



NSW COMMUNITY RUGBY LEAGUE

2021 Policies and Procedures Manual



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INTRODUCTION

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

The Manual has been developed through consultation between the NSWRL, the NSW Community Rugby Leagues Association and the Districts and Regions that are affiliated with the NSW Community Rugby Leagues Association.

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

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

Having just come through a difficult 2020, we are all looking forward to 2021 with great anticipation. We have a new strategic plan, 'One State', which will build on the great platform which the creation of the single governing body for the state has given us.

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 Community Rugby League Policies & Procedures Manual, and I look forward to seeing its continued development.

Kind regards
David Trodden
Chief Executive Officer
New South Wales Rugby League



CHANGES & ADDITIONS

This manual is a living document and the policies and procedures contained within may change from time to time.

Each year the Manual, and any changes required to Policies, Procedures and Appendix that were identified within the previous year, will be reviewed and approved by both the NSWRL Board and the NSW Community Rugby Leagues Association Board. This review will be undertaken in November of each year. The approved Manual will then be distributed to District and Regions along with Community Rugby League Clubs (by way of upload to the NSWRL website).

The NSWRL and NSW Community Rugby Leagues Association reserves the right to make changes and / or amendments to any Policy, Procedure or Appendix, or add new policies to the NSWRL COMMUNITY RUGBY LEAGUE POLICIES & PROCEDURES MANUAL at any time as they see fit. Any changes will be notified to District Administrators and Zone / Regional Managers in a timely manner for distribution to Clubs.



APPLICATION OF POLICIES & PROCEDURES & SITUATIONS NOT COVERED IN THIS MANUAL

For the avoidance of any doubt, it is intended that this Policies & Procedures Manual shall apply to all rugby league matches played under the auspices of the NSWRL, the District Clubs and the NSWRL Regional Members for the 2020 Rugby League season and beyond. Each club that participates in these matches, and its registered players and officials, shall comply fully with the provisions of this Policies & Procedures Manual.

This Policies & Procedures Manual shall apply to matches played under the auspices of NSWRL Regional Members whether or not the leagues affiliated with or associated with those NSWRL Regional Members are members or affiliates of the NSW Community Rugby Leagues Association.

If there is a situation not covered within this Policies & Procedures Manual, please refer to other current documents including:

- » International (13s+) Laws
- » Junior League Laws (6-12s)
- » www.playrugbyleague.com

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

If the League Administrator is unable to resolve the situation, please refer to the NSW CRLA for determination.



DEFINITIONS

The following terms have the corresponding meanings when used in this Policies & Procedures Manual:

DISTRICT CLUB or DISTRICT	means a 'Club Member' of NSWRL
NSWRL	New South Wales Rugby League
NSWRL Regional Member or Region	means a 'NSWRL Regional Member' of NSWRL
NRL	National Rugby League
ARLC	Australian Rugby League Commission
NSW CRLA	New South Wales Community Rugby Leagues Association
LEAGUE ADMINISTRATOR	The person responsible for the administration of a District or League
LEVEL 1 NSWRL COMPETITION	NRL Telstra Premiership
LEVEL 2 NSWRL COMPETITION	NSW Cup and ISC QLD
LEVEL 3 NSWRL COMPETITION	Ron Massey Cup
LEVEL 4 NSWRL COMPETITION	Jersey Flegg / Sydney Shield
LEVEL 5 NSWRL COMPETITION	District Club / Junior League

SECTION 1

ADMINISTRATION

DISTRICT & REGION



1.1 Alcohol and 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 League Administrator



1.2 Application to Combine Teams

In certain situations, it may be in the best interests of the Game / League to allow two teams from different Clubs to combine into one. Clubs can apply to the NSWRL to combine teams from two different Clubs in the same District to maintain a team and to allow players to keep an identity with their original Club.

This option will allow ongoing participation for players in age groups where team numbers at a single Club have fallen below the requirement to field a stand-alone team. It allows for players to maintain their historical data and playing history with their original Club, whilst continuing to participate in their District.

A single Club (HOST CLUB) will need to take ownership of such a team, including responsibility for all players, officials, and spectators.

The process for application is outlined below:

- » Host Club to be determined by the greater number of players registered (i.e. if Club A has 10 players and Club B has 5 players, the Host Club will be Club A / Guest Club will be Club B).
- » If exact numbers are registered at each of the participating Clubs, then Clubs can determine between themselves where Primary responsibility for the team will lay.
- » If player numbers required to permit to the Host Club is permissible under the NSWRL player Transfer Policy (i.e. 2 players or less), a combined team will not be approved and the said players are required to obtain a Clearance to a single team.
- » Once Host Club is determined, application will be made by the Club Presidents of both Host and Guest Club, in writing to their Local League and NSWRL for approval to combine the teams for the current Rugby League season
- » Once approved, the team will need to be set up at the Host Club on MySideline
- » Players will register with their historical Clubs and transfer “permits” will be allowed for players from the Guest Club to the Host Club as required.
- » Host Club will nominate team in relevant competition with the name ‘Host Club / Guest Club’ (i.e. Cromer Kingfishers / Manly Christian Bros).
- » The Team will participate in competition wearing either the Host Club or Guest Club uniforms (playing strip) as determined on a weekly basis.

Before making application for a combined team, Clubs should be aware of the following information:

- » By registering with either the Host Club or the Guest Club, all players and team staff agree to comply with, and abide by all NRL / NSWRL Policies and Procedures, Codes, Rules and regulations which govern Community Rugby League.
- » Participants attempting to transfer to either Club (Host or Guest) participating in the ‘Combined Teams’ agreement from any other Club will be subject to the NSWRL Player Transfer Policy (i.e. only 4 players from Clubs within the District will be able to transfer to Host Club and Guest Club in that age group and 4 players from Clubs within other Districts will be able to transfer to the Host Club and Guest Club in that age group. For the avoidance of doubt, a maximum of 8 players only may transfer to the merged entity from any other clubs other than the original Host and Guest Clubs. All other restrictions within the NSWRL Player Transfer Policy will apply, particularly those that relate to Representative players and Grand Final teams.
- » If a participant registered to a Combined Team wished to play up an age group, they must complete the appropriate NSWRL Playing in a Higher Age Group form. **They will only be permitted to play up an age group at the Club for which they were originally registered to.**



- » If the Combined Team requires the services of a player from a younger age group, only registered participants from the Host Club will be permitted to play up in the Combined Team.
- » The Host Club will be the District and NSWRL Contact for all correspondence including Judiciary and / or Code of Conduct disciplinary notifications.
- » It is the Host Clubs responsibility to ensure all associated paperwork (Judiciary and Conduct forms, etc.) are relayed to any player that is either registered with their Club or permitted to their Club, and to ensure that responses are made to relevant Leagues in timeframes outlined.
- » The Host Club shall be responsible for all insurances while players and team staff are training / playing and they are also liable for any fines or fees which are charged as a result of their participation in any competition.
- » All Combined Team agreements are only valid for a single competition season
- » Clubs must apply in writing to their Local League Administrator and the NSWRL on a seasonal basis when seeking approval to Combine Teams.

Please note – All applications to Combine teams will be assessed on their merits, and will only be approved should the League determine the merger is in the bests interests of its competitions. The decision of the NSWRL in these matters will be final.



1.3 Development Competitions Competitive / Non-Competitive Mini Football

The NSWRL in association with the NSW CRLA has adopted a policy that sees Community Rugby League (Under 6s to Under 9s inclusive) played as non-competitive development competitions.

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 9 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.

Sydney Metropolitan Leagues have the option to play either competitive or non-competitive Rugby League in the Under 9s age group.



1.4 Constitutions

Districts and Regions should operate from an approved Constitution that was issued when the District or Regional Member was incorporated.

Districts and Regional Members may only alter their Constitution at an Annual General Meeting and in accordance with the rules of their Constitution, the constitution of the NSWRL, and all applicable laws.

Each District and Regional Member should lodge a copy of their Constitution with the NSWRL on behalf of the NSW CRLA.

A copy of the District's and Regional Member's Constitution must be available at all District General Meetings and Region General Meetings (as the case may be).

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

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

Areas of concern should be addressed to the NSW CRLA.

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



1.5 Fines and Fees

The following Fee Schedule is applicable in all NSWRL Community Rugby League competitions throughout NSW.

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

INFRINGEMENT	FIRST OFFENCE PER SEASON	SECOND AND SUBSEQUENT OFFENCE PER SEASON	REMARKS
Late Fees	\$100 per event	\$200 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	\$600 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	\$800 per offence	The player will not be eligible to train or 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	\$800 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	\$200 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	\$300 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 5.00pm on the Friday prior to the match	\$400 per offence	\$800 per offence	The fee is paid to the Junior League.
Appeal against a decision	\$500 per appeal	N/A	This fee is paid to NSWRL.
Protest of a rule or regulation	\$500 per protest	N/A	This fee is paid to NSWRL.

Unpaid Fines

Should fines that have been invoiced to a Club remain unpaid in a competition season, that Club will be unable to accrue competition points in the following season until the total balance due is paid.



1.6 Media Enquires

All media Enquiries should be referred to the NSWRL Head of Community Engagement & Communications.

TRACIE EDMONDSON

NSWRL Head of Community Engagement & Communications

0416 258 342

tedmondson@nswrl.com.au

Please inform your Zone / Regional Manager of any Media Enquiries directed to your club.



1.7 Player Portability

Right across NSW, the following 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 (NSW Cup, Harvey Norman Women's Premiership, Ron Massey Cup and Sydney Shield)
- » NSWRL Regional Members and affiliated competitions
- » NSWRL District Junior Leagues

Generic Rules

- » Approval must be obtained from a player's registered / contracted club to endorse movement
- » The NSW Cup 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 guidelines determined from time to time 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 NSWRL Regional Member club will abide by the rules of that competition 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 primary Club (NRL / NSWRL)

Specific Examples of Portability

NSW Cup

- » All clubs participating in the NSW Cup 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 NSW Cup 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 NSW Cup, Ron Massey Cup, Sydney Shield and NSWRL Regional Member Competitions, an NRL top 30 contracted player for salary cap purposes at the commencement of the season can only come down as far as NSW Cup and Jersey Flegg in that season
- » Portability destination will be determined by NRL club in consultation with NSWRL, prior to the player's participation in a competition.
- » For Major Competitions, 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 competitions for a specific reason. Such application must be made to the NSWRL General Manager Football.



Jersey Flegg Cup

Feeder arrangements allowed between NSW Cup and NRL clubs.

- » Portability allowed to Ron Massey Cup and Sydney Shield but restricted by PPIS.
- » Determination of portability pathway by NRL club in consultation with NSW Cup, Ron Massey Cup, Sydney Shield, and Community Rugby 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 the NSWRL's metropolitan and regional 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 NSWRL Regional Member 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, NSW Cup, Ron Massey Cup, District Junior Leagues and NSWRL Regional Member competitions provided that they fit into the Sydney Shield Points System and Salary Cap.

This competition invites teams from within the Sydney Metro and Regional areas to participate in a competition above the Community Rugby League club. It is also governed by a points system and salary cap.

District Clubs and NSWRL Regional Members

Player portability back and forth to NSWRL District Clubs, NSWRL Regional Members and their Junior Leagues must be acknowledged by all Leagues affiliated with District Clubs and the NSWRL Regional Member.

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.



1.8 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 they are 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 or Regional Area Manager agrees with such transfers or there are other special reasons
- » No transfers can take place after the 30th June.

A player is registered in and plays a “tackle” rugby league competition match (or a portion of a match) with a club and wishes to play “touch” or “tag” rugby league with a second club (or vice versa):

- » In SYDNEY METRO the players “tackle” Club shall be the primary Club and a permit will be allowed to play “tag”
- » In REGIONAL AREAS the players “tag” Club shall be the primary Club and a permit will be allowed to play “tackle”

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 League Administrator.

A player cannot play in a Community Rugby League Competition and a higher graded NSWRL Competition (i.e. S G Ball, Tarsha Gale, Harold Matthews, Andrew Johns, Laurie Daley, Ron Massey Cup, Sydney Shield and / or NSW Cup) 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 NSW Cup match cannot play in a NSW CRLA competition on the same weekend.

Should a team involved in the Final Series of either Harold Matthews, SG Ball, Tarsha Gale, Andrew Johns or Laurie Daley Competitions be deemed, after their game, to be eliminated from that competition then this would be the only exception to this rule and would be permitted to play on the same weekend pending District or Regional approval and completion of relevant registration / clearances.



For the purposes of this policy, the term “weekend” could mean Saturday and Sunday, or it could mean a wider period of days (for example, Thursday to the following Monday) depending on the scheduling of matches over the course of a specific period.

Reference Documents NSWRL Policy 2.15 – Monarch Blues Tag Competition Rule Modifications



1.9 Playing in More Than One District or Region

Players are not able to play with more than one Community Rugby League Competition 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 Sydney Metro, unique circumstances, approval may be granted upon application to the NSWRL Community Football Unit for an applicable permit to play in two different Districts or Regions 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 or Region on any one weekend.

Prior to a permit as outlined above 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'.

Reference Documents NSWRL Policy 2.15 – Monarch Blues Tag Competition Rule Modifications



1.10 Protests and 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 Community Rugby League Administrator.

All protests should be in writing and addressed to the Community Rugby League Administrator and be lodged or delivered to the 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 submitted 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 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 League Administrator. The protest letter may be emailed to the Junior League however the club submitting the protest should ensure that it has been received.

Upon receipt of the protest and the prescribed fee, the 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.

The League Administrator has the authority to deem a protest frivolous and dismiss the complaint.

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 League Administrator is empowered to adjudicate on any protest, complaint or issue felt is appropriate.

Protests at Semi-Finals, Finals etc.

- » 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 League Administrator. Any protest shall be immediately referred to the League Administrator who will make a determination of merit and if required, refer the protest to a Match Review Committee for 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 League Administrator may institute action in regards to a breach of the Junior League Rules at any time.

The 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.



LEAVE TO APPEAL

For Appeals against Code of Conduct Review Panel and Judiciary findings, please see Section 8 of this Manual.

In accordance with, and subject to the applicable appeal rules, any club has a right to request leave to appeal against any adjudication or decision made by a Junior League Sub-Committee, Executive, League Administrator or the Board of Management of the NSW CRLA with regards to decisions pertaining to their Club. All requests for leave to appeal against a decision made regarding an individual must be completed by his or her club.

Requests for leave to appeal a decision can only be submitted with the authority of the Club Secretary, and any request for leave to appeal that is filed without the authority of the Club Secretary and by the club (i.e. a request for leave to appeal filed by an individual) must be dismissed by the Appeals Committee

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

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

Copies of the NSW CRLA Application for Leave to Appeal Form can be obtained from District Junior Leagues or the NSWRL website (www.nswrl.com.au). All sections of the form must be completed and if necessary, additional documentation can be attached.

The Application for Leave to Appeal Fee is \$500.00. Payment should be made and confirmation of payment attached to the completed NSW CRLA Application for Leave to Appeal Form when it is lodged with the relevant body hearing the request for leave to appeal. If a form is submitted without an accompanying cheque an invoice will be raised and sent to the Appellant. The request for Leave to Appeal will be reviewed once payment has been confirmed.

Limitation of Time

Appeals (other than Judiciary and Code of Conduct), along with associated payment, must be lodged within 48 hours of the adjudication / result.

Should there be insufficient time to arrange an Appeal Hearing prior to the following weekend. 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 decision. Any evidence that could have been available at the time the decision was made, if all diligent searches and inquiries had been made by the appellant prior to the decision, is not fresh evidence.



Responsibilities of the Community Rugby League Administrator

Prior to sending the Application for Leave to Appeal Form and associated documents to the Appeals Committee, the League Administrator should check the documents to ensure that they are in order and attach a report advising that all request for Leave to Appeal procedures have been followed.

The League will endeavour to respond to all Appeals and Protests, in the first instance with acknowledgment of receipt, within two (2) business days.

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

Responsibilities of the Appeals Chairman

Upon receipt and perusal of the Appeal Application Form and associated documentation, the Appeals Chairman should consider the report from the League Administrator and review and evaluate any fresh evidence submitted and determine if the request has merit and should be referred to an Appeals Committee for hearing.

The Appeal Hearing

The first task of the Appeals Committee is to invite the appellant to present their evidence. Any evidence from any previous hearing will not be admissible. The Junior League representative will then be invited to address the Committee on the evidence provided.

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

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

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

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 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 on the grounds that there is insufficient 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 penalty 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 10.1 – Links to NSWRL Policies & Guidelines (NSW CRLA Request for Leave to Appeal Application Form)



1.11 Registration Requirements

All player and volunteer (i.e. Coach / Trainer etc.) registrations must be completed in accordance with the applicable policies appearing in this Manual (see Reference Documents below) and using the MySideline 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 MySideline 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 Community Rugby League Administrator has supplied the club with an authorised player / volunteer identification.

The NSWRL may at any time require that players (including any specific class, group or category of players) enter into a playing agreement with his or her Club in a form prescribed by the NSWRL.

Club Administrators, Committee Members and Directors should be reminded of the importance and legalities of having a parent / child's guardian sign off on the Terms and Conditions of registration. That is, a parent / guardian is the only person who can register their child to play Rugby League. This process should not be undertaken by a Club Administrator or a Club Representative on behalf of the child's parent or guardian.

Reference Documents Appendix 10.2 – Links to NRL Policies & Guidelines (NRL Privacy Policy)

Appendix 10.2 – Links to NRL Policies & Guidelines (NRL National Registration Policy)



1.12 Suspended and Disqualified Person – Officials / Parents / Supporters / Spectators

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

The following restrictions apply to any coach, manager, trainer, match or club official who has been suspended and or disqualified by any affiliated Community League or Disciplinary Tribunal.

A PERSON SUSPENDED or DISQUALIFIED FROM All Rugby League activity.

- » Cannot be inside the spectator fence or rope (the playing area) at any ground at any time whilst games and training are taking place
- » Cannot be in the dressing room at any time with any team
- » Cannot have any official involvement in club or Committee activities, meetings etc. – however the League board may allow suspended persons limited involvement in various activities
- » Cannot be involved in team warm up activities or matches at team talks prior to and during any Rugby League Activity.
- » 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. League Administrators, in consultation with the respective Panel's Chairperson, have the discretion to allow a suspended player to coach, train, referee or officiate upon application.

Parents / Spectators / Officials Banned from Attending Junior League Matches

Parents, spectators, and any other officials or players of the game who are banned from attending Junior League matches by a Junior League Affiliated Tribunal must not be in attendance at any Community Rugby League match, including, but not limited to:

- » Junior League Matches, including trial games
- » Schoolboy Rugby League Matches
- » Club Heritage Matches
- » League Gala Days and the like

Should a person banned from attending Junior League matches be found in breach of these conditions, the hosting club has the responsibility to request the match be suspended until such time as the offending person leaves the venue. The club is to report the matter to the relevant Junior League Manager and / or the NSWRL. The relevant Tribunal will issue a Code of Conduct Breach Notice. Following any hearing, the League reserves the right to suspend or deregister any siblings or relatives of the offender as it sees fit.

