

SYDNEY WOMEN'S RUGBY UNION INC



OPERATIONS MANUAL

2017

Contents

- Section 1: Introduction
- Section 2: The Union: Structure, Courses & Merchandise
- Section 3: Match Day Operations and ARU Policy
- Section 4: Judiciary
- Section 5: Competition Rules

SECTION 1: INTRODUCTION

(a) The purpose of this manual

This manual has been produced to aid women's rugby clubs in their organization and administration. The manual incorporates the Union's competition playing rules, Constitution, regulations, recommendations, procedures, code of conduct and other valuable information necessary for the efficient running of a women's rugby club.

This manual should be your first point of reference when you have questions or require information on most matters involved with the day to day running of your club.

If you have any questions about the information contained within this manual, please contact the union office at your convenience.

(b) Sydney Women's Rugby Union administrations staff & contact details

The Sydney Women's Rugby Union Inc. (SWRU) has appointed the NSW Suburban Rugby Union to administer its competition and assist in the day to day running operations. As an independent Union the SWRU is responsible for setting policy, implementing an appropriate competition structure and its associated rules and the governance of all matters that may arise during the course of the season.

SWRU administration

Tim Richards
Executive Director – NSWSRU
tim@rugby.net.au

Phone (02) 9323 3405

Website

www.sydneywomensrugby.rugby.net.au

Union office

NSW Rugby, Gold Members Car Park
Aussie Stadium
Driver Avenue, Moore Park

Postal address

Locked Bag 1222
Paddington NSW 2021

SECTION 2: THE UNION

Members of the management committee

The management committee is the governing body of the union and it is responsible for policy setting and decision making within the union.

The current committee is:

Position	Name	Contact	Mobile
President	Erin Morton	0411 054 699	erin_bez@hotmail.com
Secretary	Manu Mehau	0425 409 411	m_a_mehau@hotmail.com
Treasurer	Karin Christie	0417 154 242	karin.christie@yahoo.com.au
Rep Delegate	Barbara Wadell	0449 932 836	barbarawaddell@hotmail.com

The union office carries out all the necessary administration for the competition and carries out directives from the management committee. The administrative tasks include organizing competition draws, collecting affiliation fees, data management of player registration and weekly match results, sending out union correspondence, assisting with the organization of the finals series and the annual general meeting.

All queries should be directed to the administrators or the chairperson.

Courses

A complete list of courses is located at the following link.

http://myrugby.rugby.com.au/myrugby/courses_listState.asp?state=NSW

In accordance with the SWRU competition playing rules all team coaches should have a minimum Foundation Course is desirable that all clubs have at least one qualified touch judge during every competition game.

All Clubs nationally must now have a SmartRugby accredited coach. Accreditation lasts two years.

For further information and bookings please contact NSW Rugby - 9323 3405

MERCHANDISE AND EQUIPMENT SUPPLIERS

Our association with the NSWSRU allows us to benefit from their bulk buying capacity and associated discounts. If your club is in need of footballs (be reminded of rule 29), field dressings, protective wear, playing uniforms, strapping tape etc. The NSWSRU is an excellent starting point.

NSWSRU stocks a number of items are very low prices

Gilbert Vectors	\$20.00
Gilbert Dimensions	\$35.00
Gilbert Barbarians	\$65.00
Morgan pass developers	\$70.00
Kicking tees	\$10.00
Double action pump	\$10.00
Ball nets	\$12.00

Jerseys, shorts, socks, tracksuits

Play More Sportswear. For all your clubs on and off-field apparel requirements call Kell Rees-Zarb on 0400 927 271.

MATCH DAY OPERATIONS

CONTENTS

- 3.1 Home Club Match Day Operations
- 3.2 Field Set-Up
- 3.3 Visiting Club Match Day Operations
- 3.4 Rolling Substitutions Procedure
- 3.5 Medical & Safety Recommendations
 - Management of Serious Injury
 - Serious Injury Protocol
 - Serious Injury Report
 - Management of Concussion
 - Fractures & Bleeding Injuries
 - Dental & Soft Tissue Injuries
 - SmartRugby
 - Position Selection
 - Tackling
 - Mayday Call
 - Scrum Engagement
 - Elimination of Foul Play
 - Preventing Injury
- 3.6 Senior Rugby Policy & Consent Forms
- 3.7 Referee Assessment Sheet
- 3.8 Compression Tights

3.1 Home Club Match Day Operations

Home Clubs have many responsibilities on match day. Provided in this section is a checklist for Match Day Operations for Home Clubs:

- Field of Play:
 - Lines properly marked, including 10m kick-off and 5m & 15m throw-in lines
 - Hazards (sprinklers, cricket pitches) properly covered
 - Flags, corner posts, goal post pads in place
 - Field of Play roped off

- Facilities:
 - Both change-rooms clean & tidy
 - Sufficient hot water available
 - Male & Female toilets available, clean and properly stocked

- First Aid:
 - Stretcher readily accessible
 - Ascertain ambulance access
 - First Aid kit stocked and readily accessible
 - Ice for injuries available to both clubs
 - Doctor or qualified first-aid person in attendance
 - Emergency contact numbers for nearest hospital, doctor, etc.

- Match Officials:
 - Ground Marshal wearing red bib and accessible on sideline for all matches
 - Accredited club Touch Judge provided for each match
 - Recommended that a SmartRugby qualified club referee be on standby
 - Referees welcomed & offered food, drink & invited to post-match function

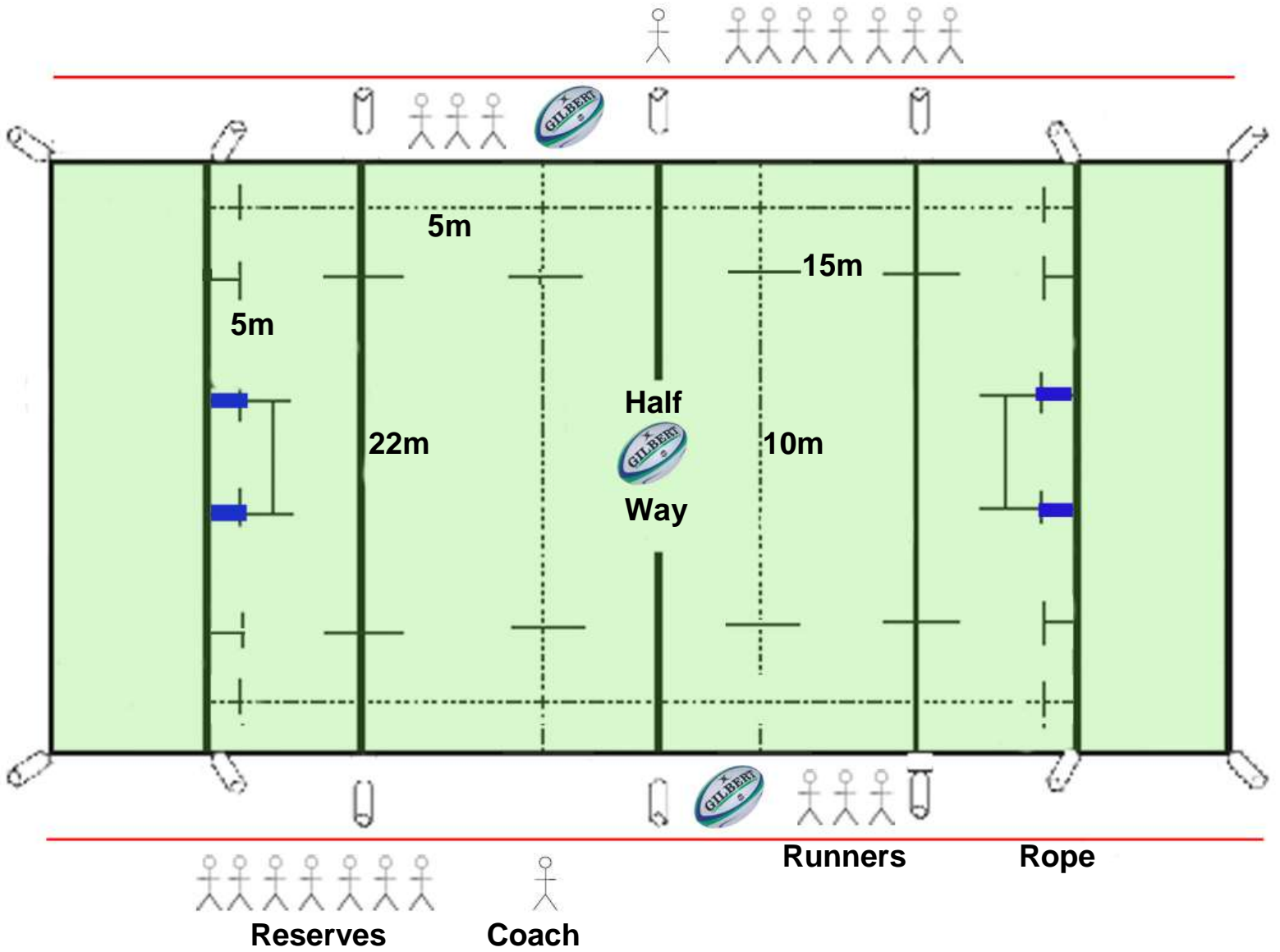
- During the Match:
 - Three match-quality footballs available at all times during all matches
 - Three team runners only to enter Field Of Play (FOP). They must wear bibs.
 - Coaches, managers & reserves behind rope
 - Sin-binned players must leave the FOP and remain under the direct control of the Ground Marshal for the full 10 minutes
 - Reserves only to enter FOP after reporting to TJ & referee signals his permission

- Team Manager:
 - Accurately completes result sheet (incl. sin bins)
 - Ensures only registered players take the field

- After the Match:
 - Result sheets collected
 - Ring in results by 5.30pm (9323 3400)
 - Results entered on-line by 5pm Tuesday

- Be Good Hosts:
 - You must contact your opposition club in the week leading up to the match
 - Provide a well stocked canteen throughout the day
 - Invite the visiting team to your post-match function

3.2 Field Set-Up



3.3 Visiting Club Match Day Operations

Visiting Clubs also have responsibilities on match day. Provided in this section is a checklist for Match Day Operations for Visiting Clubs:

- Match Officials:
 - Ground Marshal wearing red bib and accessible on sideline for all matches
 - Accredited club Touch Judge provided for each match
 - Recommended that a SmartRugby qualified club referee be on standby

- During the Match:
 - Three team runners only to enter Field Of Play (FOP). They must wear bibs.
 - Coaches, managers & reserves behind rope
 - Sin-binned players must leave the FOP and remain under the direct control of the Ground Marshal for the full 10 minutes
 - Reserves only to enter FOP after reporting to TJ & referee signals his permission

- Team Manager:
 - Accurately completes result sheet (incl. sin bins)
 - Ensures only registered players take the field

- After the Match:
 - Result sheets collected
 - Results entered on-line by 5pm Tuesday

- Be Good Guests:
 - Do not bring alcohol into your host's ground
 - Leave your area and change-room tidy and free of rubbish
 - Accept the hospitality of the Home Club and attend the post-match function

3.4 Procedure For Rolling Substitutions

Sequentially numbered substitution cards indicating Home 1 - 8 and Away 1 - 8 will be provided by the Union to all teams.

