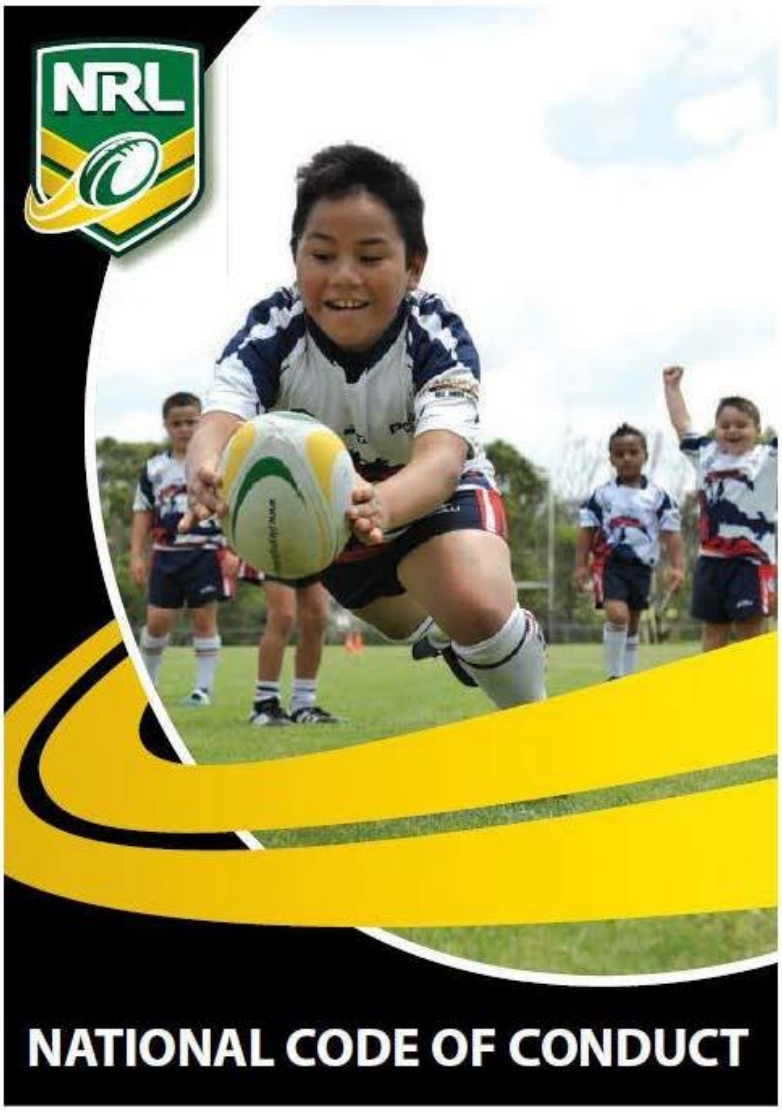
Victimisation means treating someone unfairly or unfavorably, or threatening to do so, because that person has, or intends to, pursue their right to make any complaint, including a complaint under government legislation (e.g. anti-discrimination legislation) or under this policy, or for supporting another person to make complaint.

Vilification means behaviour that occurs in public which incites hatred towards, serious contempt for, or revulsion or severe ridicule of a person or group of people because that person or persons have a particular personal characteristic. Anti-discrimination laws in Australia make it unlawful to vilify a person or group of persons on the basis of race, religion, homosexuality, transgender status and HIV/AIDS status.

9. Other Resources Available

Description	Available From
Australian Sports Commission – Ethics in Sport Material	Leverrier Crescent BRUCE, ACT, 2617 Phone: 02 6214 1111 Website: www.ausport.gov.au/ethics
Play By The Rules Website	www.playbytherules.net.au

PART B: CODE OF CONDUCT



National Rugby League Member Protection Policy – July 2015

NATIONAL CODE OF CONDUCT

Introduction

The Rugby League Code of Conduct provides all participants – players, parents, coaches, referees, spectators and officials – with some simple rules that assist in delivering a safe and positive environment to everyone involved in the game.

Within that safe environment, every Rugby League participant has the best chance to enjoy the game. By accepting the standards of behaviour in the Code, we provide opportunities for young boys and girls to grow on the field - we build good players, good citizens and good communities in which Rugby League is a social asset.

I strongly recommend that everyone connected with Rugby League adopts these rules as an essential part of the way they contribute to our great game.

John Grant
Chairman Australian Rugby League Commission



General Principles

Participants in the game of Rugby League include:

All registered players; accredited persons - coaches, first aid and Leaguesafe Officers; referees and touch judges; Officials - club, League or Association staff and volunteers, ground managers and duty officials; parents/carers of players, sponsor representatives and club supporters; members of the general public attending as spectators.

Participants are encouraged and expected to:

- **show positive acts of sportsmanship,** discouraging all instances of foul or illegal play, or acts of violence, both on and off the field;
- **demonstrate the greatest levels of respect,** protecting the rights, dignity and worth of every person regardless of their gender, ability / disability, sexual orientation, cultural background or religion;
- **lead by positive example,** and condemn the use of recreational and performance enhancing drugs and doping practices; their use endangers the health of players and is contrary to the concept of fair play;
- **celebrate the "good news" stories,** and understand that cyber-bullying, which includes negative or demeaning comments, status posts, personal messages or emails, is deemed as a serious form of harassment;
- **accept that the integrity of the sport is of paramount importance,** therefore, no coach, player, Club official or match official is allowed to participate, or be directly or indirectly involved in any way, in gambling in relation to matches/competitions in which they are involved or directly linked.

By adhering to the National Code of Conduct at every Rugby League activity, you embrace the game's four key values of EXCELLENCE, INCLUSIVENESS, COURAGE AND TEAMWORK.

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National Rugby League Member Protection Policy – July 2015

CODE OF CONDUCT – PLAYER

- Be a good sport. Respect all good play whether from your team or the opposition and shake hands with, and thank, the opposition players and officials after the game – win, lose or draw.
- Participate for your own enjoyment and benefit.
- Always respect the referee's decision.
- Never become involved in acts of foul play.
- Honour both the spirit and letter of the competition rules and live up to the highest ideals of ethics and sportsmanship; avoid gamesmanship, and respect the traditions of the game.
- Never engage in disrespectful conduct of any sort including profanity, sledging, obscene gestures, offensive remarks, trash-talking, taunting or other actions that are demeaning to other players, officials or supporters.
- Care for and respect the facilities and equipment made available to you during training and competition.
- Safeguard your health; don't use any illegal or unhealthy substances.
- Recognise that many officials, coaches and referees are volunteers who give up their time to provide their services. Treat them with the utmost respect.
- Do not bet or otherwise financially speculate, directly or indirectly, on the outcome or any other aspect of a Rugby League match or competition in which you are involved.

Endorsement



Players at every level of our great game have a responsibility to always play within the Laws, and to compete with respect and sportsmanship.

Rugby League is a fantastic game, made even better when players, officials and fans all work together to make a positive, safe and respectful playing environment.

I fully endorse the player's section of the game's Code of Conduct.

Best wishes,



Cameron Smith,
Melbourne Storm, Queensland, Australian Captain

www.playnrl.com 3

National Rugby League Member Protection Policy – July 2015

CODE OF CONDUCT – COACH

- Actively discourage foul play and/or unsportsmanlike behaviour by players.
- Seek to maximise the participation and enjoyment of all players regardless of ability; avoid the tendency to over-use a talented player; treat all players as equals, regardless of their talent.
- Show concern and caution towards all sick and injured players. Follow the advice of a physician and/or sports trainer to the letter when determining when an injured player is ready to recommence training or playing.
- Teach players that an honest effort and competing to the best of their ability is as important as victory.
- Maintain appropriate, professional relationships with players at all times.
- Maintain a thorough knowledge of the Laws of the Game and keep abreast of current coaching methods; maintain or improve your current accreditation level.
- Always consider the health, safety and welfare of the players.
- Teach young players to realise that there is a big gap between their play and the professional game; do not coach them as if they are professionals.
- Ensure that your coaching reflects the level of the competition being played; do not be a "winner-at-all-cost" coach.
- As coach, conduct yourself at all times in a manner, and in all situations, that shows leadership, respect for the game of Rugby League and respect for all those that are involved in the game – the players, officials, the fans, the parents, the referees and the media.



Endorsement

As a coach, you have a particular responsibility to ensure that, through your words and actions, you strive to build the positive character of your players, as well as their skills.

You also have to appreciate and maintain the traditions, image and integrity of the game.

Be gracious in victory and accept defeat with dignity, and remember to always promote sportsmanship over gamesmanship.

Good luck!

Tim Sheens
Coach – Australia & four-time Premiership-winner

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Remember that junior players participate for pleasure and mateship. Winning is only part of the fun.

National Rugby League Member Protection Policy – July 2015

CODE OF CONDUCT – MATCH OFFICIALS

- Be impartial! Also, be consistent, objective and courteous.
- Place the safety and welfare of the players above all else; be alert to minimise dangerous physical play, fair or foul, especially in junior matches.
- Accept responsibility for all actions taken.
- Avoid any form of verbal contact with coaches, team officials, parents and spectators during play.
- Avoid any situation which may lead to a conflict of interest, both on and off the field.
- Maintain an appropriate level of fitness for the standard of game at which you are officiating.
- Condemn all and every instance of unsportsmanlike, foul or unfair play.
- Set a good example by the way you dress, speak and act towards players, coaches, officials, parents and spectators.
- Show concern and caution towards sick and injured players.
- Officiate to the age and/or experience of the players.

CODE OF CONDUCT – TEAM & CLUB OFFICIALS

- Uphold the integrity of the game of Rugby League at all times;
- Always act in a sportsmanlike manner, respecting opposition players, team and club officials and spectators;
- Make decisions in the best interests of the game of Rugby League;
- Place the safety and welfare of players as the top priority;
- Accept responsibility for all decisions made.

Endorsement

Like players and coaches, Match Officials play a vital role in the establishment of a safe, friendly and conflict-free environment on the field. Your actions must be beyond reproach, maintaining the integrity of the Laws, the game, and yourself.

By demonstrating a positive attitude and promoting good sporting behaviour, referees are an integral part of every match played across the country.

All match officials have a responsibility to apply their thorough knowledge of the Laws consistently, and to communicate with players in a fair and measured manner.



Ben Cummins
NRL, State of Origin and Test match Referee.

Referees are the key to the successful application of the Safeplay Code (up to and including 15 years) in Junior Rugby League. 5

National Rugby League Member Protection Policy – July 2015

CODE OF CONDUCT – SPECTATOR/PARENT

- Condemn all violent or illegal acts, whether they are by players, coaches, officials, parents or spectators.
- Respect the referee's decisions – don't complain or argue about decisions during or after a game.
- Behave! Unsportsmanlike language, harassment or aggressive behaviour will not be tolerated.
- Encourage players to play by the rules and to respect opposition players and officials.
- Never ridicule or scorn a player for making a mistake – respect their efforts.
- Understand that sport is part of a total life experience, and the benefits of involvement go far beyond the final score of a game.
- Participate in positive cheering that encourages the players in the team you are supporting; do not engage in any cheering that taunts or intimidates opponents, their fans or officials.
- Remember that children participate in Rugby League for their own enjoyment, not yours!
- At all times, follow the directions of the Ground Manager and/or other duty officials.
- Never arrive at a Junior League game under the influence of alcohol, never bring alcohol to a Junior League game and only drink alcohol, if it is available, in a responsible manner in the designated licensed area.



Endorsement

I've always loved Rugby League - going to the games and supporting my favourite teams. But I don't love it when fans get unruly or cause trouble on the sidelines.

As a spectator, be sure to do the right thing. Enjoy the game and let the players know that win or lose, you support their efforts.

As a parent, lead by example, promote good sportsmanship and be a positive role model for your children.

I fully support this Code of Conduct.

Layne Beachley.

Layne Beachley
Rugby League fan and seven-time ASP World Surfing Champion

6 *Children learn best by example.*

National Rugby League Member Protection Policy – July 2015

CODE OF CONDUCT – SUMMARY OF OFFENCES

Note – Clubs are responsible for the conduct of their players, parents/carers of players, coaches, officials and spectators.

No person(s) attending a match, function or event shall:

(a) Use offensive or obscene language to any participant;

(b) Enter the Field of Play or the Playing Area during the course of a match without the prior approval of the Ground Manager appointed by the home club and/or League;

(c) Excessively dispute the decision of a referee or touch judge either during or after a match;

(d) Assault or act with aggression to any person/s;

(e) Behave in a way contrary to the Code of Conduct and/or the spirit of the game;

(f) Behave in a way which disturbs the enjoyment of a match, function or event by any other person/s, or brings discredit to the home club and/or League;

(g) Act in such a way as to exhibit racial intolerance, by language or other conduct, to any person/s;

(h) Refuse to accept the reasonable direction of the Ground Manager, official of the team/club which that person is supporting, or official of the home club and/or League.

Clubs are responsible for the conduct of their players, parents/ carers of players, coaches, officials and club supporters.

Breaches of the Rugby League Code of Conduct may result in penalties, including but not limited to:

- **Suspension of a match and/or**
- **Termination of a match (including potential forfeiture of competition points) and/or**
- **Monetary fines and/or**
- **Suspension of a participant on a temporary or permanent basis and/or**
- **Suspension of a club, League or Association on a temporary or permanent basis.**

These penalties are in addition to any penalty which may be imposed by the home League's judiciary.

Breaches of this Code of Conduct may cause a match to be stopped! Code of Conduct suspensions/penalties apply across ALL Rugby League competitions

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National Rugby League Member Protection Policy – July 2015



PART C: EMPLOYMENT SCREENING / WORKING WITH CHILDREN CHECK REQUIREMENTS

We are committed to providing a child-safe environment. As part of this, we will recruit staff and volunteers who do not pose a risk to children.