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 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 League Administrator.



1.13 Trial Games / Carnivals / Gala Days – Approval Process

Clubs wishing to play trial matches may do so only with the prior permission of the relevant Local League Administrator.

LOCAL LEAGUE TRIAL MATCHES

All inter-area trial matches must be approved by the Local League Administrator. Notification should be sent via email.

CROSS-BORDER TRIAL MATCHES

All Clubs must notify their Local League Administrator of any trial matches that will be played in an external area. Hosting Clubs must inform their Local League Administrator of these matches. Notification should be sent via email.

Please remember:

1. Adherence NRL On Field Policy with active accredited Sports Trainers is compulsory
https://www.playrugbyleague.com/media/3098/nrl_on-field-policy_p005_v31_05_02_20192.pdf
2. Adherence to NRL Guidelines for Management of Concussion in Rugby League Policy and associated NSWRL Policies is compulsory
3. Referee/s officiating the match or matches must be accredited and registered for the current season;
4. In the event of a on field or off field incidents of misconduct, reports must be completed and disciplinary processes followed as per NSWRL policy
5. All players must be registered
6. Team sheets are to be completed including all participating players names, coaches names and Sports Trainers. Copies of teams sheets are to be lodged with the Local League administrator before midday on the first business day after the match.
7. Ensure your ground management personnel are across the Heat Guidelines
https://www.playrugbyleague.com/media/1936/heat-guidelines_with-changes1.pdf
8. Official sign on sheets should be used for all trial matches. 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 or Region).

EVENT SANCTIONING – AFFILIATED ENTITIES

Any direct affiliate who wishes to **host** a Knockout Carnival / Gala Day / Tournament / Sevens or Nines or like competition needs to apply, in writing, to their Local League Administrator and complete the appropriate Sanctioning Form.

Local League Events (teams from within the same League participating) will require the sanction of their Local League Administrator only.

Cross-Border Events (teams from different Leagues participating) will require the sanction of their Local League Administrator to either:

- a) Host the event
- b) Attend and participate in an event being held within a different League

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

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



Clubs and teams that attend events that require an overnight stay will need to complete an NRL Application to Tour Form.

Any 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 Local League or NSWRL.

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.

NON-AFFILIATED ENTITIES

Bodies not affiliated with NSWRL who wish to **host** a Knockout Carnival / Gala Day / Tournament / Sevens or Nines or like competition need to seek approval, in writing, from the Local League Administrator. Following this, approval will also need to be sought from NSWRL via submission of the appropriate Sanctioning Form.

Any non-affiliated body seeking sanctioning of an event needs to obtain and provide proof of specific event Public Liability insurance and Personal Injury, Accident and Total and Permanent Disability cover for all participants.

Please note: all event sanction approvals are at the sole discretion of NSWRL.

Reference Documents Appendix 10.1 – Links to NSWRL Policies & Guidelines (NSWRL Event Sanctioning Form)

SECTION 2

ADMINISTRATION

JUNIOR LEAGUE CLUB



2.1 Child Protection Policy

1. Application

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

The Policy has been endorsed by the NSWRL and incorporates and supports the NRL 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, the ACT, QLD and VIC 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, regions 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, districts and regions.

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, region or the NSWRL immediately. Any report made to the affiliated club, district or region of the NSWRL will be immediately reported to the police or relevant government agency. The club, district or region 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 Community Rugby League clubs affiliated with the NSWRL must comply with the relevant legislation when employing workers (paid or voluntary) (“**Workers**”) if involved with a Community Rugby League team, Community Rugby League Club, Community Rugby League Association or Community Rugby League State Body. A link to the relevant legislation is noted below.



NSW: <https://www.kidsguardian.nsw.gov.au/child-safe-organisations/working-with-children-check>

ACT: https://www.accesscanberra.act.gov.au/app/answers/detail/a_id/1804/~/working-with-vulnerable-people-%28wwwp%29-registration

4. Taking Images of Children

A high level of care needs to be exercised by clubs, associations, districts, regions 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 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, region, association, or affiliate, with appropriate consent forms completed. The NSWRL urges clubs, districts, regions, 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 10.1 – Links to NSWRL Policies & Guidelines (NSW CRLA Photography Consent Form)



2.2 Child Protection Policy (Statutory Declaration Process)

A statutory declaration and associated consent and undertaking process is not a mandatory requirement. It can only be used for people who are exempt by the regulations from the requirements of the *Child Protection (Working with Children) Act 2012* to hold a Working With Children Check clearance.

There are two parts to the process.

Statutory Declaration

This is a declaration by the exempt worker that they have no offences that would bar them from working with children under Sch 2 of the *Child Protection (Working with Children) Act 2012*. The second page is to be completed by any authorised witness under the *Oaths Act 1900*.

Consent and Undertaking

This form is to be completed with the statutory declaration to authorise the Office of the Children's Guardian (OCG) to conduct a criminal history check as part of the audit functions. It also provides for the applicant to undertake to advise the employer, should they become barred or convicted of a relevant offence.

These documents should be printed double sided and attached together. If your organisation is selected for audit, we will require both documents to have been completed.

The Children's Guardian or a person authorised by the Children's Guardian may audit the accuracy of the statutory declaration. A person may only be authorised to carry out such an audit if the Privacy Commissioner is satisfied and advises the Children's Guardian in writing that the person is able to adequately provide for the security of any information obtained in the exercise of such functions.

Reference Documents

Appendix 10.1 – Links to NSWRL Policies & Guidelines (Statutory Declaration & Consent / Undertaking)



2.3 Child Protection Policy – Working With Children Check (Requirements & Process)

A Junior League Club can be identified by the NSW Office of the Children's Guardian (OCG) as an 'employer' of staff, whether they are paid or volunteer.

Employers have legal obligations around working with children. It is against the law to engage anyone in child related work without a Working with Children Check (WWCC). If an employee (paid or volunteer) requires a check, there are actions the employer must take.

1. Register as an employer with the NSW Office of the Children's Guardian (if you are not already registered)
<https://wwccheck.ccyp.nsw.gov.au/Employers/Registration/Create>
2. List a Club Contact and District or Region Contact (compulsory) to be the point of contact for the NSW Office of the Children's Guardian
3. Inform staff (volunteers) who work with children of their legal obligations under the Child Protection (Working With Children) Act 2012 (whether or not they are required to undergo a Working With Children Check)

Who requires a Working With Children Check or Statutory Declaration?

WORKING WITH CHILDREN CHECK REQUIRED	STATUARY DECLARATION REQUIRED	WORKING WITH CHILDREN CHECK NOT REQUIRED
» Coaches, Managers and Trainers who are NOT a close relative of a child in the team they are engaged with	» Coaches, Managers and Trainers who ARE a close relative of a member of the Team	» Canteen Personnel » Committee Members » Coach, Managers and Trainers with Team Members that are above the age of 18 » Coach, Managers and Trainers that are under the age of 18 themselves

The Child Protection (Working With Children) Regulation defines "close relative" of a person as:

- (a) A spouse or de facto partner of the person or,
(b) A child, step-child, sibling, step-sibling, parent, step-parent, grandparent, step-grandparent, aunt, uncle, niece or nephew of the person,
and includes, in the case of an Aboriginal or Torres Strait Islander person, persons who are part of the extended family or kin of the person according to the indigenous kinship system of the person's culture.

4. Request WWCC or APP numbers from volunteers and verify the details through the employer profile on the OCG website.

This verification step is vital as it creates a link between the Club, the worker and the OCG, which enables the OCG to notify the Club if that person ever becomes barred from working with children. Once you click VERIFY, a short report will be generated indicating the person's status. If the result is CLEARED or APPLICATION IN PROGRESS, you make a record of the verification details. The person can then commence working or volunteering at the Club.

After the APP or WWCC number has been verified, if the applicant becomes barred or is not cleared to work with children, the OCG will contact you and advise you of what to do next.

5. Keep a record of all required information in relation to a volunteers WWCC on the spreadsheet provided by the OCG (see example below).

Employee full name	Date of Birth	WWC number	Start date	Verification date	Verification outcome	Expiry date	Paid or volunteer work
John Smith	20/09/1989	WWC000XXE	1/07/2015	30/06/2015	Cleared	28/06/2020	Paid



6. Notify any staff member who is INTERIM BARRED, BARRED, EXPIRED, CLOSED or NOT FOUND that they must cease any child related work immediately
7. Store records of all Statutory Declarations that are required by volunteers who work with children – these are coaches, managers and trainers who are directly related to a member of the team in which they volunteer
8. Provide any information requested by the NSW Office of Children’s Guardian for auditing purposes

NOTE – AS AN EMPLOYER IN CHILD RELATED WORK, YOU HAVE RESPONSIBILITIES UNDER THE LAW. REFUSING TO PARTICIPATE IN THE AUDIT MAY LEAD TO AN ORGANISATION RECEIVING A FINE FOR NON-COMPLIANCE WITH THE ACT.



2.4 Club Colours / Playing Uniforms

The Secretary of each Community Rugby League Club shall register their club's colours with their Community Rugby 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 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 Community Rugby 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 unable to alter the colour, design or logo of the club uniforms, unless approval from the Community Rugby League Administrator is obtained.

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

In the event of Jumpers clashing in colour, the designated "Away" team will be required to make alternative arrangements.

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
- » Prison ankle bracelets must not be worn

Reference Documents NSWRL Policy 2.9 – Licensing Program

NSWRL Policy 2.25 – Religious Headwear / Clothing

NSWRL Policy 4.9 – Compression Garments



2.5 Club Constitutions and By Laws

Clubs must operate from a standard Department of Fair Trading Model Constitution issued when the Club was incorporated.

Clubs may only alter their Constitution either at an Annual General Meeting or an Extraordinary Meeting and in accordance with the rules of the Constitution and all applicable laws.

Each club shall forward a copy of its Constitution to their 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 Community Rugby League Administrator.

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

All Rugby League clubs must be Incorporated and have a current Constitution.



2.6 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 League.

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

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 MySideline:

- » 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 unless listed in a player's contract.

A player can also not be listed as a defaulter unless the player has been invoiced for the amount due by the entity claiming the debt.



2.7 Hydration, Heat and 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 protect the 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

Reference Documents Appendix 10.2 – Links to NRL Policies & Guidelines (NRL Sun Protection Policy)

Appendix 10.2 – Links to NRL Policies & Guidelines (NRL Heat Guidelines)



2.8 Insurance

Player Insurance

Player insurance payments and other compulsory insurance fees as deemed necessary by the NSWRL (or its delegate) must be paid at the prescribed rates and times.

No player or official, may play or be involved in rugby league competitions played under this Policies & Procedures Manual, or other official activities, if not covered by the prescribed insurance or other protective insurance as determined by the NSWRL (or its delegate).

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.



2.9 Licensing Program

In order to participate in all NSWRL Community Rugby League Competitions, team on-field playing gear (jersey and shorts) must include the NSWRL logo.

The NSWRL logo is a licensed product and only approved suppliers are allowed to manufacture on-field playing gear including this logo.

Accordingly, all teams entering NSWRL competitions must source their on-field playing gear from a NSWRL approved supplier.

A full list of the official suppliers can be found on the NSWRL website – www.nswrl.com.au.

Off field kit and leisure wear does not have to include the NSWRL logo and can be sourced from any supplier.

Community Rugby League Clubs are required to submit artwork for on-field playing gear to their Community Rugby League Administrator for approval before orders are confirmed. The artwork must comply with the NSWRL Licensing Program guidelines for logo placement.

Clubs are also advised to save copies of their invoices for on-field playing gear from their chosen Licensed Supplier. This will ensure that rebates available under the NSWRL Licensing Program are recouped from suppliers and refunded accordingly.

Clubs that choose not to adhere to this policy may be fined, have competition points deducted, or be suspended from finals matches at the sole discretion of the NSWRL in its capacity as the governing body of Rugby League in New South Wales.



2.10 Mandatory Reporting

It is a requirement for Community Rugby League Clubs and Districts and Regions to report to NSWRL any of the following incidents that may occur:

- » The need to engage any emergency service (Police, Ambulance or Fire) at any game day or training (exceptions being non-life threatening game related injuries attended by Ambulance)
- » Any financial impropriety by any office bearer within the Junior League Club, District or Region that is officially reported to Police
- » Any registered participant that is charged with an offence that is related to child abuse or child endangerment
- » Any registered participant that is listed as BARRED from working with children by the NSW Office of the Children's Guardian



2.11 Maximum Age to Play Rugby League

The maximum age to play Community Rugby League is sixty-five (65) years.



2.12 Medical Exemptions

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

Further to the application of any policy incorporated into this Policies & Procedures Manual (including each of the documents referred to in Part 10), 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 (in accordance with the restrictions on doing so, including those set out in Policy 2.20 and Policy 2.30) 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.

Reference Documents NSWRL Policy 2.20 – Playing a Player Below Their Natural Age Group (Playing Down)
 NSWRL Policy 2.28 – Weight & Age Guidelines



2.13 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.



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

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

Reference Documents NSWRL Policy 2.15 – Monarch Blues Tag Competition Rule Modifications



2.15 Monarch Blues Tag Competition Rule Modifications

The following modifications of rules and policies will be applied to all Monarch Blues Tag competitions and participants.

Playing in More Than One Club / Playing in More Than One District or Region

Players participating in both Tackle and Monarch Blues Tag competitions are allowed to participate in two different Clubs and if necessary, two different Leagues or Regions if a Club does not field teams in both formats of the game.

In SYDNEY METRO the players “tackle” Club shall be the primary Club and a permit will be allowed to play “tag”. The player must complete their registration (permit) at their secondary club as a League Tag participant.

In REGIONAL AREAS the players “tag” Club shall be the primary Club and a permit will be allowed to play “tackle”. The player must complete their registration (permit) at their secondary club as a Tackle participant.

Minimum Age to Play Open Age

The minimum age to participate in Open Age Monarch Blues Tag Competitions is 16. The player must have turned 16 before they are eligible to participate.

In Regional areas, application can be made to participate before the age of 16 if extenuating circumstances exist.

Duration of Matches

The duration of all Monarch Blues Tag Competition matches are as follows:

Under 11	2 x 20 minute halves
Under 13 / Under 15 / Under 17 / Open Age	2 x 25 minute halves
Over 35s	2 x 25 minute halves

Interchange

All Monarch Blues Tag competitions have an unlimited interchange rule.

Mercy Rule

The Mercy Rule does not apply in Monarch Blues Tag competitions.

Number of Players on the Field

The minimum number of players required for competition is as follows:

Under 13 / Under 15 / Under 17 / Open Age / Over 35s	Minimum eight (8) players
Under 11s	Minimum six (6) players

Player Equipment

Tags provided by NSWRL are the only tags which are allowed to be used in all Monarch Blues Tag competitions.

Tag belts are not allowed to be used in competition matches.

Finger Nails

Finger nails must be kept short to prevent injury to you as a player and your opposition. As a guideline, nails should not be seen from the underside of the finger. Acrylic and gel nails are permitted as long as they adhere to the previous point and are rounded and not sharp in any way.



PLAYING A PLAYER ABOVE THEIR NATURAL AGE GROUP (PLAYING UP)

For League Tag (Monarch Blues Tag) competitions, players may participate in competitions a maximum of 3 years above their natural age (i.e. a player turning 12 this year may play in an Under 15s competition but NOT in an Under 16s competition).

This will operate as per PLAYER PLAYING ONE YEAR ABOVE THEIR NATURAL AGE GROUP rules as above. This will not require the additional approval of a Senior Club Coach.

Any application to vary from the rules as they apply to League Tag competitions should be made through the Local League to the NSWRL.



2.16 NSWRL Communication Protocol

At all times, Clubs should follow the protocol between below when initiating contact with the NSWRL.

1. All contact between a Club and the NSWRL should be made through the Secretary of the Club involved
2. Initial contact should be made by email to communityrl@nswrl.com.au
3. The appropriate NSWRL staff member will respond to the email in a timely manner

IN CASE OF AN EMERGENCY ISSUE

4. Please contact the NSWRL Community Rugby League Manager (Peter Clarke pclarke@nswrl.com.au)
5. And / or the NSWRL Head of Community Engagement & Communications (Tracie Edmondson tedmondson@nswrl.com.au)

IN THE CASE OF A COMPLAINT BY AN INDIVIDUAL AGAINST A CLUB / DISTRICT / GROUP OR REGION

6. In the first instance please contact your Community Rugby League District / Group or Region
7. If you cannot resolve the issue at a District / Group or Regional level, please contact NSWRL (as per 2) with evidence of your attempts to resolve through your District / Group or Region

It should be noted that if the correct Communication Protocol, as above, is not followed, Clubs and individuals will be asked to follow the protocol as described.



2.17 NSWRL Regional Member Travelling & Touring Teams

Interstate Travel and Activities

Any team under the auspices of a NSWRL District or Regional Member representing any club or NSWRL District or Regional Member that wishes to travel / tour interstate for the purposes of playing rugby league or otherwise representing the sport shall:

- » have completed and submitted an Application to Travel/Tour in the form prescribed by NSWRL no later than six (6) weeks prior to departure;
- » not undertake any such travel or tour activities except with the prior permission of the relevant club, NSWRL District or Regional Member and the NSWRL.

International Travel and Activities

Any team under the auspices of a NSWRL Regional Member representing any club or NSWRL District or Regional Member that wishes to travel / tour internationally for the purposes of playing rugby league or otherwise representing the sport shall:

- » submit to the NSWRL an expression of intention to tour one (1) year prior,
- » have completed and submitted an Application to Travel/Tour in the form prescribed by the NSWRL no later than six (6) months prior to departure;
- » only be considered for approval providing that each of the members of the touring party are aged 17 years or older; and
- » not undertake any such travel or tour activities except with the prior permission of the relevant club, NSWRL Regional Member and the NSWRL.



2.18 Play / Train Policy

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

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

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

- » The District or Region they wish to leave
- » The District or Region they wish to go to
- » The NSW Community Rugby League Association (if it has jurisdiction over the Districts or Regions referred to in the two preceding points); and
- » The NSWRL

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

- » The District or Region they are affiliated to
- » The District or Region they wish to train in
- » The NSW Community Rugby League Association (if it has jurisdiction over the Districts or Regions referred to in the two preceding points); and
- » 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 Community 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 CRLA 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 CRLA and the NSWRL.

Where Districts and Regions come together and offer “Combined District Competitions”, Community Rugby League clubs will still maintain the identity of the District or Region to which they are affiliated to; that being, the District or Region that they are domiciled in.



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

NATURAL AGE GROUP

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 (e.g. A child born in the year 2000 can play Under 15s in 2015, as they will turn 15 in that calendar year. A child born in 2005 can play Under 10s in 2015 as they will turn 10 in that calendar year).

