



Poverty Bay Rugby Football Union Junior Advisory Board (JAB)

Junior Rugby Manual For Club Delegates

Poverty Bay Rugby Football Union

Vision Statement:

*"The PBRFU will foster rugby at all levels embracing the pride
and values from within our community"*

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Poverty Bay Rugby Football Union Junior Advisory Board (JAB)

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Section 1

Rules and Responsibilities

1. Background

In 2003, the New Zealand Rugby Union (NZRU) set up a Working Party to look at providing a standardised approach to Junior Rugby development throughout the country.

Up until then, the game was increasingly taking on variations in rule interpretation and playing styles among the provinces.

Following this study, the "Small Blacks to All Blacks" model was redeveloped in 2004. This sets out a logical and natural progression for beginning, learning and playing Rugby for the under 6 to the under 13 players.

In Poverty Bay, the JAB administers Junior Rugby on behalf of the Poverty Bay Rugby Union. Up until 2005, Saturday morning rugby had mainly been run and organised through the Primary and Intermediate Schools in our region. Due to an increasing prevalence of teachers who were unsure how to manage the technical complexities of the scrums, lineout's, rucks and mauls, and the increasing time taken up with administering the sport, a discussion document was presented to Schools and Clubs, and a decision made in December 2004 that the Clubs in the Poverty Bay Province would take on the administration of Junior Rugby.

In 2005, young players joined their Club of choice, and Saturday morning junior Club rugby began. To help administer and run the sport at a club level, Delegates were appointed by Clubs, and these people liaised between the JAB and Club Committees, passing on information, and ensuring compliance with eligibility criteria by Club teams.

This Manual was produced following discussion with the delegates and other interested parties. As previously stated its aim is to support and provide information to those Club Delegates, to clarify existing rules and provide a consistent approach to the way junior rugby is administered in Poverty Bay.

At all times, the JAB welcomes feedback, and sees this manual as an ongoing effort in improving the understanding and enjoyment of junior rugby in Poverty Bay.

2. Objectives of this Manual

- a. Explain and support the role of Club Delegate.
- b. Explain the role of PBRFU JAB.
- c. To provide information to assist Delegates in their role at their Club.
- d. This information is understood and promoted consistently throughout the Saturday morning Junior Club Rugby season by all Clubs involved.

2.1 Objectives Implemented Through:

- a. Clearly stating the responsibilities of the Club Delegate.
- b. Clearly stating with explanation, if necessary, the rules, regulations and participation

- criteria for Poverty Bay Junior Club Rugby
- c. Providing Delegates with relevant information and presenting it to them in a format that can be easily updated.

3. PBRFU JAB Contacts

Executive Committee JAB Representatives		
CEO – Josh Willoughby	027 726 0026	ceo@povertybayrugby.co.nz
PBRFU JAB Contacts		
Henry Lamont	027 485 5926	henry@povertybayrugby.co.nz

The Poverty Bay Rugby Union JAB has the authority under the jurisdiction of the PBRFU to administer all aspects of junior club rugby. This includes:

- a. The development of initiatives, procedure and practice so that ALL CHILDREN regardless of ability should:
 - Have the opportunity to gain full enjoyment from participating in Rugby,
 - Have an equal amount of playing time,
 - Have the opportunity to learn and develop new skills,
 - Be able to participate in Rugby in the safest environment possible,
 - Have the opportunity to participate to their full potential,
- b. The consideration and consultation of all requests from Clubs, (eg; re-grades)
- c. Ensuring that adequate Club/School liaison exists throughout the region,
- d. Ensure all disciplinary matters within Poverty Bay junior rugby are dealt with appropriately
- e. Set the age and weight criteria for junior rugby.
- f. Ensuring that adequate Coach Education and assessment is provided in conjunction with PBRFU.

4. PBRFU JAB Committee

4.1 PBRFU JAB Committee is made up of:

- a. Chairperson (Voted into position by JAB Delegates)
- b. Vice Chairperson (Voted into position by JAB Delegates)
- c. Club Delegates and School Delegates both Secondary and Primary
- d. Interested parties, who can include parents for representation of Primary and Intermediate Schools.

4.2 PBRFU JAB Committee requirements from Clubs:

- a. To form junior Club Committees to administer junior rugby,
- b. Responsibility to ensure all coaches have completed the appropriate Smallblacks coaching course,
- c. The Club ensures it has at least one Associate Referee per team, where appropriate, by having coaches attend a Smallblacks coaching course.
- d. Accurate registration details are taken and returned to the PBRU by a date set

annually.

5. Club Delegates

5.1 Responsibilities of the Club Delegate

The Club Delegate will liaise between the JAB Committee and their own Club.

The Club Delegate is:

- a. Expected to attend JAB meetings representing their Club and to have been given the authority to express the views of, and vote (if necessary) on behalf of their Club.
- b. To ensure that JAB Committee requests, policies, rules and regulations are adhered to by their Club.
- c. Expected to support the JAB in promotion and development of initiatives.
- d. To assist in the registration of all participants in junior rugby,
- e. To ensure that all complaints and disciplinary matters within the Club are dealt with in accordance with PBRFU Disciplinary Procedures.

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5.2 Your Role as a Club Delegate

It is recognised that the structure of junior rugby administration differs among Clubs in the Poverty Bay region. You, as a Club Delegate, are likely to be involved in a number of Committees:

- Junior Committee
- Senior Club Committee
- PBRFU JAB Committee

As Delegate, you have the authority to represent your Club at the JAB Committee meetings, and to make decisions on behalf of your Club when attending other meetings. This means that you should have a clear understanding of the wishes and objectives of your Junior Committee.

6. Competition Information

6.1 Grades

Grades will follow the formats as listed below. All ages recognised as at 1 January 2018:

Grade	Year of Birth	Weight based Guidelines (Restrictions)	Playing
Under 6	5 years old, born 2012		Rippa/Boots
Under 7	6 years old, born 2011		Rippa/Boots
Under 8	7 years old, born 2010	26kg	Tackle/Boots
Under 9	8 years old, born 2009	29kg	Tackle/Boots
Under 10	9 years old, born 2008	32kg	Tackle/Boots
Under 11	10 years old, born 2007	38kg	Tackle/Boots
Under 13 (restricted)	11 & 12 years old, born	Under 56kg	Tackle/Boots

	2005 & 2006		
Under 13 <i>(open)</i>	11& 12 years old, born 2005 & 2006	Over 56kg	Tackle/Boots

**Guidelines are to assist club delegates.*

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6.2 Document Submission

Documents Due 2018	
Date Due	Documentation
Sat, 17 March	Club Muster Day – registration, weight, team allocation
Mon, 13 April	Team Entries: team names & team numbers to PBRFU
Thurs, 23 April	Player registrations submitted to PBRU Office
Thurs, 10 May	Verified team lists & Photos (U6 – U13 grades)
Fri, 15 June	Final Player Transfers & Dispensations <i>(dates are indicative & are dependent on team entries)</i>

Dates	Description
Sat 17/04	JAB Clubs Muster Day
Sat 5/05 – Sat 11/08	U6 – U9 playing rugby U10 – U13 competition
Sat – Mon 7, 8, 9/07	McDonald's U13 (U56kg) Tournament
TBC	U11– U13 Semis Finals
TBC	U11 – U13 Finals

**6.3
Season
Dates**

6.4 Venues

Teams may be required to play at various venues but predominantly at the following locations:

Grades	Grounds
Under 6 – Under 10	Waikirikiri Reserve
Under 11 & Under 13	Waikirikiri Reserve

At each location, there should be a Notice Board, which will have the following information:

- a. That mornings Draw
- b. Map of ground layout (*See Section 2, General Information of this Manual*)
- c. Rules
- d. Points table

6.5 Mouth Guards – *No mouth guard, no game.*

It is **compulsory**, in accordance with the Laws of the Game (4) that mouth guards are correctly worn by all players whilst playing the game of rugby. On receipt of the Mouth Guard Order Form, the PBRFU will issue mouth guards at cost price to the Clubs.

6.6 Rugby Boots

All players in all grades will play in rugby boots in 2016. Under 6 – Under 9 may wear sandshoes or bare feet.