Employment screening and Working with Children Checks can involve criminal history checks, signed declarations, referee checks and other appropriate checks that assess a person's suitability to work with children and young people.

Working with Children Check laws are currently in place in New South Wales, Queensland, Western Australia, Victoria, the Northern Territory and South Australia.

National Rugby League, including our state associations and clubs, will meet the requirements of the relevant state or territory Working with Children Check laws.

Employment screening requirements will also be followed in the Australian Capital Territory and Tasmania.

Individuals travelling with children and young people to another state or territory in a work-related capacity must comply with the screening requirements of that particular state or territory.

C1: Employment Screening Requirements

C2: Member Protection Declaration

C3: Working with Children Check Requirements

Attachment C1:
EMPLOYMENT SCREENING REQUIREMENTS
[for **Tasmania only**. All other States and Territories refer to C3)]

Under the *Registration to Work with Vulnerable People Act 2013* (Tas) it will be mandatory for all people working or volunteering in the sport and recreation sector in Tasmania to hold a Working with Children Registration by 1 April 2015.

This attachment explains the procedures we will use up until 1 April 2015 to screen the people associated with our organisation who work, coach or have regular unsupervised contact with children and young people under the age of 18 years. We require our state associations and clubs to follow this procedure.

1. We will identify all positions where people work, coach or have regular unsupervised contact with children and young people under the age of 18 years.

2. Before a person is offered such a position, we will ask him or her to complete a Member Protection Declaration *("*MPD") (see Attachment C2).

3. If a person is unable to provide a MPD, or if he or she cannot satisfactorily answer the questions in the MPD, we will ask that person to provide an explanation. We will then make an assessment about the person's suitability to work with children and young people. If we are not satisfied of the person's suitability to work with children and young people, we will not appoint them to the position.

4. Where possible, we will check a person's referees (verbal or written) about his or her suitability for the position.

5. We will ask each person to sign a consent form for a national police check and explain why our policy requires a police check to be undertaken.

6. If a person does not agree to a national police check, we will make an assessment about his or her suitability to work with children and young people.

7. If the national police check indicates that a "relevant offence" has been recorded, we will ask the person to provide an explanation. We will then make an assessment about the person's suitability to work with children and young people. If we are not satisfied of the person's suitability to work with children and young people, we will not appoint them to the position.

8. We will protect the privacy of each person who undertakes the screening process and keep all information we obtain strictly confidential.

9. We will return all the information collected as part of the screening process (e.g. completed MPD forms, national police checks and referee reports) to the relevant person if he or she is not appointed to the position. Alternatively, all records will be destroyed within 28 days of the date of the decision or the expiry of any appeal period unless, within that time, the person requests the documents to be returned to him or her. The records of all people appointed to our organisation will be kept on file in a secure location.

National Rugby League Member Protection Policy – July 2015

C2: MEMBER PROTECTION DECLARATION

The National Rugby League has a duty of care to all those associated with our organisation and our sport. It is a requirement of our Member Protection Policy that we check the background of each person who works, coaches or has regular unsupervised contact with children and young people under the age of 18.

I …….. (name) of …….

…….. (address) born ……/……/……

sincerely declare:

1. I do not have any criminal charge pending before the courts.
2. I do not have any criminal convictions or findings of guilt for sexual offences, offences related to children or acts of violence.
3. I have not had any disciplinary proceedings brought against me by an employer, sporting organisation or similar body involving child abuse, sexual misconduct or harassment, other forms of harassment or acts of violence.
4. I am not currently serving a sanction for an anti-doping rule violation under an Australian Sports Anti-Doping Authority (ASADA) approved anti-doping policy applicable to me.
5. I will not participate in, facilitate or encourage any practice prohibited by the World Anti-Doping Agency Code or any other ASADA approved anti-doping policy applicable to me.
6. To my knowledge, there is no other matter that The National Rugby League may consider to constitute a risk to its members, employees, volunteers, athletes or reputation by engaging me.
7. I will notify the relevant official of the organisation engaging me immediately upon becoming aware that any matter set out above has changed.

Declared in the state/territory of …….

on ……/……/……(date) Signature …….

Consent of parent/guardian (on behalf of a person under the age of 18)

I have read and understood the declaration provided by my child. I confirm and warrant that the contents of the declaration provided by my child are true and correct in every particular.

Name: …….

Signature: ……

Date: ……. …….

C3: WORKING WITH CHILDREN CHECK REQUIREMENTS

Working with Children Checks aim to create a child-safe environment and to protect children and young people involved in our sport from physical and sexual harm.

They assess the suitability of people to work with children and young people and can involve:

- criminal history checks
- signed declarations
- referee checks, and
- other relevant background checks to assess a person's suitability to work with children and young people.

Working with Children Check requirements vary across Australia. Fact Sheets for each state and territory are available on the Play by the Rules website: www.playbytherules.net.

Detailed information, including the forms required to complete a Working with Children Check, are available from the relevant agencies in each state and territory.

State/Territory	Legal Requirements
Queensland	In Queensland people working or volunteering with children need to hold a Blue Card. The Commission for Children and Young People and Child Guardian is responsible for administering and conducting criminal history checks on people who want to work with children to determine whether or not they are eligible to hold a Blue Card. *Contact the Commission for Children and Young People and Child Guardian about the "Blue Card" system.* *Website: www.ccypcg.qld.gov.au* *Phone: 1800 113 611*
New South Wales	In 2013 a new Working with Children Check starts in NSW under the new check: • workers and volunteers will apply for their own check once every five years • employers will verify a child-related worker's or volunteer's clearance number • the same Working With Children Check will apply to everyone • everyone with a clearance will be continuously monitored for serious sex or violence offences. *Contact the Commission for Children and Young People* *Website: www.kids.nsw.gov.au* *Phone: 02 9286 7276*
Western Australia	In Western Australia a Working with Children Check is compulsory for people who carry out child-related work in Western Australia. The check aims to protect children by deterring people from working with children when they have criminal records that indicate they may harm children; and by preventing people with such records from gaining positions of trust in paid and voluntary work with children. *Contact the Department for Child Protection* *Website: www.checkwwc.wa.gov.au* *Phone: 1800 883 979*
Victoria	The Victorian Government has introduced the Working with Children Check, which is compulsory for people who wish to work with or volunteer with children. The check seeks to protect children from harm by requiring people to undertake a

	criminal history check before they start work in an organisation. *Contact the Department of Justice* *Website: www.justice.vic.gov.au/workingwithchildren* *Phone: 1300 652 879*
South Australia	Under the Children's Protection Act (Section 8B) people in SA who work in jobs which require regular contact with children are required to obtain police clearance before they commence employment. A National Police Certificate application form is available from the South Australian Police Department. *Contact the Department for Education and Child Development* *Website: www.families.sa.gov.au/childsafe* *Phone: 08 8463 6468*
Northern Territory	In the NT the law has recently changed. From 1 March 2011 it has been mandatory for people who have contact or potential contact with children to hold a Working with Children Clearance Notice and an Ochre Card. SAFE NT administers the clearance procedure which involves an employment and criminal history check. People who have previously had a Criminal History Check to work with children will still be required to apply for the Working with Children Clearance if they work certain specified areas of employment. *For more information on the requirements visit www.workingwithchildren.nt.gov.au or contact the Northern Territory Screening Authority on 1800 SAFE NT (1800 723 368)*
Australian Capital Territory	The Working with Vulnerable People (Background Checking) Act 2011 (the Act) commenced on 8 November 2012. Individuals working or volunteering with other groups of vulnerable people will need to register between years 2 and 6 of the schemes operation. See attached fact sheet: http://www.ors.act.gov.au/resources/attachments/When_do_I_need_to_register_-_Fact_Sheet.pdf The Act aims to reduce the risk of harm or neglect to vulnerable people in the A.C.T. The Act requires people who have contact with vulnerable people while engaging in regulated activities and services to register with the Office of Regulatory Services (ORS). *For more information:* *http://www.ors.act.gov.au/community/working_with_vulnerable_people_wwvp* *Contact:* *Phone: 02 6207 3000*
Tasmania	For more information please visit http://www.justice.tas.gov.au/working_with_children Contact: Ph: 1300 13 5513 Email: webmaster@justice.tas.gov.au

Travelling to other states or territories
It is important to remember that when travelling to other states or territories, representatives of sporting organisations must comply with the legislative requirements of that particular state or territory.

In October 2011 at the Standing Council on Community, Housing and Disability Services, Commonwealth, state and territory ministers agreed to introduce, by late 2012, national exemptions to Working with Children Checks for paid employees and volunteers who are required to cross state or territory borders for work related purposes.

These exemptions will be for up to 30 days in any 12 month period and will enable workers to participate in national and inter-jurisdictional activities on a short-term basis. This means that volunteers and workers with a valid check in their home state or territory will be able to participate in short-term activities across state and territory borders without the need for additional checks.

The Australian Sports Commission will provide more information as soon as it becomes available.

PART D: COMPLAINT HANDLING PROCEDURES

The National Rugby League aims to support people associated with our sport to make and resolve any complaints they may have in a fair, timely and effective way.

The NRL will keep all complaints confidential. The NRL will not provide information about the complaint to another person without the complainant's consent, except if the law requires us disclose this information or if it is necessary to properly resolve the complaint.

To ensure **fairness for everyone involved**, the NRL will provide the details of the complaint to the person or people against whom the complaint has been made and ask for their response. As a result, it may be difficult for us to resolve complaints made anonymously.

The NRL will provide **informal and formal procedures** to resolve complaints. Individuals and organisations can also **complain to external organisations** under anti-discrimination, child protection and other relevant laws.

Informal approaches

Step 1: Talk with the other person (if safe, reasonable and appropriate)
If you feel confident to do so, you can approach the other person to discuss the issues and try to resolve the problem directly.

Step 2: Contact a Member Protection Information Officer
We encourage you to talk with a Member Protection Information Officers (MPIOs) if:

- the first step is not possible or reasonable
- you are not sure how to handle the problem by yourself
- you want to talk confidentially with someone and find out what options are available to resolve the problem, or
- the problem continues after you approached the other person.

The names and contact details for MPIOs are available at *www.playnrl.com*.

The MPIO will:

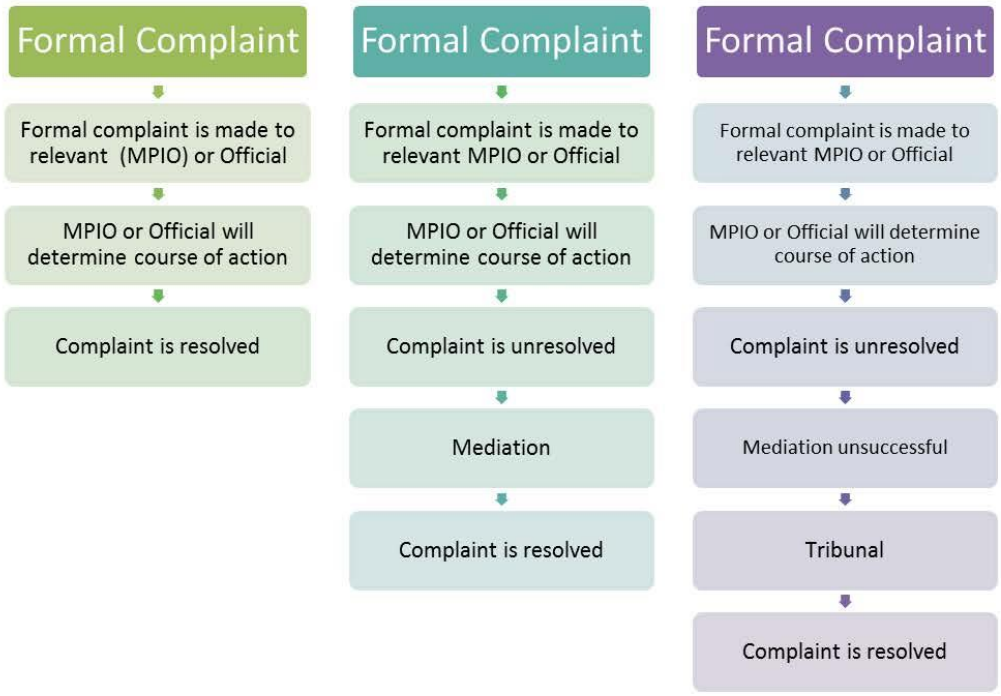
- take confidential notes about your complaint
- try to find out the facts of your complaint
- ask how you would like the problem to be resolved and if you need support
- provide different options for you to resolve the problem
- act as a support person, if you wish
- refer you to an appropriate person (e.g. a mediator) to help you resolve the problem, if necessary
- inform the relevant government authorities and/or police, if required by law to do so
- maintain confidentiality.

Step 3: Decide how to resolve the problem
After talking with the MPIO, you may decide:

- there is no problem
- the problem is minor and you do not wish to take the matter forward
- to try and resolve the problem yourself, with or without a support person
- to resolve the problem with the help of someone impartial, such as a mediator
- to resolve the matter through a formal process.

National Rugby League Member Protection Policy – July 2015

COMPLAINTS PROCEDURE FLOWCHART



* Member Protection Information Officer (MPIO)

D2: MEDIATION

Mediation is a process that allows the people involved in a complaint to talk through the issues with an impartial person – the mediator – and work out a mutually agreeable solution.

The mediator does not decide who is right or wrong and does not tell either side what they must do. Instead, he or she helps those involved to talk through the issues and makes sure that the process is as fair as possible for all concerned.

The NRL's approach to mediation follows the steps set out below.

