

WELSH RUGBY UNION

DIRECTORATE OF RUGBY

Discipline Structure for Under 19 Rugby

1. Introduction

- 1.1 The Welsh Rugby Union decided that from 1st February 2000 discipline in Under 19 rugby would be centralised and dealt with nationally by a Welsh Rugby Union Under 19 Disciplinary Committee. The Committee is responsible for individual procedure and implementation.
- 1.2 During the past few seasons poor discipline on the part of some players, coaches, parents, and supporters especially at tournaments resulted in the Welsh Rugby Union issuing guidelines to all Schools and Clubs wishing to run a tournament, stay away overnight, or undertake a tour abroad. Organisations are required to notify and seek permission from the appropriate bodies named in 5.1 for any tournaments, game(s) involving an overnight stay away or tours abroad. These bodies to notify the WRU, and forward a copy of their authorisation of any tournament authorised to the appropriate Disciplinary Secretary immediately. This will enable the Under 19 Disciplinary Committee to observe tournaments and ensure they conform to conditions laid down.
- 1.3 Organisations are reminded that they carry ultimate responsibility for the good behaviour of their players, coaches, officials and supporters both during and after play. Organisations must ensure that parents/supporters do not abuse match officials or behave in such a way as to cause indiscipline during and after play. It is suggested that the Code of Conduct published by the Welsh Rugby Union should be regularly brought to the attention of all players, officials, parents and supporters.

2. Disciplinary Organisation

2.1 Under 19 Disciplinary Committee

2.1.1 The Under 19 Disciplinary Committee appointed by the Welsh Rugby Union will consist of:

Chairman

Secretary

Assistant Secretary

Appeal Secretary

Maximum of 8 Committee Members.

2.1.2 The Under 19 Disciplinary Committee will appoint sub committees as follows:

Schools Disciplinary Sub Committee	To deal with all reports in respect of school based games (Primary, Intermediate and Senior)
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Youth/Junior Disciplinary Sub Committee	To deal with all reports in respect of Club based games (7-19 years)
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Girls Disciplinary Sub Committee	To deal with all reports in respect of Girls based junior games (7-19 years)
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2.2 The Disciplinary Sub Committees are responsible for dealing with all match reports from referees regarding matters relating to players' misconduct on the field of play. They are also responsible for dealing with all reports/complaints regarding the use of unqualified referees, and will automatically check that any game reported for indiscipline had a correctly qualified referee.

2.3 Issues outside of players' misconduct on the field of play, will be dealt with by a Joint Committee of these Disciplinary Sub Committees, and will comprise members. 'Minimum quorum for any Inquiry/Hearing is three members'. The Committee's responsibilities extend to the point to which the away team formally leaves the venue.

2.4 The Secretaries of the Disciplinary Sub Committees will hold regular meetings to make available to each other information on any sanctions applied to players, supporters, organisations or their officials. Should there be a need for extra meetings, then these may be called at the Chairman's discretion.

2.5 Appeals Committee

2.5.1 The Appeals Secretary of the Under 19 Disciplinary Committee will be responsible for receiving, assessing and co-ordinating all appeals.

- 2.5.2 If an Appeal is granted, an Appeal Sub Committee will be set up to consider each appeal received. The appeal committee will need a quorum of three members who can be representatives of any of the affiliated bodies.

- 2.6 The names, addresses, telephone and fax numbers of the Disciplinary and Appeals Secretaries together with the names and addresses of the Committee Members and local Directors of Rugby will be notified to all Referees Societies, all District Organisations, Clubs and Schools at the start of each season together with a copy of the sending off report which should be used at all times (copy at Appendix 1a).

- 2.7 The WRU Administrator of the Welsh Rugby Union will serve as Secretary of the Under 19 Disciplinary Committee and will deal with all budget and financial matters.

- 2.8 All clubs/schools MUST be aware of the new Photographic Images document at Appendix 6.

3. Disciplinary Procedures

3.1 **Players who are sent off in Club and School matches played in Wales will be allowed to continue playing until their case is dealt with by the WRU Under 19 Disciplinary Committee.**

3.1.1 If any School or Club deliberately plays someone after being notified their player has been banned, the organisation will be disciplined. Clubs/Schools having players sent off are responsible for notifying other relevant organisations for which the player plays.

3.1.2 **Abandoned Games**

The squad of players who are involved in games which are 'Abandoned' for reasons of indiscipline may continue to play in matches. The Referee who abandons a match for reasons of indiscipline **must** submit his report within a period of **five days** to the Disciplinary Secretary. For all games that are abandoned for reasons of indiscipline a Disciplinary Inquiry will be held within 14 days of the match if practical.