6.7 Points

Points and bonus points in competition grades (under 11 – under 13) will be awarded throughout the season as follows (no results = no points):

- a. Teams defaulted against will be awarded 5 points.
- b. Protests, penalties and complaints will be by way of 4 points.

Result	Points	Result	Points
Win	4	Draw	2
4 tries (<i>or more</i>)	1	Loss	1
Loss by 7 or less (<i>U11 - U13</i>)	1		
Team default (inc. verified team lists & photos, not submitted to PBRU by due date)	5	Protest, penalty, complaints	4

6.8 Penalties

Clubs/teams who fail to comply with any of the outlined JAB participation criteria and player eligibility requirements will be subject to the listed disciplinary actions:

- a. 1st instance - forfeit points from game (*U11-U13 grades*) or written warning (*U6-U10 grades*)
- b. 2nd instance - One week suspension of team
- c. 3rd instance - coach suspended for rest of season. New coach must have completed relevant coaching courses specific to that particular grade.

7. Playing Criteria for Age Grades

A player's eligibility for a grade depends on how old they were at 1 January of that playing year. All players in all grades MUST play a minimum of half a game each or no less than 50% of a match and playing no longer than 90 minutes including Semis and Finals games.

7.1 Under 6 All under 6 players must provide proof of age verification when registering.

7.2 Under 11 This age grade competition is run regardless of whether a player attends Primary or Intermediate School.

7.3 Under 13 Restricted (56kg)

- a. Only players u56kg can play in this grade

- b. All players must be weighed prior to playing in this grade and those weights must be sent into the PBRU prior to the season commencing.
- c. All players will be re-weighed prior to semi-finals and any player over 56kg will not be eligible to play in semis or finals
- d. There will be no dispensations to play in this grade
- e. All under 13 coaches to meet pre-match to show each other verified team list. Both coaches to positively agree on playing personnel for match.
- f. Any breaches of the outlined criteria will see incidents being dealt with as per the Complaints and Penalties Procedures outlined in the Junior Club Rugby Manual and any necessary sanction implemented. See your Delegate.
- g. Complaints and protests will also be dealt as per procedures outlined in the JAB Rugby Manual. *See your Delegate.*

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7.4 Under 13 (Open)

- a. There are no weight restriction for this grade.
- b. All players must be registered to the club that they are playing for.
- c. All under 13 coaches to meet pre-match to show each other verified team list. Both coaches to positively agree on playing personnel for match.
- d. Any breaches of the outlined criteria will see incidents being dealt with as per the Complaints and Penalties Procedures outlined in the Junior Club Rugby Manual and any necessary sanction implemented. See your Delegate
- e. Complaints and protests will also be dealt as per procedures outlined in the JAB Rugby Manual. See your Delegate.

8. Player Numbers

The numbers on the field are in the main, derived from the Small Black model, which allows all players to become involved in a game as much as possible, and to match the field size. No rolling substitutions. All players **must** get at least half of a game. At half – time, any reserves that are present, must take the field before the second half starts. This also applies to representative games at this level. If this is not adhered to, this will result in an automatic Loss by Default.

9. Length of Games

Based on the understood concentration span for players at that age and level of maturity, a maximum of **70 minutes** of rugby per match for all junior players (under 10 to under 13) is permitted and includes Semis and Finals matches. Players may play up to a maximum of 90 minutes total in any one day.

10. Field Size

The under 10 grade play on a half sized field due to player numbers in teams. If a 10 aside team were to play on a larger field, it would allow faster players to unfairly dominate the game, and running into spaces doesn't promote skill improvement, ie; passing etc.

11. Prior to Kick Off

Fifteen minutes prior to kick off, a coach or other team official should meet with the opposition coach or other team official to view opposing verified team list and team photo and to discuss any other player eligibility or refereeing concerns. Both are to positively agree on any matters arising prior to play.

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12. Playing Criteria for Saturday Morning Rugby

Age Grade	U6	U7	U8	U9	U10	U11	U13 R	U13	Comments
Length of games	2 x 20	2 x 25	2 x 30	2 x 30	These are maximums. All players MUST play at least half a game each or LBD				
Ball Size	2 1/2	2 1/2	3	3	3	3	4	4	Balls are colour coded for each size. 2 1/2 = orange, 3 = blue, 4 = green
Numbers of players	7	7	10	10	10	15	12-15	15	These are maximums. Balancing player numbers and ability is encouraged. A team unable to provide 15 players (inc. 3 front rowers) to start a match, shall forfeit comp points. Game to continue.
Field Size	1/2	1/2	1/2	1/2	1/2	Full	Full	Full	15s must be full field. 1/2 = goal to 10m (across field) - portable goal posts are required. Full size posts on one touchline need to have bolsters on them.
Try (points)	5	5	5	5	5	5	5	5	Score blowouts have a detrimental effect on both teams. If score blowouts occur ie; 30+ @ halftime, points awarded for the game, then coaches MUST take steps to even up game

Conversion (points)	-	-	0	0	0	2	2	2	U8 - U10 conversion taken from in front of posts either drop goal or punt. Points don't count. U11-U13 conversions are not to be taken further out than the 15m line. In all tournament games conversions are to be taken from the point perpendicular to the point where the try is scored.
Tackle	Rippa	Rippa	Tackle	Tackle	Tackle	Tackle	Tackle	Tackle	At U8 players will start playing tackle rugby at the start of the season. Tackles must be below the nipple. Fending can begin at U9 grade.
Fending	No	No	No	Yes	Yes	Yes	Yes	Yes	
Scrum (players)	No	3	5	5	5	8	6-8	8	Contest and pushing only at U12 & U13. The push is limited to 0.5 metre maximum. Safety is paramount
Lineout (players)	No	3	5	5	5	8	8	8	Lineouts can be contested from U11. There is to be no lineout lifting at any level.
Kick off	Tap & pass	Tap & pass	Tap & pass	Punt or drop-kick by scoring side	Punt or drop-kick by scoring side	Normal	Normal	Normal	At U10 and below, kick offs to be rotated through all players
Penalty	Tap & pass	Tap & pass	Tap & pass	Tap & pass	Tap & pass	Normal	Normal	Normal	
Kicking	No	No	Discouraged	Discouraged	Discouraged	Yes	Yes	Yes	
Learning Referee	No	No	Yes	Yes	Yes	Yes	Yes	Yes	

13. Score Blowouts

PBRFU JAB rules state that if a team is leading by **30+ points at half time**, points for the win taken but then, the coaches **MUST** take steps to even up the second half. The following are some options available to coaches:

Options	Advantage
Subbing	Sub off key players.
Wind Advantage	Give away any wind advantage that may exist.
Kick Off	Weaker team restarts with a tap and pass, rather than kick, OR Scoring team kick off to weaker team.
Depower	Non contested scrums, OR Non-contested line outs.

Penalties may be incurred if not adhered to.

14. Performing Haka

When a team or teams are performing Haka they must not go beyond the 10 metre line on their side of the half way line throughout the duration of the challenge. Similarly, the

opposing team remains behind the 10m line in their half, thus maintaining a minimum distance of 20 metres between the two challenging teams at all times.

It is the preference of the PBRFU that Haka is not performed immediately at the end of games. If Haka is performed, the minimum distance rule between the teams is to be observed.

15. Verified Team List & Team Photo

- 15.1** From Saturday, 30 April 2016, all teams at all matches in under 6, 7, 8 and under 9 grades must carry a team list of all players. The under 6 to under 13 grades must carry a photo of all players and an accurate team list stating players first and surnames, date of birth and weight (*where applicable*). Template examples can be found in Section 3, Forms & Templates, of this Manual.
- 15.2** A copy of this team list and a team photo must be submitted to the Union Office no later than **Thursday, 21 April 2018**.
- 15.3** The management of each team **MUST** carry the verified team list & team photo, typed and laminated, with them at each and every game and make it available for perusal by PBRFU JAB officials, opposition Coaches and Management, prior to start of play.
- 15.4** Teams are to meet 15 minutes prior to kick off to view VTL&P and discuss any matters that may need clarifying or addressing.
- 15.5** Any new players joining the game after this date (21 April) must complete the same registration process **prior** to playing (ie; completion of an NZRU Player Registration Form) and then photo and relevant details added to the Verified Team List & Photo and a copy resubmitted to the Union Office.
- 15.6** Where there are two teams from one club in the same age grade. These teams may name 4 – 6 players as fill in or substitute players. These players must be listed in team photos and lists.