1. The Designated Official will appoint a mediator to help resolve the complaint. This will be done under the direction of the NRL and in consultation with the complainant and the respondent(s).
2. The mediator will talk with the complainant and respondent(s) about how the mediation will take place and who will participate. At a minimum, the mediator will prepare an agenda of issues to be discussed.
3. All issues raised during mediation will be treated confidentially. We also respect the rights of the complainant and the respondent(s) to pursue an alternative process if the complaint is not resolved.
4. If the complaint is resolved by mediation, the mediator will prepare a document that sets out the agreement that has been reached. This agreement will be signed by the complainant and the respondent(s). We expect the parties involved to respect the terms of the agreement.
5. If the complaint is not resolved by mediation, the complainant may:
    - write to designated official to request that the NRL reconsider the complaint in accordance with **Step 3**
    - approach an external agency, such as an anti-discrimination or equal opportunity commission, to resolve the matter

We recognise that there are some **situations where mediation will not be appropriate**, including:

- when the people involved have completely different versions of the incident
- when one or both parties are unwilling to attempt mediation
- when the issues raised are sensitive in nature
- when there is a real or perceived power imbalance between the people involved
- matters that involve serious, proven allegations.

D3: INVESTIGATION PROCESS

There will be times when a complaint will need to be investigated and evidence gathered.

An investigation helps determine the facts relating to the incident, as well as possible findings and recommendations.

Any investigation that we conduct will be fair to all people involved.

If the NRL decide that a complaint should be investigated, we will follow the steps outlined below.

1. We will provide a written brief to the investigator that sets out the terms of engagement and his or her roles and responsibilities. The investigator will:
    - interview the complainant and record the interview in writing
    - provide full details of the complaint to the respondent(s) so that they can respond
    - interview the respondent(s) to allow them to answer the complaint and record the interview in writing
    - obtain statements from witnesses and collect other relevant evidence, if there is a dispute over the facts
    - make a finding as to whether the complaint is:
        - **substantiated** (there is sufficient evidence to support the complaint)
        - **inconclusive** (there is insufficient evidence either way)
        - **unsubstantiated** (there is sufficient evidence to show that the complaint is unfounded)
        - **mischievous, vexatious or knowingly untrue**.
    - provide a report to the relevant delegate or tribunal documenting the complaint, the investigation process, the evidence, the finding(s) and, if requested, any recommendations.

2. We will provide a report to the complainant and the respondent(s) documenting the complaint, the investigation process and summarising key points that are substantiated, inconclusive, unsubstantiated and/or mischievous.

3. The complainant and the respondent(s) will be entitled to support throughout this process from their chosen support person or adviser.

The complainant and the respondent(s) may have the right to appeal any decision based on the investigation. Information on our appeals process is in [Attachment D4].

D4: TRIBUNAL PROCEDURES

The NRL will follow the steps set out below to hear formal complaints made under our Member Protection Policy **(organisations should check and ensure that this procedure accurately reflects their tribunal rules and procedures, constitution and by – laws.)**

Preparing for a Tribunal hearing

1. A Tribunal panel will be established, to hear a complaint that has been referred to it by relevant designated officer. The number of Tribunal panel members required to be present throughout the hearing will be a minimum of three.
2. The Tribunal panel members will be provided with a copy of all the relevant correspondence, reports or information received and sent by relevant official relating to the complaint/allegations.
3. The Tribunal hearing will be held as soon as practicable. However, adequate time must be provided for the respondent(s) to prepare for the hearing.
4. The Tribunal panel will not include any person who has any actual or perceived conflict of interest or bias regarding the complaint/allegations.
5. The relevant official will inform the respondent(s) in writing that a Tribunal hearing will take place. The notice will outline:
    - that the person has a right to appear at the Tribunal hearing to defend the complaint/allegations
    - the details of the complaint and of all allegations, as well as the clause of any policy or rule that has allegedly been breached
    - the date, time and venue of the Tribunal hearing
    - that either verbal or written submissions can be presented at the Tribunal hearing
    - that witnesses may attend the Tribunal hearing to support the position of the respondent/s (statutory declarations of witnesses not available to attend and from character witnesses may also be provided to the Tribunal hearing)
    - an outline of any possible penalties that may be imposed if the complaint is found to be true
    - that legal representation will not be allowed. [If the respondent is a minor, he or she should have a parent or guardian present.]

    A copy of any information/documents that have been given to the Tribunal panel (e.g. investigation report findings) will be provided to the respondent(s).

    The respondent(s) will be allowed to participate in all National Rugby League activities and events, pending the decision of the Tribunal, including any available appeal process, unless the relevant official believes it is necessary to exclude the respondent/s from all or some activities and events because of the nature of the complaint.
6. The relevant official will notify the complainant in writing that a Tribunal hearing will take place. The notice will outline:
    - that the person has a right to appear at the Tribunal hearing to support their complaint
    - the details of the complaint, including any relevant rules or regulations the respondent is accused of breaching
    - the date, time and venue of the Tribunal hearing
    - that either verbal or written submissions can be presented at the Tribunal hearing
    - that witnesses may attend the Tribunal hearing to support the complainant's position (statutory declarations of witnesses not available to attend may also be provided to the Tribunal Hearing)
    - that legal representation will not be allowed. [If the complainant is a minor, he or she should have a parent or guardian present.]

    A copy of any information / documents given to the Tribunal (e.g. investigation report findings) will be provided to the complainant.

7. If the complainant believes the details of the complaint are incorrect or insufficient, he or she should inform the relevant official as soon as possible so that the respondent(s) and members of the Tribunal panel can be properly informed of the complaint.
8. If possible, the Tribunal panel should include at least one person with knowledge or experience of the relevant laws/rules (e.g. anti-discrimination).
9. The following people will be allowed to attend the Tribunal hearing:
    - Tribunal panel members
    - the respondent(s)
    - the complainant
    - any witnesses called by the respondent(s)
    - any witnesses called by the complainant
    - any parent/guardian or support person required to support the respondent or the complainant.
10. If the respondent(s) is not present at the set hearing time and the Tribunal chairperson considers that no valid reason has been presented for this absence, the Tribunal hearing will continue subject to the chairperson being satisfied that all Tribunal notification requirements have been met.
11. If the Tribunal chairperson considers that there is a valid reason for the non-attendance of the respondent(s), or the chairperson does not believe the Tribunal notification requirements have been met, then the Tribunal hearing will be rescheduled to a later date.
12. The Tribunal chairperson will inform the relevant official of the need to reschedule the hearing and the relevant official will arrange for the Tribunal to be reconvened.
13. The Tribunal chairperson will read out the complaint, ask each respondent if he or she understands the complaint and if he or she agrees or disagrees with the complaint.
14. If the respondent agrees with the complaint, he or she will be asked to provide any evidence or witnesses that should be considered by the Tribunal when determining any disciplinary measures or penalties. **(Ensure the Tribunal has the powers/authorisation to impose any disciplinary measures under your constitution)**
15. If the respondent disagrees with the complaint, the complainant will be asked to describe the circumstances that lead to the complaint being made.
    - Reference may be made to brief notes.
    - The complainant may call witnesses.
    - The respondent may question the complainant and any witnesses.
16. The respondent will then be asked to respond to the complaint.
    - Reference may be made to brief notes.
    - The respondent may call witnesses.
    - The complainant may ask questions of the respondent and any witnesses.
17. The complainant and respondent(s) may be present when evidence is presented to the Tribunal hearing. Witnesses may be asked to wait outside the hearing until they are required.
18. The Tribunal may:
    - consider any evidence, and in any form, that it deems relevant
    - question any person giving evidence
    - limit the number of witnesses presented to those who provide new evidence
    - require (to the extent it has power to do so) the attendance of any witness it deems relevant
    - act in an inquisitorial manner in order to establish the truth of the issue/complaint before it.
19. Video evidence, if available, may be presented. Arrangements must be made entirely by the person(s) wishing to offer this type of evidence.

20. If the Tribunal panel considers that at any time during the hearing there is any unreasonable or intimidatory behaviour from anyone, the Tribunal chairperson may deny further involvement of that person in the hearing.
21. After all the evidence has been presented, the Tribunal will make its decision in private. It must decide whether the complaint has, on the balance of probabilities, been substantiated. As the seriousness of the allegation increases, so too must the level of satisfaction of the Tribunal that the complaint has been substantiated. The respondent(s) have the opportunity to address the Tribunal on disciplinary measures which may be imposed. Any disciplinary measures imposed must be reasonable in the circumstances.
22. All Tribunal decisions will be by majority vote.
23. The Tribunal chairperson will announce the decision in the presence of all those involved in the hearing and will declare the hearing closed. Alternatively, he or she may advise those present that the decision is reserved and will be handed down in written form at a later time.
24. Within 48 hours, the Tribunal chairperson will:
    - forward a notice of the Tribunal's decision to the relevant official, including any disciplinary measures imposed.
    - forward a letter reconfirming the Tribunal's decision to the respondent(s), including any disciplinary measures imposed. The letter should also outline the process and grounds for an appeal, if allowed. If matter is especially complex or important, the Tribunal chairperson may inform the parties in writing within 48 hours that the decision will be delayed for a further 48 hours.
25. The Tribunal does not need to provide written reasons for its decision.

APPEALS PROCEDURE

26. If a complainant or a respondent(s)is not satisfied with the outcome of a mediation process or a Tribunal decision, he or she can lodge an appeal to the National Rugby League on one or more of the following grounds:

    26.1 that a denial of natural justice has occurred
    26.2 that the disciplinary measure/s imposed is unjust and/or unreasonable
    26.3 that the decision was not supported by the information/evidence provided at the mediation or to the Tribunal Hearing

27. A person wanting to appeal must lodge a letter setting out the basis for their appeal with the [insert relevant official under your Constitution e.g. CEO or a Secretary] within [insert number] days of the decision being made. [An appeal fee of $[insert amount] shall be included with the letter of intention to appeal.]
28. If the letter of appeal is not received by the [insert relevant official under your Constitution] within this time, the right of appeal will lapse. [If the letter of appeal is received but the appeal fee is not received within this time, the appeal will also lapse.]
29. The letter of appeal and the notice of the Tribunal's decision (clause 24) will be forwarded to the [insert relevant official or committee] to review and to decide whether there are sufficient grounds for the appeal to proceed. The [insert relevant official or committee] may invite any witnesses to the meeting that he or she believes are required to make an informed decision.
30. If the appellant has not shown sufficient grounds for an appeal in accordance with clause 26, then the appeal will be rejected. The appellant will be notified in writing, including the reasons for the decision. [The appeal fee will be forfeited.]
31. If the appeal is accepted, an Appeal Tribunal with new panel members will be convened to rehear the complaint, [and the appeal fee will be refunded].
32. The Tribunal hearing procedure shall be followed for the Appeal Tribunal.
33. The decision of the Appeal Tribunal will be final.

PART E: REPORTING REQUIREMENTS AND DOCUMENTS/FORMS

The NRL will ensure that all the complaints we receive, both formal and informal, are properly documented. This includes recording how the complaint was resolved and the outcome of the complaint.

This information, and any additional records and notes, will be treated confidentially and stored in a secure place.

The NRL will treat any allegation of child abuse or neglect promptly, seriously and with a high degree of sensitivity.

The NRL will ensure that everyone who works with our organisation in a paid or unpaid capacity understands how to appropriately receive and record allegations of child abuse and neglect and how to report those allegations to the relevant authorities in their state or territory.

National Rugby League Member Protection Policy – July 2015

Attachment E1:
RECORD OF INFORMAL COMPLAINT

Name of person receiving complaint		Date: / /
Complainant's Name	☐ Over 18 ☐ Under 18	
Role/status	☐ Administrator (volunteer) ☐ Athlete/player ☐ Coach/Assistant Coach ☐ Employee (paid) ☐ Official ☐ Parent ☐ Spectator ☐ Support Personnel ☐ Other	
When/where did the incident take place?		
What are the facts relating to the incident, as stated by complainant?		
What is the nature of the complaint? (category/basis/grounds) Tick more than one box if necessary	☐ Harassment or ☐ Discrimination ☐ Sexual/sexist ☐ Selection dispute ☐ Coaching methods ☐ Sexuality ☐ Personality clash ☐ Verbal abuse ☐ Race ☐ Bullying ☐ Physical abuse ☐ Religion ☐ Disability ☐ Victimisation ☐ Pregnancy ☐ Child Abuse ☐ Unfair decision ☐ Other	
What does the complainant want to happen to resolve the issue?		
What other information has the complainant provided?		
What is the complainant going to do now?		

This record and any notes must be kept in a confidential and safe place. Do not enter it on a computer system. If the issue becomes a formal complaint, this record is to be given to the designated official as referred to in complaint resolution section.

Attachment E2:
RECORD OF FORMAL COMPLAINT

Complainant's Name	☐ Over 18 ☐ Under 18	Date Formal Complaint Received: / /
Complainant's contact details	Phone: Email:	
Complainant's role/position	☐ Administrator (volunteer) ☐ Parent ☐ Athlete/player ☐ Spectator ☐ Coach/Assistant Coach ☐ Support Personnel ☐ Employee (paid) ☐ Other ☐ Official	
Name of person complained about (respondent)	☐ Over 18 ☐ Under 18	
Respondent's role/position	☐ Administrator (volunteer) ☐ Parent ☐ Athlete/player ☐ Spectator ☐ Coach/Assistant Coach ☐ Support Personnel ☐ Employee (paid) ☐ Other ☐ Official	
Location/event of alleged incident		
Description of alleged incident		
Nature of complaint (category/basis/grounds) Tick more than one box if necessary	☐ Harassment or ☐ Discrimination ☐ Sexual/sexist ☐ Selection dispute ☐ Coaching methods ☐ Sexuality ☐ Personality clash ☐ Verbal abuse ☐ Race ☐ Bullying ☐ Physical abuse ☐ Religion ☐ Disability ☐ Victimisation ☐ Pregnancy ☐ Child Abuse ☐ Unfair decision ☐ Other	
Methods (if any) of attempted informal resolution		

Formal resolution procedures followed (outline)	
If investigated:	Finding
If heard by Tribunal:	Decision Action recommended
If mediated:	Date of mediation: Both/all parties present Agreement Any other action taken
If decision was appealed	Decision Action recommended
Resolution	☐ Less than 3 months to resolve ☐ Between 3 – 8 months to resolve ☐ More than 8 months to resolve
Completed by	Name: Position: Signature: Date / /
Signed by:	Complainant: Respondent:

This record and any notes must be kept in a confidential and safe place. If the complaint is of a serious nature, or if it is taken to and/or dealt with at the national level, the original record must be provided to the National Rugby League and a copy kept with the organisation where the complaint was first made.