Each team will then be responsible for providing its own supply of cards for each match.

As each substitute takes to the field he shall hand the appropriate substitution card in the correct sequence to the referee. There is no requirement to record or write anything on the substitution card. The correct sequentially numbered card is simply handed over.

The referee shall receive and retain the cards during the match and shall monitor each team's use of its substitutes. The referee is not required to record any information but shall simply retain the submitted cards until after the end of the match. The cards shall not be returned to the appropriate team until the referee is satisfied of the final number of substitutes used by each team.

The teams will be aware of the number of permitted substitutions still remaining from the number of cards they still hold.

3.5 Medical and Safety Recommendations for Players, Coaches, Administrators & Match Officials

The Australian Rugby Union (ARU) and the International Rugby Board (IRB) encourages Clubs and Schools to take recommended measures to ensure that the game is both safe and enjoyable to play.

The following medical and safety recommendations are in the interest of player safety.

INJURY MANAGEMENT

MEDICAL REQUIREMENTS FOR PLAYER CARE


The following are the recommended medical requirements for Unions, Clubs and Schools.

SMART RUGBY	<ul style="list-style-type: none">• Smart Rugby qualified coaches and referees<ul style="list-style-type: none">– Mandatory qualification which provides best practice principles for all the contact elements of the game.
FIRST AID PERSONNEL	<ul style="list-style-type: none">• Basic First Aid certification or higher qualification<ul style="list-style-type: none">– including knowledge of first aid skills and procedures.• First Aid, Sports Trainer and Medical personnel should be clearly visible in brightly coloured uniform/vests (ie orange, yellow, etc), and easily identifiable from teams.
FIRST AID REQUIREMENTS	<ul style="list-style-type: none">• First Aid Kit• Ice• Stretcher (preferable scoop stretcher) for use by trained personnel• Emergency contacts for nearest hospital, doctor, dentist, etc• Telephone (for use in emergency)• Emergency vehicle access for Ambulance providing clear entry• Safety Poster in a suitable location visible to Rugby stakeholders

MANAGEMENT OF SERIOUS INJURY

SUSPECTED SPINAL INJURY

In the event of a suspected spinal or other potentially serious injury:

1. GET HELP FAST	<ul style="list-style-type: none">• CALL '000' FOR AN AMBULANCE
2. DO NOT MOVE THE PLAYER	<ul style="list-style-type: none">• DO NOT MOVE THE PLAYER unless directed by qualified medical personnel.• A player suffering from a severe neck injury may still be able to move all limbs. Moving such a player before stabilising the neck may increase the chance of permanent paralysis.
3. DO NOT APPLY CERVICAL COLLAR	<ul style="list-style-type: none">• DO NOT APPLY CERVICAL COLLAR unless specifically trained to do so.• Non-medically qualified first aiders, referees and coaches should err on the side of caution and seek assistance of qualified medical personnel in the event of any suspected spinal or potentially serious injury.
4. FOLLOW SERIOUS INJURY PROTOCOL 	<ul style="list-style-type: none">• FOLLOW SERIOUS INJURY PROTOCOL in the event of a serious injury (i.e. fatality or suspected spinal injury), including notifying the Serious Injury Hotline and completing the Serious Injury Report.• For a complete copy of the Serious Injury Protocol & Report, contact your State/Territory Union or visit www.rugby.com.au/seriousinjury.

HEAD INJURIES, CONCUSSION AND STRUCTURAL BRAIN INJURIES

Head injuries may result in one or more of the following:

1. Superficial injuries to scalp or face such as lacerations and abrasions
2. Subconcussive event – a head impact event that does not cause a concussion
3. Concussion - an injury resulting in a disturbance of brain **function**
4. Structural brain injury - an injury resulting in damage to a brain structure for example fractured skull or a bleed into or around the brain

Structural brain injuries are potentially life threatening and may present with very similar signs and symptoms to a concussion. The signs and symptoms of a structural brain injury will usually persist or deteriorate over time e.g persistent or worsening headache, increased drowsiness, persistent vomiting, increasing confusion and seizures.

Medical assessment of a concussion or a head injury where the diagnosis is not apparent is recommended to exclude a potential structural brain injury.

All head injuries should be considered to be associated with cervical spine injury until proven otherwise.

CONCUSSION GUIDELINES

What is concussion?

Concussion is a brain injury caused by either direct or indirect forces to the head. Concussion typically results in the rapid onset of short-lived impairment of brain function. Loss of consciousness occurs in less than 15% of concussion cases and whilst a feature of concussion, loss of consciousness is not a requirement for diagnosing concussion.

Concussion Management 6 R's

RECOGNISE	Learn the signs and symptoms of a concussion so you understand when an athlete might have a potential concussion (see the Pocket Concussion Recognition Tool for more details).
REMOVE	If a player has a concussion or a potential concussion he or she must be removed from play or training immediately.
REFER	Once removed from play, the player should be referred immediately to a Medical Practitioner for further evaluation and diagnosis. If the player's condition is poor or deteriorates, the player should be referred immediately to an Emergency Department.
REST	Players must rest from exercise until symptom-free and then start a Graduated Return to Play program. The ARU recommends minimum rest periods for different ages: Players aged 15 years and below - 2 weeks minimum rest, Players aged 16-18 years - 1 week minimum rest, Adults Players 19 years and above - 24 hours minimum rest.
RECOVER	Full recovery from symptoms is required before a player can commence a Graduated Return to Play. Rest from all physical and cognitive activities in the early stages are crucial in the recovery process.
RETURN	In order for safe return to play in Rugby, the player can only return to playing rugby via the Graduated Return to Play (GRTP) program once they are symptom free and completed a GRTP program. The player must obtain a clearance in writing by a Medical Practitioner before returning to full contact practice.

The ARU Concussion Guidelines (in full) and resources are available at www.rugby.com.au/concussion.

IF THE PLAYER IS UNCONSCIOUS

Always suspect an associated neck injury. If respiratory arrest occurs, Cardio Pulmonary Resuscitation (CPR) should be commenced. CALL '000' FOR AN AMBULANCE.

Once conscious, determine the manner in which the injury happened and if there is tingling in upper or lower limbs and if any power loss is present. If there is no one experienced in the management of this problem the PLAYER SHOULD NOT BE MOVED but given emotional support while awaiting the ambulance. Ensure the player is sufficiently warm.

IF A FRACTURE OR DISLOCATION OF A LIMB IS SUSPECTED

The injured limb should be supported, ideally with a splint, while the player is lifted onto a stretcher or helped from the field. X-rays to confirm the diagnosis (or exclude injury) are essential and should be performed as soon as possible.

If the fracture is found to be compound (bony fragments protruding through the skin) the area should be covered with a clean towel while waiting for the ambulance. In this situation the player should not consume food or drink until cleared by a doctor (in case a general anaesthetic is required).

TREATMENT OF INJURED PLAYERS WHO ARE BLEEDING

A player who has an open or bleeding wound must leave the playing area until such time as the bleeding is controlled and the wound is covered or dressed. On returning to play all bloodied clothing must be replaced. Such a player may be replaced on a temporary basis but if unable to resume playing within 15 minutes the replacement becomes permanent.

IF A TOOTH IS KNOCKED OUT

It should be replaced immediately in its socket (if dirty, wash it first with milk if available) and mould aluminum foil over the replaced tooth and its adjacent teeth. The player should then seek immediate dental advice.

SEEK PROMPT MEDICAL ADVICE

Prompt medical advice (usually at an emergency department, hospital or after-hours medical centre) should be obtained if:

- Unconsciousness, persistent headache, vomiting or nausea occurs after a blow to the head, or a concussion injury.
- Breathing difficulties occur after an injury to the head, neck or chest.
- Severe pains in the neck occur.
- Abdominal pains occur, particularly if associated with shoulder tip pain.
- Blood is present in the urine.
- An eye injury occurs.
- If a player collapses separate to any trauma.
- There is any concern over a player's injury or health following training or a match.

SOFT TISSUE INJURIES

The **RICER** injury management approach is the best treatment for a soft tissue injury, and should be initiated immediately after injury for 48-72 hours. Applying RICER will assist in reducing bleeding and swelling and provide support for the injured area.

REST	Avoid stressing the injured area for at least 48-72 hours
ICE	Apply ice to the injured area for 20 minutes, every 2 hours for the first 48-72 hours after injury.
COMPRESSION	Firmly apply wide compression bandage over the injured area, above and below the injury site.
ELEVATION	Raise the injured area above the level of the heart at all times.
REFERRAL	Refer to a qualified health professional (e.g. Doctor, Physiotherapist, etc).

Avoid the **HARM**-ful factors for 72 hours after the injury.