AGE GROUPS

Unless otherwise approved by a Club and a District or Region (using one of the processes below) players will play in their correct and natural age group which is outlined above.

Participants in Under 6s to Under 12s are strongly encouraged to play in their natural age group. Exemptions may be granted for participants to play up one age group only. Exemptions in these age groups to play two years or more above their natural age groups will not be considered as per the Laws of the Game.

PLAYERS PLAYING ONE YEAR ABOVE THEIR NATURAL AGE GROUP

A player shall be allowed to play in an age grade competition that is one year above the competition that he or she 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 Playing in a Higher Age Group Consent Form before taking the field. This form must then be sent to the League Administrator at the earliest convenience after participation. The form must be authorised and uploaded to the player's member record on MySideline.

PLAYERS PLAYING TWO YEARS ABOVE THEIR NATURAL AGE GROUP

In exceptional circumstances only, a club can apply to the NSWRL to have a player permitted to play two years above the age group that he or she is naturally eligible to play in under the following conditions:

- » A Playing in a Higher Age Group form, with parental consent, is to be completed and submitted to the Junior League for approval
- » The application must be accompanied by a letter from a Senior Club Coach (SCC) or local NRL Game Development Officer as a minimum requirement that outlines the player's ability to take part in an age group two years above their natural age group
- » In SYDNEY METRO – Once approved by the District, the application should be forwarded to the NSWRL for final approval before the player can take the field in the higher age group
- » In REGIONAL AREAS – The player is able to take the field in the higher age group once parental approval and SCC or GDO letter is obtained. Both parental approval and SCC or GDO letter must be forwarded to NSWRL at the earliest convenience for final approval
- » The decision of the NSWRL will be final and no appeal available to any decision made
- » If approved, the form will be authorised by NSWRL and uploaded to the player's member record on MySideline

DUAL AGE GROUP COMPETITIONS – PLAYING ONE YEAR ABOVE THEIR NATURAL AGE GROUP

If there is no competition in the player's natural age group, then the player is eligible to play in an age group one year above (e.g. if a player is turning 17 in a calendar year and there is no Under 17s competition offered for players the player is eligible to play Under 18s). Player will still be required to complete a Playing in a Higher Age Group Consent Form (as per PLAYERS PLAYING ONE YEAR ABOVE THEIR NATURAL AGE GROUP above).



DUAL AGE GROUP COMPETITIONS – PLAYING TWO YEARS ABOVE THEIR NATURAL AGE GROUP

If a player wishes to participate in a dual age group competition (e.g. Female Tackle Competitions where age groups offered are Under 14 then Under 16 then Under 18) from an age group that is not within that dual age group (e.g. player turning 12 wishing to play in Under 14s (that includes Under 13s and Under 14s players) or Under 14s player wishing to play in Under 16s (that includes Under 15s and Under 16s) then only under exceptional circumstances the player can apply to play in the higher age group using the process for PLAYERS PLAYING TWO YEARS ABOVE THEIR NATURAL AGE GROUP.

PLAYERS RESPONSIBILITY TO THEIR OWN TEAM

Any player granted permission to play in a higher age group is required to fulfil their obligations to their correct (natural) age group before playing in a higher age group. For example, if a players natural age group is Under 10s then that player shall not be permitted to play in any Under 11s for their Club if that Clubs Under 10s team has insufficient players to properly compete in the competitions in which they participate.

If a player is granted permission to play in a higher age group for the entirety of a season, then that player, once approved, will not be able to play 'down' in their natural age group in that season (i.e if an Under 10s player requests to register in an Under 11s team at their Club and is approved, they cannot then play in the Under 10s team at that Club in that season).

It should also be noted that players who have been granted permission to play in a higher age group are not permitted to take the field before a player of the correct age in the team in the higher age group. For example, an Under 10s player shall not be permitted to start a game in Under 11s while a correct aged Under 11s player is on the reserve bench.

LEAGUE TAG (MONARCH BLUES TAG) COMPETITIONS

For League Tag (Monarch Blues Tag) competitions, players may participate in competitions a maximum of 3 years above their natural age (i.e. a player turning 12 this year may play in an Under 15s competition but NOT in an Under 16s competition).

This will operate as per PLAYER PLAYING ONE YEAR ABOVE THEIR NATURAL AGE GROUP rules as above. This will not require the additional approval of a Senior Club Coach.

In Open Age League Tag (Monarch Blues Tag) Competitions, players are not able to participate until the calendar year in which they are turning 16 years old.

Any application to vary from the rules as they apply to League Tag competitions should be made through the Local League to the NSWRL.

Reference Documents

Appendix 10.1 – Links to NSWRL Policies & Guidelines (NSW CRLA Playing in a Higher Age Group Consent Form)

NRL Junior Rugby League Laws: 8-12 Years Official 2020



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

A player shall participate in their correct / natural age group (i.e. if a player is turning 9 in the current calendar year, they shall play Under 9s).

Exemptions to play down an age group may be considered through a formal application process relating to one of the below Policies / Laws:

- a) Medical Exemption by application to the NSWRL CMO
- b) NSWRL Weight and Age Guidelines
- c) Competitions which have approved the use of the NRL 18 Month Registration Window

Reference Documents

NSWRL Policy 2.12 – Medical Exemptions

NSWRL Policy 2.28 – NSWRL Junior League Weight and Age Guidelines



2.21 Player Electronic Match Day Cards / Sign on Sheets

Player Electronic Match Day Cards / Sign on Sheets are to be presented prior to sign on and should be available 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 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 League Administrator or Regional Manager and / or District or Regional match committee decides otherwise.

A team manager is entitled to check players' Match Day 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 League Administrator prior to 5:00pm on the Tuesday following the match.

Unavailable Player's Electronic Match Day Cards

Team managers should check weekly to ensure all players and team officials identification is available for games. If an individual player's Electronic Match Day Card is not able to be produced 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 Electronic Match Day Cards are for some reason unavailable, they should advise the League Administrator in sufficient time so other authorisation can be arranged before the game.

In the event of team officials becoming aware on gameday that Electronic Match Day Cards are unavailable, 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 Electronic Match Day Cards should be 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 preparation, there is provision for the game to be awarded to the opposing team.



2.22 Player Transfer Policy – Community Rugby League

PURPOSE

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

The intention of the NSW CRLA 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.

With this purpose in mind, all Transfer Requests will be considered in the context of the best interests of the game. Any Transfer Request, whether in breach of this policy or not, may be denied if it is deemed not to be in the best interests of the game.

For the purposes of this policy, players will be considered to be transferring into another team within their 'natural' age group, or the age group above if the Club requesting the Transfer does not have a team in the player's 'natural' age group.

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

1. Players transferring into a team participating in a competition aged U18 or above;
2. Players in relation to Community Rugby League where that Player has not previously Registered to play Community Rugby League for a Club in Competitions at any time;
3. Players who have previously registered to play Community Rugby League 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.
4. The movement of players to or from a club where they will or have only played League Tag / Monarch Blues Tag

This Policy is intended to improve the balance and integrity of competitions, particularly those in higher divisions. As such, the policy will be strictly enforced in these competitions (eg. Gold/Division 1 competitions). Where it is determined to be in the best interests of the game, a degree of flexibility may be applied in lower division competitions in consultation with the clubs involved.

Where a player applies to move clubs after the season has commenced, the guidelines of the NSWRL Community Rugby League Policies & Procedures Manual will apply in the first instance. Any application for consideration of exceptional circumstances (other than player relocation across a large distance) will not be considered if the player has played more than 3 matches for their existing club in the current season.



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.

Constitution means the constitution of NSW CRLA, as amended from time to time.

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

Development Player Quota means the number of Players within a club/age group who have been selected in a Development Squad at any time within the last 12 months. Due to the variation in Development Squad sizes and team numbers in different Districts and Regions, there is currently no Quota in force across NSWRL Community Rugby League Districts. Individual districts may enforce their own guidelines in this regard.

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

Existing Club means the most recent Club that a Player was registered to and played a match with during the last 24 months.

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

Game means the sport of rugby league.

Community Rugby League means age-limited Competitions for players aged 18 years and under.

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.

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

National Clearances Policy means the *NRL National Clearances and Permits Policy v2.3* 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.

NSW CRLA means New South Wales Community Rugby League Association Incorporated, **ABN 53 272 744 791**.



NSWRL League means each of the regional governing bodies of the NSWRL, including, but not limited to:

- a) Balmain District Junior Rugby League
- b) Canterbury Bankstown District Junior Rugby League
- c) Cronulla-Sutherland District Junior Rugby League
- d) Manly-Warringah District Junior Rugby League
- e) North Sydney District Junior Rugby League
- f) South Sydney District Junior Rugby League
- g) St George District Junior Rugby League
- h) Sydney Roosters Junior Rugby League
- i) Parramatta District Junior Rugby League
- j) Penrith District Junior Rugby League
- k) Wests Tigers Macarthur District Junior Rugby League
- l) *Canberra District Junior Rugby League*
- m) *The Regions associated to each of the NSWRL's Regional Members and / or affiliated competitions*

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 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 within a club/age group who have played Representative Football at any time in the last 24 months, determined by each League by 30 November each year in respect of the next rugby league season. If the District is participating in a NSWRL Conference Competition the quota shall be five (5) Players.

Representative Football the Elite Competitions conducted by the NSWRL or QRL in the 16, 17 and 18 years age groups, namely the Andrew Johns Cup, Harold Matthews Cup, Laurie Daley Cup and S.G. Ball Cup within the NSWRL and the equivalent competitions in QRL, and Regional U14s and Under 15s Championships.

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 Community Rugby League for the purposes of this Player Transfer Policy.

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

Transfer Permission means permission granted by an Existing Club's 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 League; and
 - c) Obtain a Registration Permission from the New Club's League.
- 2) For the purposes of rules 1(a) and 1(b), where the Existing Club's League and the New Club's League is the same 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 rule 6, a League or the NSWRL 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 in respect of Players, who played in the same team for the same Club in the last Season of Community Rugby League, to move to the same New Club for the next Season.
 - b) If four (4) or more Transfer Permissions have already been granted in respect of Players, who played for any Club within the League concerned in the last Season of Community Rugby League, 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 is classified as a Representative 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 18 months, **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 or been selected in a Development Squad within the last 12 months, and where the team which the Player intends Registering to play for with the New Club already contains the number of **Representative/Development Players** which is equal to or greater than the League/Competition **Representative/Development Quota** (see Definitions, P2 & 3).
- 5) Subject to rule 6, a League or NSWRL may refuse to grant Registration Permission in any of the following circumstances:
 - a) If two (2) or more Registration Permissions have already been granted in respect of Players, who played within the same team for the same club in the last Season of Community Rugby League, to move to the same New Club for the next Season.
 - b) If four (4) or more Registration Permissions have already been granted in respect of Players in the same age group, who played for any External Leagues in the last Season of Community Rugby League, to move to 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 18 months, 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 or been selected in a Development Squad within the last 12 months, and where the team which the Player intends Registering to play for with the New Club already contains the number of **Representative/Development Players** which is equal to or greater than the League/Competition **Representative/Development Quota** (see Definitions, p2 & 3).
- 6) The League or NSWRL **may** grant a Transfer Permission or a Registration Permission which would otherwise breach this Policy in what it determines to be **“Exceptional Circumstances”**. In all examples, applications for consideration of exceptional circumstances will be assessed in the context of the best interests of the game. These considerations are intended for use in providing some flexibility in the limiting of player movement in lower divisions rather than compromising the application of rules in Division 1 competitions, particularly with regard to Grand Final teams. For the purpose of this Policy, **“Exceptional Circumstances”** may include but is not limited to:
- 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; andwhere 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/her 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.
 - d) Where a player that was previously registered to a Division 1 team (this includes competitions with only one Division) at any time with the previous 18 months, and the Club which the player intends Registering to qualified for the Division 1 Grand Final, but the player intends to solely participate with the same Clubs Division 2 side in the coming season (player will be deemed unqualified if they participate in the Division 1 side at any time during the season).
- 7) 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 7.

Where the Existing Club’s League and the New Club’s League is the same League and teams involved participate in a Community Rugby League competition conducted solely by that 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 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 7(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 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 League General Manager/Administrator shall, after having considered the Appellant's Appeal, refer the Appeal on to the nominated Head of the Appeals Committee 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 representatives of the relevant League.
- 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 League is different to the New Club's League or the teams involved participates in NSWRL Conference Competitions

- f) In any case where an Appeal concerns a Transfer Decision involving or concerning more than one League:
 - i) The application for Leave to Appeal shall be made to, and determined by, the NSW CRLA Appeals Chairperson(s); with rules 7 (a), (b), (c) and (e) applicable.
 - ii) Appeal Applications are to be completed on the NSW Community Rugby Leagues Association 'Request for Leave to Appeal NSWRL Player Transfer Policy Decision Form'.
 - iii) The presiding three NSW CRLA Appeals Chairperson's shall, after having considered the Appellant's Appeal, either;
 - (1) Deny the Appeal having considered the evidence provided,
 - (2) Uphold the Appeal without holding a formal hearing, based on the evidence provided, or
 - (3) Grant a formal appeal hearing, requiring the attendance of the Appellant who may bring with them one parent/guardian as a representative.

Reference Documents

Appendix 10.1 – Links to NSWRL Policies & Guidelines (NSW CRLA Transfer Policy Appeal Form (Online))



2.23 Playing Field Lighting Requirements

NSWRL, in accordance with the Australian Standards for sports lighting requires a minimum of 100 lux (luminance) for any competition match to take place.

NSWRL, in accordance with the Australian Standards for sports lighting requires a minimum of 50 lux (luminance) for any type of training activity to take place.



2.24 Racial, Religious and Sexual Vilification Reporting Process

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 or region. 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

Reference Documents Appendix 10.2 – Links to NRL Policies & Guidelines (NRL Member Protection Policy)



2.25 Religious Headwear / Clothing

The NSWRL acknowledges the necessity for some players to wear an altered playing uniform (headwear and long sleeves / legwear) based on their religious beliefs.

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

Written approval should be kept readily available at each game to present to the Referee is requested.

Players wearing religious headwear are advised that they must at all times wear headgear.



2.26 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.

Social Media and the NRL National Code of Conduct

All participants – all players, coaches, sports trainers (including League Safe Officers), match officials, club officials, volunteers, parents / carers as well as spectators – are bound by the NRL National Code of Conduct which states ‘understand that cyber-bullying, which includes negative or demeaning comments, status posts, personal messages or emails, is deemed as a serious form of harassment’.

Any behaviour that is deemed to be in breach of the NRL National Code of Conduct may be deemed as an offence which may require investigation and possible suspension or any other penalty deemed fit by a NSW CRLA Code of Conduct Tribunal.



2.27 Video and Photography Policy

Except as otherwise provided for in this section 2.27, any person (including without limitation any person engaged by any Junior League, any Junior League club or team) wishing to take, make or record video footage or photographs must first seek and obtain the prior written permission of the NSWRL.

For the avoidance of doubt and unless otherwise specified in this section 2.27, no person (including any person engaged by any Junior League, any Junior League club or team, or any other person) may film or record any video footage or photographs of any match (including anything in connection with a match) without the person (and any relevant Junior League, Junior League club and team) first obtaining the prior written permission granted by the NSWRL for the person to take the video footage/photographs in any circumstances where the purpose (or a purpose) of taking the photograph, making a recording of or filming that video footage, or doing any connected act or thing, is or might be to broadcast, live-stream, disseminate or distribute in any similar or analogous way (whether in consideration for the payment of any amount of money or not, and whether the broadcasting, live streaming, dissemination and/or distribution is done on a subscription basis or on any other basis) the photograph, video footage or recording (or any part of it).

Further, except in the case of the NSWRL having given its prior written permission which is able to be produced and evidenced to the Ground Manager at his or her request, the Ground Manager is to and must ensure that no person in attendance at any match (including any person engaged by any Junior League and any Junior League club or team) films, videos or audio-visually records a match (or any part of a match, or anything in connection with a match) for the purpose of broadcasting, live-streaming, disseminating or distributing in any similar or analogous way (whether in consideration for the payment of any amount of money or not, and whether the broadcasting, live streaming, dissemination and/or distribution is done on a subscription basis or on any other basis) that material to any other person or persons.

The sole exception to the application and enforceability of the above requirements, for NSWRL-granted permission being obtained, is where the filming, recording and/or photography is undertaken solely for personal use, and where the subject material is not live-streamed, broadcast, disseminated or distributed on a wider basis or to a wider audience.

Any person filming, photographing or recording in accordance with permission granted by the NSWRL must provide proper identification such as a current Driver's License and contact details if requested. That person granted permission shall:

- » Remain in a designated area
- » Not involve him/herself in any incident
- » Not enter the field of play
- » Provide any video evidence on request and will be provided with a receipt for same (the club requesting the video or photography must provide clear identification for the photographer)

It is Junior League Policy to rely upon any video, DVD, laptop or any similar electronic evidence which may have been captured either within the playing area or outside of the playing area for the purposes of any citings, match review or Code of Conduct matters. Clubs wishing use any video, DVD, laptop or any similar electronic evidence as evidence in any potential citings, match review, Judiciary or Code of Conduct matters must submit this evidence to the League 24 hours prior to the relevant hearing date, clearly marking the time of the incident on the video. The League will require submission of a full and unedited version of any such evidence.

ANY BREACH OF, OR CONTRAVENTION OF THE RULES SPECIFIED ABOVE IN THIS SECTION 2.27 IN RELATION TO THE FILMING, PHOTOGRAPHING, RECORDING ETC SHALL BE CONSIDERED BY NSWRL TO BE A SERIOUS BREACH OF THE TERMS AND CONDITIONS PURSUANT TO WHICH THAT THE PERSON IS A PARTICIPANT IN THE SPORT OF RUGBY LEAGUE.

FOR THE AVOIDANCE OF ANY DOUBT, NSWRL FULLY RESERVES THE RIGHT TO IMPOSE SANCTIONS FOR ANY BREACH OF, OR CONTRAVENTION OF THE RULES SPECIFIED IN THIS SECTION 2.27.



Use of Child Images in your Website or Newsletters and otherwise

Section 6.2 of the NRL Member Protection Policy sets out the applicable policy and rules which must be complied with in relation to the use of images of children. All participants, including all Junior Leagues, Junior League clubs and any person engaged by any of them) must comply and at all times act in accordance with the NRL Member Protection Policy in relation to the taking of, and use of images of children.

Specifically, section 6.2 says:

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.

National Rugby League Member Protection Policy – July 2015 9 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 objection.

ANY BREACH OF, OR CONTRAVENTION OF THE RULES SPECIFIED ABOVE IN THIS SECTION 2.27 IN RELATION TO THE USE OF IMAGES ETC OF CHILDREN SHALL BE CONSIDERED BY NSWRL TO BE A SERIOUS BREACH OF THE TERMS AND CONDITIONS PURSUANT TO WHICH THAT THE PERSON IS A PARTICIPANT IN THE SPORT OF RUGBY LEAGUE.