Failure to comply with the above outlined criteria, will result in a Loss by Default

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16. Dispensations in Exceptional Circumstances

- a. Application for a dispensation in an exceptional circumstance, must be made on the official application form. This can be found in Section 3, Forms & Templates, of this JAB Rugby Manual. This can be supported by a brief letter from the parent/guardian/caregiver along with supporting official medical information, where applicable.
- b. All applicants **MUST** be weighed and have an individual photo taken at the Union Office prior to the application being submitted for consideration at a JAB Delegates meeting.
- c. A player for whom a dispensation has been sought cannot play in the proposed grade/team until that dispensation has been granted by the JAB Committee.
- d. That player must be clearly identified on the verified team list and photo (ie; red font) and an individual photo included to easily identify that dispensated player. Only one dispensated player on the field at any one time per team.
- e. Applicants have the right to appeal to the PBRFU, the decision made by the JAB Committee.
- f. Players may apply for dispensation to drop down one grade if under, and according to, the following weight guidelines:

U8 = 26 kg	U9 = 29 kg	U10 = 32kg	U11 = 38 kg	U12 = 46 kg	U13 = 65 kg
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- g. Dispensations will be viewed individually by JAB Delegates and are on a case by case basis. Current exceptional circumstances will be taken into consideration.
- h. In 2018 NO dispensations will be given.

17. Transfers

- a. A player is deemed to be a member of a Club once one game has been played for that Club. Player transfers require the permission of the PBRFU JAB and **NO** transfers will be permitted after **Friday, 22 April 2018**, except in exceptional circumstances. Transfers require 48 hours before the player is able to take part in a competition game for a new Club.
- b. Once a player is registered to a team within a Club they must remain with that team for the season, unless that team has disbanded or the player moves to a different grade, except where there is prior agreement between coaches and/or PBRFU JAB Officials.

18. Weekly Results & Team Sheets

- a. Coaches and/or team management participating in competition grades (U10-U13) must complete accurate team sheets (provided by PBRFU) on a weekly basis which must be available for perusal by opposition team management and a copy handed in, complete with:
 - team names,
 - date,
 - results (for and against),
 - first initial and surname/s and
 - points scorers at the completion of each match.
- b. Team sheets should be signed off by the referee and opposing coach/team manager. A points table will be generated from these and will also be used to check player eligibility for semis and finals games.
- c. By Monday, 5pm following games, it is the responsibility of each teams Coach/ Manager to ensure weekly Team Sheets are submitted to the Union Office by:
 - fax,
 - hand delivery or
 - scanned and emailed.

Failure to do so could mean points will not be allocated to the team.

19. Competition Format

The format for all grades will be confirmed for the Main season as soon as entries are finalised. Traditionally, a round robin format has prevailed but that will be dependent on entries in each grade:

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19.1 Under 6 to Under 9 do not keep results or have a championship table therefore no finals are necessary. These grades conclude **August 2018**.

19.2 Under 10 to Under 13 compete throughout the season accumulating points on a championship table. At the conclusion of the 'regular' season, a finals format devised to suit each of the grades will be played out.

20. Finals Format

20.1 Semi Finals

- a. In the case of a drawn semi-final the team with highest ranking at the completion of the 'regular' season will progress to the final.
- b. A maximum of 22 players for under 11, 12 & under 13 grades and a maximum of 17 players for under 10 grade are permitted, for semis and finals games.
- c. A player must have played a **minimum** of 3 games for an age grade team in the regular JAB competition season to be eligible to partake in that specific age grade team for semis & finals matches.
- d. A verified team list of players in semis and finals must be handed into the Union office no

later than the Thursday of the week of semi-finals matches.

- e. Weight restricted grades will be weighed in on the day, prior to the play commencing.

20.2 Finals

The same rules for each grade will apply on finals day except in the case of scores being tied at the completion of normal time. In such a case 5 minutes extra time each way will be played. If scores are still tied at the completion of extra time the trophy will be shared.

****Clubs will be advised of format & dates as soon as finalised. The Referee must not allow play to continue longer than 70 minutes total.***

21. Travel Fund

There are two travel assistance funds available:

- a. Sport NZ Rural Travel Fund. A Gisborne District Council generated fund which can be applied to annually prior to the season commencing.
- b. Sport on the Move travel Fund. A Sport Gisborne Tairāwhiti generated fund which can also be applied to annually prior to the season commencing.

22. Training Ground Bookings

Please check with your Club Secretary that training grounds have been booked with the Gisborne District Council. Failure to have grounds booked can mean a fine for your Club from GDC.

23. Draw Announcements & Cancellations

23.1 Team Defaults

If for any reason, your club or a team is unable to participate or meet any of the listed participation criteria, notification must be given to PBRFU and the opposing team coach no later than **5pm Thursday of the week of play**. It is preferable, where possible, that 2 weeks notification is given to PBRFU. If no notice is given, refer to page 8, item 6.8, Penalties for outcomes.

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23.2 Deferred Games

Deferred games should be played within the week that team is scheduled to play another team. Coaches' from each team should make contact to play the catch up game. If a time and venue cannot be agreed to within the week, then maximum points are awarded to the team that was ready to take the field at the original time the game was scheduled to be played.

23.3 Announcements

The draw for the following Saturday will be published in the Gisborne Herald, the Wednesday before that weekend's games. It is hoped that the games will be also available on the PBRFU website: www.povertybayrugby.co.nz. Every effort will be made to produce a draw for the whole season. However, this is totally dependent on whether the team numbers remain consistent.

23.4 Cancellations

All grades of rugby will continue in most weather conditions throughout the season.

However, we do not want to put our participants at risk of illness or distress and on occasion may need to cancel for this reason.

If this is the case, announcements will be made, from **7.30am** onwards on stations:

- a. Classic Hits,
- b. More FM and
- c. Turanga FM

If you are unable to receive radio reception a message will be left at the following number advising of cancellation: 06 868 9968. We will endeavour to post cancellation information on our website also: www.povertybayrugby.co.nz.

24. Participation Criteria

24.1 Team Entries

- a. Clubs may enter as many teams as desired.
- b. Clubs must adhere to the timeline in regard to entry and information deadlines.
- c. Team Entries must be returned on the official form provided by PBRFU in order to generate grade draws no later than **Monday, 21 March 2016**.

**refer Team Entries template Section 3, page 44.*

24.2 Player Registration

- a. PBRFU will promote a JAB Muster Day. However, Clubs may register players before this date.
- b. Team entries ie; the number of teams entered by each Club, are to be confirmed with the PBRFU by the date specified **refer to page 8 item 6.2.*
- c. All NZRU Player Registration Forms are to be accurately completed, and all forms submitted to the Union Office by no later than **Thursday, 24 March 2018**.
- d. All clubs are encouraged to complete Registration Form details into the NZRU Database independently. You will need to contact PBRFU Senior Administrator to request a username and password from NZRU prior to access to the database.
- e. For those participants not in attendance on Muster Day or taking up the game after the registration cut-off date, registration forms must be completed and returned to PBRFU **prior** to participating in Saturday games.
- f. All players must comply with age restrictions in regards to playing in appropriate grades. ie; **Under 6 grade: 5 years old at 1 January, turning 6, during that calendar year.**
- g. If a child turns five during the playing season he/she may play at the start of the season with the parents/caregivers signed permission.

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24.3 NZRU Player Registration Form

The small print at the bottom of the NZRU Player Registration Form states that the signature "constitutes authorisation of the use and disclosure of personal information" on the completed Registration Form. According to the NZRU, as long as a Parent/Legal Guardian has signed a player registration form in the past, their signature is not required again, but we do strongly recommend signing of this form annually, if possible.

The information on the form is extremely valuable to both Clubs and the PBRFU JAB. Clubs can use the information for their membership database, and the JAB can use information ie; e-mail addresses to compile mailing lists for junior newsletters. Please do your best to record as much information as possible, and carefully check pre-printed forms for any changes there may be from the previous years' information. NZRU policy states that as part of its insurance cover agreement with ACC, all players must appear on the NZRU official register of players.