HEAT	Heat increases the bleeding at the injured site. Avoid hot baths and showers, saunas, hot water bottles, heat packs and liniments.
ALCOHOL	Alcohol increases bleeding and swelling at the injury site, and delays healing.
RUNNING	Running or any form of exercise may cause further damage. A player should not resume exercise within 72 hours of an injury unless approved by medical professional.
MASSAGE	Massage causes an increase in bleeding and swelling, and should be avoided within 72 hours of the injury. If the injury is massaged within the first 72 hours, it may take longer to heal.

SAFETY REQUIREMENTS

MAYDAY CALL: The “MAYDAY” call is a safety technique put into operation when a player believes that he is in a potentially dangerous position in a scrum. The following is a description of the process to be followed by players and referees when the “MAYDAY” call is heard.

PLAYER ACTIONS

REFEREE ACTIONS

The player under pressure makes a loud call, “MAYDAY”		
Other members of the scrum repeat this call to ensure that it is heard by members of both scrums and the referee		
All players immediately stop pushing to release pressure on the front row. The props should release their bind on the opposition only		The referee should immediately blow the whistle sharply
All players in the scrum immediately drop to their knees. At the same time, the top half of their body is lowered to the ground		
The front row then land on their faces		
All players are to remain in this position and listen to the referee’s instructions		
The referee asks, “Who first called Mayday and are you OK?”		
Player replies and is OK	Player replies and is not OK	Player does not reply
		The referee asks players from each team to number off from; 1, 2, 3, 4, 5 in order to determine who is injured and/or unconscious
On the referee’s instruction the scrum is disassembled: The No.8 moves back and away and the flankers then release their binds and move outwards and away		
The locks then release their binds and move outwards and away (If the injured player is a lock they shall remain until medical assistance arrives)		
The prop forwards then release their bind on the hooker and move outwards and away	If the injured player is a front rower, they and any player(s) bound to them will remain & maintain their binds until medical help arrives	

PLAYER PRIORITIES

REFEREE PRIORITIES

<ul style="list-style-type: none"> Upon hearing MAYDAY, repeat loudly. Stop pushing & drop to your knees immediately. Do not turn your head to the side. Rotation and flexion increases the chance of neck injury. Keep your chin and chest through and face plant on the bridge of your nose and forehead. Whilst on the ground, listen to the referee. Do not move injured player. Leave them exactly where they are until medical assistance arrives. 	<ul style="list-style-type: none"> Upon hearing MAYDAY blow whistle immediately. Identify the injured player and their status. Disassemble the scrum safely. Do not move an injured player. Leave them exactly where they are until medical assistance arrives. If no player is injured, reset the scrum when player.
--	--

POSITION SELECTION

Players should be selected for positions appropriate to their physical build and stature. Players should be physically fit to play Rugby when selected and those unfit should not be selected.

Players should not be selected to play in the front row unless they have recent experience or have been coached in specialist front row play.

All players should be encouraged to regularly carry out special exercises that strengthen their neck, limbs and body. This is especially applicable to those in the scrum who should build up their neck and back muscles as well as upper body strength.

SCRUM ENGAGEMENT SEQUENCE (For Games of all Levels)

The scrum engagement is managed in sequence by the referee to ensure that it occurs safely, squarely and in synchronisation. If any part of the scrum set-up is not right, the referee should call the front rows up and re-start the process.

The Law requires that referees will call the scrum engagement in the sequence CROUCH, BIND and then, when both front rows are ready, SET. This is to be strictly observed.

1. CROUCH

Front rowers should adopt a CROUCH position with their head and shoulders at or above the level of the hips, feet square, and knees bent sufficiently to make a simple forward movement into engagement. Players should keep their head straight, in order to maintain the normal and safe alignment of the cervical spine.

Once all front-rowers are crouched, there must be a non-verbal pause, during which time the referee should be checking that:

- the distance between opposing front rows should be close enough that players' heads are interlinked (approximately ear to ear)
- the height of the two packs is the same
- all players are balanced, and are set up straight (not at an angle)

2. BIND

The BIND call requires each prop to bind on the side or back of their opposing prop (not on the arm or shoulder). Props should grab onto the jersey, not just rest their hand in place.

Once all front-rowers are bound, there must be a non-verbal pause, during which time the referee should check that all players are balanced and stationary.

3. SET

On the SET call, and not before, the front rows should engage the opposition firmly with a short horizontal movement and the props should draw with their outside binds. In this position, all players must be able to maintain body shape and pressure on the opposition scrum.

At community level in Australia, referees do not have to indicate to the scrum half when to feed the ball at every scrum. However, referees must ensure that the scrum is stationary and stable before the feed (no hit and chase off the mark). A call of "steady" may, on occasion, assist in steadying the scrum. When the scrum is steady, the ball should be fed without delay.

TACKLING

Statistics indicate that the majority of serious injuries are now occurring during or consequent to the tackle. The risk of injury can be reduced by teaching correct head positioning as an essential component of a safe tackle.

Serious injuries are also occurring to the ball carrier, particularly when going to ground in the tackle. The risk of injury can be reduced by teaching balance and stability techniques in contact and correct body position when falling to the ground.

Illegal and dangerous tackling should be discouraged, such as crash tackling the defenseless, tackling player's without the ball, early, late, 'stiff arm' tackling and tackling around the head and neck. Any tackle above the line of the shoulders (defined as the level of the armpits) is considered dangerous.

ELIMINATION OF ILLEGAL AND FOUL PLAY

Head and Shoulders Above Hips

Correct body position in Scrum, Ruck and Maul is critical. Players should join in a safe manner, ensuring that their head and shoulders are above the hips at all times. The IRB has reiterated its position that the game can only be played by players who are on their feet.

Punching or Stamping Send Offs

For all competitions U19 and downwards it is mandatory for referees to send off players who punch or stamp opponents. ARU believes this is an appropriate measure to assist in the elimination / reduction of foul play and to send a clear message to the community that Rugby is serious about countering this sort of behaviour.

Referees are reminded to be particularly harsh when dealing with players who engage in Illegal and/or Foul Play or engage in any form of retaliation. Judicial Committees should take stern action with players found guilty of Illegal and/or Foul Play.

PREVENTING INJURY

Mouth Guard

It is recommended that players wear a specially made and fitted mouth guard during both matches and training sessions.

Hydration

Coaches should ensure that an adequate supply of fluid, preferably water, is consumed by players before, during and after training sessions and the match, so that appropriate levels of hydration are maintained.

MORE INFORMATION

Further details on Medical Requirements for Player Care and Safety Recommendations can be found at the Australian Rugby Union website www.rugby.com.au/policies.

ARU Protocol for Serious Injury

In the event of a serious injury to a player's head or neck (ie: suspected spinal injury) or fatality, follow this protocol:

1. Provide immediate on-field medical care and arrange suitable transportation (ie. ambulance) to the hospital.
2. Club representative to phone the ARU Serious Injury Case Manager (SICM) on the ARU Hotline **1800 036 156**. This number is a call back service and your details will be passed on to the SICM who will call you back ASAP. Have all details of the incident ready to give to SICM.
3. SICM to establish initial contact with club representative to ascertain current status.
4. SICM notifies ARU General Manager (GM) of Community Rugby.
5. SICM or GM contacts NSW Suburban Rugby Union Executive Director.
6. The NSWSRU Executive Director is to establish one point of contact with the club to coordinate situation.
7. SICM or GM to notify ARU Media Manager.
8. SICM, GM and NSWSRU Executive Director to establish a process of support as required.

ARU Serious Injury Case Manager

The Australian Rugby Union (ARU) has appointed a Serious Injury Case Manager (SICM) to assist the club in managing traumatic injuries. The SICM is your first point of contact in the event of a serious injury to a player's head or neck (ie: suspected spinal injury) or fatality and will provide a link between the club and the Australian Rugby Union (ARU).

Club Responsibilities

1. Provide immediate on-field medical care and arrange suitable transportation (ie. ambulance) to the hospital.
2. Phone SICM on the ARU Hotline **1800 036 156** in the event of a serious injury (ie: suspected spinal injury or fatality).
3. Phone NSW Suburban Rugby Union Executive Director, Mark Green 0407 414 779.
4. Accurately record any details and persons associated with the injury.
5. Notify next of kin in the case of a serious injury to a player's head or neck.
6. In the case of a fatality, the Police will notify the next of kin.
7. Monitor players/match officials (referees, touch judges)/club officials (coaches, managers, runners, trainers, physiotherapists, etc) for team debrief and/or personal counselling.
8. Complete the [Serious Injury Report](#) and provide copies **within 48 hrs** to:-
 - (i) Australian Rugby Union – Fax 8005 5681 or Email communityrugby@rugby.com.au
 - (ii) NSW Suburban Rugby Union – Fax 9323 3477 or Email mark@rugby.net.au
9. Complete the ARU Sports Injury Claim Form for all insurance claims. For more information please contact Gow-Gates Insurance Brokers on 1800 811 371.

NSW Suburban Rugby Union Responsibilities

1. Follow up counselling requirements for the injured player, club personnel, referee and touch judges in conjunction with SICM.
2. In conjunction with club and ARU, handle all media contact. There should be one point of contact for media releases.
3. NSWSRU representative to attend any inquest/event.
4. Assist club with any fund raising activities as required.

ARU Responsibilities

1. Provide logistical & human support to injured player, family, club, officials & NSWSRU.
2. Monitor current and ongoing status of the injured player.
3. Complete analysis report of injury occurrence and record on the ARU Serious Injury Register.
4. Maintain ARU database.

3.6 Senior Rugby Policy & Consent Forms

The age for which male and female players are eligible to participate in senior rugby shall be eighteen years of age.

This Policy must be followed unless the exception below is applicable.

The policy applies to all SWRU matches.

This policy aims to protect the safety and welfare of players participating in a senior rugby competition at an age younger than eighteen years by trying to ensure that participant's physical development and skill levels are broadly compatible with and against other participants in senior rugby.

In exceptional cases, a player's physical development, skill level and experience may be such that he may be allowed to participate in senior rugby competitions at an age younger than eighteen years of age.