3.1.3 **Citing at District Representative & International Matches**

Citing can only be at District Representative and International Matches.

Referees can cite on video evidence after the final whistle.

A player may be cited for an offence unseen by the match officials, only by the members of the WRU Under 19 Discipline Committee. This must be done within four days of the game being played.

If a player is cited, it is compulsory that the person who cites must provide the following evidence to support his citing:

- a. Video evidence

3.1.4 **Sin Bin**

The SIN BIN is to be used for ALL U19 GAMES

This is a reportable offence.

3.2 School players playing in Club matches (7-19 years) will be dealt with by the relevant Disciplinary Sub Committee. .

- 3.3 It is the responsibility of any organisation involved in a game to ensure that disciplinary reports are sent to the appropriate Disciplinary Secretary within 5 days if possible. This is particularly so where referees not included on the local Referees' Society or WRU Lists are used to officiate at any game. **In matches refereed by a referee not included on the local Referee's Society or WRU Lists, then it is the responsibility of the team appointing the referee to see that a report is sent to the Disciplinary Secretary within the appointed time.** Failure to do so will involve disciplinary action being taken against the organisation and its officials.
- 3.4 Sending Off Procedure
- 3.4.1 The referee's report (Appendix 2) to be with the appropriate Disciplinary Secretary within 5 days if possible.
- 3.4.2 The Disciplinary Secretary to send a copy of the referee's report to the relevant Club, Secretary/School Head Teacher. The organisation will have 7 days to respond to the enclosed proforma (copy at Appendix 3). Failure to respond to the requests for information by the Disciplinary Secretaries, within the required time span, will result in disciplinary action being taken against the Club/School failing to give the requested information, with an appropriate fine or ban.
- 3.4.3 If no defence is offered within the stipulated time, the sub committee, subject to any mitigating circumstance included by the referee and the player's age, will administer the Norm punishment. (see Appendix 4a)
- 3.4.4 If a defence or mitigation is received, then the Sub Committee must take this into account when making their decision. If a personal hearing is requested, then the Disciplinary Secretary will make the necessary arrangements for the Sub Committee to meet and resolve the case within 14 days within the District where the offence took place.
- 3.4.5 The relevant organisation(s) are then notified of the decision.
- 3.5 Other complaints
- 3.5.1 Referees reports complaining of/sending off officials, coaches or supporters should also be sent to the appropriate Disciplinary Secretary. Similarly organisations complaining about other organisations where no referee's report is made (usually when referees are not included on the local Referee's Society or WRU Lists) must be sent to the appropriate Disciplinary Secretary within 5 days of the incident.
- 3.5.2 The Disciplinary Secretary will send a copy of the complaint to the relevant Club/Secretary/School Head Teacher. The organisation will have 7 days to respond on the enclosed proforma (see appendix 3). Failure to respond to the requests for information by the Disciplinary Secretaries, within the required time span, will result in disciplinary action being taken against the Club/School failing to give the requested information, with an appropriate fine or ban.

3.5.3 The Disciplinary Secretary will after 7 days arrange for an Inquiry by the Joint Committee within 14 days to arbitrate on the complaint. The Inquiry will not be limited to the range of the complaint but will cover all associated problems with the game. The inquiry will be able to take appropriate action against any misbehaviour proved to their satisfaction.

3.5.4 The relevant organisation(s) are then notified of the decision.

3.6 Hearings

3.6.1 Any player, organisation, coach or official who is the subject of a disciplinary report may seek a personal hearing to present his case to the Disciplinary Sub or Joint Committees. The Disciplinary Secretary on receipt of a request will organise an appropriate hearing within 14 days. Costs incurred by organisations involved in the hearing will be borne by themselves. The attendance of the referee is desired for all sending off offences and his costs will be borne by the Welsh Rugby Union.

3.6.2 No player under 14 years of age will be allowed to attend a personal hearing, but can be represented by the relevant parent, coach or committee member.

3.6.3 Players, Officials or Supporters named at an Inquiry as misbehaving during or after a game, will normally be offered a chance to have the Panel take into account a written statement or personal hearing if not invited to attend the initial Inquiry before any sanction is given.

3.6.4 Only those people invited are allowed to attend personal hearings or inquiries. All other evidence must be provided by written statement or video, and be in the hands of the appropriate Disciplinary Secretary at least 5 days before the hearing.

3.7 Sanctions

3.7.1 Disciplinary suspensions imposed will be based on the IRB recommendations (see Appendix 4a-4e). However in arriving at their decision the Disciplinary Sub Committee are required to take into account the referee's report, the age of the players and any mitigation by the accused player/organisation/official if considered to be proved and relevant

3.7.2 Where a playing suspension is not appropriate (complaint against organisation, official, parent etc) the range of sanctions available are:

Fines on organisations for misbehaviour of officials, supporters or whole teams

Probation a warning given that any similar behaviour within a set time will result in a punishment being implemented.