Attachment E3:
PROCEDURE FOR HANDLING ALLEGATIONS OF CHILD ABUSE

If you believe a child is in immediate danger or a life-threatening situation, contact the Police immediately on 000.

Fact sheets on reporting allegations of child abuse in different states and territories are available at www.playbytherules.net.au.

We will treat any allegation of child abuse or neglect promptly, seriously and with a high degree of sensitivity.

All people working with *the National Rugby League* in a paid or unpaid capacity have a duty to report any concerns to the appropriate authorities, following the steps outlined below.

Step 1: Receive the allegation

If a child or young person raises with you an allegation of child abuse or neglect that relates to them or to another child, it is important that you listen, stay calm and be supportive.

Do	Don't
Make sure you are clear about what the child has told you	Do not challenge or undermine the child
Reassure the child that what has occurred is not his or her fault	Do not seek detailed information, ask leading questions or offer an opinion.
Explain that other people may need to be told in order to stop what is happening.	Do not discuss the details with any person other than those detailed in these procedures.
Promptly and accurately record the discussion in writing.	Do not contact the alleged offender.

Step 2: Report the allegation

- Immediately report any allegation of child abuse or neglect, or any situation involving a child at risk of harm, to the police and/or the relevant child protection agency. You may need to make a report to both.
- Contact the relevant child protection agency or police for advice if there is **any** doubt about whether the allegation should be reported.
- If the allegation involves a person to whom this policy applies, then also report the allegation to the Head of Community so that he or she can manage the situation.

Step 3: Protect the child and manage the situation

- The Head of Community will assess the immediate risks to the child and take interim steps to ensure the child's safety and the safety of any other children. This may include redeploying the alleged offender to a position where there is no unsupervised contact with children, supervising the alleged offender or removing/suspending him or her until any investigations have been concluded. Legal advice should be sought before any interim steps are made if the person is in paid employment with NRL.

- The Head of Community will consider what services may be most appropriate to support the child and his or her parent/s.

- The Head of Community will consider what support services may be appropriate for the alleged offender.

- The Head of Community will put in place measures to protect the child and the alleged offender from possible victimisation and gossip.

Step 4: Take internal action

- Up to three different investigations could be undertaken to examine allegations that are made against a person to whom this policy applies, including:
  - a criminal investigation (conducted by the police)
  - a child protection investigation (conducted by the relevant child protection agency)
  - a disciplinary or misconduct inquiry/investigation (conducted by NRL).

- Regardless of the findings of the police and/or child protection agency investigations, NRL will assess the allegations to decide whether the alleged offender should return to his or her position, be dismissed, be banned or face any other disciplinary action.

- Head of Community of NRL will consider all information relevant to the matter – including any findings made by the police, the child protection authority and/or court – and then set out a finding, recommend actions and the rationale for those actions.

- If disciplinary action is recommended, we will follow the procedures set out in our Member Protection Policy.

- We will provide the relevant government agency with a report of any disciplinary action we take, where this is required.

Contact details for advice or to report an allegation of child abuse

Australian Capital Territory	
ACT Police Non-urgent police assistance Ph: 131 444 www.afp.gov.au	Office for Children, Youth and Family Services www.dhcs.act.gov.au/ocyfs/services/care_and_protection Ph: 1300 556 729
New South Wales	
New South Wales Police Non-urgent police assistance Ph: 131 444 www.police.nsw.gov.au	Department of Community Services www.community.nsw.gov.au Ph: 132 111
Northern Territory	
Northern Territory Police Non-urgent police assistance Ph: 131 444 www.pfes.nt.gov.au	Department of Children and Families www.childrenandfamilies.nt.gov.au Ph: 1800 700 250
Queensland	
Queensland Police Non-urgent police assistance Ph: 131 444 www.police.qld.gov.au	Department of Communities www.communities.qld.gov.au/childsafety Ph: 1800 811 810
South Australia	
South Australia Police Non-urgent police assistance Ph: 131 444 www.sapolice.sa.gov.au	Department for Education and Child Development www.families.sa.gov.au/childsafe Ph: 131 478
Tasmania	
Tasmania Police Non-urgent police assistance Ph: 131 444 www.police.tas.gov.au	Department of Health and Human Services www.dhhs.tas.gov.au/children Ph: 1300 737 639
Victoria	
Victoria Police Non-urgent police assistance Ph: (03) 9247 6666 www.police.vic.gov.au	Department of Human Services www.dhs.vic.gov.au Ph: 131 278
Western Australia	
Western Australia Police Non-urgent police assistance Ph: 131 444 www.police.wa.gov.au	Department for Child Protection www.dcp.wa.gov.au Ph: (08) 9222 2555 or 1800 622 258

Attachment E4:
CONFIDENTIAL RECORD OF CHILD ABUSE ALLEGATION

- Before completing this form, please ensure that the steps outlined in (Attachment E3) have been followed and advice has been sought from the police and/or the relevant child protection agency.

Complainant's name (if other than the child)		Date formal complaint received: / /
Role/status in sport		
Child's name		Age:
Child's address		
Person's reason for suspecting abuse (e.g. observation, injury, disclosure)		
Name of person complained about		
Role/status in sport	☐ Administrator (volunteer) ☐ Athlete/player ☐ Coach/Assistant Coach ☐ Employee (paid) ☐ Official	☐ Parent ☐ Spectator ☐ Support Personnel ☐ Other
Witnesses (if more than three witnesses, attach details to this form)	Name (1): Contact details: Name (2): Contact details: Name (3): Contact details:	
Interim action taken (if any)		
Police contacted	Who: When: Advice provided:	
Child protection agency contacted	Who: When: Advice provided:	

CEO contacted	Who: When:
Police investigation (if any)	Finding:
Child protection agency investigation (if any)	Finding:
Internal investigation (if any)	Finding:
Action taken	
Completed by	Name: Position: Signature: / /
Signed by	Complainant (if not a child)

- **This record and any notes must be kept in a confidential and safe place.** If required, they should be provided to the police and/or the relevant child protection agency.

9.12 Management of Concussion in Rugby League

The Management of Concussion in Rugby League

For Trainers, first-aid providers, coaches and parents

These Guidelines are based on the Consensus Statement produced following the 4th International Conference on Concussion in Sport held in Zurich in November 2012*. The Guidelines should be followed at all times and any decision regarding return to play after concussive injuries should only be made by a doctor with experience in dealing with such injuries.

Summary

The most important element in the management of concussion MUST ALWAYS be the welfare of the player, in both the short and long term.

Concussion is a disturbance in brain function resulting from trauma that is transmitted to the brain either directly or indirectly. There are no structural changes and the changes that do occur are temporary and recover spontaneously.

Complications can occur if the player is allowed to continue playing before they have fully recovered from the concussion. Therefore a player who is suspected of having a concussion must be taken out of the game or training session immediately. Such a player should not be returned to play in the same game even if they appear to have recovered. Concussion is an evolving condition over minutes to hours (and sometimes days). Some symptoms/signs may resolve only to be replaced by others later.

The management of head injuries may be difficult for non-medical personnel. It is often not clear whether you are dealing with concussion, or there is a more severe structural head injury, especially in the early phases of the injury. Concussion is considered a medical condition and therefore needs to be assessed and managed by a medical professional.

It is therefore imperative that all players with concussion, or suspected of having a concussion, need URGENT medical assessment.

In the period following a concussion, a player should not be allowed to return to play or train until they have had a formal medical clearance.

Important points in the management of concussion include:

- Suspecting the diagnosis in a player with symptoms such as confusion or headache after an apparent head injury (direct or indirect knock to the head)
- Referral of the player for medical evaluation

- The player must have medical clearance before being allowed to return to a graded training program.

Players suspected of having a concussion must not be allowed to drive, operate machinery, drink alcohol, take anti-inflammatory medication (including aspirin and Ibuprofen), use strong painkillers or sleeping tablets until they have been medically cleared to do so by a doctor.

Background

When considering the management of concussion the welfare of the player, both in the short and long term, MUST always remain paramount.

Since 2001 there have been four* international conferences addressing the key issues in the understanding and management of concussion. After each meeting a summary has been published to improve the safety and health of athletes who suffer concussive injuries during participation in sport". The most recently published conference was held in Zurich in November 2012. The summary from the Zurich meeting provides guidelines for current best practice management of concussion(1). These will most likely require some degree of updating following the release in 2017 of the 5th International Consensus on Concussion from Berlin.

The NRL's current guidelines for the management of concussion are based on the Zurich conference as well as research conducted on concussion in AFL and NRL over a number of years.

What is Concussion?

"Traumatic Brain Injury" (TBI) is the term used to describe injuries to the brain that are caused by trauma. The most severe injuries involve structural damage e.g. fractures of the skull, bleeding in or around the brain. These structural injuries require urgent medical attention.

Concussion falls into the milder spectrum of TBI (mTBI = mild traumatic brain injury) and involves a disturbance of brain function with no structural damage or permanent injury to the brain.

Concussion is caused by trauma to the brain which can be either direct contact with the head (head clash) or indirect by a force to any part of the body transmitted to the head (e.g. shoulder charge or tackle). When the force is transmitted to the brain it can "stun" the nerve tissue and affect the way the nerves work. This can result in a number of symptoms and signs depending on the area of brain that is affected. Concussions therefore present in many different ways and the symptoms and signs often change or evolve over time.

Symptoms include headache, blurred vision, dizziness, nausea, poor balance, fatigue and feeling "not quite right". A concussed player may also exhibit confusion, memory loss and reduced ability to think clearly and process

information. Loss of consciousness is not common and occurs in only 10-15% of cases of concussion in Rugby League. ***It is important to understand that a player does not have to lose consciousness to have concussion.***

The essential injury in concussion is functional disturbance rather than structural damage. The changes that occur are temporary and recover spontaneously if managed correctly. The recovery period and process varies from person to person and injury to injury. Most cases of concussion in Rugby League recover within 7-14 days from the time of injury, although in a small number of cases the recovery time may be weeks to months. Children and adolescents (18 years old and younger) may take longer to recover.

How common is concussion in Rugby League?

Concussion is relatively common in Rugby League. In the past 4-5 years the incidence in the NRL's elite competition has been 5-7 concussions per team per season.

What are the potential complications following concussion?

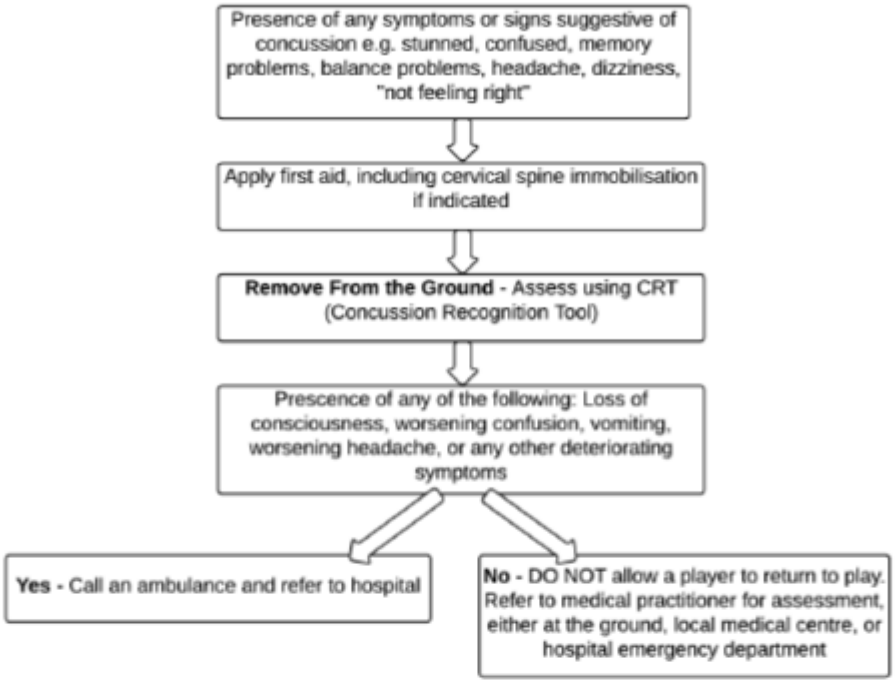
The complications which can occur following a concussion are:

- Increased risk of other musculoskeletal injury (possibly due to reduction in reaction time) or repeated concussion (with the second injury often much more severe than the first)
- Prolonged symptoms,
- Symptoms of depression and other psychological problems,
- Severe brain swelling (especially in young players), and
- Potentially long-term brain malfunction (not currently proven).

Complications are not common, however, the risk of complications is increased by allowing the player to return to play (or training) before they have recovered completely. Therefore, it is essential to recognise a possible concussion, make the diagnosis, and keep the player out of training and competition until the player has recovered completely.