25. Incidents & Complaints

- a. Do not involve children in any conflict – all discussions, whether on the playing field, in clubrooms, on the telephone or at home should be done away from children.
- b. All Clubs shall have a policy for dealing with complaints or reported incidents that involve **only** members of, and people associated with, their own Club. All other such matters are covered by the NZRU Disciplinary Rules 'The Black Book' and the policies of the PBRFU JAB Committee and the PBRFU.

25.1 Incidents

- a. Alleged illegal player and coach eligibility issues will be herein deemed as minor incidents, communicated via the JAB delegates of either club and dealt directly by the PBRFU JAB Committee.
- b. All other alleged illegal and/or foul play include sending off, unsportsmanlike behaviour on the field, and unruly behaviour on the sideline will be lodged and addressed in accordance with the NZRU Disciplinary Rules 'The Black Book'.

25.2 PBRFU Policy

The PBRFU JAB is an affiliated body to the PBRFU and constitutionally has the authority to administer ALL aspects of Poverty Bay Junior Club Rugby. This includes, but not exclusively, handling of all disciplinary matters within Poverty Bay Junior Club Rugby.

25.3 PBRFU JAB Policies

- a. Complaints of reported incidents involving people from the same Club should, in the first instance, be dealt with by the Club concerned and in accordance with the policy of that Club.
- b. Where a complaint concerns or involves any member of another Club, then it should be dealt with only by the Delegate of the Clubs involved.
- c. If the situation is not resolved to the satisfaction of both parties, then the complaint may be referred to the PBRFU JAB Committee by the Delegate of either Club.

25.4 PBRFU JAB Committee

- a. The PBRFU JAB Committee will deal only with facts.
- b. The PBRFU JAB Committee will not consider minor incident complaints that are considered frivolous, vexatious or otherwise without merit. In order to eliminate time wasted on these sort of complaints, it will be the JAB Delegate **only** who reports to and corresponds with the PBRFU JAB Committee. The PBRU official Complaints Form must be used and can be found in Section 3, Forms & Templates of this Manual.

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26. Dealing With Incidents & Complaints

- a. From time to time incidents may occur, or rules violated that result in a complaint, and require investigation and follow-up action by the PBRFU JAB Committee and Poverty Bay Rugby Football Union.
- b. In the first instance, the NZRU Disciplinary Rules 'The Black Book' shall be referenced for any complaint matters.
- c. In accordance with the NZRU Disciplinary Rules 'The Black Book', any act of illegal and/or foul play can be reported by any individual. It must be made in writing and sent to the CEO of the Poverty Bay Rugby Union within 48 hours following the end of the match. The procedures for addressing the incident or complaint are detailed in the NZRU Disciplinary Rules 'The Black Book'. Rule 22 outlines the information that the complaint **must** contain:

- Date and place of the alleged illegal and/or foul play,
 - The name of the player in respect of whom the Complaint is made (and his jersey number) and the team he was playing for at the time of the alleged illegal and/or foul play,
 - The name of the opposing team and
 - Full details of the alleged illegal and/or foul play.
- d. Delegates will be kept informed of all complaints, action taken and outcomes.

26.1 Written Caution

- a. When written caution is recommended by the PBRFU JAB Committee, the PBRFU CEO is notified and written caution is posted to players' Parents/Caregivers, Club Delegate and Club.
- b. If, within 7 days of issuing caution, the players' Parents/Caregivers notify the CEO in writing they wish to have the complaint heard before the Committee, the CEO shall notify the Judicial Committee, and shall deal with the complaint as if it had been referred to him as a recommendation for a Judicial Hearing.

26.2 Judicial Hearing

- a. On being notified that the complaint should proceed to the Judicial Committee, the CEO shall obtain reports from the referee, touch judges and other persons who he considers may be able to provide evidence bearing on the subject of the complaint.
- b. The CEO shall notify the player's Parents/Caregivers, Club Delegate and Club of the complaint and the fact that it has been referred to the Judicial Committee. Copies of the complaint and any reports obtained shall be forwarded to the players' Parents/Caregivers, Club Delegate and Club together with notification of date, time and place of meeting of the Committee at which the complaint will be heard.
- c. The Judicial Hearing will follow the procedure (with age-appropriate modifications) prescribed by the NZRU Disciplinary Rules ("Black Book").
- d. All parties heard by the Committee are entitled to a copy of the written decision of the Committee which will be sent to them by the CEO of the Union within 48 hours after it is available.
- e. Where the player is adversely affected by the decision of the Committee, he shall be advised by the Committee of his right of appeal to the Union's Appeal Committee. Such advice shall be included in the written decision. A fee is required to bring together the Appeal Committee.
- f. As soon as is practicable after the decision of the Committee, the CEO of the Union shall notify the player's Club of the decision, and the right of appeal available to the player. CEO will also notify the Referee's Association of the Committee's decision.

27 Schedule for Dealing with Incidents & Complaints

27.1 At the Game

- a. All sending offs (*where a player is ordered off the field for the duration of the rest of the game*) must be notified to the Judicial Committee in accordance with the NZRU Disciplinary Rules ("Black Book").
- b. At all times, the emphasis must be on allowing a game to continue as long as no issue of player safety is involved.
- c. Discussion between adults should be away from the hearing of children.

- d. Only coaches or managers named on the official team lists should deal with conflict situations. JAB Delegates and PBRFU officials should be sought for further consultation.
- e. Players, parents and spectators should not be included in, or become involved in conflict resolution.
- f. All other issues concerning behaviour, protocol and procedural matters, involving player, coaches, parents and spectators should be forwarded to and dealt with by the Club according to the relevant policies of that Club.
- g. Incidents occurring before (*when a team is assembled in preparation for playing a game*), during and immediately after a game, that may be dealt with at the time include:

27.2 Guidelines for Incidents & Complaints	
The Verification of Player Eligibility	<ul style="list-style-type: none"> a. Where a coach/manager is unable to verify the eligibility of a player, that player must take no part in the game as long as an issue of player safety is concerned. b. The incident must then be reported to the Club Delegate. c. Coaches/managers shall take no further action
Verification of the	<ul style="list-style-type: none"> a. No person who is unable to, at the time, prove that they hold the appropriate

Qualification of Coaches & Referees	<p>qualifications shall referee a game.</p> <p>b. If no such person is available to referee a game, then that game must NOT be played.</p> <p>c. Where a coach or referee is unable to verify their qualification this must be reported the Club Delegate.</p> <p>d. Coaches shall take no further action.</p>
The Application of Interpretation of Rules	<p>a. The referee shall be the sole judge of:</p> <ul style="list-style-type: none"> ➤ the interpretation and application of the rules and laws and ➤ the application of the advantage law. <p>b. Unless there is concern for player safety, any disagreement with the decisions of the referee should</p> <ul style="list-style-type: none"> ➤ be only discussed at half time or after the game and ➤ only by the coach/es of the teams involved in the game. <p>c. If the referee does not wish to discuss any issue regarding the decisions made, then the coach shall take no further action at the time and may make a report to his/her Club Delegate.</p>
Player Safety	<p>a. Where (in the opinion of a coach) an issue of player safety is present during a game, the coach should call out and get the referees attention.</p> <p>b. The referee must then halt the game and be willing to discuss with both coaches the issue of concern.</p> <p>c. If the issue cannot be sorted to the agreement of all parties then the game may be called off and the incident reported to the Club Delegate.</p> <p>d. Coaches shall take no further action.</p>
Unsportsmanlike Behaviour on the Field	<p>a. This is a matter for the Referee and should be brought to their attention in the manner described above.</p> <p>b. No coach shall address a member of the opposing team without the consent (and only in the presence of) that players coach.</p> <p>c. If, in the opinion of the coach, the matter has not been dealt with satisfactorily, the game should be allowed to continue unless</p> <ul style="list-style-type: none"> ➤ there is an issue of player safety present and ➤ the incident is reported to the Club Delegate <p>d. Coaches shall take no further action.</p>
Unruly Behaviour on the Sideline	<p>a. Coaches should only address people associated with their own team.</p> <p>b. The referee has the right to stop the game until the issue is addressed.</p> <p>c. Only coaches or managers may address the referee or grounds official.</p> <p>d. At all times work simply to calm a situation and allow the game to continue.</p> <p>e. All other issues should be dealt with by the Club Delegate of the Clubs involved.</p>