Disbandment of a team/organisation if evidence of misbehaviour is found or if the Committee consider the officials are not suitable (i.e. a team deliberately playing overage players).

Banning Teams, individual coaches or officials when found to be unsuitable for involvement with Under 19 teams.

Banning Players whose parents simply will not behave on the touchline.

3.7.3 Sanctions will be implemented as per following:

- i) A Youth player suspended by the Under 19 Disciplinary Committee will carry out his suspension during the Rugby season as laid down by the Welsh Rugby Union.
- ii) A Schools' player suspended by the Under 19 Disciplinary Committee will carry out his suspension during the period 1st of September and 31st May each season. If the player obtains his 18th birthday between the day the suspension was given and the 1st September, that suspension will start on the 1st of August.
- iii) A Club junior player suspended by the Under 19 Disciplinary Committee will carry out his suspension during the period of 1st September and 31st May each season.
- iv) A Girl player suspended by the Under 19 Disciplinary Committee will carry out her suspension during the period of 1st September and 31st May each season.

3.7.4 Players suspended by the Under 19 Disciplinary Committee, will not be permitted to participate in any tour, be he/she selected for a representative side or club side during the closed season.

3.7.5 It is the responsibility of a club to inform the play's school of ANY disciplinary sanction imposed by the WRU U19 Discipline Committee.

It is the responsibility of a school to inform the player's club of ANY disciplinary sanction imposed by the WRU U19 Discipline Committee.

4. Appeals Procedure

- 4.1 Any decision made by the disciplinary sub committees or incorrect procedures carried out may, if thought to be incorrect, be appealed against within 14 days of being notified of the Disciplinary Sub Committees decision. The appeal must be made in writing to the Appeals Secretary of the U19 Disciplinary Committee and must be accompanied by a payment of £30 per individual decision. This payment will be refunded in the event of the appeal being upheld.
- 4.2 It is the responsibility of the relevant organisation to lodge any appeal and to provide the Appeal Secretary with evidence to support their case. On assessing the submitted evidence the Appeal Secretary will have powers to recommend one of the following (i) grant of appeal (ii) reject the appeal (iii) recommend a rehearing by a different sub-committee
- 4.4 The attendance of the Referee at any appeal hearing will be at the discretion of the Appeals Secretary.
- 4.5 No player under 14 years of age will be allowed to attend an appeal hearing, but can be represented by the relevant parent, coach, or committee member..
- 4.6 The final avenue of appeal is to the Board of Directors of the Welsh Rugby Union in accordance with Article 23 of the Memoranda and Articles of the WRU Limited.
- 4.7 On confirmation that an appeal has been granted by the Appeals Secretary a person can continue playing and resume their club duties.

5 Tournaments

- 5.1 Any team wishing to run a competition, such as a tournament, must apply in writing to:

Schools	Secretary WSRU
Youth	Administrative Secretary WRU
Club Juniors	Local District Director of Rugby
Girls	Manager, Women's and Girls' Rugby

Names and addresses can be obtained from the current years' appropriate handbook or website

- 5.2 A tournament is defined as an event involving more than three participating teams. The Welsh Rugby Union Under 19 Disciplinary Committee is to be informed of any such Tournaments. The Welsh Rugby Union Under 19 Disciplinary Committee will visit any such Tournament and take whatever action they deem appropriate should the organisation not meet acceptable standards as laid down in 5.3

5.3 The written application must contain the following details:

The number of age groups involved

The number of teams at each age group to be invited

Confirmation that one pitch will be available for each age group to avoid unnecessary delays.

Confirmation that pitches will be correctly marked and fenced off to avoid spectator problems. (Touch Judges, First Aid Personnel only to be within barrier).

Qualified referees to officiate (both to referee and run the line).

Indicate the First Aid facilities to be provided.

Confirmation that the host organisation will provide two (2) stewards at each game to arbitrate in disputes and to report any bad behaviour to the organisers, and ensure disciplinary reports are submitted.

Please note Appendix 6

5.4 All games must be played according to Welsh Rugby Union Pathway.

5.5 A coaches meeting to be held prior to the competition where copies of the Welsh Rugby Union Code of Conduct for players, coaches and parents should be distributed.

6. Overnight Stays and Tours

Permission for Clubs/Schools for overnight stays or tours abroad must be made in writing to the relevant personnel named in paragraph 5.1 above. Full details of age groups, number of players, games, hotels and travel arrangements must be supplied.