Players are only permitted to participate in a senior rugby competition younger than eighteen in the following circumstances:

- (a) **where the player will not play senior rugby in the front row (prop or hooker)** – she must comply with the procedure described in [Schedule A - Exception to the Senior Rugby Policy](#), including completion of the [Consent Form](#); or
- (b) **where the player will play senior rugby in the front row (prop or hooker)** – she must comply with the procedure described in [Schedule A - Exception to the Senior Rugby Policy](#), including completion of the [Consent Form](#);

and

– she must also apply to ARU for approval to play in the front row (prop or hooker), as outlined in [Schedule B - Exception for Front Row](#), including completion of the [Submission Form](#). Such consent will be given on a case by case basis.

ARU approval to play in the Front Row must be received before the player participates in senior rugby.

3.7 Referee Assessment Sheet

Clubs can use this form to assess a referee's performance. A copy of the assessment will be given to the NSW Rugby Referee Manager.

NSWSRU REFEREE ASSESSMENT SHEET

HOME TEAM _____ AWAY TEAM _____

ROUND _____ DATE _____ DIVISION _____ GRADE _____

Rate the match referee on the criteria below (1 = excellent, 2 = good, 3 = satisfactory, 4 = poor, 5 = unsatisfactory) by placing a number in the boxes. Write additional comments in the space provided and return to NSWSRU: tim@rugby.net.au Fax: 9323 3477

	Foul Play	Communication with players	Overall consistency	Advantage played	Fitness level	Overall performance
Comments:						
Referee's name:						
Club official's name & contact details:						

3.8 Tights

ARU Laws Advisory Group (LAG) has approved an exemption to *Law 4.4 Banned items of Clothing* to allow female players nationally to be permitted to wear cotton blend long tights with single inside leg seams (non-compression garments) underneath their playing shorts and socks.

SECTION 4: JUDICIARY

CONTENTS

- 4.1 Judiciary Procedures
 - Players Eligible for an Early Plea
 - Players Ineligible for an Early Plea
- 4.2 Practice Directions for a Citing Club
- 4.3 Practice Directions for a Cited Club or Player
- 4.4 Recommended Penalties

SECTION 4: JUDICIARY

		Page Number
4.1	Judiciary Procedures	2
	Players Eligible for an Early Plea	2
	Players Ineligible for an Early Plea	2
4.2	Practice Directions for a Citing Club	3
	Sample Citing Request Form	4
	Sample Statutory Declaration	5
4.3	Practice Directions for a Cited Club or Player	6
4.4	Recommended Penalties	7

SECTION 4: JUDICIARY

4.1 Judiciary Procedures

Once a player is sent off:

The club will receive a copy of the send-off report ASAP.

1) Players eligible for an early plea:

If sent off for a lower end offence listed below (as indicated by the referee on the report), and if agreed to by the Executive Director, a player may take an early plea of guilty and therefore not attend the Judiciary. The following penalties will automatically apply:

Verbal abuse of an opponent	4 matches
Dangerous tackling (incl. lifting), charging or obstructing	3 matches
Kneeing an opponent	3 matches
Striking an opponent with hand, fist, elbow or arm	2 matches
Stamping on or trampling an opponent (incl. illegal rucking)	2 matches
Tripping an opponent	2 matches
Collapsing a scrum, ruck or maul	2 matches
Repeated infringements	caution
Double yellow card:	
involving dangerous play	1 match
not involving dangerous play	caution

A player eligible for an early plea still has the choice of appearing before the Judiciary. Should the player elect to appear before the Judiciary he will be subject to whatever verdict and penalty the Judiciary renders.

The Executive Director will not allow an early plea for anyone previously sent off.

2) Players ineligible for an early plea:

If sent off for a mid range or top end offence (as indicated by the referee on the report), or for an offence not listed above, or if disallowed by the Executive Director, a player will not be eligible for an early plea.

The player will appear before the Judiciary at the Union Office, Moore Park at 6pm on the Wednesday after the match. He may be accompanied by a club official.

The player will be required to show photo ID and proof of registration.

The Judiciary will:

- State the offence for which the player was sent off.
- Read the referee's send-off report.
- Enter the player's plea.
 NB: A plea of not guilty requires a written statutory declaration.
- Consider any verbal evidence by those present.
- Consider any written or video evidence submitted.
- Render a verdict and penalty; or reconvene to a later date.

The player may:

- Plead guilty.
- Plead not guilty, and provide a written statutory declaration outlining his case.
- Appeal any decision of the Judiciary.

Section 4.2 Practice Directions for a Citing Club

If your club wishes to cite an opposition player or an opposition club the following procedures must be followed. Steps 1 & 2 must be completed and submitted to the Union office no later than 5pm on the third business day following the match.

1) COMPLETE THE UNION'S CITING REQUEST FORM

Accurately, and in detail, complete the Union's citing request form. Pay particular attention to:

- a) who is being cited,
- b) what rugby law has been breached, and/or
- c) what NSWSRU competition rule has been breached, and
- d) the club President or Secretary must affirm the citing request.
- e) do NOT detail your evidence of the incident in the citing request form.

2) COMPILE YOUR OBJECTIVE EVIDENCE

Please ensure that you can provide the following pieces of evidence:

a) Statutory Declarations

- up to four statutory declarations per incident may be submitted. The person directly affected by the alleged incident must submit a statutory declaration.

- in the statutory declarations

- DO give an independent account of what happened
- DO name the cited player (if name not available give a physical description, and the player's number or position)
- DO note the time into the match and where on the field the incident occurred
- DO note where you (and others) were in relation to the incident and whether you had a clear line of sight
- DO describe precisely the incident – telling exactly what YOU actually witnessed
- DO stick to the pertinent facts of the incident in a concise and factual manner
- DO note what action, if any, the referee took in relation to the incident
- Do sign your statement in the presence of a Justice of the Peace.

- in the statutory declarations

- DO NOT lie
- DO NOT give opinion, superfluous information or subjective comments
- DO NOT write second or third hand accounts
- DO NOT embellish
- DO NOT write down what you “think happened” or what “must have happened”

- statutory declarations are legal documents in which you declare the truthfulness of your evidence in front of a Justice Of The Peace. Statutory declarations which in the opinion of the Judiciary appear to be collusive or misleading will be excluded from any deliberations and may be subject to further action against the individual or club supplying such information.

b) Photographic and/or Video Evidence

- the provision of clear, high quality photos or unedited video of the incident is extremely useful to the Judiciary. If available, they should be submitted as part of your case. Submission via on-line video is admissible. (e.g. via video sharing websites.)

c) Medical Records

- if an injury requiring medical attention has occurred then any subsequent medical report from the attending physician may be tendered as evidence.

3) PRESENT THE CITING TO THE JUDICIARY

Only one club delegate and any person directly affected will be allowed to attend.

Section 4.3 Practice Directions for a Cited Club or Player

If your club or club member is cited, the following procedures must be followed:

If pleading GUILTY to the citing charge, inform the Union within three business days of receipt of the citing documentation. You must still attend the Judiciary hearing.

If pleading NOT GUILTY to the citing charge you must:

1) COMPILE YOUR OBJECTIVE EVIDENCE

Upon receipt of the citing documentation compile your objective evidence in response to the charge. You must provide the following pieces of evidence no later than three business days after receipt of the citing.

a) Statutory Declarations

- up to four statutory declarations per incident may be submitted. If the cited person intends to plead not guilty he must submit a statutory declaration.

- in the statutory declarations

- DO give an independent account of what happened
- DO note the time into the match and where on the field the incident occurred
- DO note where you (and others) were in relation to the incident and whether you had a clear line of sight
- DO describe precisely the incident – telling exactly what YOU actually witnessed
- DO stick to the pertinent facts of the incident in a concise and factual manner
- DO note what action, if any, the referee took in relation to the incident
- DO sign your statement in the presence of a Justice of the Peace. (Mark Green, the NSWSRU Executive Director is a JP.)

- in the statutory declarations

- DO NOT lie
- DO NOT give opinion, superfluous information or subjective comments
- DO NOT write second or third hand accounts
- DO NOT embellish
- DO NOT write down what you “think happened” or what “must have happened”

- statutory declarations are legal documents in which you declare the truthfulness of your evidence in front of a Justice Of The Peace. Statutory declarations which in the opinion of the Judiciary appear to be collusive or misleading will be excluded from any deliberations and may be subject to further action against the individual or club supplying such information.

b) Photographic and/or Video Evidence

- the provision of clear, high quality photos or unedited video of the incident is extremely useful to the Judiciary. If available, they should be submitted as part of your case. Submission via on-line video is admissible. (e.g. via video sharing websites.)

2) ATTEND THE JUDICIARY HEARING

- One club delegate and the cited person must attend the Judiciary hearing.