WITHOUT LIMITING THE SCOPE AND OPERATION OF THE NATIONAL RUGBY LEAGUE MEMBER PROTECTION POLICY, NSWRL FULLY RESERVES THE RIGHT TO IMPOSE SANCTIONS FOR ANY BREACH OF, OR CONTRAVENTION OF THE RULES SPECIFIED IN THIS SECTION 2.27.

Reference Documents Appendix 10.2 – Links to NRL Policies & Guidelines (NRL Member Protection Policy)



2.28 Weight and Age Guidelines

Community Rugby League Weight Dispensation Guidelines

Players may apply for dispensation to participate in an age group one (1) year below that of their 'natural' age (the age that they turn/become in the current calendar year). This will be approved for players who are judged to be within the required Weight Limit as listed below.

Any participant who is granted dispensation to play down in a lower age group is NOT permitted to participate in their natural age group in the same season.

The Community Rugby League Weight and Age Guidelines apply to tackle competitions only.

Lower Weight limit based on approximately the 15th percentile of males in the general population.

- U6: N/A
- U7: players 21kg or under may play U6
- U8: players 23kg or under may play U7
- U9: players 26kg or under may play U8
- U10: players 29kg or under may play U9
- U11: players 33kg or under may play U10
- U12: players 37kg or under may play U11
- U13: players 42kg or under may play U12
- U14: players 48kg or under may play U13
- U15: players 53kg or under may play U14
- U16: players 55kg or under may play U15
- U17: players 58kg or under may play U16
- U18: players 60kg or under may play U17
- Players turning 19 in the current year and 62kg or under may play U18

Female Competitions

For mixed competitions and female only competitions in the U6 – U12 age group, the above guidelines are available for use. For female only competitions U14 – U18 the following Weight Dispensation limits will apply:

- U14 – Players turning 13 in the current year and;
 - 38kg or under may play in U12 female only competitions
 - 42kg or under may play in U12 mixed competitions
- U16 – Players turning 15 in the current year and 44kg or under may play U14
- U18 – Players turning 17 in the current year and 48kg or under may play U16
- Players turning 19 in the current year and 51kg or under may play U18

These guidelines are approved for use within NSWRL affiliated competitions for the season in which the dispensation has been approved. That is, any approval is for one season only. Local League Administrators may use discretion when approving or denying dispensations based on participants previous playing record.

Players wishing to play down an age group

These players must make application to the League to be considered for eligibility for the age group below. In this instance a NSWRL appointed official would weigh the players concerned and if eligible mark these players' records as being eligible for the age group requested. Once weighed and verified, the player will not be required to be weighed for the remainder of the season.



Development and Junior Representative Players

Any participant that is considered a Junior Representative player as per the NSWRL Player Transfer Policy is ineligible to apply for dispensation under the Weight and Age guidelines.

Any participant that is considered a District / Regional Development player may be refused dispensation under the Weight and Age guidelines at the sole discretion of the local League Administrator.

Final Approval

All applications are subject to final approval by NSWRL and may be reviewed at any point during a competition season. That is, a player approved to play down an age group may have their approval removed to protect the integrity of age-based competitions.

Community Rugby League Weight Restriction Guidelines

The NSWRL and affiliated Leagues may also offer competitions utilising a Weight Restriction within an Age Group. In addition to standard Age-based competitions, competitions may be conducted using the weight restrictions below. For example, there may be an U10 Div. 1, U10 Div. 2 and an U10 Weight Restricted competition. In this case, any player weighing above the weight restriction would be required to participate in Div. 1 or Div. 2 rather than the Weight Restricted Division.

Upper Weight limit based on approximately the 90th percentile of males in the general population

- U6 & U28kg
- U7 & U31kg
- U8 & U36kg
- U9 & U41kg
- U10 & U48kg
- U11 & U55kg
- U12 & U62kg
- U13 & U68kg
- U14 & U75kg
- U15 & U81kg
- U16 & U84kg

Note: A player may also play above their natural age in order to comply with the above guidelines if their club does not have a team in an appropriate Division.

Player Eligibility for Weight Restricted Competitions

Any team who nominates for a Weight Restricted Competition will be required to make their team available for weighing prior to the commencement of the competition. A NSWRL/League nominated official will then weigh each member of the team prior to them being allocated to that team and allowed to participate. Similarly, any player wishing to join the team late or player up from a lower age group must be weighed prior to taking part.

Once weighed and deemed eligible a player will not be required to be weighed again during the season. Likewise, if weighed and deemed ineligible, a player will NOT be permitted to be weighed again at a later date in an attempt to become eligible through losing weight.

SECTION 3

COMPETITIONS

nswrl.com.au



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.

With regards to washouts, A BYE will not be counted as a win and no points will be allocated.

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



3.4 Competition Structures

For localised competitions, The JL Board, or in the instance of Conference Competitions, the NSWRL (in consultation with the relevant Leagues), 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.
- » The number of teams required for “Cup” and “Plate” competitions.
- » The maximum number of teams per town or city, permitted to play in NSWRL Regional Member “Cup” and “Plate” competitions.
- » The commencement date of NSWRL Regional Member “Cup” and “Plate” competitions.

Prize money payable to any club participating in any finals series in any competition conducted under the auspices of a NSWRL Regional Member, including any prize money for the minor premiership, shall be as determined by the NSWRL Regional Member, subject always to these rules. Subject to any other provisions of these rules (including any provisions allowing for the deduction of fines or other sums of money from prize money amounts) any prize money won by a club will be paid by the NSWRL Regional Member no later than 31 October in the year in which it is won.



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 League Administrator and / or NSWRL representative will not make any changes until the 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 – 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 (30) minutes
Open Age (or equivalent)	Two (2)	Minimum thirty (30) minutes Maximum forty (40) minutes

These times may be changed at the discretion of each Junior League with approval from the NSW CRLA.

Reference Documents NSWRL Policy 2.15 – Monarch Blues Tag Competition Rule Modifications



3.7 Suspended Player Guidelines

Suspensions imposed by NSW CRLA Affiliated Judiciaries and / or Code of Conduct Review Panels apply across all Rugby League activity. When a suspension is imposed by a NSW CRLA 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:

- » Community Rugby League Competitions
- » NSWRL Conference Competitions
- » NSWRL Regional Championships
- » Junior Representative Competitions (Lisa Fiaola, Harold Matthews, Andrew Johns, Tarsha Gale, Laurie Daley and SG Ball)
- » Jersey Flegg
- » Sydney Shield
- » Ron Massey Cup.
- » Harvey Norman Women's Premiership
- » NSW Cup

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 or Regional Community 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 or Regional Community 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 (the playing area) 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	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 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 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 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, NSW Cup, 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 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 stipulated 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 Gratings, Divisions and Re-Gratings

In localised Community Rugby League competitions, the League Administrator (in consultation with their board) will make determination on the following points.

- » Determine the closing date for team Nominations
- » Distribute a nomination form to each club, which contains the terms and conditions on which a club may apply to nominate a team to participate in a competition, noting that a club which enters a team or teams in any competition in a particular season shall not be entitled as of right to enter any team or teams in any competitions in any subsequent season, and that the League Administrator and their board shall be entitled to refuse the application of any club to enter team(s) in its competitions.
- » 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 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 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.



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.

The rationale for this is that the sport of rugby league is a vigorous, high-intensity body-contact physical activity. The strength, stamina and physique generally of boys aged 12 years and older, when compared and contrasted to the strength, stamina and physique generally of girls of a corresponding age (for example, in the case of a comparison between the strength, stamina and physique of 13 year old boys and 13 year old girls) is materially disparate. If boys and girls aged 12 years or more (and within the same age group, such as under 13s) were allowed to compete in the same teams and against each other in competitive rugby league matches, then the competition in those matches would be rendered uneven because of the magnitude of disparity between the relative strength, stamina and physique of girls and boys of the same age.



3.12 NSWRL Regional Members – Clayton Cup

The Clayton Cup is awarded annually by the NSWRL to the best performed first grade team in all NSWRL Regional Member Competitions.

The NSWRL shall seek nominations for the award of the Clayton Cup following the completion of all the NSWRL Regional Member grand finals.

The winner of the Clayton Cup shall be selected by the NSWRL Board, based on a recommendation of the CEO, based on:

- » win / loss records;
- » total points scored;
- » total points conceded;
- » number of games played; and
- » any other criteria which the NSWRL Board considers relevant.



3.13 NSWRL Regional Members – Cup Competition and Plate Competition Rules

Cup Competitions and Plate Competitions are bound by the Competition Rules determined by the NSWRL. The standard rules which shall apply in respect of all Cup Competitions and Plate Competitions are set out below in this rule 3.13. Specific rules for Plate Competitions and Cup Competitions may be made by relevant District Clubs and NSWRL Regional Members provided that any such rules are not inconsistent with the standard rules.

Standard Rules

1. Clubs shall be entitled to pay their team's designated captain / coach a maximum amount of five thousand dollars (\$5000.00) per season.
2. Clubs shall be entitled to pay their other players a maximum of \$40 per match.
3. Any Club found to have breached rules (1) or (2) shall be expelled from the relevant Cup Competition or Plate Competition by the relevant District Club or NSWRL Regional Member.
4. Any Club expelled pursuant to rule (3) shall have to apply for re-entry into the Competition the following year. Any such decision in respect of such an application shall be at the discretion of the District Club or Regional Member in accordance with the NSWRL Rules.
5. Players who have participated in three (3) or more First Grade or "A" Grade Competition matches in any such Competition in the past two calendar years must seek permission from the relevant District Club or NSWRL Regional Member in order to Register to play in any Cup Competition or Plate Competition except in the case of a team's captain / coach or where the NSWRL determines (on an application made to it) that exceptional circumstances apply which mean that the NSWRL should waive the restrictions contained in this rule (5).
6. Players who have participated in ten (10) or more Reserve Grade Competition matches in any Reserve Grade Competition in the past two calendar years must first seek permission from the relevant District Club or NSWRL Regional Member in order to Register to play in any Cup Competition except where the NSWRL determines (on an application made to it) that exceptional circumstances apply which mean that the NSWRL should waive the restrictions contained in this rule (6)
7. In the event that a player relocates to, and takes up residency in a regional or rural community for the first time because of employment, then subject to the approval of the NSWRL, rules (5) and (6) do not apply regardless as to how many matches the player played in the preceding year.
8. Players aged 18 years and younger are ineligible to play in a Cup Competition except in the following circumstances:
 - a) the player is a resident of the community in which the team is based;
 - b) the player is unable to play in Junior Grade Football because of the distances that the player would have to travel in order to do so;
 - c) the nearest Junior Grade Football team that the player would ordinarily be eligible to play for (because of the player's age) already has 20 or more Registered players; or
 - d) if the District Club or NSWRL Regional Member determines that other exceptional circumstances apply.



3.14 NSWRL Regional Members – Trophies

In respect of competitions played under the auspices of NSWRL Regional Members:

- » All trophies awarded as part of the competition or finals series, are the property of the NSWRL Regional Member.
- » The holders of any trophies, shields, cups or the like shall be responsible for the safekeeping of the same and shall, on request, hand them back to the NSWRL Regional Member.
- » The trophy, shield, cup or the like shall be in good order and condition, having regard to the order and condition in which it was received and shall give receipt to this effect to the NSWRL Regional Member.
- » Any Club in possession of a trophy, shield, cup or the like shall, on becoming defunct or inoperative, through any reason, return same to the NSWRL Regional Member.
- » Any damage whatsoever caused to the trophies whilst in the care of the said Club or Team must be rectified and repaired at the cost / expense of the Club / Team. This includes irreparable damage which may involve the total replacement cost of the trophy.
- » Any trophy misplaced and /or lost whilst in the care of the said Club / Team will necessitate the production of a new trophy at the cost / expense of the Club / Team.

SECTION 4

GAME DAY POLICIES

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4.1 Admission Prices, Gates & Season Passes at Regional Member Matches

Each NSWRL Regional Member is responsible for setting maximum ticket prices for matches played in Competitions conducted by them (including all pre-season, trial and finals series matches).

The NSWRL Regional Member shall be responsible for setting ticket prices for adults, concessions, aged pensioners and children under the age of 16 years.

Season passes may be distributed by the NSWRL Regional Member at the commencement of each season and shall be recognised by all clubs during that season subject to any terms and conditions imposed by the NSWRL Regional Member. The NSWRL Regional Member has the discretion to allow or disallow the use of season passes at finals series matches.

All entry and exit gates at match venues shall be controlled to the satisfaction of the NSWRL Regional Member. The NSWRL Regional Member may appoint a representative to supervise same. Clubs, should they derive a direct or indirect benefit from gate receipts, have the right to check the gate receipts of all matches in which they participate

Season passes will not be recognised or be able to be used for entry at any matches not conducted by or controlled by the NSWRL Regional Member.

4.2 Air Quality Policy

Policy to provide participation guidelines to Clubs due to Smoke Pollution

Smoke Pollution can create an increased health risk to athletes. The health impact from Smoke Pollution can vary based on numerous factors such as the athletes age, current health, previous medical conditions and levels and types of activity. Athletes involved in high performance sport can also be at higher risk when performing high intensity prolonged outdoor exercise, such as those required during pre-season training and currently scheduled trial games. In addition, the following people are more likely to be affected by air pollution:

- » People with asthma – exposure to air pollution may worsen symptoms
- » People with lung disease – exposure to air pollution may worsen symptoms
- » Children (up to the age of 14) – higher risk given that lungs are still growing and developing, immune and metabolic systems are still developing and they are more active outdoors than adults; and
- » Older adults.

Pursuant to the Australian Institute of Sport guidelines on Smoke Pollution and exercise, short term exposure to low levels of pollution can be dealt with adequately by the respiratory tract. However, prolonged exposure to higher levels of air pollutants can result in inflammation of the tract which in turn can exacerbate medical conditions such as asthma. This is of increased concern in sports such as Rugby League where prolonged sessions of high intensity exercise can result in an increased volume of air intake and resultant increase in exposure to pollutants.

Air Quality Index

The Air Quality Index (AQI) is an accepted method of objectively measuring air quality that can be used to assist in determining the risks of exposure to athletes training or playing in those conditions. The measure is monitored daily and can be used to identify the following:

- » Air pollution levels at your nearest monitoring site or region;
- » Common contributing pollutants; and
- » The overall health risk associated with a given rating.

The table below can be used to determine what, if any action should be taken to modify currently scheduled training or games according to the AQI in your region.

General Population, low intensity exercise		High Intensity Exercise	
AQI	Recommendation	AQI	Recommendation
VERY GOOD (0-33)	Enjoy Activities	VERY GOOD (0-33)	Enjoy Activities
GOOD (34-66)	Enjoy Activities	GOOD (34-66)	Enjoy Activities
FAIR (67-99)	People unusually sensitive to air pollution- plan strenuous outdoor activities for when quality is better	FAIR (67-99)	Asthmatic athletes: Should have medical review prior to training or playing. Consider moving training indoors
POOR (100-149)	Air Pollution Health Alert Sensitive groups: Avoid strenuous outdoor activities Everyone: cut back or reschedule outdoor physical activities	VERY POOR (100-149)	Air Pollution Health Alert Asthmatics or symptomatic non-asthmatics should not compete or train outdoors. Minimise exposure to pollutants for all athletes by training indoors or modifying rules of the game. (4 quarters, shortened game time etc)
VERY POOR (150-200)	Air Pollution Health Alert Sensitive Groups: Avoid strenuous outdoor activities Everyone: Cut back or reschedule outdoor physical activities	HAZARDOUS (150-200)	Air Pollution Health Alert Outdoor training should be rescheduled indoors. Games should be cancelled, and exposure minimized for everyone.
HAZARDOUS (>200)	Air Pollution Health Alert Sensitive Groups: Avoid strenuous outdoor activity Everyone: Significantly cut back on outdoor physical activities		

(Table modified from AIS recommendations, adapted from NSW Public Health Unit)



For the avoidance of doubt, all Clubs should follow the actions recommended for high intensity exercise when considering the impact of Smoke Pollution on their training and playing programs.

Information on the AQI in New South Wales can be found on the following link:

- » <https://www.dpie.nsw.gov.au/air-quality/current-air-quality>

Further information for you to consider includes:

- » Air quality information on this website updates hourly, but there can be some lag between official numbers and what you are seeing on the ground. This can cause difficulties when trying to decide on any action to take in your area however, as general rule of thumb, if smoke is affecting your visibility then it is likely the AQI will fall in the VERY POOR or HAZARDOS categories.
- » Consecutive days of exposure to pollution can have a cumulative effect and lower the threshold for symptoms. If your area has been affected for a number of days, this should be taken into account when planning activities and training sessions.
- » Increases in intensity or duration of training sessions also increases the exposure to air pollution and its associated impact on athletes. Again, this should be taken into consideration when planning training sessions.
- » Ensure that all asthmatic athletes have an updated Asthma Management Plan and consult the Club Doctor, or their personal doctor, prior to exercising in affected environments.
- » Recent respiratory tract infections increase the risk of developing smoke related symptoms, even in non-asthmatics.

Reference - https://ais.gov.au/position_statements#smoke_pollution_and_exercise



4.3 Alcohol Sales and 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 players aged Under 6 to Under 18 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 Community Rugby League grounds when games involving the Under 19 or Open 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 Community Rugby League ground where alcohol is sold or supplied, and it is established that the sale or supply of alcohol by the Community Rugby League club is a contributing factor; the club concerned may face strong disciplinary action.

At Community Rugby 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 10.2 – Links to NRL Policies & Guidelines (NRL Member Protection Policy)



4.4 Ball Persons / Kicking Tee Runners

A maximum of two ball persons per sideline 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.



4.5 Biting, Gouging, Spitting or Vilification Allegations

When a participant indicates to the Referee that they have been bitten, spat at, eye gouged or subjected to verbal vilification (racial, sexual etc.) the Referee will:

- 1.** Signal time off
- 2.** Witness the injury (bite or gouge mark), or ask the participant to state the offending remark(s)
- 3.** Ask the participant to identify the alleged offender
- 4.** Call on to the field the Touch Judge who is situated on the official table side of the ground (or the Ground Manager if Touch Judge not assigned)
- 5.** Call both Captains and the alleged offender to witness the injury (bite or gouge mark) and / or to hear the allegation
- 6.** In the case of biting or gouging allegations, the Ground Manager shall be called on to the field to take a photograph of the injury
- 7.** The Referee will ask the alleged victim if they wish to proceed with the allegation. If the response is affirmative the complaint cannot be withdrawn.
- 8.** The Referee shall then inform players that he / she will complete a formal complaint form after the game regarding the incident
- 9.** The Tough Judge on the official side of the ground (or Ground Manager if Touch Judge not assigned) will report the alleged offender's jumper number and the complainant's jumper number on the game sign on sheet
- 10.** Play will then resume.