- * *It is imperative that the Name of Club personnel and contact number with overall responsibility for the full duration of tour is supplied.*

7. Approval of Tours, Overnight Stays and Tournaments

- 7.1 Applications will be sanctioned only after account is taken of the disciplinary record over the past two years of the applying Club/School. (see Appendix 5a-c).
- 7.2 Replies to applications will be received within **1 MONTH**
- 7.3 **Failure to comply with these rules could result in permission for future activities being withheld and financial restrictions imposed.**

8. Incoming Tours

This is a matter Union to Union and is administrated by The Administration Manager, Welsh Rugby Union.

**The Under 19 Disciplinary Committee
made up of the following officers:**

Development Administrator	Martyn Rees	Welsh Rugby Union Golate House St. Mary's Street Cardiff CF10 1GE	
Chairman	Geraint Roberts	89 Sandy Lane Caldicot Monmouthshire	01291-420671 (H)
Secretary	John Hedges	100 Lon Afallen Trehafren Newtown SY16 1PX	01686-628435 (h) 01686-621831 (w) E-mail john.hedges@btinternet.com vsnorth@victimsupportpowys.org.uk
Appeals Secretary	Odwyn Howells	24 Heol Bryngwili Cross Hands Llanelli SA14 6LR	01269-844556 (h) 02920-827086 (w) 07788-457152 (m) Email: odwyn.howells@wru.freemove.co.uk
Assistant Secretary	Vaughan James	26 Maesteg Crescent Tonteg Pontypridd CF38 1PE	01443 - 208511
Schools Secretary	Howard Wynne Thomas	Myrtle Cottage Dan-y-Bont Gilwern Abergavenny NP7 0DD	01639-842200 (s) 01639-842200 (f) 01873-831884 (h) 07714309988 (m) E-mail howhead@penrhos.powys.sch.uk
Girls Secretary	Jilly Holroyd	WWRU Golate House St Mary's Street Cardiff CF10 1GE	02920-822441 (b)

WRU U19 Discipline Committee members	Meirion Williams	9 Forest Avenue Cefn Hengoed Hengoed CF82 7HY	01443- 815987 (h)
	Islwyn Johns	4 Underwood Terrace Pantygraigwen Pontypridd CF37 2RY	01443 - 409269 (h)
	Wynne Lloyd	23, Pen-y-Bont Crynant Neath SA10 8PS	01639 750336 (h)
	Morris J Davies	49 Rhodfa Bryndulais Blaendulais Castell – Nedd SA10 9EF	01639 – 700419 (h)
	Andy Clark	14 Laurel Park St Arvans Chepstow Gwent NP16 6ED	01291-625889 (h)
	Nadine Attwell	72 Tal y Coed Hendy Llanelli Carmarthenshire SA4 0GR	E-mail attwell.family@clara.net

Appendix 1b

WSRU (Senior Group) Officers available for Under 19 Disciplinary Hearings

WSRU representatives to sit on any matter to be chosen from previous years list

**WELSH RUGBY UNION
UNDER 19 DISCIPLINARY COMMITTEE
DISCIPLINARY PROCEDURE FORM**

To be completed by the Referee and sent to the Disciplinary Secretary of the relevant Discipline Sub-Committee within 5 days of the game concerned

ALL SCHOOLS RUGBY Howard W Thomas Myrtle Cottage, Dan-y-Bont Gilwern, Abergavenny NP7 0DD	ALL CLUB RUGBY John Hedges 100 Lon Afallen Trehafren Newtown SY16 1PX
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Match V

Venue Date

Weather Conditions *Wet / Dry

Ground Conditions * Firm / Muddy

<u>Full Name of Players</u>	<u>Date of Birth</u>	<u>Club</u>	<u>School</u>
.....
.....
.....
.....

Nature of Offence Law

Description of Incident (to include temper of game, if previous warnings given, relation of incident to phase of play e.g Ruck, Maul, Line-out etc provocation is seen)

Continue overleaf if required

Did the incident necessitate attention on or off the field or hospitalisation

Referee's Name *WRU /District/Other

If Other - please indicate links with either team, or capacity in which you refereed the game

Address Tel No:

.....
 Years refereeing i.e. 1st year / 2nd year / 3rd year / over 3years

Signed Date

Notes Referees are advised that, whenever possible, they should avoid discussion on the incident(s) After the match.
 Referees must confine description of incident(s) to fact and should not offer opinions

- Delete as Appropriate

**WELSH RUGBY UNION
UNDER 19 DISCIPLINARY COMMITTEE
DISCIPLINE PROCEDURE FORM**

Club _____ **Name** _____
Youth/Junior _____ **Disciplinary Secretary** _____ **Address** _____

Tel No: _____ **Fax** _____

To Name of Club / School _____

Name of Player(s) _____

Nature of Complaint _____

Age Group / School Year _____
Game _____ V _____

Please complete the proforma below and return within 5 days to the Discipline Secretary at the above address. Please enclose any statements or comments the player/official/ organisation wishes to be taken into account. Please enclose a team list showing players names, dates of birth and school attended if the game was abandoned.