4.4 SWRU Judiciary 2017 Recommended Penalties

Description	Entry Point Based on Scale of Seriousness of the Player's conduct, which constitutes the offending. Lower End (LE), Mid Range (MR), Top End (TE).	Maximum Sanction
Physical Abuse of Match Officials	LE – 6 months; MR – 1 year; TE – 2 years; and a team penalty of 2 competition points, incl CC points	Life
Threatening Actions or Words at Officials	LE – 3 months; MR – 6 months; TE – 1 year; and a team penalty of 2 competition points, incl CC points	5 Years
Verbal Abuse of Match Officials	LE – 6 weeks; MR – 3 months; TE – 5 months; and a team penalty of 2 competition points, incl CC points	1 Year
Contact with Eyes or the Eye Area	LE – 3 months; MR – 5 months; TE – 6 months.	4 Years
Biting	LE – 3 months; MR – 5 months; TE – 6 months.	4 Years
Testicle Grabbing or Twisting or Squeezing	LE – 3 months; MR – 5 months; TE – 6 months.	4 Years
Kicking an Opponent	LE – 1 month; MR – 2 months; TE – 3 months.	1 Year
Stamping on or Trampling an Opponent (including illegal rucking)	LE – 2 weeks; MR – 5 weeks; TE – 2 months.	1 Year
Dangerous charging, obstructing, grabbing or knocking down of opponent with or without the ball, including shouldering.	LE – 2 weeks; MR – 5 weeks; TE – 2 months.	1 Year
Dangerous tackling of an opponent, including: <ul style="list-style-type: none"> • early or late • stiff arm • high – i.e. above the line of shoulders even if tackle starts below the line of shoulders • lifting and dropping or driving opponent's head and/or upper body into the ground • tapping, pushing or pulling opponent jumping for ball in lineout or in open play 	LE – 3 weeks; MR – 6 weeks; TE – 3 months.	1 Year
Striking with Head	LE – 1 month; MR – 2 months TE – 4 months.	2 Years
Striking with Knee	LE – 3 weeks; MR – 2 months; TE – 3 months.	1 Year
Striking another Player with hand, fist or arm, including the elbow	LE – 2 weeks; MR – 5 weeks; TE – 2 months.	1 Year
Tripping an opponent with the foot/leg	LE – 2 weeks; MR – 1 month; TE – 2 months.	1 Year
Holding, pushing, or obstructing an opponent not holding the ball, by a player not in possession of the ball, except in a scrum, ruck or maul	LE – 2 weeks; MR – 1 month; TE – 6 weeks.	1 Year
Causing a scrum, ruck or maul to collapse	LE – 2 weeks; MR – 1 month; TE – 2 months.	1 Year
Verbal abuse of players based on religion, race, colour, or national or ethnic origin or otherwise	LE – 1 month; MR – 2 months; TE – 4 months.	1 Year
Hair pulling or grabbing	LE – 2 weeks; MR – 1 month; TE – 2 months	1 Year
Spitting at Players	LE – 1 month; MR – 2 months; TE – 3 months.	1 Year

2017 COMPETITION PLAYING RULES

INDEX TO RULES

- A. Meaning of Terms
- B. Laws of Rugby
- B.2 Competition Structure
- C. Code of Conduct
- D. Venue Facilities
- E. Insurance Cover
- F. Education
- 1. Club Affiliation
- 2. Team Registration
- 3. Grading of Teams
- 4. Player Registration
- 5. Contact Between Clubs
- 6. The Competition
- 7. Prizes
- 8. Forfeits
- 9. Grounds Unfit for Play
- 10. Postponements and Re-plays
- 11. Match Timing
- 12. Appointed Referees
- 13. Touch Judges
- 14. Ground marshals/Club Officials
- 15. Uncontested Scrums
- 16. Replacement of Players
- 17. Temporary Suspension (sin bins)
- 18. Judiciary
- 19. Players Ordered off the Field
- 20. Misconduct of Members, Players
Officials and Supporters of
Affiliated Clubs
- 21. Appeals Tribunal
- 22. Lodging of Protests or Appeals
- 23. Citing
- 24. Disqualified, Unqualified or
Suspended Players
- 25. Abandonment of match
- 26. Matches Results & Team Lists
- 27. Spectator and Ground Control
- 28. Playing Uniforms
- 29. Footballs
- 30. Representative Players
- 31. Finals Series
- 32. Alteration of Playing Rules
- 33. Fines

STATEMENT OF INTENT

These rules shall apply to all clubs participating in any competition organised under the auspices of the Sydney Women's Rugby Union Inc, and shall be read in conjunction with the Statement of Objects and Rules of the Sydney Women's Rugby Union Inc., and the Code of Conduct.

A. MEANING OF TERMS

In these rules, except in so far as the context or subject matter otherwise indicates or requires -

A.1 SWRU means Sydney Women's Rugby Union Incorporated.

A.2 Management Committee means the Management Committee of the SWRU consisting of a nominated delegate from each affiliated club.

A.3 The Judiciary is the Judiciary Chairman appointed by the Management Committee.

A.4 Club means a club affiliated with the SWRU and participating in the competition.

A.5 NSWRU means New South Wales Rugby Union.

A.6 Financially indebted means any sum outstanding to SWRU, which has remained unpaid for thirty days after the date on which such payment was due.

A.7 Results Sheets, Affiliation and Registration Forms are those documents provided by the SWRU for recording results of matches, affiliation of Clubs, and registration of players.

A.8 Misconduct means conduct, action or behaviour that is detrimental to the image of the game of Rugby Union.

B. LAWS OF RUGBY

B.1 Matches in the SWRU annual competitions shall be played in accordance with the Laws of Rugby and rulings thereon of the SWRU and Australian Rugby Football Union.

B.2 COMPETITION STRUCTURE

B.2.1 All matches in of the SWRU annual competition shall play 15 a-side senior rugby laws.

C. CODE OF CONDUCT

C.1 A member, player, coach or official shall not at any time act in a manner detrimental towards the game or spirit of Rugby Union.

C.2 All clubs shall take all reasonable steps to ensure that club affiliates do not act in a manner detrimental towards the game or spirit of Rugby Union.

C.3 During the course of or after a match under the jurisdiction of the SWRU, a member, player, coach, official, supporter and any other person associated with a SWRU Club shall not abuse or address a referee or touch judge in insulting terms or act in a provocative manner towards a referee or touch judge.

C.4 All clubs will sign and return the Code of Conduct and Competition Participation Agreement prior to round one.

D. VENUE FACILITIES

D.1 Ground Conditions

D.1.1 The ground shall be dressed in accordance with the Laws of Rugby and all four goal post uprights shall be fitted with protective pads.

D.1.2 Any objection by either team about the ground or the way in which it is marked out must be made to the referee before the kick off. If teams cannot agree as to the safety of the ground the referee will decide whether the game may begin. If there is any doubt as to the safety of the ground the referee will not allow the game to begin until the ground has been made safe.

D.1.3 22 metre and halfway lines shall be identified with flags or markers on both sides of the field.

D.1.4 Home clubs shall ensure that objects such as cricket pitches or in-ground watering systems, are properly covered for the safety of players.

D.1.5 Grounds should have adequate toilet, change room and shower facilities in close proximity to the playing field.

D.2 First Aid

D.2.1 It is recommended that the home club supply the following:

- (a) a stretcher;
- (b) a fully equipped first aid kit;
- (c) ice;
- (d) a person qualified to a minimum level of a St Johns, Red Cross certificate or Sports Trainer.

D.2.2 For the purposes of player safety all sideline equipment such as buckets or first aid equipment shall be placed no closer to the sideline than adjacent to the ropes.

E. INSURANCE COVER

E.1 Clubs should be fully conversant with the cover afforded by the ARFU insurance scheme.

F. EDUCATION

F.1 All coaches of teams in the SWRU annual competition should have as a minimum Foundation Rugby accreditation. SmartRugby is compulsory.

F.2 All coaches directing the SWRU representative program must have a minimum of level 2 ARU/NSWRU accreditation. Other coaching staff called upon to assist must have a minimum of level 1 ARU/NSWRU accreditation.

F.3 All clubs must have at least one accredited touch judge who should be present at each match.

F.4 All clubs must have at least one accredited referee.

1. CLUB AFFILIATION

1.1 Clubs shall apply for affiliation with SWRU for the following season, on the prescribed form and shall be forwarded to

the Chairperson/Administrator by a date determined by the Management Committee.

2. TEAM REGISTRATION

2.1 Registration of teams for competitions shall be made on the Application for Affiliation Form and will be accompanied by the relevant registration fees and insurance premiums by the closing date determined by the SWRU.

2.2 Clubs with two teams must declare to the Union prior to Round One, ten non-transferable players in one team that cannot under any circumstances play for the clubs other team.

3. GRADING OF TEAMS

3.1 If appropriate a Grading's meeting shall take place during a general committee meeting to determine the clubs to compete in the competitions from nominations received from the clubs, after the closing date for entries and prior to the commencement of the season at a time determined by the Management Committee.

4. PLAYER REGISTRATION

4.1 Clubs must register each player participating in the SWRU competitions prior to the commencement of the player's first match.

4.2 The SWRU registration process is as follows:

a) Each player provides to her club proof of identity with one of the following types of photo identification –

- i) Current driver's licence
- ii) Current passport
- iii) Current NSW Photo Card

b) Once ID is established, each player completes the ARU Membership Form, or its approved online equivalent, and the responsible club official properly completes and counter signs the form.

c) The club then enters each player's details on-line on the ARU player registration system, 'My Rugby Admin.'

4.3 Clubs are responsible for all players being properly registered. Players under 18 years of age are not permitted to play in SWRU competitions.

4.4 Players must be eighteen (18) years of age to be eligible to participate in SWRU competitions. In exceptional cases, a player's physical development, skill level and experience may be such that she may be allowed to participate – refer appendix 1.

4.5 Clubs have the right to request player identification from any opposition player. If a player is unable to show proof of identification he must furnish it to the Union Office by 5pm on the next business day.

4.6 Players shall not be registered with more than one club at a time. A club found guilty of playing a player who is currently registered with another club will be liable for loss of competition points, and/or suspension from the competition, and/or a fine. A player found to be in breach of this rule will be liable for suspension or expulsion from the competition.

4.7 Applications for transfer from one SWRU club to another, or from another Union, shall be forwarded to the Executive Director, together with a written release from the club and/or Union from which the player wishes to transfer. Players shall not be eligible for transfer if financially indebted to any club, the SWRU or any other Union.

4.8 A Club cannot register more than two Imports from any other club. An Import is a player who was registered with another club in the current year or prior year.

4.9 The Club President of a club may release a player to another club but it is under no obligation to do so. A player released under this competition rule is not considered to be an import.

4.10 Any registered player who has left a club and has not played at another club during their period of absence may return to their original club and will not be considered an Import.

4.11 Contravention of any of the player registration rules will bring a fine of \$50, without right of appeal, and/or possible loss of competition points.

5. CONTACT BETWEEN CLUBS

5.1 Secretaries or delegates of affiliated clubs should make contact with the secretary or delegate of the club who will be the next opponents during the week preceding the fixture. This will ensure that items such as venues, kick off times, changing facilities, post-match functions, clashes of colours, actions to be taken in the case of inclement weather, and the like can be clearly understood.