Following the match:

- 1.** The Referee and Touch Judges will complete an Incident Report / Match Report form indicating the nature of the complaint, and in the case of vilification, state the alleged remarks.
- 2.** The Referee will notify the Executive Officer of the Complaint that evening
- 3.** The Executive Officer shall then forward the report to the relevant League Manager who will issue relevant Notice of Charge forms.



4.6 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.

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.

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.



4.7 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).



4.8 Coach / Sports Trainer at Each Game

COACHES

Each team must have an appropriately accredited Coach in attendance before any match can commence.

Coaches on the Field

In specific age groups, coaches may remain on the field with participants during matches to give guidance to young participants.

Coaches are allowed to remain on the field in all matches until the year prior to competitive age groups. This will allow for coaches to remain on the field in all Under 6s and Under 7s matches.

At the discretion of Local Leagues, coaches may remain on the field in the Under 8s age group until 30 June.

SPORTS TRAINERS

The minimum requirements for on-field safety personnel for each match are prescribed by section 1.2 of the NRL On-Field Policy. These vary for each age range and from the under 16 age group upwards require there to be a currently accredited and registered sports trainer at the venue for each team playing in the match.

No match will start under any circumstances whatsoever without, as a minimum, the on-field safety personnel prescribed by the NRL On-Field Policy present and available at the match venue. Reference must be made to the NRL On-Field Policy, where these requirements are specified.

Please note: A Coach cannot act in the role of both an on-field safety person required under the NRL On-Field Policy and Coach during the same game, and vice versa, even if appropriately accredited. One individual is required for each role.

Further to the requirements of NSWRL Community Rugby League Policy 4.15 and this Policies & Procedures Manual generally:

1. The ground manager is required to, and must do all things necessary for the purposes of determining whether or not the persons required to be present at a match in order for that match to be allowed to commence are indeed present in the capacities required;
2. It shall be the responsibility of the ground manager to record (and the ground manager must record) in his or her match day report the names of, and all other details of each of the people identified as being present at a match in order for that match to have been allowed to commence;
3. The ground manager must, in circumstances where he or she is not satisfied that the on-field safety personnel prescribed by the NRL On-Field Policy are present, direct that the match not commence.

FOR THE AVOIDANCE OF ANY DOUBT it shall be considered an egregious and extremely serious breach, by each club participating in a match, to allow or be involved in allowing a match to commence or continue under any circumstances, where one or more of the people required by this Policy 4.8 and the NRL On-Field Policy to be in attendance at the commencement of and for the duration of that match is not in attendance or present, regardless as to the reason for the absence or non-attendance of that person. Without limiting the sanction that might be imposed on a club, the match will be deemed as a forfeit by any team that does not have the required personnel present.



For the avoidance of any doubt, the minimum qualification requirements for sports trainer and other roles specified in these rules are as set out in the applicable NRL Policies incorporated into this Policies and Procedures Manual, including in particular the NRL On-Field Policy.

Reference Documents Appendix 10.2 – Links to NRL Policies & Guidelines (NRL On-Field Policy)

NSWRL Policy 4.15 – Ground Managers



4.9 Compression Garments

Compression garments are defined as any technical garments worn under a players / match official 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.



4.10 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 Community 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 10.1 – Links to NSWRL Policies & Guidelines (NSWRL Critical Incident Management Forms)



4.11 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 minute periods for Junior Rugby League games (Under 9 to Under 12). 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 Junior Rugby League (Under 9s to Under 12s), a try or
- » In International Football (Under 13s to Open Age), 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 who finished higher on the competition ladder at the conclusion of the regular competition rounds will be declared the winner and will progress to the next round of the finals series.



4.12 Electronic Communication Devices

The use of 'walkie-talkies', mobile phones or other electronic devices on the field of play OR within the playing area is prohibited for the purpose of communication between team staff and other team staff either within the playing area or outside of the playing area.

The only exception being the use of mobile phones or tablets to display Match Day Cards for player and team staff identification or for live scoring.



4.13 Football Boots

All 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.



4.14 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 in accordance with the Laws of the Game, any other applicable rules or regulations under which the applicable matches are played, and any directives of NSWRL and the NSW CRLA
- » 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



4.15 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.

Training, 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 and complies with them.

The key tasks of a ground manager are:

- » **ENSURE ANY PLAYERS REMOVED FROM THE FIELD WITH A SUSPECTED HEAD INJURY OR CONCUSSION ARE TO BE MARKED ON THE SIGN ON SHEET WITH HIA NEXT TO THE PLAYERS NAME**
- » 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 or regional junior league manager.
- » Observe and support district or regional club crowd and ground control requirements and report any exceptions.
- » During game day duties, check appropriate accreditations and player identification
- » **DO NOT ALLOW GAMES TO COMMENCE WITHOUT THE NECESSARY TEAM STAFF IN ATTENDANCE AS PER THESE POLICIES & PROCEDURES**
- » Have a list of Local Hospital Emergency Departments or Local Doctors or Medical Centres available to assess injured players

Sports Trainers in Attendance

Ground Managers are responsible for ensuring that each venue or team has appropriately accredited Sports Trainers in attendance before any match can commence. These requirements are outlined in the NRL On-Field Policy.

Ground Managers must identify Sports Trainers through Match Day Cards and their accreditation verified using the same process. Sports Trainers should be marked on the sign on sheet and their signature is required prior to the commencement of the game.

Should a team present without the required Sports Trainer the Ground Manager must direct that the match CANNOT start. All persons must comply with the direction of the Ground Manager that the match not start and it shall be deemed a forfeit.

Junior League Semi-Final Series

The junior league will offer selected club ground managers an opportunity to be part of the junior league district or regional 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 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.

Fields without permanent fencing are required to be “roped-off” to keep spectators a safe distance from the field of play. It is recommended any temporary fencing or “roped-off” area of a playing field should be constructed at a minimum three metres from the external perimeters of the field of play.

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 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.

Reference Documents	Appendix 10.1 – Links to NSWRL Policies & Guidelines (NSWRL Critical Incident Management Forms)
	Appendix 10.2 – Links to NRL Policies & Guidelines (NRL On-Field Policy)



4.16 Hearing Aids

Hearing impaired players are warned of the potential increased risks of participating in body contact sports.

Players wearing behind the ear devices are required to remove the devices before participating in contact sessions.

A medical certificate from an ear and throat specialist is required for players who have cochlear implants, intending to participate in body contact sessions or games.



4.17 Head Injury and Concussion Guidelines

The NSWRL has adopted and fully endorses the NRL Community Rugby League Policy and Guidelines for the Management of Concussion (effective date 9 March 2021). Link to the full Guidelines are below.

https://www.playrugbyleague.com/media/10905/2021-concussion-management-guidelines_2021.pdf

GAME DAY PROCESS AND RETURN TO PLAY ADMINISTRATION PROCEDURE (NSWRL)

Once a player has been removed the field of play during a match by a Sports Trainer because of a suspected Head Injury / Concussion the following processes need to be followed:

- » Player is marked on the sign on sheet as **HIA by the Ground Manager**
- » Player **CANNOT** retake the field under any circumstances
- » Sports Trainer to complete the Head Injury Recognition and Referral Form (HIRRF) and give to players parent / carer to take to Doctor for a professional assessment
- » Parent / carer / player to be advised to attend Doctor immediately for assessment
- » On receipt of sign on sheet **League Administrator** to mark player as UNAVAILABLE
- » Once player has medical clearance from a Doctor on HIRRF Form, form should be returned to players Club and then to League Administrator
- » League Administrator marks player as AVAILABLE on receipt of HIRRF form
- » League Administrator submits completed HIRRF Form to NSWRL for data collection

NRL POLICY INFORMATION

Please find following important excerpts from the NRL Community Rugby League Policy and Guidelines for the Management of Concussion as they relate to Game Day Management of concussion or suspected concussion. These are excerpts only and all Sports Trainers, Ground Managers and Team Officials should ensure that they are aware of and understand the Guidelines in their entirety.

7.0 GAME DAY MANAGEMENT

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

- A. **RECOGNISING** the injury
- B. **REMOVING** the player from the game or training, and
- C. **REFERRING** the player to a medical practitioner (doctor) for assessment.

A. Recognising the Injury (Suspecting Concussion)

(i) 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 play or events

(ii) 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.

(iii) 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 “lightheaded”, “don’t feel right”, drowsiness, fatigue and difficulty concentrating.



(iv) Tools such as the pock Concussion Recognition Tool 5 (CRT5) (link below) can be used to help in the identification of a suspected concussion along with the Head Injury Recognition and Referral Form (HIRRF) (link below).

CRT5 - <https://bjsm.bmj.com/content/51/11/872>

HIRRF - <https://www.playrugbyleague.com/media/10904/nrl-community-hia-form--2021.pdf>

It is important to understand that brief sideline evaluation tools (such as Concussion Recognition Tool 5 CRT5 and SCAT5*) are designed to help in the identification of a suspected concussion. It is still imperative to arrange a more comprehensive medical assessment by an appropriately experienced medical practitioner (doctor).

* Note: the SCAT5 is a medical practitioner (doctor) only assessment tool.

B. Removing the Player from the Activity Including Training, Warm-Up or Game

(i) Initial management of a head injury or suspected concussion must always follow first aid rules, including airway, breathing, CPR and spinal immobilisation.

(ii) Any player who is removed from the activity with a suspected concussion must be referred to a Doctor for assessment with their Head Injury Recognition & Referral Form as soon as possible (preferably the same day).

(iii) A player who has suffered a suspected concussion or exhibits the symptoms of concussion should not return to play in the same game (or any game until medically cleared to play by a doctor), even if they appear to have recovered.

The assessor should not be swayed by the opinion of the player, coaching staff, parents 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. The incident must be recorded on the Head Injury Recognition & Referral Form.

C. Referring the Player to a Medical Practitioner for Assessment

(i) The management of a head injury is difficult for non-medical personnel. Following an injury, it is often unclear if you are dealing with a concussion or with a more severe underlying structural head injury.

(ii) ALL players with a suspected concussion should seek medical assessment by a medical practitioner (doctor) as soon as possible even if the signs and symptoms resolve. If any Red Flags are present (refer to the CRT5) or if you have any other concerns the individual should be sent urgently to an Emergency Department (ED), preferable by ambulance. An urgent General Practitioner (GP) assessment is acceptable if an ED is not practically possible for concerns other than the CRT5 Red Flags.

(iii) It is recommended that clubs prepare a pre-game checklist of the appropriate services, including:

- Local doctors or medical centres
- Local Hospital Emergency Departments, and
- Ambulance services (000)

8.0 FOLLOW UP MANAGEMENT

In accordance with the current Concussion Guidelines, there is no defined mandatory period of time that a player must be withheld from play following a concussion, although an adult seeking to participate in the following rounds' matches (or any available game that is less than an 11 day period) requires written clearance from a specialist concussion doctor. A 6-stage graduated return to play / train must be undertaken (in those that are 18 years old, a more conservative approach is recommended such that generally twice the time to complete the return to play / train is taken and a return to school / learning / work should be completed before a return to play / train protocol is started). The duration of exclusion from play is based on an individual's recovery as managed by a medical practitioner (doctor).



- A player who has sustained a concussion **MUST NOT** be allowed to return to school or play before obtaining the appropriate medical clearance form a doctor.
- Return to work, 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 – Doctor, or Neurologist, Neurosurgeon or Sport and Exercise Physician with a documented strong interest in concussion management.
- In cases of uncertainty about the players' recovery, always adopt a more conservative approach, "if in doubt sit them out".

10.0 RETURN TO PLAY/SPORT

- Players should not attempt a return to play until they have returned to work or school / learning without resolution of their symptoms.
- Return to work, learning and school should take precedence over return to sport.
- Rehabilitation after a concussion should be supervised by a medical practitioner and should follow the stepwise symptom limited progression outlined below.
- Initially, complete rest for the first 24 to 48 hours – including mental and physical rest (recovery). Children and adolescents should be treated more conservatively, so an initial 48 hours rest is recommended.
- A 6 stage Graduated Return to Sport (GRTS) Program can look like the following. This return to sport program should only be commenced after the initial rest period of 24 to 48 hours and successful return to learning / school.

Each stage should be a minimum of 24 hours duration. Longer return to sport timeframes are generally recommended in community sport settings. Also, longer time frames (twice as long) are suggested in children and adolescents 18 years old and not yet attained the age of 19 years old. Contact training should only be attempted at the end of the GRTS Program and only after a final doctor's assessment and clearance using NRL Head Injury Recognition and Referral Form.

If symptoms return at any stage of the Graduated Return to Sport Program, then the player should move back to the previous symptom-free stage once all symptoms have been resolved.

1. **Symptom-limited activity** – daily activities that do not provoke or worsen symptoms;
2. **Light Aerobic Exercise** – for example, walking, exercise bike with heart rate less than ~70% max (no resistance / weight training);
3. **Sport Specific Exercise** – for example, running drills without risk of head contact;
4. **Non-contact training** – and start resistance (weight) training;
5. **Full contact training** – **ONLY** after medical clearance by a doctor using the NRL Head Injury Recognition and Referral Form – coaching staff should assess tackling and other skills for correct technique;
6. **Return to play / games**

Adults – if a player wishes to return to play in the **following rounds' match** (or any available match within less than an 11-day period following the injury) they must be cleared in writing by a specialist concussion Doctor

Children and Adolescents – if a player wishes to return to play is less time than the GRTS stipulates (less than 14 days) from the time of injury, they must be cleared in writing by a specialist concussion Doctor.

A specialist concussion doctor has to be one of the following with a documented strong interest in concussion management:

1. **Neurologist**
2. **Neurosurgeon**
3. **Sports and Exercise Physician (Sports Physician)**

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 complications and prolonged symptoms,



result in reduced performance, increase the risk of other injuries (musculoskeletal) and could potentially be catastrophic. Each case of concussion is unique, so management should be individualised by the treating doctor.

Reference Documents Appendix 10.2 – Links to NRL Policies & Guidelines (NRL Community Rugby League Policy and Guidelines for the Management of Concussion)

Appendix 10.2 – Links to NRL Policies & Guidelines (NRL Community Head Injury Recognition and Referral Form)



4.18 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.

This means that, players are able to be replaced in any quarter of the match, however, if a player replaces another player during the first half of a match, both these players must ensure they play two full quarters in the remainder of the match. 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.

This means that, players are able to be replaced in either half of the match, however, if a player replaces another player during the first half of a match, both these players must play the entire second half of the match.

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.

Reference Documents NSWRL Policy 2.15 – Monarch Blues Tag Competition Rule Modifications



4.19 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 halfway line.



4.20 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 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 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)



4.21 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	Mini
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
Under 23	International
Open Age	International



4.22 Mercy Rule

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

All matches in the Under 18s to Open Age competitions will stop immediately when there is a points differential 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 for Under 9s to Under 17s, or 60 points for Under 18s to Open Age competitions.

Reference Documents NSWRL Policy 2.15 – Monarch Blues Tag Competition Rule Modifications



4.23 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
- » Inform Local League Administrator



4.24 Number of Players on the Field

International Grades	Minimum nine (9) players
Under 12's Junior League	Minimum eleven (11) players
U10's to U11's Junior League	Minimum eight (8) players
U8's to U9's Junior League	Minimum six (6) players
U6's to U7's Junior League	Minimum four (4) 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 ninth 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 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 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.

Reference Documents NSWRL Policy 2.15 – Monarch Blues Tag Competition Rule Modifications



4.25 On-Field Injuries

Player injury can only be determined by a qualified First Responder – that is a League First Aid, Level 1 Sports Trainer or Level 2 Sports Trainer.

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 suitably qualified persons(s). An Ambulance shall be called immediately to take charge of the care of 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 (U6s to U12s) 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. 8 or 10 minutes).

The replacement player used for the injured player (mod) in the first half of the game must play the complete second 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 not 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



4.26 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.

Reference Documents NSWRL Policy 2.15 – Monarch Blues Tag Competition Rule Modifications



4.27 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 League Administrator and approved before such performance shall be permitted.

The League Administrator may either grant or refuse such approval but, if approved, such performances must be factored into match day programming.



4.28 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 complaint 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 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 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 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 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 League Administrator.

Approaching a Referee or Touch Judge

It is a breach of the NSW Community Rugby League Association Rules for a player, coach, trainer, manager or other official to 'approach' a referee or touch judge before, during or 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 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 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.



4.29 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 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 Ground Managers Folder
- » Electronic access to NSWRL Policies & Procedures Manual



4.30 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 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. The Referee must also complete the on-line Match Officials Report.

<https://www.cognitoforms.com/NewSouthWalesRugbyLeague/MatchOfficialsReport>

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.

U6s to U12s Junior League

U6s to U12s Junior League players may be dismissed from the field of play in one of the following ways:

- » Referee dismissed the player instantly for misconduct. Player can be replaced immediately. Referees report will be sent for review to Local League with potential Code of Conduct action available to the League.
- » 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 quarter or half. No further penalty to player sent off.
- » Any misconduct in U6s to U12s Junior Rugby League should be officially reported in the same way as misconduct in an international grade game is reported



4.31 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 complaint, 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.



4.32 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 League Administrator.

The result of the match shall be declared in accordance with the applicable competition rules that apply to that match. A club forfeiting a match shall be subject to sanction in accordance with the rules and regulations of the NSWRL.



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 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 League Administrator.

Before each game commences, each Team Manager 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 5

RULES OF THE GAME

nswrl.com.au



5.1 District and Regional Local Rules

Any District or Region 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 CRLA and the NSWRL.

When approval for variation of rules is granted, the NSW CRLA will notify each District, League or Region and associated Referees Associations.



5.2 National Safe Play Code

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. To implement 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.

Download a copy of the Safeplay Code.

<https://www.playrugbyleague.com/referee/laws-of-the-game/safeplay-code/>



5.3 NRL Code of Conduct

The NRL 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. It is strongly recommended that everyone connected with Rugby League adopts these rules as an essential part of the way they contribute to our great game.

According to the general principles of the code, participants are encouraged and expected to:

- » show positive acts of sportsmanship,
- » demonstrate the greatest levels of respect
- » lead by positive example
- » celebrate the “good news” stories
- » accept that the integrity of the sport is of paramount importance.

To view or download a copy of the code please click below:

<https://www.playrugbyleague.com/referee/laws-of-the-game/code-of-conduct/>



5.4 Tough Love in League Policy – Curbing Violence in our Game

The Tough Love in League (TLIL) Policy applies to all age groups from Under 13s to Open Age (Junior League) competitions. A zero- tolerance approach to abuse and violence will be implemented across all NSWRL Junior League Competitions.