Concussion can cause problems with memory and processing of information, which interferes with the player's ability to learn in the classroom. Therefore, a child should not return to school until cleared by a medical practitioner to do so.

Steps in the Management of Concussion



NOTE: Any player with a loss of consciousness, basic first aid principles should be applied i.e. Danger, Response, Send for help, Airway, Breathing, Circulation and +/- CPR (DRSABC). Care must always be taken with the player's neck, as it may have also been injured in the collision. An ambulance should be called and the player(s) transported to hospital for assessment and management.

Game Day Management

The most important steps in the early management of concussion include:

1. Recognising the injury;
2. Removing the player from the game; and
3. Referring the player to a medical practitioner for assessment.

Recognising the injury – (making the diagnosis)

1. Visible Clues: when to suspect concussion:
    - Loss of consciousness or non-responsive
    - Lying on the ground - not moving, or slow to stand
    - Unsteady on feet/ balance problems/ poor coordination
    - Grabbing/ clutching at head

- Dazed, blank or vacant look
- Confused/not aware of plays or events

2. Loss of consciousness, confusion and disturbance of memory are classical features of concussion, but it is important to remember that they are not present in every case.
3. There are several non-specific symptoms that may be present and which should raise the suspicion of concussion: headache, blurred vision, balance problems, dizziness, feeling "dazed" or "light headed", "don't feel right", drowsiness, fatigue and difficulty concentrating.
4. Tools such as the pocket Concussion Recognition Tool (see attachment) can be used to help make the diagnosis of concussion.
   - http://bjsm.bmj.com/content/bjsports/47/5/267.full.pdf
5. It is important to understand that brief sideline evaluation tools (such as Concussion Recognition Tool and SCAT3) are designed to help make the diagnosis of concussion. It is still imperative to arrange a more comprehensive medical assessment by an appropriately experienced medical practitioner. The SCAT3 is a medical practitioner only assessment tool.

Removing the player from the game

1. Initial management must always follow first aid rules, including airway, breathing, circulation and spinal immobilisation.
2. Any player who is suspected of having a concussion must be removed from the game and be assessed by the first aider (sports trainer).
3. A player who has suffered a concussion (or suspected concussion) must not be allowed to return to play in the same game. The assessor should not be swayed by the opinion of the player, coaching staff or anyone else suggesting premature return to play. Concussion is an evolving condition and symptoms and signs can vary over minutes to hours and days.

Referring the player to a medical practitioner for assessment

1. The management of a head injury is difficult for non-medical personnel. Following an injury it is often not clear if you are dealing with a concussion or with a more severe underlying structural head injury.
2. ALL players with concussion - or a suspected concussion - need an URGENT medical assessment by a medical practitioner. This can be done by a doctor present at the venue (if available) or local general practice or medical centre or hospital emergency department.
3. It is useful to have a list of local doctors, (who are willing to see injured players) and emergency departments close to the ground where the game is to be played.
4. A pre-game checklist of the appropriate services:

5. Local Doctors or medical centres
6. Local Hospital Emergency Departments, and
7. Ambulance Services (000)

Management of an unconscious player

1. First Aid principles of DRSABC +/- CPR) should be used. It is extremely important to treat all unconscious players as though they also have a neck injury (Spinal Immobilisation).
2. An unconscious player must only be moved (onto a stretcher) by qualified health professionals, trained in spinal immobilisation techniques. If no qualified person is present do not move the player—wait for the ambulance and paramedics.
3. Urgent hospital referral is necessary if there is concern regarding the risk of a structural head or neck injury --- **ring 000.**
4. Any player with any of the following should be referred to a hospital urgently:
    - Loss of consciousness or seizures /fits
    - Persistent confusion
    - Deterioration after being injured, e.g. increased drowsiness, headache or vomiting)
    - Report of neck pain or spinal cord symptoms, e.g. numbness, tingling, muscle weakness.

If, at any time, there is any doubt, the player should be referred to hospital.

Follow-up Management

- A player who has sustained a concussion MUST NOT be allowed to return to school or play before getting a medical clearance;
- Return to learning and school should take precedence over return to sport;
- The decision regarding the timing of return to training should always be made by a medical practitioner;
- In cases of uncertainty about the player's recovery always adopt a more conservative approach, *"if in doubt sit them out"*.

Return to Play

- Players should not return to play until they have returned to school/ learning without worsening symptoms;
- Return to training/ play should be gradual;
- Rehabilitation after a concussion should be supervised by a medical practitioner and should follow stepwise symptom limited progression. A

6 stage Graded Return To Play (GRTP) rehabilitation program can look like the following:

1. No Activity - Rest until symptom-free – includes mental and physical rest (recovery);
2. Light Aerobic Exercise – e.g., walk, swim, exercise bike with Heart Rate less than 70%max – start 24-48 hours after symptoms have resolved;
3. Sport Specific Exercise – eg running drills without contact;
4. Non-contact Training and start resistance (weight) training;
5. Full Contact Training – ONLY after medical clearance by a doctor – coaching staff should assess tackling technique and other skills;
6. Return to play/games.

Each stage should be a minimum of 24 hours' duration.

If symptoms return, then the player should drop back to the previous symptom-free stage once symptoms have resolved. Player honesty is important when questioning about symptoms. Remember that playing or training with symptoms of concussion can increase the risk of injury, result in concussion complications and prolonged symptoms, result in reduced performance, and could potentially be catastrophic.

Children and adolescents (18 years old and younger)

The same principles regarding recognition/detection, management and return to sport apply to children and adolescents, however, it is widely accepted that children and adolescents with concussion should be managed more conservatively. This includes longer initial rest and slower return to train and play programs. Additionally, a return to school/learn should be completed before a graded return to play/train is commenced.

Reference:

1 McCrory P, Meeuwisse W, Aubry MK, Cantu B, et al. Consensus Statement on Concussion in Sport: the 4th International Conference on Concussion in Sport held in Zurich, November 2012. Br J Sports Med. 2013 April; 47 Suppl. 5; 250-267

***Note there has been a 5th Consensus conference in Berlin October 2016 – recommendations will be released in early 2017 and may result in some possible changes to our policy**

Date: 8th February 2017

9.13 NRL Head Injury Guidelines

Head Injury Guidelines

Head Injuries Policy Statement

- Any head injury that results in signs or symptoms of brain trauma (no matter how minor) must be treated as serious until proven otherwise.
- Great care is needed in the initial management, especially if any degree of concussion or decreased level of consciousness is evident.
- All unconscious players must be managed by the attending NRL Sports Trainer and an ambulance called immediately.
- The possibility of spinal injury must be considered with any head injury.
- The player must be referred to a doctor for medical evaluation. The doctor should have a history - or know the players previous health status - regarding head injury.
- Under no circumstances should the player be allowed to continue playing or return to play during the same game. This will eliminate any potential "second hit syndrome".
- A Certificate must be obtained from a doctor before the player resumes training or playing. The Certificate should nominate that the player is being cleared of a "head injury".
- The initial assessment and management must be carried out by the accredited NRL Sports Trainer in attendance at the game venue, following the protocols of the NRL Sports Trainers Scheme.
- Any return to activity / playing must follow the gradual, symptom free process outlined in the NRL Head Injury Notification brochure.

Head Injury Notification

If a player sustains an injury to the head and does not show signs or symptoms of a concussion immediately, it is advisable to give this form to the player's parents, relative(s) or any other person who will be with this player for at least the next 24 hours.

9.14 NRL Head Injury Notification

Head Injury Notification

If a player sustains an injury to the head and does not display the signs and symptoms of concussion immediately, it is advisable to give this Card to the player's parents, relatives or another person who will be with this player for at least 24 hours.

Name: .....Age: .....

sustained a head injury at (venue) .....

on (date) .....at (time) .....

Important Warning: The injured player must be taken to a hospital or doctor immediately if he: (circle sign or symptom and give this form to the doctor)

- Is nauseous (feels sick)
- Vomits
- Develops a headache that could increase in severity
- Becomes restless/irritable or irrational
- Becomes dizzy, drowsy or cannot be roused
- Develops visual disturbances (eg. double or blurred vision)
- Has a fit
- Becomes confused or disoriented
- Anything else unusual occurs

If any of the above occur, it is advisable to call an Ambulance.

For 24 hours he should:

- Rest quietly
- Not consume alcohol
- Not consume stimulants eg. tea, coffee, cola drinks
- Not consume pain killers eg. aspirin, etc.
- Not drive a vehicle

He should not resume training without medical clearance by a doctor.

NRL Accredited Sports Trainer (name) .....

NRL ID No.: .....

NRL Sports Trainer Accreditation Scheme playrugbyleague.com

9.15 NRL Head Injury Pro Forma

Head Injury Pro Forma

Dear Doctor,

1. This player sustained a Head Injury whilst playing/training on .....

2. The nature of the injury was as follows: .....

3 Player was unconscious. YES/NO (circle one) for ..... secs/mins/hrs (circle one)

4. Player was taken to Hospital. YES/NO (circle one)

5. Player was treated on-scene by a doctor. YES/NO (circle one)

6. A Diagnosis has been made. YES/NO (circle one) of .....

In order for the player to return to training and playing Rugby League, a Medical Clearance is required, please:

- Undertake a complete Neurological Examination and document this for your records
- Organise any test/s, investigations, referral or treatment which you deem necessary.
- Complete the Declaration below and keep a copy for your records.
- Give this completed Pro-forma to the player.

CONCUSSION – IMPORTANT INFORMATION

To: Doctor ..... Date: .....

Re: Rugby League Player .....

Declaration of Fitness to Return to Rugby League

I have examined ..... (player) on ...../...../..... and, having taken into account the nature, severity and circumstances of his recent head injury, declare him to be medically fit to return to training for and playing Rugby League as of ...../...../.....

Signed: ..... Date: .....

Doctors Name: ..... Provider Number.....

NRL Sports Trainer Accreditation Scheme playrugbyleague.com

9.16 Concussion Recognition Tool

CONCUSSION RECOGNITION TOOL 5®

To help identify concussion in children, adolescents and adults

Supported by

FIFA

RECOGNISE & REMOVE

Head impact can be associated with serious and potentially fatal brain injuries. The Concussion Recognition Tool 5 (CRT5) is to be used for the identification of suspected concussion. It is not designed to diagnose concussion.

STEP 1: RED FLAGS — CALL AN AMBULANCE

If there is concern after an injury including whether ANY of the following signs are observed or complaints are reported then the player should be safely and immediately removed from play/game/activity. If no licensed healthcare professional is available, call an ambulance for urgent medical assessment:

- **Neck pain or tenderness**
- **Double vision**
- **Weakness or tingling/ burning in arms or legs**
- **Severe or increasing headache**
- **Seizure or convulsion**
- **Loss of consciousness**
- **Deteriorating conscious state**
- **Vomiting**
- **Increasingly restless, agitated or combative**

Remember:

- In all cases, the basic principles of first aid (danger, response, airway, breathing, circulation) should be followed.
- Assessment for a spinal cord injury is critical.
- Do not attempt to move the player (other than required for airway support) unless trained to do so.
- Do not remove a helmet or any other equipment unless trained to do so safely.

If there are no Red Flags, identification of possible concussion should proceed to the following steps:

STEP 2: OBSERVABLE SIGNS

Visual clues that suggest possible concussion include:

- Lying motionless on the playing surface
- Slow to get up after a direct or indirect hit to the head
- Disorientation or confusion, or an inability to respond appropriately to questions
- Blank or vacant look
- Balance, gait difficulties, motor incoordination, stumbling, slow laboured movements
- Facial injury after head trauma

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STEP 3: SYMPTOMS

- Headache
- "Pressure in head"
- Balance problems
- Nausea or vomiting
- Drowsiness
- Dizziness
- Blurred vision
- Sensitivity to light
- Sensitivity to noise
- Fatigue or low energy
- "Don't feel right"
- More emotional
- More irritable
- Sadness
- Nervous or anxious
- Neck Pain
- Difficulty concentrating
- Difficulty remembering
- Feeling slowed down
- Feeling like "in a fog"

STEP 4: MEMORY ASSESSMENT

(IN ATHLETES OLDER THAN 12 YEARS)

Failure to answer any of these questions (modified appropriately for each sport) correctly may suggest a concussion:

- "What venue are we at today?"
- "Which half is it now?"
- "Who scored last in this game?"
- "What team did you play last week/game?"
- "Did your team win the last game?"

Athletes with suspected concussion should:

- Not be left alone initially (at least for the first 1-2 hours).
- Not drink alcohol.
- Not use recreational/ prescription drugs.
- Not be sent home by themselves. They need to be with a responsible adult.
- Not drive a motor vehicle until cleared to do so by a healthcare professional.

The CRT5 may be freely copied in its current form for distribution to individuals, teams, groups and organisations. Any revision and any reproduction in a digital form requires approval by the Concussion in Sport Group. It should not be altered in any way, rebranded or sold for commercial gain.