1. I acknowledge receipt of the referees report/complaint indicated above: _____
 2. Is the player in full time education (Club to complete)

	Yes	No
Name of Education Establishment attended		

 3. Does the player play for a Club (School to complete)

	Yes	No
Name of Club player attends		

 4. Please give players date of birth _____
 5. If a Coach/Official has been cited please confirm that they have been made aware of the complaint and their right to submit evidence or have a hearing

Cited Coach/Official's Signature _____
 6. Is the player/official/organisation submitting a defence

	Yes	No
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 7. Is a personal hearing required

	Yes	No
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- * NOTE: No person under age of 14 is allowed to attend but can be represented by a parent, coach or committee member

Signed _____ **Name** _____ **Date** _____

Club Secretary/Head Teacher

**RECOMMENDED SANCTIONS FOR OFFENCES
WITHIN THE PLAYING ENCLOSURE (REGULATION 18)**

OFFENCE	RANGE OF PENALITIES	NORM
To strike an opponent with the hand, fist or arm including the elbow.	1 - 12 weeks	3 weeks
To hack, stamp or trample an opponent.	3 - 26 weeks	Head – 18 weeks Body – 4 weeks
To kick an opponent.	3 - 26 weeks	Head - 18 weeks Body – 4 weeks
To trip an opponent with the foot.	1 - 6 weeks	2 weeks
To strike an opponent with his head.	7 - 36 weeks	18 weeks
To attempt to strike an opponent with the head	2 – 7 weeks	4 weeks
To strike an opponent with his knee(s).	3 - 26 weeks	Head – 18 weeks Body – 4 weeks
To bite an opponent.	12 - 36 months	18 months
To attack an opponent's eyes with any part of the hand.	18 - 36 months	24 months
To tackle early, late or dangerously, including the action known as a "stiff arm tackle".	1 - 8 weeks	3 weeks
To charge or obstruct or grasp an opponent who has just kicked the ball.	1- 8 weeks	3 weeks
To hold, push, charge, obstruct or grasp an opponent not holding the ball except in a scrummage, ruck or maul.	1 - 8 weeks	3 weeks
In the front row of a scrummage to form down some distance from the opponent and rush against them.	1 - 8 weeks	3 weeks
In the front row of a scrummage to lift an opponent off his feet or force him upwards out of the scrum.	1 - 8 weeks	3 weeks
To cause a scrummage, ruck or maul to collapse.	1 - 8 weeks	3 weeks
While the ball is out of play to molest, obstruct or in any way interfere with an opponent or be guilty of any form of misconduct.	1 - 8 weeks	3 weeks
To verbally abuse match officials.	4 - 12 weeks	8 weeks
To use threatening actions or words at match officials.	12 - 24 months	18 months
Racial Abuse	6 – 12 weeks	8 weeks
To spit at an opponent and/or match official	1 – 12 weeks	6 weeks
To physically abuse match officials.	2 years - Life	5 years

Appendix 4b

Sanctions for Offences by Players Recommended by WRU		
Offence	Range of Penalties	Norm
Use of foul/abusive language player to player	1 – 8 weeks	2 weeks
Replacement players who come onto the pitch and participate in foul play	Double punishment of on field player for particular offence	
Spitting at an opponent or match official	12 – 36 months	18 months
Racial abuse of opponents, match officials or spectators	3 – 12 months	6 months
Teams reported for participating in mass brawls, whether or not game was abandoned	Automatic 2 week ban on teams	