On Field Striking / Punching

1. 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 a Judiciary hearing, (in the absence of mitigating circumstances), the MINIMUM penalty will be a one- week suspension.
 - 1.1 The Player(s) deemed to be the Aggressor in throwing a punch / punches will have their Judiciary charge graded as (at minimum) Medium (400 points).
 - 1.2 Any player found guilty of breaching rule 1 for the second time in a season will incur an automatic MINIMUM 12-month suspension from the game.

Team Replacement Players

Over the past few seasons there has been an alarming increase in the number of team replacement players who illegally take to the field (leaving the team bench etc), when a melee begins, or when a perceived unfair decision or occurrence has taken place. As a deterrent to this type of behaviour, a zero- tolerance approach will be taken. The following penalties will apply for both the player(s) and team(s) concerned:

2. Participants who enter the field of play illegally will automatically be sent from the field.
 - 2.1 Players found guilty of infringing Rule 2 will be suspended for a minimum of six weeks.
 - 2.2 The offending player’s team will be penalised three competition points for each player that breaches Rule 2. For example, if three players are found guilty of entering the field of play illegally, their team will be penalised nine competition points.

Players Leaving the Playing Area

The following penalties will apply for any player or team official that leaves the playing area to become involved in any altercation or melee. Penalties will be imposed on both the player(s), official(s) and team(s) concerned:

3. Any participant (player or official) who leaves either the playing area or the team bench to become involved in any altercation or melee that is occurring outside the playing area (behind the fence or rope where spectators are located) will automatically be sent from the field.
 - 3.1 Players or Officials found guilty of infringing Rule 3 will be suspended for a minimum of six weeks.
 - 3.2 The offending player or officials team will be penalised three competition points for each player that breaches Rule 3. For example, if three players are found guilty of entering the field of play illegally, their team will be penalised nine competition points.

Spectator Field Intrusion

4. Any spectator who enters the playing area or field of play with intent, or without the permission of the Ground Manager, will automatically be banned from attending Junior League matches for a minimum period of 12 months. Should a spectator contravene any such penalty, the League reserves the right to suspend any siblings of the parent or family involved from playing in NSWRL- related competitions. A bond / fine may be attributed to the spectator to allow them to resume attending matches after the expiry of the suspension imposed.
 - 4.1 **Failure to Identify** - Should a Club fail to identify a person(s) who has breached Rule 3, the League reserves the right to suspend the team the spectator was supporting, until such time as the person is identified.



- 4.2 Teams and Clubs will be liable for the behaviour of their spectators. If a breach of Rule 3 has been identified, the team concerned will be penalised three competition points, and the match concerned will be deemed as a forfeit to the opposition team.

Abandoned Games

5. In the event of a match being abandoned due to foul play the match will be deemed as completed. The team that instigated the foul play will be deemed to have forfeited the match. In the event that both teams are equally responsible for the match being abandoned, neither team will be eligible to be awarded any points for participating in the match. The match will not be replayed. Both teams will be required to attend a Code of Conduct Hearing.

Referee / Match Official Abuse

6. Any player / team official / spectator 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. **Further, the team in which the person concerned is playing for, supporting or assisting will have three competition points deducted from their competition points score.**
7. Any player who is dismissed from the field and is subsequently charged under 15.1F (offensive language directed towards a match official) with a grading of serious (referred directly to the Judiciary) and is found guilty of the charge, will incur a minimum penalty of a 12-match suspension. **Further, the team in which he / she represented will have three competition points deducted from their competition points score.**
8. Any team official / spectator who is charged with a High-Grade Code of Conduct Breach, and subsequently found guilty of abusing a referee will be disqualified from the game for a minimum period of a 12 months. **Further, the team in which the person concerned is supporting or assisting will have three competition points deducted from their competition points score.**

Finals Series Matches

9. Any breach of Rules 2.2, 3.2, 5, 6 or 7 that are identified and proven in finals series matches will result in the offenders team being disqualified from the Competition.

Suspended Persons

10. Junior League Clubs are responsible for ensuring any suspended person who is associated with their club, does not act in any capacity which is contrary to the terms of such a suspension. Terms of suspensions are issued with all Judiciary and Conduct Notices of Outcome. Should a suspended person be found to be acting contrary to the terms of their suspension, the Club concerned will be deemed liable. The Club will be fined \$1000.00. Further, if the person concerned is associated in any capacity with a particular team within the Club, that team will be ineligible to play in any Finals Series Matches.
11. The NSWRL reserves the right to de-register any siblings or relatives of a suspended person, should that person to be found to be acting contrary to the terms of such suspension.

Suspended Players

12. Participants are responsible for ensuring they do not take to the field of play whilst they are serving a suspension. Should a suspended player take to the field of play whilst they are suspended, the player concerned will incur a further 12-month suspension which will be added to the end of the original suspension expiry date.

Team and Club Judiciary and Conduct Demerit Point System

13. As part of the revamped NSWRL Tough Love in League Policy, a demerit point system has been designed to allow Leagues and Clubs to identify problem Teams within their structures. This system will be enforced across NSWRL Conference Competitions in 2018 with a view for refinement and expansion into the future. It is hoped through Club awareness and education, standards of respect, discipline and behaviour are raised throughout the game.



Demerit Points

14. Demerit Points will be calculated based on Judiciary, Code of Conduct and Competition Rule breaches. Only offences where a charge has been proven will attract demerit points.

1. The table below outlines how demerit points are calculated:

Proven Breach	Applicable Demerit Points
Low Judiciary Charge	1 POINT
Medium Judiciary Charge	2 POINTS
High Judiciary Charge	3 POINTS
Serious Judiciary Charge	4 POINTS
Code of Conduct Warning	1 POINT
Code of Conduct Low Charge	2 POINTS
Code of Conduct Medium Charge	3 POINTS
Code of Conduct High Charge	4 POINTS
Competition Rule Breach	1 POINT

Team Penalties Index

15. Once a team accrues either a number of proven offences, or the specified number of demerit points, then the following penalties may apply:

Level	Offences or Points	Penalty
1	3 Proven Offences or 8 Demerit Points	A Warning letter will be sent to the Club and Team concerned. The team and club will need to provide details of how the issue is being addressed.
2	5 Proven Offences or 12 Demerit Points	The Team concerned will be docked three competition points. Clubs will be required to video every game this team participates in thereafter. Failure to comply will result in disqualification from the competition.
3	7 Proven Offences or 16 Demerit Points	The Team concerned will be docked six competition points. Club will need to show cause as to why the team concerned should stay in the competition.

Club Penalties

16. As an introductory measure, the NSWRL will monitor the amount of indiscretions committed within a single club structure. We will apply the demerit points system across a whole Club, and use a scaling formula to track the performance of Clubs over an entire season, keeping in mind the number of teams within a particular Club.
17. Where a Club is identified with a large number demerit points across a number of teams, the League will seek to meet with the executive of that Club, with the aim of introducing strategies and education programs to raise standards of behaviour.
18. We plan to introduce a Club Penalty Index similar to the Team Penalties Index in 2019 that will take into account all breaches across all teams within a Club.

Team Penalties

19. If a team breaches the Code of Conduct or Tough Love in League Policy a sanction available to the review panel will be to mandate a Club Executive(s) to attend all future games (home & away), all future games must be video recorded by team officials, any future breach(s) and the team will be disqualified from the competition.

SECTION 6

CODE OF CONDUCT



6.1 Code of Conduct Discipline Procedures

1. Code of Conduct Discipline Procedure

- 1.1 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.
- 1.2 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(s) 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.

2. Notification to Attend Hearing

- 2.1 Any player, club official or other person that is required to attend a hearing of the Code of Conduct Tribunal (the Tribunal) will be advised by way of an email sent to their club Secretary. It will then be the responsibility of that club Secretary to inform the person concerned of the Tribunal hearing date and time. Failure of the club to advise the person concerned to attend is not a defence against non-attendance.
- 2.2 Persons appearing before the Tribunal must familiarise themselves with the Code of Conduct Discipline Procedures set out in this manual.

3. Refusal to Attend Hearing / Giving False Information

- 3.1 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.
- 3.2 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 League Administrator/Secretary, false or misleading shall be in breach of the Junior League Association Rules.

4. Non-Attendance at Hearings

- 4.1 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 Tribunal hearing and is unable to be present at the time appointed for the hearing must submit a declaration setting out the reason for his / her non-attendance and include either:
 - a) The person's consent to stand down from representing his / her Club in a playing and / or official capacity until such time as he / she is able to appear before the Tribunal; or
 - b) The person's consent to the Tribunal investigating the report in his / her absence and the person's undertaking to abide by the finding of, and any penalty imposed by the Tribunal in his / her absence. 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.



- 4.2 A reported person who is not present at the time appointed for the hearing and who fails to submit a declaration as required by rule 6.1 shall be in contempt of the Tribunal, which shall then be empowered to investigate the report in the absence of the reported person and to deal as it deems fit with the contempt and the report if found proved.
- 4.3 A referee or reporting person who fails to appear at a hearing without notice or reasonable excuse may be in contempt of the Tribunal, but the report shall not for that reason only be dismissed.

5. Onus of Proof

- 5.1 In every hearing, the Tribunal bears the onus of proof on the balance of probabilities on whether a reportable offence or other charge has been sustained.

6. Public Comments

- 6.1 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.
- 6.2 A player, coach, trainer, team manager or official of the Junior League or Junior League Club shall not make any unfair, unreasonable or excessive public criticism of, or comment on a decision of the Tribunal or any Tribunal member or any matter touching or concerning the Tribunal, or a determination made by it.
- 6.3 The Junior League Board or Competition Committee shall determine in their absolute discretion whether any public criticism or comments is unfair, unreasonable or excessive.
- 6.4 Where a person contravenes this rule, the person and their Club may be liable to a breach of the Code of Conduct.

7. Published Comments

- 7.1 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 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.

8. Police to be Advised

- 8.1 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.

9. Rough and Foul Play

- 9.1 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.

10. Breach of Rules

- 10.1 It will be a direct breach of these rules for any person, team or club to:
 - a) Engage in any dishonest, corrupt, fraudulent, improper, unprofessional or dishonourable behaviour



- b) Offer money or any other advantage to any official to neglect his/her responsibilities and/or duties
 - c) Obstruct, intimidate, hinder or in any way interfere, prevent or try to prevent any official in respect to his/her duties
 - d) Fail to obey, carry out, respect and conform to any reasonable direction, order or requirements made by any official in the normal exercise of that person's duties
- 10.2 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 League Administrator / Secretary.

11. Behaviour at Hearings

- 11.1 It will be a breach of these rules for anyone appearing before any Junior League Committee or the 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.
- 11.2 The definition of the words ridicule, insult, belittle or critical will be given their ordinary meaning.

12. Identification of Offenders

- 12.1 It will be a breach of these rules for any coach, trainer, team manager or other club official(s) 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.



6.2 Code of Conduct Procedure



Conduct Review – Code of Procedure

NRL National Code of Conduct

All competition matches, and Rugby League activities sanctioned and/or run under the NSW Community Rugby Leagues Association (NSW CRLA) are subject to the conditions as laid out in the official National Rugby League (NRL) “National Code of Conduct” See Section 5.3 of this manual.

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.**

1. 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.

2. Amendments to Policy Statements

- 2.1 The provisions of this code may be amended by the NSW CRLA from time to time and policy statements regarding operations and provisions of this code issued in such manner as the NSW CRLA sees fit.
- 2.2 Without limiting the scope of clause 2.1 above, the NSW CRLA may implement amendments to this Code from time to time in order to facilitate the operation of this Code in relation to rugby league competitions, matches and related activities conducted in regional and rural areas of NSW and the ACT. These measures may include, without limitation, the defining of the roles and functions of the Regional Area Managers, to be performed in respect of the implementation and operation of this Code.

3. Chairperson 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 as Chairperson.

4. 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.

5. Conduct Review By-Laws

- 5.1 Conduct Review By-Laws that are appended to this Code is a guide only for the Conduct Review Committee with the Chairperson when necessary having the discretion to interpret such guidelines as he/she thinks fit.

6. 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(s) 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.

7. 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.

General Offences

- 7.2 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.



Consequences

- 7.3 A person will be deemed to have been charged with an offence immediately when 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 League Administrator with the Incident Review Coordinator having absolute discretion in determining the definition of the words 'some connection'.

Grading of Charges

- 7.4 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.

Notification of Charge

- 7.5 Following receipt by the club of the person's charge by email from the Local 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.

Details of Charge

- 7.6 In the notification of charge (Notice of Charge Appendix 2) email sent from the Local 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.

Response to Charge and Breach Notice

- 7.7 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.
- 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.

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 explain their actions, advise of any extenuating circumstances that existed and discuss the disputed grading and or penalty. The complainant and witnesses will not be required to attend the hearing.

Reasonable Time to Respond

- 7.8 At least five (5) days' notice of the proposed hearing will be given to enable the person charged to consider all options, and if necessary, prepare for a hearing and to enable the Competition/Junior League to deal with the matter as soon as possible.



No Contest

- 7.9 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 as set out in Section 6.1 of the Code of Conduct Discipline Procedures.

Merit Opportunity (Deduction) of Penalty

- 7.10 Should a person charged elect to plead guilty and that person advises such intention to the Incident Review Coordinator within timeframe,, the following deduction of penalty will be considered:
- 7.10.1 The penalty maybe reduced by the Conduct Review Committee by 25%.
 - 7.10.2 A further 25% reduction of the penalty may be applied if the person has no prior convictions during the past three (3) years.

Persons Failing to Respond or Attend Conduct Review Hearing

- 7.11 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 as set out in Section 6.1 of the Code of Conduct Discipline Procedures.

The committee reserves the right to suspend the registration of a player whose parent or legal guardian commits an offence and fails to appear.

Proceedings Not to Be Invalidated

- 7.12 Proceedings shall not be invalidated or subject to appeal, merely due to any defect whether of substance or form in any notice or because of non-compliance by the Competition/Junior League with any provision of this Code, unless the Chairperson so directs.

Documentation

- 7.13 The following documentation (electronic and/or hard copy) will be recognised and retained by the Incident Review Coordinator and League Administrator:
- Form 1 Letter(s) of complaint or Incident Report(s) to Junior League.
 - Form 2 Notice of Charge from Competitions/League Administrator to club.
 - Form 3 Response from club or person to Junior League.
 - Form 4 Conduct Review hearing (record of evidence at the hearing).
 - Form 5 Conduct Review report (results of matters circulated to clubs).



8. Code of Conduct Review By-Laws

Conduct Review hearings are held weekly commencing at 6.30 pm (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. The Conduct Review Coordinator reserves the right to seek further evidence, reports and statements following on from an initial incident report or notification with no restrictions on time frames.

Disciplinary proceedings before the Conduct Review Committee are not bound by the rules of evidence usually applicable to proceedings in the court 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 a complainant, the referee will advise the Incident Review Coordinator of his/her local district or regional Referees' Association of the incident. The Secretary will, in-turn, advise the 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 Code of Conduct Review hearings. On some occasions, a player's coach may also attend and if the player is under 16 years of age, 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 Chairperson and is unable to cross-examine or question witnesses and is in attendance in an advisory capacity only.
- 8.5 A party may attend in person, or if that is impractical, the party may attend by Facetime or Skype.
- 8.6 In the event that the Code of 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 Chairperson decides otherwise. The Chairperson may, from time to time, adjourn a hearing in such a manner and upon such terms as the Chairperson deems 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 Incident Review Coordinator or Conduct Review Committee Chairperson decide otherwise.
- 8.8 The Code of 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 Chairperson 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 a direct bearing on the matter being investigated. The Chairperson 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 Chairperson has the 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 the rules for a witness after being summoned to refuse or not attend a hearing.
- 8.14 The Chairperson, when necessary, has the discretion to interpret the Code of Conduct Review Guidelines and By-Laws as he/she thinks fit.

9. Code of Conduct Review – Hearings Procedure

- 9.1 The club representative and person appearing are called into the hearing room where the Chairperson 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 Chairperson.
- 9.3 If the person appearing pleads 'Guilty', the complainant and witness(s) 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 witness(s), the complainant and the defendant.
- 9.5 Witnesses shall remain outside the hearing room until called upon by the Chairperson to give evidence
- 9.6 Following the taking of evidence in a not guilty matter, the committee will first decide on the guilt or otherwise of the defendant and then decide the penalty.
- 9.7 Prior to the committee retiring to consider guilt or otherwise and penalty, the defendant will have an opportunity to advise of character information and other evidence on his/her behalf.
- 9.8 The Chairperson 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 Code of Conduct Review Committee on a complaint of misconduct.



- 9.9 Any person who feels they have been disadvantaged or have a complaint about procedure may appeal (see NSW CRLA Appeals Committee Code of Procedure) any adjudication to the Chairperson of the NSW CRLA Appeals Committee. A \$500.00 fee is applicable.
- 9.10 Where the reported person has in a request in writing consented to the Tribunal's investigating a report in his / her absence, the following additional rules shall apply where applicable:
- a) The presiding Chairperson shall pronounce a plea on behalf of the reported person as the request in writing directs
 - b) The request in writing shall be read to the Committee
 - c) The committee will retire to consider guilt or otherwise and the penalty to be imposed

10. Code of Conduct Review – Penalties

- 10.1 Where the penalty is, or includes, a period of suspension, the period of suspension may be expressed as either a number of competition matches, or alternatively a period of time during which the person is suspended from participating.



CODE OF CONDUCT TIME FRAME GUIDELINES (Appendix 1)

NSW Community Rugby League Association Code of Conduct – Timeline and Process

	Time Deadlines	Actions
Note: Any person who is charged with a “High” Graded Code of Conduct offense shall be suspended from all Rugby League activities until they appear before the Conduct Review panel. For charges graded other than ‘High’, the Incident Review Coordinator shall determine the eligibility of a participant to take part in matches whilst a Code of Conduct case outcome is pending.		
1	At the completion of the Match	Ground Manager takes note of Incident. Ground Manager can complete “Ground Manager Incident Report” form OR the “Online Code of Conduct Incident report form”. The online report form can be found at: www.nswrl.com.au/codeofconduct .
2	Code of Conduct Report Deadline 4.00pm Tuesday	Code of Conduct Report forms should be completed for reporting and submitted by is 4.00pm Tuesday. All report forms are to be sent to communityrl@nswrl.com.au whether they are being submitted by CSO’s, District Administrators or directly from the Club or public concerned. (The Online Form will automatically be sent to the above address). Should the League require further incident reports etc CSO’s will follow up with relevant parties in consultation with the District Administrators.
3	Incident Review Tuesday/Wednesday	Incident review co-ordinators will review reports and conduct further investigation if necessary. Allocate charges and gradings to offences.
4	Notice of Charge 5.00pm Wednesday	Warning letters, breach notices, medium and high grade Notice of Charges will be issued directly to the club secretary via the communityrl@nswrl.com.au address with District Administrators and CSO’s copied in. Note: For matters that require further investigation time frames may vary.
5	Response to Notice of Charge: 1.00pm Friday	Clubs respond to issued Notice of Charges via email to communityrl@nswrl.com.au . If Notice of Plea not received by deadline, guilty plea will be enforced. The early plea discount will be forfeited.
6	Contesting a Grading 1.00pm Friday	For breaches where the alleged offender(s) are contesting the grading of a particular charge, the hearing will take place on the Wednesday following the issuing of charges. The NSWRL must be informed of a challenge to any grading via communityrl@nswrl.com.au by 1.00pm on the Friday following the issuing of the Notice of Charge. For all high charges, hearings will also be held on Wednesday following the charge being issued. A plea of guilty or not guilty will be required. If plea not received, an automatic plea of guilty will be entered.
7	Wednesday Hearing from 6.30pm	Hearings are held at NSWRL COE, Sydney Olympic Park.
8	Notice of Outcome Friday 4.00pm	Following any hearings, a “Notice of Outcome” will be issued via the communityrl@nswrl.com.au to the Secretary of the club concerned with the District Administrator and the CSO being copied in.