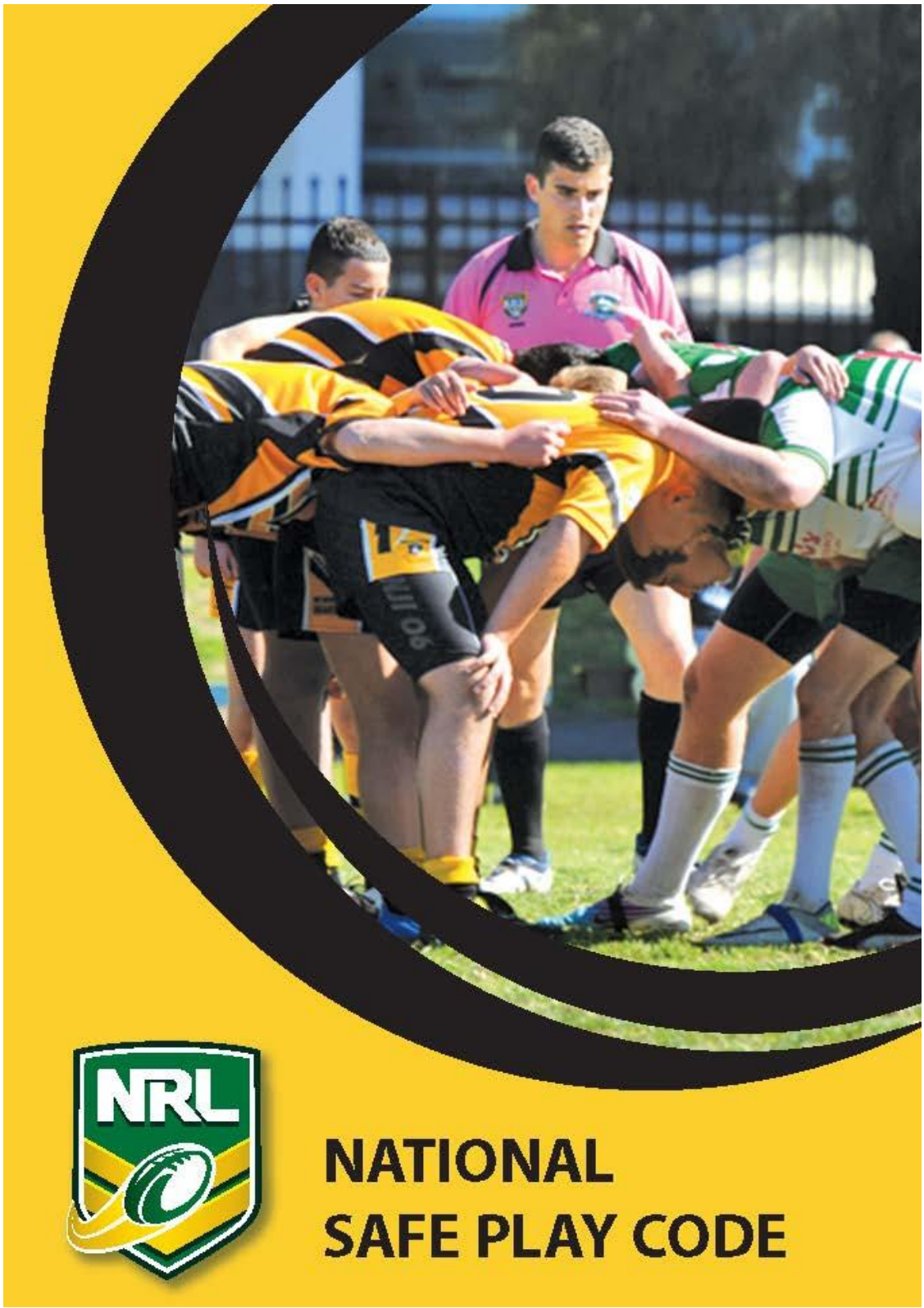
ANY ATHLETE WITH A SUSPECTED CONCUSSION SHOULD BE IMMEDIATELY REMOVED FROM PRACTICE OR PLAY AND SHOULD NOT RETURN TO ACTIVITY UNTIL ASSESSED MEDICALLY, EVEN IF THE SYMPTOMS RESOLVE

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9.17 NRL National Safe Play Code



INTRODUCTION

The Safeplay Code was developed to emphasise safety and good conduct within the game of Rugby League by creating the best possible on-field environment and actively controlling undesirable actions. It applies to all players up to and including the Under 15 years age group.

1. TACKLE ZONE

The Code: TACKLES ABOVE THE ARMPITS ARE NOT PERMITTED.

Application:
(a) It is an infringement if, whilst attempting to effect a tackle on a ball-carrier running with an upright posture, a defender makes contact above the armpits intentionally, recklessly or carelessly.
(b) It is an infringement for a defender/tackler to set upon the head or neck region of a ball-carrier.
(c) A defender, in front of a ball-carrier who is diving or running with a "stooped" posture, is permitted to come in contact with the ball-carrier's shoulder provided the defender's arm(s) extends down the shoulder and trunk, i.e. underneath the ball-carrier.

Reference: Law Book: - Section 15, Law 1 (b), Page 38.

2. DANGEROUS TACKLES

The Code: (2.1) THE TACKLER'S LEGS CANNOT BE USED TO TRIP IN A THROW.

Application: The use of the legs in a tackle is not permissible. Using the legs (even if the defender has a hand/hands on the ball-carrier) to trip or throw the ball carrier constitutes an infringement.

Reference: Law Book - Section 15, to Law 1 (a) and (d), Page 38

The Code: (2.2) ADOPTING A CROTCH HOLD IS MISCONDUCT

Application: Adopting a crotch hold i.e. by placing either a hand or arm in the crotch region is an infringement.

Reference: Law Book - Section 15, Law 1 (i), Page 38

The Code: (2.3) NO VERTICAL LIFT IN A TACKLE IS PERMITTED.

Application: Vertical lifting in a tackle is an infringement. No defender(s), during the course of a tackle, are permitted to vertically lift the ball - carrier. If the possibility of a vertical lift occurs, i.e. one or both feet of the ball-carrier have been lifted off the ground, the referee must immediately blow the whistle to prevent the tackle from continuing. (This is not to be confused with a tackle that, in the same motion, "knocks" a player off his feet).

Reference: Law Book - Section 15, Law 1 (d), and Notes to Law 1(d), Page 38

The Code: (2.4) A BALL-CARRIER CANNOT BE LIFTED AND DRIVEN.

Application: A tackle that results in the ball-carrier being lifted and remaining off the ground while the tackler takes two (2) or more steps to drive the player (in any direction and while the ball-carrier's feet are off the ground) is an infringement.

Reference: Law Book - Section 15, Law 1 (d), Notes 1 (d), Page 38.

The Code: (2.5) THE ADDITIONAL FOLLOWING ACTION(S) BY A TACKLER WILL ALSO INCUR AN IMMEDIATE PENALTY.

Application: It is an infringement if, during the course of a tackle, a defender or defenders intentionally lift the leg/foot of the ball carrier. (This is not to be confused with a tackle that in the same motion, "knocks" a player off his feet).

Reference: Law Book - Section 15, Law 1 (d) and Notes 1 (d), Page 38.

The Code: (2.6) A DEFENDER CANNOT "PUSH" THE BALL-CARRIER TO EFFECT/COMPLETE A TACKLE.

Application: A defender who pushes the ball-carrier to effect / complete a tackle is guilty of an infringement.

Reference: Law Book - Section 15, Law 1 (i), Page 38.

3. SHOULDER CHARGE

The Code: A DEFENDER CANNOT "SHOULDER CHARGE" A BALL-CARRIER TO AFFECT A TACKLE.

Application: Shoulder Charge – is where a defender, without attempting to tackle, grab or hold the ball-carrier (or any opposing player) using the arms or hands, makes direct physical contact with the shoulder or the upper arm (tucked into the side).

Reference: Law Book – Section 15, 1(k) Page 38.

4. VICIOUS PALM

The Code: THE BALL-CARRIER CANNOT "THRUST" OUT AN ARM TO CONTACT THE DEFENDER ABOVE THE SHOULDER.

Application: It is an infringement for the ball-carrier to violently punch, thrust out an arm or use an outstretched stiff arm so as to make contact with the hand or fist to the defending player's head, neck or face. (This section does not state that a player cannot legitimately 'palm' the head, neck or face).

Reference: Law Book - Section 15, Law 1 (a), Page 38.

5. SLINGING

The Code: THE USE OF THE BALL-CARRIER'S ARM, OR JERSEY TO SLING OR SWING A PLAYER IS PROHIBITED.

Application: A defender who uses the arm or jersey of the ball-carrier to sling or swing the player in a tackle commits an infringement.

Reference: Law Book - Section 11, Notes 1 (a). Page 23.

6. SANDBAGGING (FLOPPING)

The Code: A DEFENDER CANNOT DROP OR FALL ON A PRONE PLAYER.

Application: It is an infringement for a defender to drop, dive or fall on a player in possession of the ball who is prone or stationary on the ground and not attempting to play-on. (A simple hand-on completes the tackle).

Reference: Law Book - Section 15, Law 1 (i), Page 38.

7. SURRENDER (IN THE TACKLE)

The Code: THE BALL-CARRIER MAY SURRENDER IN THE TACKLE. WHEN SMALL AND/OR INEXPERIENCED PLAYERS ARE INVOLVED IN A "SURRENDER", DEFENDERS MUST NOT COMPLETE THE TACKLE.

Application: This rule is designed to protect beginners and small players by minimising risk and eliminating excessively robust play. The referee, NOT the player, calls 'held'. Players who are at an obvious disadvantage because of low levels of experience, are of small stature or show a lack of skill are to be protected when in possession of the ball and being tackled. A halt to play is to be called (BY THE REFEREE) when these players submit to the tackle or are held, subdued or their progress is halted by bigger or more experienced players. Failure by a tackler to respond to the referee's call is an infringement.

Reference: Law Book - Section I I, Law 2 (c), Page 23, Note 2 (c), Page 24.

8. VERBAL ABUSE / FOUL LANGUAGE

The Code: IT IS AN INFRINGEMENT TO USE THREATENING OR OFFENSIVE LANGUAGE.

Application: Verbal abuse, obscene language and sledging, including comments or words that threaten or denigrate an opponent, referee or supporter is an infringement.

Reference: Law Book - Section 15, Law 1 (f), Page 38.

9. SCRUMS

The Code: PUSHING OR PULLING IN, OR ROTATING A SCRUM IS NOT PERMITTED.

Application: All scrums are to be de-powered. Scrums will form as per the following instruction: FORM, ENGAGE & HOLD. A team that deliberately pushes or pulls in, or rotates a scrum is guilty of an infringement. Once the ball has been fed into the scrum, only the hookers may strike for the ball. Second row players can lift a foot to rake the ball out of the scrum, but cannot step forward over the ball to cause the ball to come out of the scrum.

Reference: Law Book - Section 12, Law 4, Page 30

It should be noted that every penalty under the Safeplay Code should be accompanied by a caution and instruction to the player responsible for the infringement.

IMPORTANT NOTE

IT IS MANDATORY THAT A PENALTY IS AWARDED FOLLOWING ANY BREACH/INFRINGEMENT OF THE SAFEPLAY CODE. IN ADDITION TO A PENALTY FOR A BREACH, REFEREES AT THEIR DISCRETION MAY:

- SIN BIN THE OFFENDING PLAYER (INTERNATIONAL GAME ONLY)
- DISMISS THE OFFENDING PLAYER FROM FIELD OF PLAY (INTERNATIONAL GAME ONLY)
  Refer International Laws, Section 13, 1 (a) and Section 15- Player's Misconduct
- REPLACEMENT IN MINI/MOD GAME
  Refer Rugby League Laws of Mini Footy & Mod League Page 14, Law (25) & Page 37 Law (23)

ADVANTAGE PLAY & THE SAFEPLAY CODE

A penalty kick must follow any infringement.

1. IF NO ADVANTAGE OCCURS, the penalty is to be awarded immediately at the mark where the infringment occured.
2. IF AN ADVANTAGE OCCURS, the penalty is to be awarded either at the breakdown in play immediately after the misconduct occurred, (unless a try is imminent) or where the act of misconduct occurred, whichever is to the greater advantage to the non-offending team.
3. WHEN A TRY HAS BEEN SCORED in the same play in which the act of misconduct occurred or in the immediate play thereafter (the imminent factor), the penalty kick, additional to the conversion, will be awarded in front of the goal posts. A kick at goal must be taken from the penalty kick (place or drop) and play re-started from the centre on the half-way line irrespective of the outcome of the kick.

A NOTE ON MODIFIED GAMES ("Laws of Modified Games", Corcoran, 2002.)

The 'Sin Bin' does not apply in Mini Footy or Mod League games. Should a player be guilty of such conduct that "merits" suspension from the field for a time, then the referee is to advise the player's team Captain of the problem and direct that the player be replaced for the remainder of that period of play during which the misconduct occurred.

A player's Captain may be directed to replace the player for the remainder of the game should that player's misconduct warrant such action. In this case, the offending player cannot take any further part in the match. A player - replaced for a period (Mini) or half (Mod) who resumes playing in a later period / half AND is guilty of further misconduct MUST be dismissed WITHOUT REPLACEMENT. (International Laws apply here).

IMPLEMENTING THE Safeplay CODE

Promoting the Code All parents, players, coaches and referees should familiarise themselves with the "Safeplay Code" before the commencement of the season and subsequent matches. A copy of the Code should be available and prominently displayed at match venues and training sessions.

Referees The Referee's total implementation of the Safeplay Code is the key to its success. Referees must be fully briefed on the detailed workings of the "Safeplay Code". The most suitable personnel to do this are the appointed Coaching and Development Staff or Referees' Co-ordinators/Providers/Coaches.

Coaches Coaches are the other vital factor in ensuring that the Code is applied successfully. All coaches must ensure that their players are aware of, and fully understand, the "Safeplay Code" and observe it "to the letter."