5.2 Failure to make such contact may have a direct bearing on decisions made regarding rescheduling of washed-out matches or consideration being given to treating the fixture as a bye.

6. THE COMPETITION

6.1 A draw will be made setting out the matches, venues and dates of each of the respective competitions and copies will be forwarded to competing clubs by the SWRU. Any variation must be referred to the Chairman and Administrator.

6.2 Each division will be so arranged to include such number of teams in each grade as deemed appropriate by the Management Committee for that division, including byes where necessary.

6.3 Competition points will be awarded for each competition on the basis of:

- i) four points for a win;
- ii) two points for a draw;
- iii) one point for a loss if the losing team is within 7 points or less of the opposition at the end of the match;
- iv) no points for a loss or bye.
- v) one point for scoring 4 tries or more (please note that a bonus point will be awarded in the event of a forfeit).

6.4 Mercy Rule – a maximum of 40 points difference will be recorded, no matter if the difference was in fact greater.

6.5 A forfeit is regarded as a win to the opposing team by the score of twenty-eight points to nil. The non-offending team shall be awarded five (5) competition points

7. PRIZES

7.1 The SWRU will recognise the winners of the minor premierships and major premierships in each division with an appropriate award.

8. FORFEITS

8.1 Clubs that advise the union that they are forfeiting a match by 10.00am on the Friday preceding the match will lose two (2) competition points. Clubs that advise the union after 10.00am will lose four (4) competition points. The opposition club will still receive a full forfeit result as per rule 6.4

8.2 Any club, which forfeits two competition matches shall be called to appear before the Management Committee as a matter of urgency at a time notified by the SWRU. The Management Committee may recommend some appropriate action be taken against the club in the form of a fine, suspension, or withdrawal from the competition.

8.3 A minimum of 12 players is needed to constitute a team for SWRU competition matches. Any team unable to field 12 players within ten minutes of the official kick-off time, or at any stage during the match, for whatever reason, including temporary suspensions or send-offs, shall forfeit the match without right of appeal. Teams playing against an opposition with less than 15 players are not required to match opposition team numbers.

9. GROUNDS UNFIT FOR PLAY

9.1 If the scheduled venue for a match is likely to be or found to be unfit for play in

the week leading up to the match, the home team shall notify the SWRU and the visiting club not later than 4:30 pm on the Friday preceding the match and;

9.1.1 Arrange a suitable alternative venue for the match; or

9.1.2 If one cannot be found, play the match at the home ground of the opposing club; or

9.1.3 If that ground is unfit for play, make arrangements with the opposing club to play the match at the earliest convenient time after the deferment and advise the SWRU of the venue and date so arranged for the match not later than 3:00 PM on the Monday following.

9.2 Should a dispute arise between the two clubs in relation to these arrangements, the matter shall be referred immediately to the Chairperson/Administrator who shall decide upon the most appropriate action to be taken in the matter.

9.3 In the event of wet weather or for any reason, a match venue may be changed by agreement of the two clubs from the home club's venue to the opposition venue. If, in the remaining competition rounds the two clubs are scheduled to play each other again, then the two clubs shall play the return match at the venue set down in the first half of the competition draw, providing that venue is available.

9.4 Should a dispute arise in relation to this arrangement, the matter shall be referred to the Chairperson/Administrator who shall decide upon the most appropriate action to be taken and their decision shall be final without right of appeal.

10. POSTPONEMENTS AND RE-PLAYS

10.1 If weather or conditions not covered by forfeit provisions require a scheduled match or matches to be postponed, every effort shall be made by the clubs involved to reschedule the match or matches within a period of three weeks from the date originally scheduled.

10.2 Should a dispute arise in relation to this arrangement, the matter shall be referred to the Chairperson and Administrator who shall decide upon the most appropriate action to be taken.

10.3 In the event that the rescheduled game is proposed to be played outside the three week period it shall be referred to the Chairperson and Administrator for approval.

11. MATCH TIMING

11.1 The duration of matches and kick-off times shall be:

<u>Grade</u>	<u>Each Half</u>
1 st grade	35 minutes
1 st grade (finals)	40 minutes

11.1.1 Any Premier Division club that also fields a Division Two team shall have the right to play the Division Two team prior to the Premier Division match. This rule should be read in conjunction with rule 5, contact between clubs; and rule 6.1, the competition.

11.2 Any club that is not prepared to commence a match within ten minutes of the official kick-off time shall forfeit the match without right of appeal. The referee shall note such occurrence on the result sheet.

11.3 Any time lost in commencing a match for whatever reason shall be deducted from the allocated time for that match.

11.4 Injury time will only be added to the playing time in 1st grade final series matches.

11.5 Match times, except in the event of wet weather, will not be altered less than 22 days prior to the match unless under exceptional circumstances. Any decision to alter these times shall be made by the Chairperson/Administrator.

12. APPOINTED REFEREES

12.1 It is a requirement that each club have one nominated referee.

12.2 In the event of the appointed referee not attending the venue for a match within ten minutes of the scheduled kick-off time, a referee may be appointed by mutual agreement between the captains or delegates of the opposing teams.

12.3 The appointed referee may be substituted at the first available opportunity after the match has commenced.

12.4 If no agreement can be reached by the two captains or delegates, the home club shall appoint a referee and the game shall be played.

12.5 Should, for any reason, a game not proceed under this rule, the match fixture shall be declared a bye and no competition points will be awarded to either club.

13. TOUCH JUDGES

13.1 It is a requirement that every club has one qualified touch judge available to touch judge for every grade played each day.

13.2 In the event of there being no touch judge appointed by the NSW Rugby Union at the time allocated for a match to start, each club shall provide a touch judge, preferably qualified for the match.

13.3 Should there only be one touch judge appointed by the NSWRU it shall be the responsibility of the home club to supply one other qualified touch judge.

13.4 A qualified touch judges appointed by a club shall report to the referee prior to the start of the match and shall be entitled to report on all aspects of foul play. Any qualified touch judge supplied by a SWRU club must be distinguishable as a touch judge (not in club colours), must display a referee or touch judge badge, and shall be equipped with a flag.

14. GROUND MARSHALS / CLUB OFFICIALS

14.1 Each club shall provide a Ground Marshal for each fixture.

14.2 The Ground Marshal from each club shall introduce himself/herself to the other

Ground Marshal prior to the start of play of the first match of the day.

14.3 Each Ground Marshal shall be responsible for spectator and crowd control and their instructions and/or directions shall be obeyed at all times. Each Ground Marshal shall also be responsible for keeping the sin bin times for the players of her/her club.

14.4 The Ground Marshals shall introduce themselves to the referee prior to the commencement of each match and be responsible for rectifying any problems which are brought to their attention by the referee throughout the course of a day.

14.5 The Ground Marshal provided by the home club shall ensure that the visiting club is made aware of the home ground changing, playing, medical, food and drink facilities available, as well as procedures for the post match function.

14.6 One official from each club will be responsible for completing a referee assessment sheet at the conclusion of each match. Each assessment sheet must be forwarded to SWRU with the match result sheets each week. These assessment sheets shall be forwarded to the NSW Referee's Committee and shall be used in providing referees with constructive feedback on their performance.

15. UNCONTESTED SCRUMS

15.1 If at the commencement of a match or during the course of a match a team is unable to field a suitably trained front row then uncontested scrums will be played.

15.2 Any 1st grade Premier Division club that plays two uncontested scrums in any competition match during a season, shall be called to appear before an independent committee (Chairperson/Administrator) as a matter of urgency at a time notified by the SWRU. The Committee has the powers to take appropriate action against the club, which may include a fine, loss of competition and/or club championship points, ineligibility for final series,

suspension, or withdrawal of that team from the competition.

15.2.1 Any 1st grade Division Two club that plays uncontested scrums in two or more competition matches during a season shall be called to appear before an independent committee (Chairperson/Administrator) as a matter of urgency at a time notified by the SWRU. The Committee has the powers to take appropriate action against the club, which may include a fine, loss of competition and/or club championship points, ineligibility for final series, suspension, or withdrawal of that team from the competition.

15.3 If both clubs do not have suitably trained front row players to start a match, the match will still be played and uncontested scrums will be played for both teams.

16. REPLACEMENT/ SUBSTITUTION OF PLAYERS

16.1 A team is permitted a maximum of eight (8) reserves. Up to eight substitutions per team per match will be allowed for all teams.

16.2 Substitutions shall include any time one player substitutes another player, including for injury. Within the allowed eight player substitutions, there is no restriction on the number of times an individual player can be substituted or return to the field.

16.3 Exceptions

(a) Substitution – Blood

(i) If a player has a blood injury and is temporarily replaced by another player that does NOT count as a substitution.

(ii) If the blood player returns to the field of play within fifteen (15) minutes actual time and the temporary replacement leaves the field that does NOT count as a substitution.

(iii) If the blood player does not return to the field of play within the permitted time, the replacement becomes permanent and that IS a substitution. The blood player is considered injured.

(iv) Should a team use up its maximum number of substitutions while one of their players has been temporarily replaced for blood, and the blood player cannot return to the field within the permitted time, the temporary replacement will be required to leave the field at the conclusion of the permitted time i.e. the team plays one short.

(b) Temporary Suspension – Yellow Card

(i) When a player is temporarily suspended (yellow card) and leaves the field of play that is NOT a substitution.

(c) Temporary Suspension – Yellow Card – Front Row Player

(i) When a scrum is ordered during the temporary suspension of a front-row player (Player A), and as a result a player (Player B) is required to leave the field to allow another front-row player (Player C) to come on, that does NOT count as a substitution.

(ii) If, at the end of the period of temporary suspension, Player A resumes and Player C leaves the field that does NOT count as a substitution.

(iii) Player B returning to the field of play is also NOT a substitution.

(iv) If, however, the team opts to leave Player C on at the end of the temporary suspension period instead of Player A returning, that IS a substitution

(v) Player B returning to the field of play to substitute another player during the period of temporary suspension IS a substitution.