28. Incidents & Complaints at Other Times

28.1 Other Than At A Game

- a. Incidents and complaints concerning only the members of the same Club should be dealt with by that Club. In many cases it is better that a coach doesn't try and deal with an

- incident or complaint themselves, but should instead refer such issues to their Club Delegate.
- b.** Any accusations of abuse or mistreatment of players must be referred directly and immediately to the Club Committee.
 - c.** Club officials may ask for assistance from their senior Club or JAB Committee in adjudication or for purposes of clarity.
 - d.** If coaches/management feel they are being treated unfairly, this may be taken up with the PBRFU.
 - e.** From time to time incidents may occur or rules violated that result in a complaint and require investigation and follow up action by the PBRFU JAB Committee. All incidents/complaints referred to the PBRFU JAB Committee must come from the Club Delegate. The official Complaints Form must be used (located in the back of the JAB Rugby Manual).
 - f.** If the incident/complaint is of a minor nature it should be handled by the Club Delegate of the Clubs concerned.
 - g.** If the problem is unable to be resolved between delegates then the matter is to be referred to the Union office within 48 hours. There, the RDO and/or the Junior Office Manager, on behalf of the JAB Committee, will investigate the incident/complaint and then in consultation with the JAB Committee, a decision will be made about:
 - which course of action is to be taken,
 - whether it be a letter of caution,
 - proceeding with a hearing before the Judicial Committee or a penalty.
 Reports from touch judges and referees will be obtained if necessary.

28.2 Appeals

- a.** If a complainant (person or Club) feels that at any time that their complaint has not been given due consideration or feel that they have been unfairly treated in the matter, they may appeal with all the supporting evidence to the PBRFU JAB Committee.
- b.** Appeals against the decisions of the PBRFU JAB Committee may be made in accordance with the policies of the PBRFU, to the PBRFU.
- c.** The PBRFU JAB Committee reserves the right to forward any complaint to the PBRFU Judicial Committee.

29. Coaches

- a.** The Smallblacks coaching courses that are delivered by PBRFU are age specific, and anyone and everyone involved in the coaching of junior players must have completed a coaching course relevant to the age of the players in the team. ***Failure to do so could mean the withdrawal of that team from competition.***
- b.** Unregistered (caretaker) coaches of teams, while the normal coach is away, are **not** permitted.
- c.** Clubs are urged to encourage at least two people per team to gain the relevant coaching qualification. Managers and parents are welcome to attend these courses as well.
- d.** Coaches are required to be able to prove their eligibility to coach by having with them proof of having attended the relevant Small Blacks course and that that qualification is current. The PBRFU will provide a card stating the course attended by that coach and that the qualification is current.
- e.** Only one coach/Referee on the field at one time for under 10 to under 13 grades.

30. Learning Referees

As with Small Blacks coach courses for different age groups, the level that a learning referee is qualified to control is age dependant:

- a. A coach having qualified in the under 11 to under 13 grade can referee on a temporary basis for a team without their regular coach/learner referee in any of the under 6 – under 10 grades.
- b. A coach having qualified in the under 8 – under 10 grade can referee on a temporary basis for a team without their regular coach/learner referee in any of the under 6 & under 7 grades.

30.1 Example

- a. An Associate PBRRA Referee can referee any game from under 8 through to under 13. Just be sure the referee is aware of the rules specific to the particular age groups!
- b. Learning referees having gained their qualification through attending a ‘Learning Rugby’ (under 8 – under 10) course, can referee any game in the U8, U9 and U10 grades, but **NOT** under 11 to under 13 grades.

31. JAB Development Opportunities

Please contact the PBRFU Rugby Development Officer to discuss your junior rugby and coaching needs. The Union is more than willing to support all our junior rugby Clubs, coaches and volunteers however possible and has a large network of knowledge and resources available to share with all interested persons.

31.1 Introduction to the Small Blacks Coaching Process

The Small Blacks Development Model was developed in 2004 to ensure that there was consistency of play, player welfare and coaching across New Zealand. Skill development was to be a focus and it was to be aligned to the players’ physical and cognitive ability. It is compulsory for all Small Blacks coaches to have an NZRU Small Blacks accreditation applicable to the grade level they will be coaching. To gain the required Small Blacks accreditation, coaches must attend a Coaching Small Blacks module and a:

- Beginning Rugby (under 6 & under 7),
- Learning Rugby (under 8 – under 10) or
- Playing Rugby (under 11 – under 13) Small Blacks module.

This is facilitated by your Provincial Union depending on the grade level they will be coaching.

31.2 Coach Courses

32. If your coaches need help, support or specific advice please contact the Rugby Development Officer, Henry Lamont, to arrange some up skilling or support. The area in which you are coaching is known as Small Blacks rugby.
33. Small Blacks rugby covers all rugby played by kids 5-12 years old. The philosophy is that the game must be safe and enjoyable for all participants. Small Blacks rugby is also a game which requires mastery of a huge range of skills and therefore skill development of the players should be a major focus. Small Blacks rugby is progressive in that it allows players to develop their skills as they get older and gives coaches some direction as to what they should be coaching the kids at training at each level.
34. The purpose of a Small Blacks rugby workshop is to provide coaches, teachers and helpers who themselves may be new to rugby, with information they will need to introduce young players to the game. It will also allow coaches to identify the important part in the development of each player and their team through game development and skill acquisition.

31.3 Coaching Resources

Coaches who complete these workshops will be awarded a New Zealand Rugby Union Small Blacks card appropriate to the level the coach is taking. This also accredits the coach with:

- Small Blacks Referee accreditation and
- Small Blacks Rugbysmart accreditation

Coaches will also be given:

- a coaching manual,
- skill cards and
- a diary to keep.

We also have access to specialist coaches and other information that may help in the development of teams, players, coaches and volunteers eg; fitness, nutrition, etc.

32. Online Sites

32.1 General Sites

- a. Poverty Bay Rugby Football Union - www.povertybayrugby.co.nz

This site contains information and news relating to local Rugby action and events including:

- junior and senior draws,
- results, courses and photos as well as
- local club happenings.

- b. NZRugbyNet - www.nzrugby.co.nz

NZRugbyNet is an information sharing website developed by the NZRU for all New Zealanders involved in rugby, either as participants, administrators or fans. It includes links to:

- Provincial Unions,
- Clubs and Schools,
- coaching & refereeing information,
- a resource Library,
- relevant websites and much more.

Also, once the season has begun you will be able to find draws, results and other related information in the Poverty Bay Region.

- c. All Blacks - www.allblacks.com

Find out all you need to know about the All Blacks and other New Zealand teams including:

- history,
- draws and results,
- player profiles,
- Super Rugby, NPC and Heartland rugby,
- global competitions and
- lots of exciting downloads from this site.

- d. Coaching Toolbox - www.coachingtoolbox.co.nz

This website offers a new coaching resource from the NZRU featuring top class coaching tips and coaching information for age specific grades. A great site!

- e. Rugbysmart - www.rugbysmart.co.nz

This is an informative site with links relating to injury prevention and treatment. It contains:

- technique tips from top specialists, including All Black coaches and trainers,
- quality physical conditioning guides for off-season and pre-season training.

32.2 Junior Sites

- a. Small Blacks - www.smallblacks.co.nz

Visit the Small Blacks website to find out about junior rugby throughout the country, take part in competitions, win prizes, see what is happening on Small Blacks TV and find out the junior player of the week, selected from throughout New Zealand.