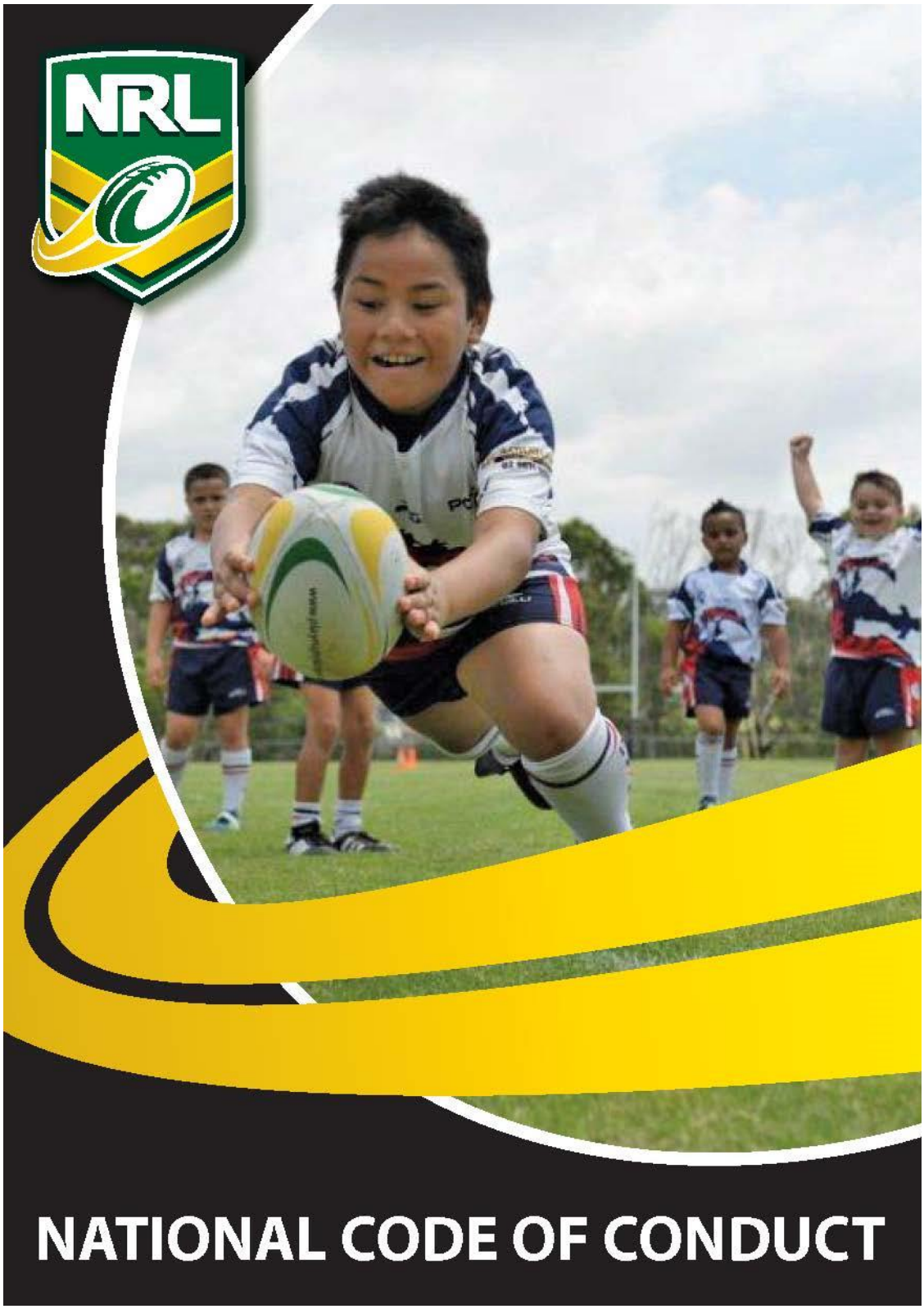
All Matches To ensure that all parties fully understand the Safeplay Code, a pre-match meeting should be held, at International Law games, between the match Referee, Coaches, Ground Officials and where possible, team Captains. It may take a few matches for Referees and players to become accustomed to the Code. However, the right balance will soon be achieved as long as all concerned work together and realise that the code will benefit all players and the game.

[The original Safeplay Code was written by Graham Chaffey - NSWRL - and trialled by the NSWCRL in 1995.]

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Australian Government
Australian Sports Commission
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9.19 NRL National Code of Conduct



NATIONAL CODE OF CONDUCT

Introduction

The Rugby League Code of Conduct provides all participants – players, parents, coaches, referees, spectators and officials – with some simple rules that assist in delivering a safe and positive environment to everyone involved in the game.

Within that safe environment, every Rugby League participant has the best chance to enjoy the game. By accepting the standards of behaviour in the Code, we provide opportunities for young boys and girls to grow on the field - we build good players, good citizens and good communities in which Rugby League is a social asset.

I strongly recommend that everyone connected with Rugby League adopts these rules as an essential part of the way they contribute to our great game.

John Grant
Chairman Australian Rugby League Commission



General Principles

Participants in the game of Rugby League include:

All registered players; accredited persons - coaches, first aid and Leaguesafe Officers; referees and touch judges; Officials - club, League or Association staff and volunteers, ground managers and duty officials; parents/carers of players, sponsor representatives and club supporters; members of the general public attending as spectators.

Participants are encouraged and expected to:

- **show positive acts of sportsmanship,** discouraging all instances of foul or illegal play, or acts of violence, both on and off the field;
- **demonstrate the greatest levels of respect,** protecting the rights, dignity and worth of every person regardless of their gender, ability / disability, sexual orientation, cultural background or religion;
- **lead by positive example,** and condemn the use of recreational and performance enhancing drugs and doping practices; their use endangers the health of players and is contrary to the concept of fair play;
- **celebrate the "good news" stories,** and understand that cyber-bullying, which includes negative or demeaning comments, status posts, personal messages or emails, is deemed as a serious form of harassment;
- **accept that the integrity of the sport is of paramount importance,** therefore, no coach, player, Club official or match official is allowed to participate, or be directly or indirectly involved in any way, in gambling in relation to matches/competitions in which they are involved or directly linked.

By adhering to the National Code of Conduct at every Rugby League activity, you embrace the game's four key values of **EXCELLENCE, INCLUSIVENESS, COURAGE AND TEAMWORK.**

2

CODE OF CONDUCT – PLAYER

- Be a good sport. Respect all good play whether from your team or the opposition and shake hands with, and thank, the opposition players and officials after the game – win, lose or draw.
- Participate for your own enjoyment and benefit.
- Always respect the referee's decision.
- Never become involved in acts of foul play.
- Honour both the spirit and letter of the competition rules and live up to the highest ideals of ethics and sportsmanship; avoid gamesmanship, and respect the traditions of the game.
- Never engage in disrespectful conduct of any sort including profanity, sledging, obscene gestures, offensive remarks, trash-talking, taunting or other actions that are demeaning to other players, officials or supporters.
- Care for and respect the facilities and equipment made available to you during training and competition.
- Safeguard your health; don't use any illegal or unhealthy substances.
- Recognise that many officials, coaches and referees are volunteers who give up their time to provide their services. Treat them with the utmost respect.
- Do not bet or otherwise financially speculate, directly or indirectly, on the outcome or any other aspect of a Rugby League match or competition in which you are involved.

Endorsement



Players at every level of our great game have a responsibility to always play within the Laws, and to compete with respect and sportsmanship.

Rugby League is a fantastic game, made even better when players, officials and fans all work together to make a positive, safe and respectful playing environment.

I fully endorse the player's section of the game's Code of Conduct.

Best wishes,



Cameron Smith,
Melbourne Storm, Queensland, Australian Captain

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CODE OF CONDUCT – COACH

- Actively discourage foul play and/or unsportsmanlike behaviour by players.
- Seek to maximise the participation and enjoyment of all players regardless of ability; avoid the tendency to over-use a talented player; treat all players as equals, regardless of their talent.
- Show concern and caution towards all sick and injured players. Follow the advice of a physician and/or sports trainer to the letter when determining when an injured player is ready to recommence training or playing.
- Teach players that an honest effort and competing to the best of their ability is as important as victory.
- Maintain appropriate, professional relationships with players at all times.
- Maintain a thorough knowledge of the Laws of the Game and keep abreast of current coaching methods; maintain or improve your current accreditation level.
- Always consider the health, safety and welfare of the players.
- Teach young players to realise that there is a big gap between their play and the professional game; do not coach them as if they are professionals.
- Ensure that your coaching reflects the level of the competition being played; do not be a "winner-at-all-cost" coach.
- As coach, conduct yourself at all times in a manner, and in all situations, that shows leadership, respect for the game of Rugby League and respect for all those that are involved in the game – the players, officials, the fans, the parents, the referees and the media.



Endorsement

As a coach, you have a particular responsibility to ensure that, through your words and actions, you strive to build the positive character of your players, as well as their skills.

You also have to appreciate and maintain the traditions, image and integrity of the game.

Be gracious in victory and accept defeat with dignity, and remember to always promote sportsmanship over gamesmanship.

Good luck!

Tim Sheens
Coach – Australia & four-time Premiership-winner

Remember that junior players participate for pleasure and mateship. Winning is only part of the fun.

4

CODE OF CONDUCT – MATCH OFFICIALS

- Be impartial! Also, be consistent, objective and courteous.
- Place the safety and welfare of the players above all else; be alert to minimise dangerous physical play, fair or foul, especially in junior matches.
- Accept responsibility for all actions taken.
- Avoid any form of verbal contact with coaches, team officials, parents and spectators during play.
- Avoid any situation which may lead to a conflict of interest, both on and off the field.
- Maintain an appropriate level of fitness for the standard of game at which you are officiating.
- Condemn all and every instance of unsportsmanlike, foul or unfair play.
- Set a good example by the way you dress, speak and act towards players, coaches, officials, parents and spectators.
- Show concern and caution towards sick and injured players.
- Officiate to the age and/or experience of the players.

CODE OF CONDUCT – TEAM & CLUB OFFICIALS

- Uphold the integrity of the game of Rugby League at all times;
- Always act in a sportsmanlike manner, respecting opposition players, team and club officials and spectators;
- Make decisions in the best interests of the game of Rugby League;
- Place the safety and welfare of players as the top priority;
- Accept responsibility for all decisions made.

Endorsement

Like players and coaches, Match Officials play a vital role in the establishment of a safe, friendly and conflict-free environment on the field. Your actions must be beyond reproach, maintaining the integrity of the Laws, the game, and yourself.

By demonstrating a positive attitude and promoting good sporting behaviour, referees are an integral part of every match played across the country.

All match officials have a responsibility to apply their thorough knowledge of the Laws consistently, and to communicate with players in a fair and measured manner.





Ben Cummins
NRL, State of Origin and Test match Referee.

Referees are the key to the successful application of the Safeplay Code (up to and including 15 years) in Junior Rugby League. **5**

CODE OF CONDUCT – SPECTATOR/PARENT

- Condemn all violent or illegal acts, whether they are by players, coaches, officials, parents or spectators.
- Respect the referee's decisions – don't complain or argue about decisions during or after a game.
- Behave! Unsportsmanlike language, harassment or aggressive behaviour will not be tolerated.
- Encourage players to play by the rules and to respect opposition players and officials.
- Never ridicule or scorn a player for making a mistake – respect their efforts.
- Understand that sport is part of a total life experience, and the benefits of involvement go far beyond the final score of a game.
- Participate in positive cheering that encourages the players in the team you are supporting; do not engage in any cheering that taunts or intimidates opponents, their fans or officials.
- Remember that children participate in Rugby League for their own enjoyment, not yours!
- At all times, follow the directions of the Ground Manager and/or other duty officials.
- Never arrive at a Junior League game under the influence of alcohol, never bring alcohol to a Junior League game and only drink alcohol, if it is available, in a responsible manner in the designated licensed area.



Endorsement

I've always loved Rugby League - going to the games and supporting my favourite teams. But I don't love it when fans get unruly or cause trouble on the sidelines.

As a spectator, be sure to do the right thing. Enjoy the game and let the players know that win or lose, you support their efforts.

As a parent, lead by example, promote good sportsmanship and be a positive role model for your children.

I fully support this Code of Conduct.

Layne Beachley

Layne Beachley
Rugby League fan and seven-time ASP World Surfing Champion

6 **Children learn best by example.**

CODE OF CONDUCT – SUMMARY OF OFFENCES

Note – Clubs are responsible for the conduct of their players, parents/carers of players, coaches, officials and spectators.

No person(s) attending a match, function or event shall:

(a) Use offensive or obscene language to any participant;

(b) Enter the Field of Play or the Playing Area during the course of a match without the prior approval of the Ground Manager appointed by the home club and/or League;

(c) Excessively dispute the decision of a referee or touch judge either during or after a match;

(d) Assault or act with aggression to any person/s;

(e) Behave in a way contrary to the Code of Conduct and/or the spirit of the game;

(f) Behave in a way which disturbs the enjoyment of a match, function or event by any other person/s, or brings discredit to the home club and/or League;

(g) Act in such a way as to exhibit racial intolerance, by language or other conduct, to any person/s;

(h) Refuse to accept the reasonable direction of the Ground Manager, official of the team/club which that person is supporting, or official of the home club and/or League.

Clubs are responsible for the conduct of their players, parents/ carers of players, coaches, officials and club supporters.

Breaches of the Rugby League Code of Conduct may result in penalties, including but not limited to:

- **Suspension of a match and/or**
- **Termination of a match (including potential forfeiture of competition points) and/or**
- **Monetary fines and/or**
- **Suspension of a participant on a temporary or permanent basis and/or**
- **Suspension of a club, League or Association on a temporary or permanent basis.**

These penalties are in addition to any penalty which may be imposed by the home League's judiciary.