(d) Send Off – Red Card

(i) When a player is sent from the field of play (red card) that is NOT a substitution.

(e) Send Off – Red Card – Front Row Player

(i) When a scrum is ordered after the sending off of a front-row player (Player A), and as a result a player (Player B) is required to leave the field to allow another front-row player (Player C) to come on, that does NOT count as a substitution.

(ii) Player B returning to the field of play to substitute another player IS a substitution.

16.4 Any player substituted due to injury (except temporarily for blood) may not for any reason return to that match or any subsequent matches played on that day. At matches where there is no doctor available,

the Referee remains responsible for establishing if a player is leaving the field of play due to being so injured that it would be unwise for him to continue playing.

16.5 After eight substitutions have been made, no other substitutions will be allowed for any reason, except for an injury to a front-row player where a suitably trained front-row replacement is available to ensure the game can continue with contested scrums. In this situation only, an additional substitution may be made.

16.6 Any substitute who takes the field immediately following the awarding of a penalty kick to his team or after a try has been scored shall not be permitted to kick at goal until after the relevant kick has been taken.

16.7 Contravention of any of the substitution Laws or rules will bring a fine of \$100, without right of appeal, and/or possible loss of competition points.

16.8 See Section 3.4 of this manual for the Procedural Guidelines for substitutions.

17. TEMPORARY SUSPENSION (SIN BIN)

17.1 If a player is sent from the field as a temporary suspension she shall remain with her club's ground marshal for a period of ten minutes and shall not enter the playing area until permitted to do so by the referee.

17.2 The ten minutes suspension period will not include half time or any injury time for the purpose of calculating the ten minutes.

17.3 The time period shall be kept by the ground marshal and the referee. The referee's opinion shall prevail.

17.4 The temporarily suspended player may not be replaced by another player except should the player be a front row forward. In this case the suspended player is to be replaced by a suitably trained replacement. The captain of the team will direct another of her players to leave the field for the duration of the suspension.

17.5 If such a replacement is not available and this team commits an error which leads to a scrum which it is consequently unable to contest, the opposing team will have the choice of either a free kick or an uncontested scrum. Uncontested scrums will be played when the team not capable of fielding a front row is awarded a scrum as per the laws of the game.

17.6 Under no circumstances shall the temporarily suspended player take the field until given permission by the referee to do so.

17.7 The temporary suspension of a player shall be reported on the SWRU result sheet. Failure to do so will leave the player and the club liable to suspension and/or a penalty at the discretion of the Judiciary.

17.8 Should a player incur three temporary suspensions (yellow cards) during a season she will be suspended, without right of appeal for the next competition or final series match.

18. JUDICIARY

18.1 The Judiciary shall deal with all protests, appeals, disputes, misconduct or other matters stipulated in the Union's Objects and Rules, these Competition Rules, the Code of Conduct or such items referred to it by the Management Committee or the Chairperson and Administrator.

18.2 The Judiciary shall meet each Wednesday at 6:00 PM, at the Union Office, SFS, Moore Park, unless otherwise notified, or as directed by the chairperson and administrator.

18.3 No proceedings of the judiciary shall be quashed or held invalid by reason only of a defect, irregularity, omission or other technicality provided there has been no miscarriage of justice.

19. PLAYERS ORDERED OFF THE FIELD

19.1 Players ordered off the field by the referee shall, without further notice, present themselves to the Judiciary not later than

6:00 PM on the Wednesday following the match in which the player was ordered off the field.

19.2 In the event that a player is unable to appear, an official of the player's club shall notify the Union prior to 4:00 PM on the Wednesday or appear and furnish an explanation for the player not appearing.

19.3 Any player ordered from the field or directed to appear before the Judiciary shall be suspended until such time as her case has been considered by the Judiciary.

19.4 Should a player or an official of the player's club fail to appear or provide an explanation on or before the said Wednesday, the club shall be liable to a fine of \$50 without right of appeal, plus any other fines or penalties as the Judiciary may see fit to impose.

19.5 Following a number of established offences as determined by the Judiciary, a club will reach its tolerable level of established offences as determined. These levels shall be one established offence per team.

Premier Division

1st grade 1

19.6 Once a club reaches its tolerable level of established offences a written warning will be sent to the club.

19.7 For each established offence above the tolerable level a club will receive an incremented fine, starting at \$50 and increasing by \$50 for each further established offence.

19.8 Should a club exceed the number of established offences above the tolerable level, the club will automatically lose one full round of competition points which includes club championship points and minor championship points from all grades and will be asked to front the Management Committee and show sufficient cause why it should remain in the competition.

20. MISCONDUCT OF MEMBERS, PLAYERS, OFFICIALS AND SUPPORTERS OF AFFILIATED CLUBS

20.1 Any member, player coach, official or club affiliate of a SWRU club deemed to have committed an act of misconduct or behaviour unacceptable to the SWRU shall be liable to be dealt with by the Judiciary or the Management Committee.

21. APPEALS TRIBUNAL

21.1 The Appeals Tribunal shall deal with all Club appeals arising from Judiciary decisions.

21.2 Any appeals must be made in writing and lodged with the appropriate appeal fee as determined by the Management Committee with the Chairperson or Administrator within seven days of the original decision.

21.3 The Appeals Tribunal shall meet within 14 days of receipt of the notice of appeal at a time and place as directed by the Chairperson or Administrator. At this time a complete rehearing of the case shall take place.

21.4 Pending the rehearing of the case all decisions appealed against shall remain operative.

21.5 No proceedings of the Appeals Tribunal shall be quashed or held invalid by reason only of a defect, irregularity, omission or other technicality provided there has been no miscarriage of justice

22. LODGING OF PROTESTS OR APPEALS

22.1 All protests and appeals arising from competition matches shall be lodged in writing with the Chairperson and Administrator by the club wishing to protest or appeal, and signed by the honorary Secretary or President of the protesting club no later than 5:00 PM on the third business day following the date of the match from which the protest or appeal arises.

22.2 A copy of the appeal or protest shall be supplied by the protesting or appealing club to the club being appealed or protested against no later than 5:00 PM on the third business day following the date of the match from which the protest or appeal arises.

22.3 Where the above requirements are not fulfilled by the club protesting or appealing, then that club shall have no further right of protest or appeal.

22.4 If the requirements of 23.1 and 23.2 are met, the protest or appeal will be forwarded to the Judiciary at its earliest convened meeting.

23. CITING BY CLUBS

23.1 When a club believes the conduct of an opposition club or club member is in breach of the laws of rugby or of the SWRU Competition rules then it may request that the opposition club or club member be cited to appear before the Union's Judiciary.

23.2 The SWRU citing process is as follows:

- a) The citing club must complete the Union's citing request form. (Refer Sect 4.2)
- b) The citing club must compile objective evidence. (Refer Section 4.2)
- c) The citing club must submit the citing request form and all objective evidence to the Union office no later than 5pm on the third business day following the match.

23.3 Upon receiving the citing request the Administrator shall decide if it will proceed. If so, the citing process continues as follows:

- a) All citing documentation and details of the Judiciary hearing will be forwarded to the club involved as soon as possible.
- b) Upon receipt of the above information the cited club or cited person must respond within three business days - through a guilty plea, or if pleading not guilty, through the submission of objective evidence. Failure to respond within the required timeframe will incur an automatic suspension until such time as the citing is heard. (Refer Sect. 4.3)
- c) Representatives from both clubs, and the cited person, must be present at the Judiciary hearing. Failure of the cited person to appear

will incur suspension until such time as the person does appear. Failure of the citing club to appear will incur a \$100 fine. (Refer Section 4.2 & 4.3)

23.4 The Administrator may extend the deadline for lodging and responding to a citing provided he is satisfied there are exceptional grounds for doing so. Such a decision shall be final and not subject to review.

23.5 In a citing, when the Judiciary or Appeals Tribunal considers an incident ruled on by the referee, it shall not make a contrary finding unless it is comfortably satisfied the referee's decision was either inappropriate or wrong.

23.6 In a citing, when the Judiciary or Appeals Tribunal considers an incident not ruled on by the referee, it shall not impose any penalty unless it is comfortably satisfied that the allegation is proved.

23.7 A cited player can continue playing whilst the Judiciary determines a finding.

23.8 Should a club member have an established offence recorded against them after being cited the club will be fined \$50 without right of appeal, plus any other fines or penalties as the Judiciary may see fit to impose.

23.9 If either party involved in the citing wishes to appeal the Judiciary's decision, the appeal will be heard by the Appeals Tribunal of the Union. Representatives from both clubs and the cited person must appear before the Appeals Tribunal for such an appeal. Failure of the cited party to appear before the Appeals Tribunal will cause the appeal to be dismissed and the appeal fee to be forfeited. Failure of the citing party to appear before the Appeals Tribunal will cause the appeal to be upheld.

24. CITING BY UNION OFFICIALS

24.1 Members of the Judiciary, members of the Union's Board, the Executive Director, members of the Union's staff, or match officials may at their discretion cite an affiliated club or club member on an alleged breach of the Laws of the Game,

and/or Code of Conduct, and/or Competition Playing Rules.

24.2 A citing by any of the persons noted in Rule 24.1 can be carried out at any time.

24.3 The cited club or club member will be required to appear before the Judiciary, or if deemed necessary, before the Union's Board as directed by the Executive Director.

24.4 Citings by Union officials that proceed to the Judiciary will follow the same procedures as set down in rules 23.3(c) to 23.8 and in section 4.3, however rulings emanating from a citing dealt with by the Board are not appealable to the Appeals Tribunal.

25. DISQUALIFIED, UNQUALIFIED OR SUSPENDED PLAYERS

25.1 It shall be the responsibility of each club to ensure that no disqualified, unqualified or suspended player or team takes part in any match for it.

25.2 Where an opposing team or club believes that prior to the commencement of a match a team is in breach of rule 25.1, it shall be their responsibility to bring the matter to the attention of the opposing captain or delegate.