NOTICE OF CHARGE – HIGH GRADING (Appendix 2A)

Date: 29/09/2020



CODE OF CONDUCT – Notice of Charge

Club:

Team:

Name of Person being Cited:

Date of Incident:

Venue:

Match:

Take Notice:

Evidence available to the NSW Community Rugby Leagues Association, in relation to a match played in the NSWRL Conference Competition, indicates an alleged breach, which is advised here under, of the NRL National Code of Conduct.

Alleged Breach:

It is alleged (*DETAILS OF ALLEGATION*).

Further: Following an investigation into this matter and taking all available evidence into account, the Incident Review Panel is 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:

NRL National Code of Conduct section:

Alleging the offence of:	With a grading of:

The matter will be referred directly to the NSW CRLA Conduct Review Panel. Details of the Hearing are contained in the "Notice of Hearing" below.

It is recommended that at least one member of the club's executive attends the hearing with you, along with any witnesses that might like to give evidence. Should you fail to appear at this Hearing, the NSW CRLA Conduct Review Panel reserves the right to hear the matter in your absence.

Details of the Conduct Review processes are contained in the NSW Community Rugby League Policies & Procedures Manual, which is available from the NSWRL website.

Issued on behalf of the NSWRL Conduct Review Coordinator.

All enquiries about this matter should be directed to communityrl@nswrl.com.au

Return to Email: communityrl@nswrl.com.au



NOTICE OF CHARGE – MEDIUM / LOW GRADING (Appendix 2B)

Date: 17/09/2020



CODE OF CONDUCT – Notice of Charge

Club:
Name of Person being Cited:
Date of Incident:
Venue:

Team:

Match:

Take Notice:

Evidence available to the NSW Community Rugby Leagues Association, in relation to a match played in the NSWRL Conference Competition indicates an alleged breach, which is advised here under, of the NRL National Code of Conduct.

Alleged Breach:

It is alleged (DETAILS OF ALLEGATION).

Further:

Following an investigation into this matter and taking all available evidence into account, the Incident Review Panel is 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:

NRL National Code of Conduct section:

Alleging the offence of:	With a grading of:

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 (previous suspended sentence)	
Total penalty points for this charge			

*** PLEASE NOTE CAREFULLY:** the Base Penalty may be **increased or decreased** subject to the outcome of the Code of Conduct review panel hearing where further evidence may be tendered which was not available at the time of determination of the **Base Penalty.

TAKE FURTHER NOTICE you must forward a 'Notice of Plea' form by no later than 1:00pm Friday 12/07/2019 (see attached).

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 CRLA Code of Conduct Review Committee for determination (with any 'early plea' discounts being forfeited).

Return to Email: communityrl@nswrl.com.au



POINTS INDEX (Appendix 3)

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
I) No person/s may make comment or take actions that bring discredit to any person, Club or League through any social media outlet	Adjudicated Breach Notice	600 Points	Referred Directly to Conduct Review Committee

Please note: 100 points amounts to a one-week suspension. The points index above is the minimum sentence for the associated grading if found guilty of the charge (plus loading if applicable).

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.**



NOTICE OF PLEA (Appendix 4)



CODE OF CONDUCT – Notice of Plea

To: NSW Community Leagues Association Email: communityrl@nswrl.com.au
Secretary - Conduct Review Committee

CC:

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 as follows: A three match suspension from all Rugby League.
- ☐ * Plead **GUILTY** to the offence but dispute the adjudicated penalty. I understand I will be required to appear before the NSW Community Rugby Leagues Association Code for Conduct Review Panel (Notice of Hearing will be provided).
- ☐ * Plead **NOT GUILTY** to the offence. I understand I will be required to appear before the NSW Community Rugby Leagues Association Conduct Review Panel (Notice of Hearing to follow).

*** PLEASE NOTE CAREFULLY:** the Base Penalty may be **increased or decreased** subject to the outcome of the Code of Conduct review panel hearing where further evidence may be tendered which was not available at the time of determination of the **Base Penalty.

Name: _____ Signature: _____ Date: _____

Club Official: _____ Signature: _____ Date: _____

This plea form **MUST** be returned by **1:00pm on Friday 12/07/2019**

Return to Email: communityrl@nswrl.com.au



BREACH NOTICE (Appendix 5)

Date: 17/09/2020



CODE OF CONDUCT – ADJUDICATED BREACH NOTICE

Club:
Name of Person being Cited:
Date of Incident:
Venue:

Team:

Match:

Take Notice:

Evidence available to the NSW Community Rugby Leagues Association, indicates an alleged breach, which is advised here under, of the NRL National Code of Conduct.

Alleged Breach:

It is alleged (*DETAILS OF ALLEGATION*).

Further:

Following an investigation into this matter and taking all available evidence into account, the Incident Review Panel is 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:

NRL National Code of Conduct section:

Alleging the offence of:	With a grading of:

*** PLEASE NOTE CAREFULLY:** the Base Penalty may be **increased or decreased** subject to the outcome of the Code of Conduct review panel hearing where further evidence may be tendered which was not available at the time of determination of the ****Base Penalty**.

Adjudicated Penalty:

In regard to the breach, in accordance with the NSW CRLA Code of Conduct Review Code of Procedure and NRL National Code of Conduct (NAME) penalty is a (ADJUDICATED PENALTY) from all Rugby League activities.

Important:

(NAME) has three options available to him in relation to this notice that are outlined on the **Notice of Plea** attached. He will need to respond to this notice by **1:00pm (DATE)**.

Failing a response from you within that period the advised adjudication will be implemented.

TAKE FURTHER NOTICE

You must forward a **Notice of Plea** form to communityrl@nswrl.com.au by no later than **1:00pm (DATE)**.



NOTICE OF HEARING (Appendix 6)



CODE OF CONDUCT – Notice of Hearing

TAKE NOTICE that the charge alleged in a **Notice of Charge** (DATE) has been set down for hearing and determination by the Conduct Review Panel at the following place and time:

PLACE: NSWRL Centre of Excellence
12 Dawn Fraser Avenue
Sydney Olympic Park

DATE:

TIME: From 6.30pm

CONDUCT REVIEW COMMITTEE:

1. Conduct Review Chairman: TBA
2. Conduct Review Panel: TBA
TBA

NSW Community Rugby Leagues Association Conduct Review Panel

Date:



NOTICE OF WITHDRAWAL OF CHARGE (Appendix 7)

Date: **9/07/2019**



CODE OF CONDUCT – Notice of Withdrawal of Charge

Attn:

Club:

Date of Incident

Club

Team

Game

Involving

Dear Secretary

I am writing to inform you that the Code of Conduct Notice of Charge dated (DATE) issued against (NAME) for the alleged offence/s of:

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

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

Have been formally withdrawn.

NSWRL Incident Review Coordinator



6.3 Publication on MySideline

Once an authorised plea has been received or a hearing has been held, any outcome(s) will be recorded on the members MySideline tribunal record.

The following details will 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 will be recorded to ensure that the judicial history of a player transferring to a different District or Region is known in the event of a repeat charge / offence, and also to ensure that suspensions are upheld in Districts or Regions other than where the suspension was issued.

SECTION 7

JUDICIARY



7.1 Judiciary Code of Procedure



NSW COMMUNITY RUGBY LEAGUES ASSOCIATION **Judiciary Code of Procedure**

1. For the Junior League

- 1.1 The Judiciary Code of Procedure shall apply to and 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.
- 1.3 The provisions of this Judiciary Code of Procedure may be adapted or amended from time to time for the purpose of efficiency and practicality, in the best interests of rugby league and its participants. Without limiting the scope of this clause, this Judiciary Code of Procedure may be modified from time to time in order to facilitate the operation of this Judiciary Code of Procedure in relation to rugby league competitions, matches and related activities conducted in regional and rural areas of NSW and the ACT.

2. 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 a practising solicitor or barrister of the Supreme Court of New South Wales, however being so qualified shall not be a mandatory requirement in relation to rugby league played in rural and regional areas of NSW and the ACT (on the basis that a person so qualified may not be easily identified and engaged). The governing body in question must apply to the NSWRL for an exemption, should that governing body propose engaging a Judiciary Counsel who is not a practising solicitor or barrister of the Supreme Court of New South Wales.
- 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/her 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.

3. 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 Chairperson, and if only a single person is appointed, then that person shall be the Match Review Committee Chairperson. A Match Reviewer shall:
- 3.1.1 Be a former Rugby League player or referee;
 - 3.1.2 Not be a current Player or referee; 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 Chairperson, 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 3.2, the Match Review Committee shall review and consider Match Officials Incident Reports and requests received from clubs in accordance with Rule 6.2.

4. The Judiciary Chairperson and Panel

- 4.1 The Judiciary shall be constituted by the Judiciary Chairperson and two (2) Judiciary Panel Members empanelled from the Judiciary Panel Pool in accordance with Rule 7.12.
- 4.2 The Judiciary Administrator shall appoint the Judiciary Chairperson. The Judiciary Chairperson shall be a person who is a practising solicitor or barrister of the Supreme Court of New South Wales, however being so qualified shall not be a mandatory requirement in relation to rugby league played in rural and regional areas of NSW and the ACT (on the basis that a person so qualified may not be easily identified and engaged). The governing body in question must apply to the NSWRL for an exemption, should that governing body propose engaging a Judiciary Chairperson who is not a practising 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 7.12.
- 4.4 A Judiciary Panel Member shall be a former Rugby League player or referee.
- 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.



5. 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.

6. 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 / or
- 6.1.2 In the case of the Referee, he / she shall complete a Match Official's Incident Report specifying all of the particulars required in that Report and then 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 by no later than 10:00am the following business day after the match, ensuring the League Administrator is included on all correspondence. This is to allow the Match Review Committee adequate time to review the reports.
- 6.1.3 In the case of a Match Official or Referee, he / she may complete the Match Officials Incident Report specifying all of the particulars of the incident through the online form located at:
<https://www.cognitofrms.com/NewSouthWalesRugbyLeague/codeofconductincidentreportform>
- 6.2 Further to Rule 6.1, 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.
- 6.3 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 President or Secretary of the club making the request.
- 6.4 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 6.2.
- 6.5 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 Report(s) and/or requests for review made in accordance with Rule 6.2 is submitted to the Match Review Committee.
- 6.6 After considering all of the evidence referred to Rule 6.5, 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.
- 6.7 In the event that the Match Review Committee is so authorised, he/she 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.



- 6.8 The Notice of Charge shall include a 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.
- 6.9 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.
- 6.10 The Notice of Plea shall specify whether the Player:
 - 6.10.1 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
 - 6.10.2 Pleads guilty to the Charge, however, challenges the imposition of the penalty proposed by the Match Review Committee in the Notice of Charge; or
 - 6.10.3 Pleads not guilty to the Charge specified in the Notice of Charge.
- 6.11 In the event that the Player:
 - 6.11.1 Enters a plea in accordance with Rule 6.10.1: The Judiciary Administrator shall ask the Judiciary Chairperson to make orders consistent with those specified by the Match Review Committee in accordance with Rule 6.6.
 - 6.11.2 Enters a plea in accordance with Rule 6.10.2: The Judiciary Administrator shall issue a Notice of Hearing in accordance with Rule 7, such hearing to be conducted in accordance with Rule 16.7.
 - 6.11.3 Enters a plea in accordance with Rule 6.10.3: The Judiciary Administrator shall issue a Notice of Hearing in accordance with Rule 7, such hearing to be conducted in accordance with Rule 6.
- 6.12 In the event that a Player issued with a Notice of Charge fails to enter a Notice of Plea in strict compliance with Rule 6.9 then immediately after the expiry of the deadline stipulated in 6.9 that Player will be deemed to have entered a Notice of Plea in accordance with Rule 6.10.1.

7. Hearings

- 7.1 Where the Judiciary Administrator receives a Notice of Plea pursuant to Rules 6.11.2 or 6.11.3, the Judiciary Administrator shall promptly:
 - 7.1.1 Notify the Judiciary Chairperson;
 - 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/her 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.

8. Preliminary Matters

The 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/her representative shall complete a Notice of Challenge and forward it to the Judiciary Administrator no later than 2.00pm on the day of the 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 Thursday after the Match to which the hearing relates. However, on the application of either of the parties, the Judiciary Chairperson may, in their 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 Chairperson in circumstances where a Player or their Team would or might be disadvantaged if a Judiciary hearing was scheduled at the date and time presumed in this Rule 8.2.
 - 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. The Player is ineligible to play any form of Rugby League until the case is heard.
- 8.3 Judiciary hearings shall occur at a venue to be advised by the Judiciary Administrator.

9. Representation

- 9.1 Subject to the leave of the Judiciary Chairperson 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 Chairperson, in their absolute discretion thinks fit.

10. 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/she 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/her inability to attend



the hearing in person, the evidence may be taken by alternate means such as video conference including Facetime or Skype.

- 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 Where the player has in the written request consented to the Judiciary Administrator for the hearing to proceed in his / her absence, the following additional rules shall apply where applicable:
 - I. The presiding Chairperson shall pronounce a plea on behalf of the player as the request in writing directs
 - II. The request in writing shall be read to the Judiciary Panel
 - III. The Judiciary Panel will retire to consider guilt or otherwise and the penalty imposed.
- 10.5 Subject to Rule 15.4, 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.
- 10.6 Judiciary hearings shall be closed to members of the public.

11. 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 Chairperson in accordance with Rule 17.

12. Onus of Proof

- 12.1 In every case, the Judiciary Counsel bears the onus of proof on the balance of probabilities.

13. Role of the Judiciary Chairperson

- 13.1 In every case, it shall be the Judiciary Chairperson's task to decide every question of law, evidence and/or procedure.
- 13.2 The Judiciary Chairperson shall in their absolute discretion give such instructions or directions as he/she thinks fit to the Judiciary Panel as to matters of law, evidence and/or procedure.
- 13.3 The Judiciary Chairperson may give whatever direction(s) and make all such orders as he/she in their absolute discretion deem fit for the conduct, expedition and resolution of matters heard by the Judiciary.

14. Role of Judiciary Panel Members and Judiciary Chairperson Constituting the Judiciary

- 14.1 In every case, it is the task of the Judiciary, comprising the Judiciary Panel and the Judiciary Chairperson, to decide every question of fact.

15. Evidence

- 15.1 Proceedings before the Judiciary are not bound by the rules of evidence usually applicable to proceedings before the court of law.
- 15.2 The Judiciary Chairperson 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 Chairperson, a party may present the evidence of a witness by that witness giving evidence:
- 15.4.1 In person at the hearing; or
 - 15.4.2 Via videoconference (Facetime, Skype).
- 15.5 Any documents or things admitted into evidence shall be consecutively marked as exhibits, which exhibits on conclusion of the hearing shall be placed in the custody of the Judiciary Administrator.

16. Procedure at Hearing

The Judiciary Counsel's Case

- 16.1 Subject to any orders made by the Judiciary Chairperson as to the conduct of any hearing, and after the Judiciary Chairperson outlines briefly to the parties the procedure of the hearing, the Judiciary Counsel shall present his/her 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 their representative;
 - iii May be questioned by the Judiciary Chairperson and, with leave granted by the Judiciary Chairperson, by any Judiciary Panel Member;
 - iv May, with leave granted by the Judiciary Chairperson, be re-examined by the Judiciary Counsel.
 - 16.1.4 Thereafter the Judiciary Counsel shall close their case.

The Player's Case

- 16.2 After the close of the Judiciary Counsel's case, the Judiciary Chairperson shall call upon the Player or their representative to advise whether they wish to give or call evidence in defence. If he/she 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 their representative;
 - ii May be cross-examined by the Judiciary Counsel;
 - iii May be questioned by the Judiciary Chairperson and, with leave granted by the Judiciary Chairperson, by any Judiciary Panel Member; and



- iv May, with leave granted by the Judiciary Chairperson, be re-examined by the Player or their representative.

16.2.3 Thereafter, the Player or their 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 their representative.

16.3.3 Further to Rule 16.3.1, in the event of a Judiciary hearing in respect of a Notice of Plea entered pursuant to Rule 6.10.2 (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 Chairperson 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/her opinion, should properly be brought to the attention of the Judiciary Panel.

Deliberations and Verdict

16.5 After the Judiciary Chairperson 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 Chairperson and the Judiciary Panel Members.

16.5.2 At the conclusion of the deliberation, once the judiciary has reached a verdict, the Judiciary Chairperson shall act as spokesperson directed to the Judiciary Administrator and state what verdict was reached, providing specifics to the Judiciary Administrator. The players district or region 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 Chairperson, 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 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 6.11.2, 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 to forfeits a match, 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 16.1 to 16.4 (both inclusive) with such modifications and/or adaptations as the Judiciary Chairperson thinks fit in the circumstances.

16.8 Further to Rule 16.7 and for the avoidance of any doubt, the Judiciary shall decide on penalty at the hearing and not at any later date. The Judiciary Chairperson 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.

16.10 A match shall mean a competition match of the same age group in which the player committed the offence. A player cannot count towards his / her suspension matches in more than one age group in each round, even if he / she would have participated in more than one age group on a weekend.

16.11 Where a period of suspension is expressed as a period of time, the period shall commence from the time the penalty is imposed and conclude at midnight on the last day of the period, unless specified differently.

16.12 Subject to any direction by the Judiciary, where the Judiciary imposes a suspended sentence, the period of the sentence that is suspended is subject to good behaviour by the player. If the player is found guilty by the Judiciary or Code of Conduct Tribunal of any subsequent offence committed during the period of the suspended sentence, the suspended sentence will be added to any sentence imposed by the Judiciary or Code of Conduct Tribunal for the subsequent offence.

17. 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 Intention to Lodge a Leave to Appeal Application to the Judiciary Administrator by 5.00pm on the next business day following 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.

A League aggrieved by a decision of the Judiciary may also appeal therefrom to the Appeals Committee as per 17.1.1 and 17.1.2.