**Recommended Sanctions for Offences by
Club, Team, Officials, Parents or Supporters on or off the playing enclosure.**

Parents / Supporters		Range of Penalties	Norm
Entering field of play	2 nd Offence 3 rd Offence	8-16 weeks	12 weeks
Abusive behaviour		8-16 weeks	12 weeks
Threatening & abusive behaviour		12-24 month	18 months
Physical abuse		2 yrs to Sine die	5 years
Repeated incidents of above		Double first sanction Sine Die ban thereafter	
Club / School Officials			
Entering field of play	2 nd Offence 3 rd Offence	8-36 weeks	24 weeks
Abusive behaviour		8-36 weeks	24 weeks
Threatening & abusive behaviour		12-36 month	18 months
Physical abuse		2 yrs to Sine die	5 years
Repeated incidents of above		Double first sanction Sine Die ban thereafter	
It found guilty of any of these offences the Under 19 Committee can order a retraining programme for those concerned.			
Club/School failing to submit discipline reports to the appropriate U/19 Disciplinary Secretary		Fine or other sanction at the discretion of the U/19 Disciplinary Committee.	
Players, teams, officials, parents or supporters brawling before during or after any game.		Suspension, fine or other sanction at the discretion of the U/19 Disciplinary Committee	
Club/School failing in its responsibility to prevent bad behaviour by their players, officials or supporters and / or failing to protect match officials from abusive or threatening behaviour		Fine (without maximum), suspension or other sanction at discretion of U/19 Disciplinary Committee	
One or more instances of offences committed by a Coach		Suspension , retraining, or other sanction at discretion of U/19 Disciplinary Committee	
Club/organisation using an unqualified referee in an Under 19 game		First Offence by club	£100 fine on club
		Further offences by club	£150 fine and ban on U19 rugby until local director certifies club is aware of its responsibilities
		First offence – unofficial referee	3-month suspension from any association with U19 rugby.
		Further offences – unofficial referee	1-year suspension from any association with U19 rugby.

RECOMMENDED SANCTIONS FOR
OFFENCES BY PLAYERS/OFFICIALS

Under 19 Disciplinary Committee will monitor the behaviour of all clubs and schools throughout the season and will impose additional sanctions in accordance with the following conditions and scale.

All red cards will attract 3 penalty points each

An abandoned game will could count as 3 points

Any individual red card issued when a game is abandoned also attracts 3 points.

A club or school's penalty points total will be counted from red cards given against all under 19 sides run by the organisation during a season.

<u>Penalty Points</u>	<u>Sanction</u>
9	warning letter to senior club secretary
15	Club fined £50 and further warning letter t senior club secretary
18	Under 19 section banned for 2 weeks
Each additional 3 points	club fined £50 and under 19 section banned for a further 2 weeks

FOUL PLAY LAW' IN WOMEN'S & GIRLS RUGBY

Penalties

Law 10 Foul play offences all apply, along with the following three extras as seen more and relating to Women's & Girls rugby

- 1. PULLING OF HAIR – A player must not use another players hair whether tied up or loose to prevent them from playing the game at any point**

Ref to Law 10.2a (Unfair play)
10.4e, i & k (Foul play)

Proposed Penalties

Range of Penalties	Norm
1-8 weeks	3 weeks

- 2. HAND OFF's – A player must always use the flat of the hand when handing off; they should never present the hand off with fingers or nails first.**

Ref to Law 10.3 a.b.c.d.(Repeated Infringements)
10.4 k (Foul Play)

Proposed Penalties

Range of Penalties	Norm
1-12 weeks	3 weeks

- 3. PINCHING OR BITING – A player must never pinch/bite to gain an advantage over an opposition.**

Ref to Law 10.3 a b c (Repeated Infringements)
10.4 i j k l (Foul play)

Proposed Penalties

Range of Penalties	Norm
12-36 months	18 months

Also refer to red and yellow cards ref to law 10.5 and 10.6 in the IRB Law Book 2001

WELSH RUGBY UNION
Youth Rugby

Any team, which intends to stay overnight at a venue, must complete the section below and submit it to the Administrative Secretary of the Welsh Rugby Union at least one month prior to the leaving date.

.....

Club **RFC**

Contact

.....

.....

Tel **(h)** **(b)**

Position in Club

Date leaving **Date returning**

Address of Accommodation

.....

.....

.....

.....

Tel No:

Opponents **Game 1** **v** **RFC** **Date**

Game 2 **v** **RFC** **Date**

Game 3 **v** **RFC** **Date**

No. of Persons travelling: **Players ()** **Officials ()** **Supporters ()**

Name **Date**

WELSH RUGBY UNION
WSRU APPLICATION

Any team, which intends to stay overnight at a venue, must complete the section below and submit it to the Hon Secretary of the Welsh Schools Rugby Union at least one month prior to the leaving date.

.....

Schools

Contact

.....

.....

Tel (h) (b)

Position in School

Date leaving Date returning

Address of Accommodation

.....

.....

.....

.....

Tel No:

Opponents Game 1 v RFC Date

Game 2 v RFC Date

Game 3 v RFC Date

No. of Persons travelling : Players () Officials () Supporters ()

Name Date

WELSH RUGBY UNION
WRU DISTRICT JUNIOR ASSOCIATION APPLICATION

Any team, which intends to stay overnight at a venue, must complete the section below and submit it to the relevant District Director of Rugby at least one month prior to the leaving date.

.....

Club **RFC**

Contact

.....

.....

Tel **(h)** **(b)**

Position in Club

Date leaving **Date returning**

Address of Accommodation

.....