25.3 Where an opposing team or club believes there has been a breach of rule 25.1, it shall take appropriate action available in regard to protests after the match as detailed in rule 22.

26. ABANDONMENT OF MATCH

26.1 The referee may not start a match, or may call full-time at any time before a game's designated playing time has expired, in any of the following circumstances:

(a) In the opinion of the referee, the treatment of or attention to an injured player may make it impossible for the match to continue to its allocated time because of subsequent safety reasons, lack of light, or the prevention of any subsequent matches being played for their allocated time.

(b) The ground has become unplayable as determined by any authority, such as

council, or due to its condition being considered, in the opinion of the referee, dangerous in the interests of player safety.

(c) In the opinion of the referee, there has been a disruption that may jeopardise the continuing safe conduct of a match.

(d) Consideration of rule 12.3, where a game is shortened to ensure the following game starts on time.

(e) Any other reason covered by the Laws of the Game or the Union's Competition Playing Rules.

26.2 If a game is affected by the circumstances in 26.1, the following designations shall apply. These designations can be determined by the Union subsequent to the match regardless of any terminology used by the referee at the time.

(a) If full-time is called during half-time or when the game is in the second half of the match, the result of the match stands.

(b) If a match is not started, or full-time is called when the game is still in the first half of the match, the match shall be deemed abandoned.

26.3 There are 2 exceptions to rule 26.2:

(a) In the case of 26.1(c), when disruption to a match has been deemed to have been caused by actions contrary to the Union's Competition and Playing Rules by one team or the other, or both, or by their officials and supporters, in which case the Union shall refer the matter to its Judiciary Committee for consideration and any necessary action.

(b) In the case of 8.3, where regardless of how much of the game has been played, a team who is unable field at least 12 players at any stage during the match shall forfeit the match without right of appeal.

26.4 An abandoned match shall be replayed at a future time and place as agreed by both teams. If no agreement is reached, the match shall be replayed at a time and place designated by the Union (see rule 10). Should either team not elect to replay the match, the other team shall be deemed to have won on forfeit.

27. MATCH RESULTS AND TEAM LISTS

27.1 Official result sheets will be provided to each club for its teams prior to the commencement of the season.

26.2 Team lists shall be printed on the result sheet.

27.3 Match scores shall be recorded on the result sheet, signed by both team captains and the score verified and signed by the referee at the end of the game.

27.4 Each Club shall input their completed result sheet online by 5pm the following Wednesday after the match.

27.5 The host Club shall advise the results of all matches to the answering service as soon as practicable after the finish of each round, but no later than 6:00 PM on the day on which the round is played.

27.6 Failure to comply with 27.3 and 27.4 of the match result rules shall result in all participating players during that match not being entitled to be counted towards finals eligibility, without the right of appeal.

27.7 Should a club be found guilty of more than two breaches of the match result and team list rules, it shall become liable for a loss of competition points for the third and subsequent offences.

28. SPECTATOR AND GROUND CONTROL

28.1 This section should be read in conjunction with section 14.

28.2 Where a fully enclosed playing arena is being used for a match, the host club shall ensure that the spectators remain outside the playing arena.

28.3 Where the playing arena is not fully enclosed, the host club shall provide ropes or barriers for the control of spectators, erected a minimum distance of five metres from each touch line, or where not possible, as far from the touch line as practicable.

28.4 To further ensure the effectiveness of ropes, clubs shall set supporting stakes on both sides of the playing fields to avoid

spectators encroaching onto the field of play.

28.5 Notwithstanding the requirements of the playing rules, home clubs shall ensure that, with the exception of approved club officials and trainers attending to injuries or re-hydration, all other persons including coaches, shall remain outside the playing area bounded by the ropes or enclosure. Such approved persons shall remain seated not closer to the touchline or dead ball line than adjacent to the enclosure ropes or boundary, except when tending players.

28.6 The referee may elect to abandon or not start a match(s) where the above criteria have not been met. In the event of such action being taken by the referee, the host club shall be deemed to have forfeited the match(s).

28.7 Failure to comply with the rule will result in a fine of \$50 for each offence, without right of appeal.

28.8 Each club shall be responsible for the control and behaviour of its players, members and club affiliates, and ensure they comply with the Union's Code of Conduct.

29. PLAYING UNIFORMS

29.1 It shall be the responsibility of each club to ensure that its players appear in its club's uniform, that is, jersey, shorts, long socks of the club colours, and boots or shoes.

29.2 Jerseys shall be numbered with no duplication of numbers on the playing field at any time.

29.3 Whenever a clash of colours occurs in any match the home club shall adopt suitable alternative jerseys.

29.4 It shall be the duty of the opposing clubs and/or referees to report any infringement of these rules which will carry a fine of \$50 for each occasion, without the right of appeal.

30. FOOTBALLS

30.1 It shall be the responsibility of the home Club to provide three serviceable match quality footballs for every match in progress.

30.2 The extra footballs shall be on each touch line for the duration of the match to avoid time loss when the match ball goes out of play.

30.3 It shall be the duty of opposing clubs and/or referees to report any infringement of rule 30.2, which will carry a fine of \$50, without right of appeal for each infringement.

31. REPRESENTATIVE PLAYERS

31.1 If two opposing teams have a difference of five or more players involved in the senior representative team, either as a player or reserve for a weekend fixture, (that prohibits the player from playing in a regular club round) then the clubs involved must arrange a mutually agreeable time to replay the match with two weeks of the original scheduled match. Should a dispute arise the Chairperson and Administrator shall make a decision.

31.2 When a club round is scheduled to be played on a Saturday and the representative fixture is scheduled for the following day, it shall be the right of any such club to decide if a representative player or reserves shall play for the club on the Saturday.

32. FINALS SERIES

32.1 After the completion of the minor premierships the top four teams shall go through to the finals series.

32.2 A player registered with the SWRU after round 8 shall not be eligible to play in any final series match.

32.3 To be eligible for the finals series, players must play a minimum of 5 out of the 14 minor premierships matches.

32.4 Requests for dispensation regarding eligibility for the final series shall be in writing and be received by the Union office by 5:00 PM on the Monday prior to each match for which dispensation is sought.

32.5 Clubs shall have the right to appeal to the management committee in regards to any decision made by the chairperson and Administrator with respect of player dispensation. The appeal shall be lodged within 24 hours of the decision being made.

32.5.1 The appeal shall be forwarded to all club delegates with eligible voting rights within 24 hours of receiving any such appeal. The final determination shall be made by a majority vote. Clubs failing to vote or abstain from voting shall be deemed to be in agreement with the original Chairperson and Administrators decision. In the event of a tie the Chairperson may exercise his or her casting vote.

32.6 Contravention of rules 32.2 to 32.3 will bring a forfeit of the semi-final, final or grand final by the infringing player's team.

32.7 All clubs in the finals series shall complete a separate player eligibility list for each grade. All eligibility lists shall be submitted to reach the Chairperson/Administrator by 5:00 PM on the Tuesday prior to a semi-final, final or grand final match.

32.8 In the event of a draw at the conclusion of allotted time:

32.8.1 In semi-finals the team which finished highest on the competition ladder of the minor premierships shall be declared the winner.

32.8.2 In finals the team which finished highest on the competition ladder of the minor premierships shall be declared the winner.

32.8.3 In a grand final extra time shall be played consisting of two extra periods of ten minutes each. There shall be no interval between each ten minute period. The teams shall play the first period of extra time in the opposite direction to that which they were playing at the end of the scheduled time. At the end of the first period of extra time the teams will again change playing ends. If the

tie still remains then the teams shall be declared joint premiers.

32.9 Teams qualifying for the finals series shall provide for each match:

32.9.1 One official to act as scrutineer for signing-on players for the match.

32.9.2 Two match quality footballs at the time of registration, which shall be twenty minutes before the advertised kick-off time.

32.10 For each Finals series match the SWRU shall appoint a ground marshal.

32.11 Only registered SWRU players shall be eligible to play in the finals series.

32.12 All players participating in final series matches shall produce as proof of identity a passport, drivers license or approved form of identification. The players name and date of birth shall match those that appear on the official SWRU registration list as supplied by the Union office. Players that do not provide photo identification prior to a final series match must attend the Union Office no later than 5pm on the next business day with proof of identification. Failure to do so will result in the previous match being forfeited.

32.13 All clubs should check that all their registered players appear on the registered players list supplied by the Union three times throughout the year. This is the one responsibility of each club.

32.14 Injury time shall be played in all finals series matches.

32.15 Any player temporarily suspended will remain with the ground marshal who will keep the time. No player is permitted to return to the field until the referee has given the player permission to do so.

32.15 Fresh replacements may be used in all finals series matches subject to satisfying all the necessary eligibility criteria. A maximum of eight replacements or substitutions, three of whom should be capable of playing in the front row

32.15.1 A player shall not be eligible to play in a semi-final, final or grand final in any grade lower than the grade in which she has played the majority of her last seven matches in the minor premierships

32.15.2 If a player has played two matches on the same day, the highest grade shall be considered her playing grade for that day, except when a player takes the field in a higher grade as replacement or substitution.

32.16. The replacement player shall report to the ground marshal.

32.17 Each club shall have two people responsible for running water and attending to injuries. These people shall be allowed inside the roped enclosure but shall remain five metres back from the touchline, or where this is not possible, as far from the touchline as practicable, when not attending to players on the field. All other persons shall remain outside the playing arena.

32.18 The Management Committee shall determine the finals structure prior to the commencement of the season.

33. ALTERATION OF PLAYING RULES

33.1 The Management Committee shall have the power to amend, alter or interpret these competition rules from time to time as necessary.

33.2 Changes or interpretations to the Competition Playing Rules shall be advised to all clubs in writing by the Union.

34. FINES

Should any club accrue unpaid fines totalling an amount of \$150 they will automatically have one full round of competition points and club championship points (if applicable) deducted from every applicable grade. Should the club exceed this amount they will be called in to front the Management Committee as a matter of urgency, to show cause why they should not be withdrawn from the competition.