- 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 Chairperson.
- 17.3 The Appeals Committee Chairperson shall not grant leave for the Player to appeal unless he/she forms the view in their 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 Chairperson on any application for leave to appeal made by a Player pursuant to Rule 17 before the Appeals Committee Chairperson grants a Player leave to appeal.
- 17.5 Unless otherwise ordered by the Appeals Committee Chairperson, 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 Chairperson so directs.
- 17.7 The Appeal Fee is \$500.00 and should be attached to the completed NSW CRLA Appeal Application Form when it is lodged with the Appeals and Dispute Committee. The fee can be paid in cheque or cash and is only refundable if the appeal is upheld.



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 Community Rugby Leagues Association Judiciary constituted in accordance with Rule 4, comprising the Judiciary Chairperson and the Judiciary Panel.

Judiciary Chairperson means the person appointed to that role pursuant to Rule 4.

Judiciary Code of Procedure means this document including all schedules and annexures.

Judiciary Counsel means the person appointed to that role pursuant to Rule 2.

Judiciary Panel means the panel of two (2) Judiciary Panel Members empanelled for a Judiciary hearing pursuant to Rule 7.1.2.

Judiciary Panel Pool means the persons appointed to that role pursuant to Rule 4.

Judiciary Panel Member means a person in the Judiciary Panel Pool appointed to that role pursuant to Rule 4 empanelled on a Judiciary Panel in accordance with Rule 7.1.2.

Junior Leagues refers to the district, region, 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 which is completed by a Match Official in accordance with Rule 6.

Match Review Committee means the body established pursuant to Rule 3.

Match Review Committee Chairperson means the Match Reviewer appointed to that role pursuant to Rule 3.

Match Reviewer means the persons appointed to that role pursuant to Rule 3.

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 8.

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 Rule 6 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 7 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 6 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 or region 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 4.5.



EXPLANATION 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 has 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 – Every 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 lesser 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	Grade 1	Grade 2	Grade 3	Grade 4	Grade 4 (Minimum Penalty Guide)
Trips, kicks, strikes another player	15.1.a	200	400	600	Referred directly to Judiciary Panel	1200
Careless/Reckless High Tackle	15.1.b	200	400	600	Referred directly to Judiciary Panel	1200
Intentional High Tackle	15.1.b	800	1600	3000	Referred directly to Judiciary Panel	6000
Drops knees first onto an opponent on the ground	15.1.c	200	400	600	Referred directly to Judiciary Panel	1200
Dangerous throw when effecting tackle and / or spear tackle	15.1.d	200	400	600	Referred directly to Judiciary Panel	1200
Deliberately and continuously beaks the law of the game	15.1.e	120	200	400	Referred directly to Judiciary Panel	800
Offensive Language in general	15.1.f	200	400	800	Referred directly to Judiciary Panel	1600
Offensive Language directed towards a match official	15.1.f	400	800	1200	Referred directly to Judiciary Panel	2400
Disputes the decision of the referee or touch judge	15.1.g	120	200	400	Referred directly to Judiciary Panel	800
Re-enters the field of play	15.1.h	1200	1600	2600	Referred directly to Judiciary Panel	5200
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	Referred directly to Judiciary Panel
Behaves in any way contrary to the true spirit of the game <i>Including but not limited to :</i> <ul style="list-style-type: none"> - 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	800
Coming from a distance to become involved in a fight	15.1.i	400	600	800	Referred directly to Judiciary Panel	1600
Deliberately obstructs an opponent who is not in possession	15.1.j	120	200	400	Referred directly to Judiciary Panel	800
Uses a shoulder charge on an opponent	15.1.k	300	600	1000	Referred directly to Judiciary Panel	2000
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	1200
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	1200

Please note: 100 points amounts to a one-week suspension. The Offences Points Index above is the minimum sentence for the associated grading if found guilty of the charge (plus loading if applicable).



NOTICE OF CHALLENGE TO THE MAKE UP OF THE JUDICIARY (Appendix 3)



NOTICE OF CHALLENGE (TO THE MAKE UP OF THE JUDICIARY)

I, (Players Name)

Of the Club – (Community Rugby 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)

Hereby 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 CRLA Judiciary Administrator at:
communityrl@nswrl.com.au
by 2pm on the day of the hearing



NOTICE OF CHARGE (Appendix 4)



NOTICE OF CHARGE

Date of Notice: Competition:
Players Name: Date of Incident:
Players Club: Venue of Match:
Age Group: Opposition Club:

TAKE NOTICE that following an incident that occurred at a fixture with details listed above (date, venue and opposition club), you are hereby charged with the following offence:

Offence	Grading of Offence

CHARGES GRADED AS GRADE 4 (SERIOUS) REQUIRE ATTENDANCE AT A JUDICIARY HEARING

Calculation of Penalty Points for this Charge -

Area	Number	Calculation	Points
Base Penalty (from Penalty Points Table)			
No. of proved offences in previous two year period		50% loading to base penalty for each proved offence	
Clean record discount		25% discount to base penalty for two year period OR 50% discount to base penalty for five year period	
<i>To be eligible for the 50% discount, five year period will apply from international age groups only (U13 and above)</i>			
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 Community Rugby League’s Association Judiciary 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 Community Rugby League’s Association 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)



NOTICE OF HEARING

Date of Notice:

Competition:

Players Name:

TAKE NOTICE that the charge alleged in the attached **Notice of Charge** and / or the penalty stipulated in the Notice of Charge has been set down for the hearing and determination by the Judiciary at the following place and time.

PLACE: NSWRL Centre of Excellence
12 Dawn Fraser Avenue
Sydney Olympic Park

DATE: (DATE)

TIME: From 6.30pm

COMPOSITION OF JUDICIARY:

1. Judiciary Chairman: TBC
2. Judiciary Panel:
 - TBC
 - TBC

NSW Community Rugby League's Association Judiciary



NOTICE OF PLEA (Appendix 6)



NOTICE OF PLEA

Date of Notice: _____ Competition: _____
Players Name: _____ Date of Incident: _____
Players Club: _____ Venue of Match: _____
Age Group: _____ Opposition Club: _____

Having received a Notice of Charge following an incident at a fixture with details listed above,

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 as follows:

Total Penalty Points for this plea
(100 Penalty Points equals one match suspension)

☐ Plead **GUILTY** to the offence but **DISPUTE THE GRADING**. I understand I will be required to appear before the NSW Community Rugby League's Association Judiciary.

☐ Plead **NOT GUILTY** to the offence. I understand I will be required to appear before the NSW Community Rugby League's Association Judiciary and if found to be guilty of the charge and grading by the Judiciary Panel, I will be liable to an increase in penalty equivalent to a minimum 100 points or 50% of the base penalty.

Please note: with a Not Guilty or Dispute the Grading Plea there will be no entitlement to deduction other than the clean record deduction if the outcome is unsuccessful. However, if a reduction of grading is approved by the Judiciary Panel, all reductions will apply.

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 completed 'Notice of Plea' to
Email: dkifooti@nswrl.com.au



NSW COMMUNITY RUGBY LEAGUES ASSOCIATION JUDICIARY GUIDELINES (Appendix 7)

	Time Deadlines	Actions
1	At the completion of the Match	<p>Team sheets to be signed with send-off noted Referee completes the 'Match Officials Dismissal Sheet' Team official/player is given "yellow" copy and Referee keeps "pink" copy The original "white" copy must be scanned and sent to the District League Administrator or Regional Manager</p> <p>District JL Administrator or Regional Manager must then forward to communityrl@nswrl.com.au</p> <p>It is important both Referees Association or Junior League / Regional administrator are aware of the charge Note: this is not the official Notice of Charge</p>
2	6.00pm Sunday	<p>Match official to fill in and submit further "Online Match Officials Report" via the following link: https://www.nswrl.com.au/about/match-officials-report/</p> <p>The "Online Match Officials Report" will be automatically sent to communityrl@nswrl.com.au</p>
3	9.00am Monday	<p>Both the 'Match Officials Dismissal Sheet' and "Online Match Officials Report" are required be submitted to communityrl@nswrl.com.au</p>
4	11.00am Monday	<p>Match Review Committee reviews reports to determine actual charge and grading based on the evidence provided.</p>
5	12:00pm Tuesday	<p>Confirmed charges and grading returned to NSWRL by Match Review NSWRL Judiciary administrator issues the official 'Notice of Charge' to the player's Club Secretary</p> <p>League Administrator will be copied in on email to clubs</p>
6	9:00am Wednesday	<p>'Notice of Plea' returned by club to the Judiciary Administrator: Email: (as provided on Notice of Plea)</p>
7	10:00am Wednesday	<p>The Referees Association and tribunal members are notified as to whether Match Officials are required to attend a hearing (no notification indicates that officials are not required).</p>
8	From 6:30pm Thursday	<p>Tribunal convenes to adjudicate on cases brought before it (either "not guilty" OR "dispute grading" pleas)</p> <p>All hearings held at central venue – NSWRL Centre of Excellence 12 Dawn Frazer Avenue, Sydney Olympic Park</p>
9	Before 5:00pm Friday	<p>The Judiciary administrator issues the club with a "Notice of Outcome"</p> <p>All verdicts (including not guilty) are recorded onto national data base (MySideline)</p> <p>League Administrator will be copied in on email to clubs for their records</p>

*** Please Note: Each Region / Group / District may alter these timelines to suit local competitions. Clubs should be made aware of any changes prior to the commencement of the new season.**



NOTICE OF OUTCOME (Appendix 8)



NOTICE OF OUTCOME

Name:

Date:

Guilty of:

Points Penalty:

It is expected that this suspension will:

Start:

Finish:

However, this suspension will be in place until the following number of matches have been served:

Matches to serve:

Note: Matches forfeited by the opposition WILL count towards suspensions. If the team the player is registered to forfeits the match, said match WILL NOT count towards suspension. Wash outs and bye's DO NOT count towards suspensions.

Please refer to NSWRL Community Rugby League Policies & Procedures Manual for further information regarding suspensions.

NSW Community Rugby League's Association Judiciary



7.2 Publication on MySideline

Once an authorised plea has been received or a hearing has been held, any outcome(s) will be recorded on the members MySideline tribunal 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 or Region is known in the event of a repeat charge/offence, and also to ensure that suspensions are upheld in Districts or Regions other than where the suspension was issued.

SECTION 8

APPEALS CODE OF PROCEDURE

(CODE OF CONDUCT AND JUDICIARY)



8.1 Appeals Committee Code of Procedure



APPEALS COMMITTEE CODE OF PROCEDURE (Judiciary or Code of Conduct Committee and Code of Conduct)

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 1.13(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 1.7(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 1.6(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 1.13(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 1.12**.

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 1.10(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 1.7(b).

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 1.5**.

1.2 Leave to Appeal

- (a) A person, or party, who is aggrieved by a decision of the Judiciary or Code of Conduct Committee may appeal therefrom to the Appeals and Disputes Committee, by 5.00pm on the next business day following receipt of the Notice of Outcome, 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. The evidence must also be sufficiently strong that, in the opinion of the Appeals and Disputes Committee, it may well have affected the outcome of the earlier determination had it been available.
 - (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/she forms the view, in his/her 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 17 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.
- (f) The Appeal Fee is \$500.00 and should be attached to the completed NSW CRLA 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.

1.3 Jurisdiction

- (a) Subject to strict compliance with the procedure set out in Rule 17 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 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 17 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 1.14(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 17 of the Judiciary or Code of Conduct Committee Code of Procedure and Rule 1.2 by the deadline in Rule 17.1 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 17.1 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 1.17 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 17 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 1.11(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/her 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/her 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
- (3) Any other matter which might reasonably take the Appeals Committee by surprise.

The person or his/her 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 1.11(d)(2) for the Respondent to submit the Respondent's Material.
- (b) Hearings shall:
 - (1) Occur in Sydney as advised by the Appeals Administrator; 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
 - (6) 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/her absolute discretion thinks fit.
- (b) Without limiting Rule 1.14(a) and in accordance with Rule 1.7(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 their absolute discretion, give such instructions or directions as he/she 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/she in his/her 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 the court of law, but the rules of natural justice are applied.
- (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; or
 - (2) Via video conference (Facetime, Skype).
- (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:

a) Notice of Challenge

- 1) 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.
- 2) The Chairperson alone shall make such orders as is necessary to determine the Notice of Challenge.

b) The Appellant's Case

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/her 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.

c) The Respondent's Case

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.

d) Addresses

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.

e) Directions and Deliberations

At the conclusion of the closing addresses, the Appeals Committee may, but need not, adjourn to consider its decision.

f) Decisions

- (1) 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.
- (2) Reasons for a decision of the Appeals Committee may, but need not, be given.
- (3) A decision of the Appeals Committee may be given orally by the Chairperson or in writing by the Appeals Committee.

g) Powers of the Appeals Committee

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.

h) Decision Binding

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)



NOTICE OF APPEAL

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:

Return completed Notice of Appeal to:

communityrl@nswrl.com.au



NOTICE OF WITHDRAWAL OF APPEAL
(Appendix 2)



NOTICE OF WITHDRAWAL OF APPEAL

I, [INSERT NAME OF APPELLANT] hereby withdraw my Notice of Appeal dated [INSERT DATE].

Appellant:

(Signature)

Date:

Return completed Notice to:

communityrl@nswrl.com.au



NOTICE OF CHALLENGE (Appendix 3)



NOTICE OF CHALLENGE

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]**.

Appellant:

(Signature)

Date:

Return completed Notice to:

communityrl@nswrl.com.au



NOTICE OF APPEAL HEARING (Appendix 4)



NOTICE OF APPEAL HEARING

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: _____

SECTION 9

DISTRICT OR REGIONAL BY-LAWS

SECTION 10

APPENDIX AND NRL POLICIES



10.1 Links to NSWRL Policies & Guidelines

1. NSWRL Event Sanctioning Form
<https://www.nswrl.com.au/siteassets/documents/2020/nswrl-event-sanctioning-form-2020.pdf>
2. NSW CRLA Request for Leave to Appeal Application Form
<https://www.nswrl.com.au/siteassets/documents/new/nsw-crla-request-for-leave-to-appeal-application-form-2020-001.pdf>
3. NSW CRLA Transfer Policy Appeal Form (Online)
<https://www.cognitofrms.com/NewSouthWalesRugbyLeague/nswcrlaplayertransferdenialappealform>
4. WWCC Statutory Declaration
<https://www.nswrl.com.au/siteassets/documents/2020/wwcc-statutory-declaration-under-the-oaths-act-1900-nsw.pdf>
5. WWCC Undertaking and Consent Form
<https://www.nswrl.com.au/siteassets/documents/2020/wwcc-undertaking--consent-form-to-accompany-stat-dec-2020.pdf>
6. NSW CRLA Photography Consent Form
<https://www.nswrl.com.au/siteassets/documents/new/nsw-crla-photography-consent-form-2020-001.pdf>
7. NSW CRLA Playing in a Higher Age Group Consent Form
<https://www.nswrl.com.au/siteassets/documents/new/nsw-crla-playing-in-higher-age-division-consent-form-2020-001.pdf>
8. Concussion Recognition Tool
<https://www.nswrl.com.au/siteassets/documents/2020/concussion-recognition-tool-2020.pdf>
9. NSWRL Critical Incident Management Forms
<https://www.nswrl.com.au/siteassets/documents/2020/nswrl-critical-incident-management-report-forms-2020.pdf>
10. Regional Member Playing Agreement
<https://www.nswrl.com.au/siteassets/documents/2020/nswrl-regional-member-standard-playing-agreement-2020.pdf>
11. Admission of Teams in Regional Competitions Form
<https://www.nswrl.com.au/siteassets/documents/2020/nswrl-admission-of-teams-to-competitions-in-regional-areas-2020.pdf>
12. NSWRL NRL Coach Registration and Accreditation National Rugby League Policy
<https://www.nswrl.com.au/siteassets/community/2021/nswrl-nrl-coach-registration-and-accreditation--national-rugby-league-policy.pdf>



10.2 Links to NRL Policies & Guidelines

1. NRL National Clearance and Permits Policy

https://www.playrugbyleague.com/media/3518/nrl-national-clearance-permits-policy_v3_0.pdf

2. NRL Privacy Policy

https://www.nrl.com/privacy-policy/?_ga=2.175149218.1211377088.1585520123-1993137966.1578354022

3. NRL On-Field Policy

https://www.playrugbyleague.com/media/4916/nrl-on-field-policy_v4_0.pdf

4. NRL Unmanned Aerial Drone Policy

https://www.playrugbyleague.com/media/4367/nrl-unmanned-aerial-vehicle-drone-policy_v10.pdf

5. NRL Infectious Disease Policy

https://www.playrugbyleague.com/media/4380/nrl-infectious-diseases-policy_v20.pdf

6. NRL National Registration Policy

https://www.playrugbyleague.com/media/4331/nrl-national-registration-policy_v30.pdf

7. NRL Coach Accreditation Policy

https://www.playrugbyleague.com/media/10919/nrl-national-coach-accreditation-policy_2021-final.pdf

8. NRL Application to Tour / Travel

https://www.playrugbyleague.com/media/4381/nrl-travel-tour-policy_v30.pdf

9. NRL Member Protection Policy

<https://www.playrugbyleague.com/media/1939/nrl-member-protection-policy-revised-27072015-002.pdf>

10. NRL Community Rugby League Policy and Guidelines for the Management of Concussion

https://www.playrugbyleague.com/media/10905/2021-concussion-management-guidelines_2021.pdf

11. NRL Community Head Injury Recognition and Referral Form

https://www.playrugbyleague.com/media/10904/nrl-community-hia-form_-2021.pdf

12. NRL Injury Report Sample

<https://www.playrugbyleague.com/media/2374/nrl-injury-report-form.pdf>

13. NRL Synthetic Field Standards

https://www.playrugbyleague.com/media/1938/nrl14_0846-nrl-synthetic-field-standards_ns_c4_gg_low-res.pdf



14.NRL Return to Play Policy

https://www.playrugbyleague.com/media/4364/nrl-return-to-play-policy_v20.pdf

15.NRL Sun Protection Policy

https://www.playrugbyleague.com/media/4366/nrl-sun-protection-policy_v20.pdf

16.NRL Medical Advice Card

<https://www.playrugbyleague.com/media/2276/medical-advice-card.pdf>

17.NRL Heat Guidelines

https://www.playrugbyleague.com/media/1936/heat-guidelines_with-changes1.pdf

18.NRL Pregnancy Policy

https://www.playrugbyleague.com/media/4363/nrl-participation-pregnancy-policy_v1.pdf

19.NRL Sports Glasses / Sports Goggles Policy

https://www.playrugbyleague.com/media/4365/nrl-sports-glasses-sports-goggles-policy_v10.pdf

20.NRL Mouthguard Policy

https://www.playrugbyleague.com/media/4361/nrl-mouthguard-policy_v10.pdf

21.NRL Electrical Storm Safety Guidelines

https://www.playrugbyleague.com/media/1935/electrical-storm-safety-guidelines_with-changes1.pdf