Breaches of this Code of Conduct may cause a match to be stopped! Code of Conduct suspenssions/penalties apply across ALL Rugby League competitions

7

Rugby League's Values

Excellence

- Valuing the importance of every decision and every action
- Striving to improve and innovate in everything we do
- Setting clear goals against which we measure success
- Inspiring the highest standards in ourselves and others

Inclusiveness

- Engaging and empowering everyone to feel welcome in our game
- Reaching out to new participants and supporters
- Promoting equality of opportunity in all its forms
- Respecting and celebrating diversity in culture, gender and social background

Courage

- Standing up for our beliefs and empowering others to do the same
- Being prepared to make a difference by leading change
- Putting the game ahead of individual needs
- Having the strength to make the right decisions, placing fact ahead of emotion

Teamwork

- Encouraging and supporting others to achieve common goals
- Committing to a culture of honesty and trust
- Motivating those around us to challenge themselves
- Respecting the contribution of every individual

Australian Sports Commission

Published 2014

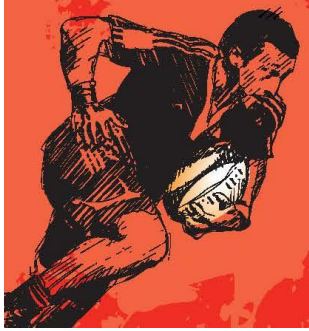
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9.20 NSWRL Tough Love in League



TOUGH LOVE IS

- Automatic send off's for punching
- Zero tolerance of fighting
- Abandoning games for Melee's
- Minimum suspensions for violence
- Stamping out abuse of match officials



BE FAIR
BEWARE
BEWARNED

IT'S TIME TO GET TOUGH

Tough Love In League program (TLIL) was first trailed in NSW Junior League in 2011 and was adopted as a policy of the leagues in 2012.

The policy will be enforced in all age groups from under 13's through to under 18's.

Other minor changes have been made to the policies which are outlined in this brochure.

The program has the endorsement of the NSW Rugby League, and is documented in this brochure.

No longer will a minority ruin the Rugby League experience for the vast majority.

The **"Tough Love in League" (TLIL)** program was designed with four key objectives in mind:

1. To reduce the amount of violence in the Grassroots game.
2. To take pressure off young and inexperienced referees and match officials.
3. To make the Junior League experience safe, fair and fun for all.
4. To encourage increased participation in the game.

Desired program outcomes, include:

- Reduced on field violence.
- Elimination of unsavoury behaviour towards referees.
- Stop "all in" melees.
- Remove repeat offenders from the game (both teams and individuals).
- Reduce the number of matches being abandoned because of poor behaviour.
- Stop spectators from entering the field.
- Educate players at a young age that violence in our game will not be tolerated.

1. Charge Sheets

1.1 All Leagues are encouraged to use standardised "send off charge sheets".

2. Legal Representation

2.1 A player may take legal representation into a judiciary hearing. However the Judiciary may suspend such a hearing until it retains legal representation on its own behalf.

3. Video Evidence

3.1 Junior Leagues are encouraged to provide video coverage at all Sunday JL games. This will assist with judiciary procedures, and for citing purposes.

4. On Field Violence

ARL Laws of the Game

Player's Misconduct - A player is guilty of misconduct if he: a) Trips, kicks or strikes another player.

"When instances of misconduct occur, unless there is an advantage to the non-offending side, a penalty is awarded against the offender. Note: (a) is considered to be foul play and may warrant instant dismissal. They are not Sin Bin offences".

4.1 Zero tolerance of fighting on the field.

Any player who throws a punch or "strikes" another during a match will be automatically sent from the field. If that player is subsequently found guilty at Judiciary, (in the absence of mitigating circumstances), the **MINIMUM** penalty will be a one week suspension.

4.2 Any player found guilty of breaching rule 4.1 for the third time in a season will incur an automatic **MINIMUM** 12 month suspension from the game.

4.3 A "**TIME OUT**" system will be introduced whenever a severe "melee" occurs.

A melee is considered to be misconduct involving more than two players in the game at any one time.

The referee will signal a "TIME OUT" period and call the ground manager onto the field.

BE FAIR BEWARE BEWARNED

Teams are to be taken to opposite ends of the field and be reminded of their obligations by the ground manager.

The referee will then dismiss from the field offending players under the TLIL policy (4.1).

The ground manager and referees will decide when play will resume.

A repeat "melee" will result in the match automatically being abandoned.

If a match is abandoned after a time out period, the respective coach's from the offending teams will face a Code of Conduct panel hearing.

4.4 Penalties for abandoned games will be at the discretion of the local League as there can be many different circumstances to consider when judging such cases. The NSWRL would urge that in the majority of cases that games are not replayed, and teams are liable for loss of competition points.

4.5 Any team that has had more than two abandoned matches in a season will be automatically disqualified from that competition for that season.

4.6 Any player who runs onto the field of play from the team "bench" area during a match will be automatically sent from the field and incur a **MINIMUM** six week suspension if found guilty at Judiciary.

5. Match Official Abuse

5.1 Any player or official found guilty of touching a referee or official in an aggressive or inappropriate manner will be disqualified from the game for a **MINIMUM** period of 12 months.

5.2 Any player or official who verbally abuses or intimidates a referee or match official will be dismissed from the field and face Judiciary for further judgment.

6. Spectators

6.1 Any spectator who enters the playing area with intent, will automatically be banned from attending any Junior League fixtures for a **MINIMUM** period of twelve months and will be liable to pay a fine under the ARL Code of Conduct.

6.2 If a person breaches a disqualification under rule 6.1, the team and or club that the person is associated with will be liable for penalty under the ARL Code of Conduct.

7. Trainers, Coaches and Managers

7.1 If a trainer, coach or manager touches an opposition player during a "melee" an automatic **MINIMUM** six week suspension will apply if that person is found guilty of such an offence.

For the "Tough Love in League" regulations to be successful, they will require the **complete cooperation** from all involved in the game at grassroots level. There **will be pain** before there is gain.

If our game is to flourish, we need to rid it of the element that ruins the enjoyment that so many people get from it week in and week out. We need to make it fair, safe and enjoyable for all involved.

9.21 NSWRL Critical Incident Management Forms

NSWRL CRITICAL INCIDENT MANAGEMENT PLAN

INCIDENT OCCURS AT GAME

IS THE INCIDENT CRITICAL?

YES | UNSURE | NO

IF AT ANY TIME YOU ARE CONTACTED BY THE MEDIA PLEASE CONTACT THE NSWRL HEAD OF PUBLIC AFFAIRS FOR ADVICE

CONTACT EMERGENCY SERVICES

FOLLOW FULL INCIDENT PROCEDURE

ONCE INCIDENT IS UNDER CONTROL CONTACT JUNIOR LEAGUE TO REPORT INCIDENT

IF THE INCIDENT INVOLVES A PLAYER... IS A PARENT PRESENT?

NO

CONTACT PARENT IMMEDIATELY

KEEP PARENTS INFORMED OF ALL DECISIONS AS THEY ARE MADE

YES

KEEP PARENTS INFORMED OF ALL DECISIONS AS THEY ARE MADE

FOLLOW NSWRL POLICIES & PROCEDURES AND/OR DISTRICT PROCEDURES

COMPLETE JUDICIARY/ CODE OF CONDUCT REPORTING

ENSURE THE SAFETY AND WELLBEING OF ALL PARTICIPANTS AND SPECTATORS

ONCE INCIDENT IS UNDER CONTROL CONTACT JUNIOR LEAGUE MANAGER IMMEDIATELY TO VERBALLY REPORT

COLLATE NAMES AND CONTACT DETAILS OF WITNESSES (SEE INFORMATION RELAY CHECKLIST)

INFORM YOUR CLUB BOARD

AT YOUR EARLIEST CONVENIENCE WRITE AND SUBMIT AN INCIDENT REPORT AND SUBMIT TO JUNIOR LEAGUE MANAGER WITHIN 24 HOURS

CONTACT LIST
EMERGENCY
000
JUNIOR LEAGUE
CLUB PRESIDENT
NSWRL HEAD OF PUBLIC AFFAIRS
Tracie Edmondson 0416 258 342

INFORMATION RELAY CHECKLIST

IN THE EVENT OF A CRITICAL INCIDENT PLEASE COLLECT AND REPORT THE FOLLOWING INFORMATION

PLEASE THINK!! WHO - WHAT - WHEN - WHERE - WHY

MATCH DETAILS		
	DATE:	GROUND:
	AGE:	TEAMS:

INCIDENT DETAILS

INJURY		BEHAVIOURAL	
IS VIDEO OF THE GAME AVAILABLE	☐ Yes ☐ No	IS VIDEO OF THE GAME AVAILABLE	☐ Yes ☐ No
NAME OF INJURED PERSON:		GROUND MANAGER IN ATTENDANCE	☐ Yes ☐ No
AGE:		GROUND MANAGER NAME:	
PARENT NAME (IF MINOR):		GROUND MANAGER PHONE NUMBER:	
PARENT PHONE NUMBER:		BRIEF DETAILS OF THE INCIDENT:	
AMBULANCE CALLED	☐ Yes ☐ No		
WAS FOUL PLAY INVOLVED	☐ Yes ☐ No		
IF YES WHAT ARE THE DETAILS:		PERSON ALLEGED TO BE AT FAULT: NAME: ..... CLUB: ..... POSITION: ☐ Coach ☐ Manager ☐ Trainer ☐ Player ☐ Club Official ☐ Spectator ☐ Other	
WAS THERE A SEND-OFF	☐ Yes ☐ No		
REFEREES REPORT OBTAINED	☐ Yes ☐ No		
GROUND MANAGER REPORT OBTAINED	☐ Yes ☐ No		
WITNESS REPORTS OBTAINED	☐ Yes ☐ No		
JUNIOR LEAGUE MANAGER CONTACTED	☐ Yes ☐ No	POLICE ATTENDED FROM LAC:	☐ Yes ☐ No
		OUTCOME OF POLICE ATTENDANCE: ☐ Arrest ☐ Caution ☐ No Action	
		WAS THE GAME ABANDONED	☐ Yes ☐ No
		REFEREES REPORT OBTAINED	☐ Yes ☐ No
		GROUND MANAGER REPORT OBTAINED	☐ Yes ☐ No
		WITNESS REPORTS OBTAINED	☐ Yes ☐ No
		JUNIOR LEAGUE CONTACTED	☐ Yes ☐ No
		WAS THE MATTER RESOLVED	☐ Yes ☐ No
		HAS THE MATTER BEEN ELEVATED TO THE JUNIOR LEAGUE MANAGER FOR RESOLUTION	☐ Yes ☐ No
		HAVE MEDIA OUTLETS CONTACTED YOU ABOUT THE INCIDENT	☐ Yes ☐ No

INFORM YOUR CLUB BOARD AND AT YOUR EARLIEST CONVENIENCE WRITE AND SUBMIT AN INCIDENT REPORT AND SUBMIT TO JUNIOR LEAGUE MANAGER WITHIN 24 HRS

CONTACT LIST
EMERGENCY
000
JUNIOR LEAGUE
CLUB PRESIDENT

ONCE INFORMATION IS COMPILED CONTACT DISTRICT IMMEDIATELY TO REPORT INCIDENT

CRITICAL INCIDENT: DISTRICT ACTION LIST

INCIDENT REPORT RECEIVED FROM CLUB

HAS THE INCIDENT BEEN RESOLVED?

NO

- OBTAIN ALL RELEVANT REPORTS FROM THE ASSOCIATED JUNIOR LEAGUE CLUB
- ENSURE ALL EMERGENCY SERVICES HAVE BEEN CONTACTED AS REQUIRED
- CONTACT NSWRL COMMUNITY FOOTBALL UNIT AND ADVISE THEM OF THE SITUATION AND ANY ACTIONS THAT ARE BEING UNDERTAKEN TO CONTINUE TO ATTEMPT TO RESOLVE THE SITUATION
- GAIN REGULAR UPDATES FROM JUNIOR LEAGUE CLUB ON THE ONGOING SITUATION
- ASSIST IN FORMULATING A PLAN TO HELP THE CLUB TO RESOLVE THE ONGOING SITUATION

ONCE INCIDENT IS RESOLVED

- ENSURE ALL MEDIA ENQUIRIES MADE TO BOTH THE JUNIOR LEAGUE CLUB AND THE DISTRICT ARE DIRECTED TO THE NSWRL HEAD OF PUBLIC AFFAIRS
- OBTAIN ALL RELEVANT REPORTS FROM THE ASSOCIATED JUNIOR LEAGUE CLUB
- COLLATE WRITTEN REPORTS AND SUBMIT TO NSWRL COMMUNITY FOOTBALL UNIT BY EMAIL
- STAY IN TOUCH WITH JUNIOR LEAGUE CLUB TO ENSURE THAT THE SITUATION NEEDS NO FURTHER ACTION
- ENSURE APPROPRIATE JUDICIARY / CODE OF CONDUCT ACTION IS UNDERTAKEN AS REQUIRED

YES

- ENSURE ALL MEDIA ENQUIRIES MADE TO BOTH THE JUNIOR LEAGUE CLUB AND THE DISTRICT ARE DIRECTED TO THE NSWRL HEAD OF PUBLIC AFFAIRS
- OBTAIN ALL RELEVANT REPORTS FROM THE ASSOCIATED JUNIOR LEAGUE CLUB
- COLLATE REPORTS AND SUBMIT TO NSWRL COMMUNITY FOOTBALL UNIT BY EMAIL
- STAY IN TOUCH WITH JUNIOR LEAGUE CLUB TO ENSURE THAT THE SITUATION NEEDS NO FURTHER ACTION
- ENSURE APPROPRIATE JUDICIARY / CODE OF CONDUCT ACTION IS UNDERTAKEN AS REQUIRED

CONTACT LIST

EMERGENCY	
000	
DISTRICT CHAIRMAN	
NSWRL COMMUNITY FOOTBALL MANAGER	
Stuart Stanton 0437 372 976	
NSWRL HEAD OF PUBLIC AFFAIRS	
Tracie Edmondson 0416 258 342	