.....

.....

.....

Tel No:

Opponents **Game 1** v **RFC** **Date**

Game 2 v **RFC** **Date**

Game 3 v **RFC** **Date**

No. of Persons travelling : **Players ()** **Officials ()** **Supporters ()**

Name **Date**

Photographic Images – WRU Guidelines

Whilst the WRU and the WWRU recognises that publicity and pictures of young people enjoying rugby are essential to promote the sport and a healthy lifestyle, the following rules should be observed.

1. Ensure parents/guardians/young people have granted their consent for the taking and publication of photographic images and have signed and returned the Parent/Guardian/Young Person Permission Form. **It is strongly recommended that the relevant form (see page 34) is incorporated into the annual club registration form and will therefore only need to be completed once a year.**
2. All young people must be appropriately dressed for the activity-taking place. Photography or recording should focus on the activity rather than a particular young person and personal details, which might make a young person vulnerable, such as their exact address, should never be revealed.
3. Where an individual has achieved success in the game (eg: when selected for representative side or showing triumph over adversity) permission must be gained from parent/guardian and young person to use photographs/recordings and relevant details.
4. Where possible, photographs/recordings should represent the diverse range of young people participating in rugby.
5. Anyone taking photographs or recording at any rugby event must have a valid reason for doing so and seek the permission of the organisers/persons in charge.
6. They should make themselves known to the event organiser/persons in charge and be able to identify themselves if requested during the course of the event.
7. All concerns regarding inappropriate or intrusive photography should be reported in confidence via the rugby club or constituent body welfare manager.

Introduction

These WRU Best Practice Guidelines have been developed to provide clubs, schools and constituent bodies with advice and guidance on the use of images of young people. It is recommended that clubs adopts this and constituent bodies and the Eight Golden Rules made available to as many people as possible.

Any change to these guidelines will be notified via the WRU website and in any relevant publications. Please remember that the safety and enjoyment of young people should be paramount in all your activities and this has been designed to help you in this.

Appendix 6

The WRU is committed to providing a safe and enjoyable environment for young people under the age of 18. Implicit in this is the commitment to ensure that all publications, resources and media participants represent appropriately and with due respect. By adopting the points outlined in these guidelines you will be putting in place the best possible practice to protect young people wherever photographs or recorded images are taken and stored.

Key Concerns

The key concerns contained within this policy regarding the use of images of young people relate to:

- The taking of inappropriate photographs or recorded images of young people
- The possible identification of young people when a photograph is accompanied by inappropriate information
- The inappropriate use, adaptation or copying of images for use on child pornography websites.

Recording Images of Young People

There have been concerns about the risks posed directly and indirectly to young people through the use of photographs on sport web sites and other publications.

Therefore, the following guidelines should be followed:-

- All young people featured in photographs/recordings must be appropriately dressed with outer clothing garments covering their torso from at least the bottom of their neck to their thighs (ie: a minimum of vest/shirt and shorts).
- The photograph/recording should ideally focus on the activity. Where possible images of children/young people should be recorded in small groups (the group may comprise any combination of adults and children).
- Club or organisation coaches and teachers would be allowed to use video equipment as a legitimate coaching aid and means of recording special occasions however; care should be taken in the dissemination and storage of the material.

Publishing Images of Young People

- If a photograph/recording is used, personal details of young people such as e-mail address, home address and telephone numbers should never be revealed.
- Ask for parental/guardian permission to use an image of a young person. This ensures that parents/carers are aware of the way the image of their child is representing the sport. A Parent Guardian and Child Permission Form is the best way of achieving this and can be done at the beginning of the season (see Permission Form).
- Ask for young person's permission to use their image. This ensures that they are aware of the way the image is to be used to represent the sport. A Parent/Guardian and Young Person Permission Form is the best way of achieving this and can be done at the beginning of the season (see Permission Form).

Appendix 6

- Where a story concerns an individual, (eg: their selection for representative side, triumph over adversity) particular attention should be paid to ensuring permission is gained from parent/guardian and young person to use a photograph/recording and relevant details.
- In order to guard against the possibility of a young person under a court order appearing on a website, the simultaneous streaming of images onto a website is not recommended. Delayed streaming also provides an opportunity for the editing of inappropriate clips (eg: disarranged clothing). If video/film clips are delivered from your own server, that material can be downloaded. It is therefore recommended that you use an independent server so that material cannot be accessed, copied or downloaded.
- Think about the level of consideration that you give to the use of images in all publications, for example the processes used in choosing photographs for a publicity brochure for the club. Apply an increased level of consideration to the images of youngsters used on websites. Simple technology features such as watermarking may dissuade third parties from using or attempting to access controlled imagery.
- Try to take photographs that represent the diverse range of youngsters participating safely in rugby
This might include:
 - boys and girls
 - minority ethnic communities
 - a range of clothing, eg: tracksuit/jogging trousers
 - girls with hair covered – baseball cap will do
 - disabled people
 - glasses – ok, if not actually playing at the time
 - shinpads must be on if they are recorded playing
 - jewellery should be off in all images

Use of Photographic/Filming Equipment by the Media at Rugby Events

There is evidence that some people have used sporting events as an opportunity to take inappropriate photographs or film footage of young people.