- b. Ruggedland - www.ruggedland.co.nz

Catch up with 'Rugged' and the crew and follow their adventures, take part in some interactive games and find plenty of fun educational and Rugby information and

33 Explanation of Rules & Responsibilities

The above Rules and Roles have been written to help understand why PBRFU JAB have certain rules, why they should be adhered to by all, and what is hoped to be gained by having these rules. *For anything not covered in this Manual please refer in the first instance to PBRFU Senior Regulations, then secondly NZRU Senior Regulations.*



Poverty Bay Rugby Football Union Junior Advisory Board (JAB)

Junior Rugby Manual For Club Delegates

Section 2

General Information



1. Affiliation Fees

An Affiliation Fee per team is payable to the Poverty Rugby Union office. Teams will be charged as follows:

Grade	Total (inc. GST)
Under 6 to Under 9	\$80.00
Under 10	\$100.00
Under 11 - Under 13	\$150.00
Junior Secondary	\$150.00
Senior Secondary	\$150.00

Clubs will be invoiced for Affiliation Fees from **31st May 2016**



2. JAB Club Delegate Contacts

Club	Delegate name/s	Phone/Mobile	Email Address
Ngatapa	:Cara Haines	MB: 027 694 2298	carahaines99@gmail.com
Horouta	Steve McCabe	MB: 021 531979	wholefoods.gisborne@xtra.co.nz
HSOB	Craig Clarke Guy Middleton	MB: 021 722 258 MB: 027 612 0112	craig@icesolutions.co.nz workshop@ghs.co.nz
Gisborne Pirates	Rick Paenga	MB: 027 772 9943	rickpaenga@gmail.com
OBM	James Tasmania Kate Walters	MB: 027 826 7041 MB: 021 525 574	jamestasmania.taz@gmail.com info@printinghouse.co.nz
Rangatira	Brooke Tu	MB: 022 067 3883	pekateka@live.com
Uawa	Darryl Crawford	MB: 027 223 4080 HM: 862 6612	dc7@xtra.co.nz
Waikohu	Nadine Horo	MB: 022 101 6585 HM: 862 3500	kokanadine@gmail.com
YMP	Janelle Te Rauna-Lamont	MB: 027 518 7662 HM: 8675997	teraunalamont@clear.net.nz janelle@turangaheath.co.nz
PBRFU Rugby Development Officer	Henry Lamont	MB: 027 485 5926 WK: 868 9968 FAX: 068 689954	henry@povertybayrugby.co.nz
ECRFU	Troy Para Cushla Tangaere-Manuel	WK: 06 864 8812 MB: 027 573 1791	rdo@npec.co.nz Cushla.tangaere@vodafone.co.nz
GBHS (RAIS)	Neri Manuel	MB: 021 082 048 03	nerimanuel@hotmail.com
GGHS (RAIS)	Gina Samson	MB: 027 45555 67	Gina.samson@gghs.school.nz
Lytton (RAIS)	Kelly Ryan	MB: 021 1641 799	kellyonthenose@gmail.com
Campion (RAIS)	Mark Naden	MB: 027 4799 506	mark.naden@campioncollege.school.nz
TKKM O Nga Uri A Maui	Rongomai Smith	MB: 027 758 9225	rongomais@ngauriamai.school.nz

(RAIS)			
Te Karaka Area School (RAIS)	Mohi Mete	PH: 06 8623097	mohi@tkas.school.nz
Horouta Wananga (RAIS)	Max Matenga	MB: 021 2477 387	msmatenga04@gmail.com

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3. Small Blacks Rugby Coaching Course Dates

These courses provide coaches with the basic skills for coaching rugby and helping players to play the game with satisfaction and enjoyment.

All Coaches that coach at Small Blacks (under 6 – under 13) level in 2015 must attend one of the NZRU Courses in the level at which they are coaching.

The Injury Prevention/Rugbysmart component will be part of these courses also. The 3 Courses are as follows:

- Beginning Rugby – for those coaching under 6 or under 7 grade teams
- Learning Rugby – for those coaching under 8, under 9 or under 10 grades teams
- Playing Rugby – for those coaching under 11, under 12 and under 13

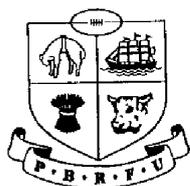
Small Blacks Coach Course Compulsory Dates 2016		
(2 per team to attend. 1 x Ref. 1 x Coach)		
Date	Time	Venue
Tue, 15/03	6pm - 8pm	More FM Rugby Park
Thurs, 17/03	530pm – 730pm	Uawa Clubrooms
Sat, 19/03	930am – 1130am	More FM Rugby Park
Tue, 22/03	530pm – 730pm	HSOB Clubrooms
Wed, 30/03	6pm – 8pm	Ngatapa

Cost: Courses, Coaches Manual and Coaching resources are provided **free** of charge.

For queries please contact: Henry Lamont,
Ph: 06 868 9968,
MB: 027 485 5926,
Fax: 06 868 9954,
Email: henry@povertybayrugby.co.nz

JAB Rugby Manual

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4. PBRFU JAB Club Coaching Visit Information

Run, Pass, Catch, Tackle, Contact, Kick

The PBRFU would like to assist and support the improvement of your Junior Club teams, players and coaches by having trained & experienced coaches available, by arrangement, to deliver some basic skill development sessions with your teams, players and coaches. Give your Club players and coaches the opportunity to learn, have some fun, and most importantly, pick up or hone new skills.

Club Coaching visits are available by arrangement Monday to Friday from April through to August.

Club Coaching visit suggestions

By arrangement, PBRFU deliverers will present sessions of team coaches' choice or need. Some suggestions include:

1. **Basic Visit** - A mixture of basic large ball skills, rugby drills and fun games including 'Rippa Rugby' for participants of all levels. Applicable to all age levels.
2. **Individual Skills** - Aimed at teaching and developing individual skills which include running, tackling and contact, catching and passing. Applicable to all age levels.
3. **Advanced Individual Skills** - An extension of individual skills for more developed players with an increased focus on handling, ball into contact and decision making. Applicable from under 11 to under 13 levels.
4. **Front Row Factory** - A valuable session for all players, that can be applied in all Rugby positions, highlighting safe and effective body position, why, how, where and what goes on in the front row. Applicable from under 7 to under 13 level.

5. **Tackle Box** - With more & more tackles now evident in rugby this is a valuable workshop highlighting safe and effective tackle technique in a fun environment. Applicable from under 8 to under 13 level. Certificates are given to all participants.
6. **Unit Work** - Aimed at teaching and developing technique & teamwork in units including scrum, lineout, kick off, defence and attack. Applicable to all age levels.



5. Rugby Development Club Visit Contact Information 2016

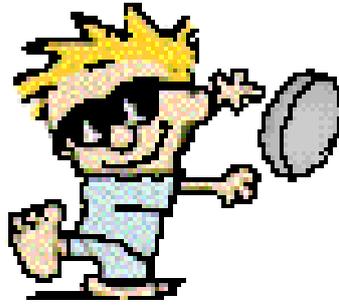
To arrange a coaching visit

The club or club coach simply contacts the Poverty Bay Rugby Union office to arrange:

1. a suitable date and time for a coaching visit.
2. age group, numbers, and what they would like delivered.

From there the PBRFU will organise the necessary person/s to attend training and present an appropriate session.

Contacts	
Poverty Bay Rugby Football Union	Poverty Bay Rugby Football Union Level 1, River Oaks Mews, 74 Grey Street, OR P O Box 520 Gisborne 4041 P: 06 868 9968 F: 06 868 9954
Rugby Development Officer	Henry Lamont M: 027 485 5926 E: henry@povertybayrugby.co.nz



6. Rippa Rugby

6.1 Introduction

Rippa Rugby is the new fun and exciting game for young rugby players. It is a safe, non-contact game that promotes excellent ball handling and running skills. Rippa Rugby has simple rules; it is an easy game to learn and allows everyone to participate.

6.2 Objective of the Game

The object of the game is to score a try by placing downward pressure behind or on the opponent's try-line. A try is worth five points.

To prevent that try being scored, the defenders must rip the flag from the belt of the ball carrier. The ball carrier now has to pass the ball. Six rips against an attacking team results in the ball being passed over to the defending team.

6.3 How to Play

a. Field Dimensions:

- Up to 70m in length and up to 40m wide
- Can be played pretty much anywhere, but half a field, from 22m line to oppositions 10m line on a full rugby field is recommended.
- Where possible, the field should be marked out with cones, or markers.
- The try scoring area, (in-goal area), should be 5m deep from try line and clearly marked if possible with cones.

b. Duration of Play - Game is made up of 2 halves. 20 minutes each half with a 2 minute break at halftime.

c. Number of Players - Rippa Rugby is played between teams of equal numbers of players. Ideally, no more than 10 and not less than 5. But this can be varied to suit the field size or number of players available.