Whilst this might be rare in rugby all those involved have a duty of care to young people to ensure that this risk is as small as possible. By taking some simple steps risks will be reduced.

If professional photographers are commissioned or the press is invited to a rugby activity or event, it is important to ensure they are clear about expectations of them in relation to the welfare of young people.

- The photographer/camera person must have bona fide identification and be able to produce it on requests. They must also sign the Event Registration Form (see form at page 35).
- Participants and parents must be informed that a photographer/camera person will be in attendance at an event and ensure that they consent to both the taking and publication of films or photographs.
- Do not allow unsupervised access to rugby players or one to one photo sessions at events.
- Do not approve/allow photo sessions outside the event or at a rugby player's home

Appendix 6

Use of Photographic/Filming Equipment by Parents and Spectators

If parents or other spectators are intending to photograph or video at an event they should also be made aware of the expectations.

- Parents and spectators should be prepared to identify themselves if requested and state their purpose for photography/filming.

In Addition:

- Participants and parents should be informed that if they have concerns about inappropriate or intrusive photography/filming these should be reported to the event organiser or official and recorded in the same manner as any other child protection concern.
- Event organisers should approach and challenge any person taking photographs who has not made themselves known and/or registered with them. They might need to refer it to the local police force if this person continues to record images unauthorised.

Summary

Protecting the welfare of young people is about putting in place the best possible practices and procedures; this will protect not only young people but also the adults in rugby.

For further information or advice, please contact:-

1. Your club or constitute body welfare officer
2. NSPCC Helpline
 - Telephone : 0808 800 5000
 - Asian Helpline: 0800 096 7719
 - Welsh Helpline: 0800 100 2524
 - Deaf Users Textphone: 0800 056 0686
 - www.nspcc.org.uk
 - this is a 24 hour free and confidential telephone helpline that provides counselling, information and advice to anyone concerned about a child at risk of ill treatment of abuse.
3. Child Protection in Sport Unit (CPSU)
 - 3 Gilmour Close, Beaumont Leys, Leicester LE4 1EZ
 - Telephone: 0116 234 7200
 - www.sportprotects.org.uk

Appendix 6

POLICY STATEMENT RELATING TO THE USE OF VIDEO/PHOTOGRAPHIC IMAGES

..... (club or organisation)

recognises the need to ensure the welfare and safety of all young people in rugby union. As part of our commitment to ensure the safety of young people, we will not permit photographs, video or other images of young people to be taken or used without the consent of the parents/carers and the young person.

The(club or organisation) will follow the WRU

guidance for the use of images of young people.

The (club or organisation) will take all steps to

ensure these images are used solely for the purposes they are intended which is the promotion and celebration of the activities of(club or organisation).

If you become aware that these images are being used inappropriately you should inform

..... (club or organisation)

The images may be published on the website [http://](http://.....)

If at any time either the parent/carer or the young person wishes the data to be removed from the website, the club welfare officer should be informed.

PARENT/GUARDIAN AND YOUNG PERSON PERMISSION FORM FOR THE USE OF PHOTOGRAPHS AND RECORDED IMAGES

I(insert parent/carer’s full name) consent to the photographing/videoing and publication of images of(*insert name of young person*) under the WRU’s Child Protection and Best Practice guidelines and I confirm that I am legally entitled to give this consent.

I also confirm that (*insert name of young person*) is not under a Court Order.

(insert signature)

(insert date)

I(*insert name of young person*) consent to the photographing/videoing and publication of images of my involvement in Rugby Union under the WRU’s Child Protection and Best Practice guidelines

(insert signature)

(insert date)

Please return this form to:
.....
.....
.....

EVENT REGISTRATION FORM

Event Title:

Date:

Name:

Media / Parent / Guardian:

Address:
.....
.....
.....

Tel Nos:

Purpose of Filming/Photography:
.....

I wish to take photographs or record images at this event and I agree to abide by the event organiser’s guidelines and confirm that the photographs or recorded images will only be used appropriately.

Signed:

PLEASE COMPLETE THIS REGISTRATION FORM AND RETURN TO EVENT ORGANISER