- d. **Substitutes** - Each side should agree on the number of substitutes. Substitutes can be used at any time, but can only be made when the ball is 'out of play' or half time. The referee must be told of the substitutions.
- e. **Coaches / Referees** - During the match, coaches of both teams can referee or direct the game from on the field, behind their respective teams. If there is only one coach and the age group is appropriate, the game can easily be played with one referee.
- f. **Rippa Belt** - This is adjusted to fit the player, with the flags hanging from both sides. Velcro attaches these flags so they are positioned on each hip. (Ensure the end of the belt is tucked away for safety).
- g. Each team is distinguished by the colour of the flags they wear. Belts must be worn outside clothing, shirts tucked in and the flags free, so they can be easily **ripped** off.
- h. **Attackers** - On attack, the ball carrier should run forward, with teammates running in support ready to receive a pass. The ball can evade opposition, but should pass to teammates in better positions if there is no space to run into.
- i. The ball carrier cannot fend defenders off using their hands, or the ball, and cannot guard or shield their flags in anyway.
- j. **Defenders (Rippers)** - Players should run forward so they can reduce the space between them and the attacker, and move to a position where they can **rip** a flag from the ball carrier.
There is no contact in Rippa rugby, ripping the flag off the belt of the ball carrier makes a tackle. Defenders (Rippers) cannot physically touch the ball carrier.

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6.4 Rules of the Game

- a. **Starting Play** - One team starts/restarts the match from the centre of the field with a free pass. When a Try is scored, the non-scoring team starts at the centre of the field with a free pass
- b. **Free Pass** – To make a free pass, the player taking the pass starts with the ball in two hands. When the referee calls "play" the player passes the ball backwards to a member of their own team.
 - The opposition team must remain 5 metres back from the free pass. They cannot start moving forward until the ball leaves the hands of the player taking the free pass.
 - A free pass is also used to restart play on any turnover of possession, or at any other time that play has halted and needs to be restarted.
 - If the ball is carried out of the field of play, the game is restarted with a free pass to the non-offending side. Free passes cannot take place less than 5 metres from the try line. The free pass is taken from the point where the ball went out.
 - A free pass is also awarded to the non-offending team when their opposition infringes the rules, such as a forward pass, an offside or for not returning the flag to the ball carrier.
- c. **Ripping (Tackle)** - To complete a 'rip' one of the two flags from the ball carriers belt must be removed. The only person who can be ripped is the ball carrier.
 - The **ripper** stops, holds the flag above their head and shouts "**RIP!**"
 - The ball carrier must then pass the ball immediately (within three strides is a good guideline).
 - He or she does not have to stop, return to the mark or roll the ball between their legs.
 - Remember, six **rips** in a row leads to a turnover in possession.
 - After the ball carrier has passes the ball the **ripper** must hand the flag back to the player who then reattaches it to their belt before they re-join play.
 - If either of these players doesn't adhere to this, they will be penalised and a free pass awarded against them at the place of the infringement.

- d. Knock On** - When a player knocks the ball to the ground towards the opponents' try line, a free pass is awarded to the non-offending team unless an advantage can be played.
- e. Offside** - Offside only occurs at the **rip**. When a **rip** is made, all players from the **ripper's** team must get back until they are behind where the **rip** was made. Failure to do so results in possession changing to the opposition team and the game resumes with a free pass.
 - If a player is offside and they intercept, prevent or slow down a pass, a free pass will be awarded to the non-offending team.
- f. Passing the Ball** - The game has been designed to encourage passing. The ball can only be passed in a sideways or backwards direction. There are no forward passes and it cannot be handed to another player. A free pass to the opposition will be the result of either occurring.
- g. Kicking** - There is no kicking of any kind in **Rippa Rugby**
- h. Advantage** - Not stopping the game when an infringement happens is called an 'advantage'. Referees should play 'advantage' to the non-offending team if there is any chance that they may get the ball. The referee should call 'advantage' followed by 'play on'. If no advantage occurs play restarts with a free pass.
- i. Going to Ground** - If the ball carrier goes to ground or a player dives on the ball, a free pass is awarded to the opposition. Players can dive for a try or dive on the ball for a try.

6.5 Refereeing a Game

- a.** Make sure you have a whistle, know the rules and try to play advantage wherever possible. Shout "Pass!" when a rip has been made.
- b.** Blow the whistle when, and only when, play is to stop,
- c.** Signal to the team who is starting with a free pass by pointing with an outstretched arm towards that team.

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6.6 Other points

- a.** If a player accidentally loses a flag when they have the ball, stop the game, replace the ribbon and restart with a free pass.
- b.** If a player is 'ripped' before the try line and they don't pass before they get over the line, they restart play 5 metres out from the try line with a free pass.
- c.** If a player goes to ground with the ball, except in a try scoring movement, play restarts with a free pass awarded to the opposition.
- d.** If the ball is dropped during a pass, but not knocked on, play can continue. However players must pick up the ball from a standing position.

Remember the most important thing is to get out there and have fun.



7. Poverty Bay JAB Codes of Conduct

7.1 Players

**The following code of conduct was included and acknowledged in John Eales' biography*

- a.** Play for the "fun of it", not just to please your parents or coach.
- b.** Play by the rules.
- c.** Never argue with the referee's decisions. Let your captain or coach ask any necessary questions.
- d.** Control your temper - no "mouthing off".
- e.** Rugby is a team game. Remember to always do what is best for your team. You need your team and your team needs you.
- f.** Be a good sport. Applaud all good play, whether by your team or by your opponent.
- g.** Treat all players as you yourself would like to be treated. Don't interfere with, bully or take unfair advantage of any players.
- h.** Remember that the goals of the game are to have fun, improve your skills and feel good.

Don't be a show-off and don't try to score all the points yourself. A good rugby player knows how important it is to work with the rest of the team.

- i.** You cannot play rugby by yourself. So behave in a way that would make others want to play with you. Be polite; listen to your coach and the referee.



Poverty Bay JAB Codes of Conduct

7.2 Coaches

**The following code of conduct was included and acknowledged in John Eales' biography*

- a.** Be reasonable in your demands on the young players' time, energy and enthusiasm. Remember, they have other interests.
- b.** Understand the rules as they relate to your particular grade and what those rules are intended to achieve.
- c.** Teach your players that rules of the game are mutual agreements which no one should evade or break.
- d.** Group players according to age, height, skill and physical maturity whenever possible.
- e.** All players need and deserve equal playing time and your attention at training.
- f.** Think of your team as a development squad. Your prime objective should be to ensure that each player is ready to make the step up to the next grade.

- g.** Every child regardless of ability has the right to contribute to the outcome of each game.
- h.** Remember that children play for fun and enjoyment and that winning is only part of it. Never ridicule or yell at the children for making mistakes or losing a game.
- i.** Ensure that equipment and facilities are appropriate to the age and ability of the players.
- j.** The scheduling and length of practice times and games should take into consideration the maturity level of the children.
- k.** Develop team respect for the ability of opponents, as well as for the judgement of referees and opposing coaches.
- l.** Follow the advice of a doctor in determining when an injured player is ready to play again.
- m.** Remember that children need a coach they can respect. Be generous with your praise when it is deserved and set a good example.



Poverty Bay JAB Codes of Conduct

7.3 Referees

**The following code of conduct was included and acknowledged in John Eales' biography*

- a.** Know and understand the rules and variations that apply to the grade you are refereeing and understand the amount of advantage that is appropriate.
- b.** Use common sense to ensure that the 'spirit of the game' for children is not lost by 'over-refereeing' the game.
- c.** Ensure that both on and off the field your behaviour is consistent with the principles of good sportsmanship.
- d.** Compliment both teams on their good play, whenever such praise is deserved.

- e. Be consistent, objective and courteous.
- f. Condemn the deliberate 'good foul' as being unsportsmanlike, thus retaining respect for fair play.
- g. Publicly encourage rule changes which will reinforce the principles of participation for fun and enjoyment.
- h. Make a personal commitment to keep yourself informed on sound refereeing principles and the principles of growth and development of children.



Poverty Bay JAB Codes of Conduct

7.4 Parents & Spectators

**The following code of conduct was included and acknowledged in John Eales' biography.*

- a. If children do not want to play don't force them. They may not be ready for it.
- b. Remember, children are involved in rugby for their enjoyment, not yours.
- c. Encourage your child to always play by the rules and make sure you understand the rules

that apply to your grade.

- d.** Teach your child that honest effort is as important as victory so that the result of each game is accepted without undue disappointment.
- e.** Turn defeat into victory by helping your child work towards skill improvement and good sportsmanship. Never ridicule or yell at your child for making a mistake or losing a game.
- f.** Remember that children learn best by example. Applaud good play by your team and by members of the opposing team.
- g.** Do not publicly question the referee's judgement and never his/her honesty.
- h.** If you have a concern about something you see or hear during a game raise it with your team's coach after the game and away from the children.
- i.** Do not get involved in disputes with coaches or parents from other teams.
- j.** Support all effort to remove verbal and physical abuse from children's rugby.
- k.** Recognise the value and importance of volunteer coaches. They give up their time and resources to provide recreational activities for your child.
- l.** Help the coach by setting an example for your child. Simple things like, arriving at games and practices on time and prepared, show children the importance of teamwork and co-operation.



8. Protocol at Rugby Park

JAB Rugby Games

Please ensure your Club team/s adhere to the following

Prior to Game Day:

1. Please familiarise yourself with competition rules and laws of the game and ensure that your team complies with all eligibility regulations.
2. Please ask your supporters and parents to park in public car park and not behind stands.
3. Please pass on to your supporters that **NO ALCOHOL** is to be taken in to Rugby Park.
4. Proposed team list to be available on the day of Finals for the opposition and officials to view.
5. Please also familiarise yourself with the relevant regulations should the game require extra time to be played.

On the Day:

1. Each team is to provide one match ball please.
2. Sideline to be kept clear of supporters.
3. Up to 7 Reserves, to stay behind the fence.
4. Only 2 water carriers per team allowed beyond the fence/barrier and on the field at any time.
5. The presentation will be held immediately after the game in front of the Grandstand – both teams to assemble at front of tunnel ASAP after the end of the game.
6. Changing room will be available on request, under the Referees Clubhouse.
7. In case of overtime the CEO/Union Official will communicate with respective Captains, Coaches and Referees if any clarification or rulings are required.



Poverty Bay Rugby Football Union Junior Advisory Board (JAB)

Junior Rugby Manual For Club Delegates

Section 3

Forms & Templates



Coach Guidelines

Playing Dates	
Date	Description
2,9,16/04	Playing
23/04	No rugby, holidays
30/4 – 9/07	Playing
9-11/07	McDonald's U13 U65kg Tournament
16/07	No rugby, holidays
23,30/07	Playing
30/07	U6 – U9 last game
23 & 30/07	U10 – U13 Semis & Finals

Small Blacks Coach Course Dates		
<i>If not completed, teams will be stood or lose points by default</i>		
Date	Time	Venue
Tue, 15/03	6pm - 8pm	More FM Rugby Park
Thurs, 17/03	530pm – 730pm	UAWA
Sat, 19/03	930am – 1130am	More FM Rugby Park
Tue, 22/03	530pm – 730pm	HSOB
Wed, 30/03	6pm – 8pm	Ngatapa

Topic	Rules										
Mouth Guards	No mouth guard, no game.										
Boots	All players in all grades to wear rugby boots. Under 6 to Under 9 grades may wear sandals or bare feet										
Points	<table border="1"> <tr> <td>Win = 4</td> <td>Draw = 2</td> <td>4 tries + = 1</td> <td>Loss = 0</td> <td>Team default = 5</td> </tr> <tr> <td colspan="2">Loss by 7 or less = 1 (U11/U13)</td> <td colspan="2">Loss by 5 or less = 1 (U10)</td> <td>Protest, penalty, complaints = 4</td> </tr> </table>	Win = 4	Draw = 2	4 tries + = 1	Loss = 0	Team default = 5	Loss by 7 or less = 1 (U11/U13)		Loss by 5 or less = 1 (U10)		Protest, penalty, complaints = 4
Win = 4	Draw = 2	4 tries + = 1	Loss = 0	Team default = 5							
Loss by 7 or less = 1 (U11/U13)		Loss by 5 or less = 1 (U10)		Protest, penalty, complaints = 4							
Registration	All rugby players must complete an NZRU Player Registration Form prior to playing for NZRU Insurance purposes. All registrations must be submitted to PBRU Office by Thursday, 31 March 2016										
Referees	Only one Referee to be on the field at any one time in competition grades.										
Complaints	Your Club Delegate should have this to the PBRFU office within 48 hours of play.										
Under 12 grade weight restrictions	<ul style="list-style-type: none"> ➢ All players over 75kg identifiable on Team List and whilst on the playing field (ie; taped arm band). ➢ Only 2 players over 75kg and a maximum of 5 players per squad of 22, on the field at any one time 										
Under 13 grade weight restrictions	<ul style="list-style-type: none"> ➢ All players over 85 kgs identifiable on Team List and whilst on the playing field (ie; taped arm band). ➢ Only 4 players over 85 kgs (2 forwards and 2 backs) and a maximum of 8 players per squad of 22, on the field at any one time. 										
Team Sheets	<ul style="list-style-type: none"> ➢ Coaches and/or team management participating in competition grades (U10-U13) must complete accurate team sheets (provided by PBRFU) on a weekly basis which must be available for perusal by opposition team management and a copy handed in, complete with team names, date, results (for and against), first initial and surname/s and points scorers, at the completion of each match. ➢ Team sheets to be signed off by the referee and opposing coach/team manager. A points table will be generated from these and will also be used to check player eligibility for semis and finals games. ➢ Coaches/management are to ensure this is faxed, hand delivered, or scanned and emailed and with the PBRFU by 5.00pm on Monday's following play. <p>Failure to do so will result in non-allocation of points and may not be counted for Semis/Finals (3 game rule).</p>										
Verified Team List & Photo	<ul style="list-style-type: none"> ➢ All teams in U6 – U13 grades must carry a Verified Team List & Photo (TVL & P) at all games (see delegate). ➢ A copy of this must be submitted to PBRFU Office by Thursday, 21 April 2016 ➢ Teams may ask to view you VTL & P prior to start of play, which must be made available. <p>Failure to submit a VTL&P to PBRU by 24/03 will result in a Loss By Default until submitted.</p>										

JAB Rugby Manual

2018C:\Users\Kevin\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\6RYJ164B\JAB Rugby Manual 2018.docx

Score Blowouts	If a team is leading by 30+ points at half time, points for the win are taken, then the Coach MUST take steps to even up the next half. The following are some options available to Coaches: a. Subbing - sub off key Players/key player may only run 10 metres and then pass. b. Kick Offs - weaker team restarts with a tap & pass rather than kick. c. Scoring team kicks off to weaker team.
Coaches	Coaches or other team official must meet 15 minutes prior to kick off to view opposition verified team and photo and discuss any player eligibility or Refing concerns. Both should positively agree prior to kick off. EVERY child MUST play 50% of each game.

Team Managers Guidelines

Managers need to ensure good, regular communication and positive encouragement is generated between coach, players and parents.

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When	What	Complete	
Pre season	a. Generate a list of players' names, addresses, numbers and emails.		
	b. Make it available to the coach and other team members		
	c. Organise an information list for coach and team members including: ➤ training dates, venue and times. Also, season dates and playing venue/s. ➤ contact details for yourself, coach, JAB club delegate and PBRFU. ➤ cancellation details ie; radio station & time. ➤ playing fees amount and a date to be paid by. Keep a track of who has or hasn't paid. ➤ information on what your players need to provide ie; boots, socks, white shorts etc. ➤ if your club have a weekly/annual prize giving or get together. ➤ codes of conduct for on and off the field.		
	d. Does your team have a first aid kit, balls, whistle, spare mouth guards and cones?		
	e. Attend a relevant Smallblacks coaching course and familiarise yourself with the rules for JAB rugby.		
	f. Number all uniforms and keep a list of who is given which uniform. It is a good idea to ensure all players return their uniform on the last day of play, or prior.		
	g. Organise a verified team list and team photo. One copy for your team and one for PBRU to keep on file.		
	During season	h. Ensure you carry a laminated, verified team list & photo each week to avoid any unnecessary complaints or concerns arising.	
		i. Offer to show the opposition, prior to play, your verified team list and photo each week to get off to a good, positive start.	
		j. Have spare water, playing strips on hand in case of injury, wear and tear or absence.	
k. Ensure you arrive at least a half hour early to trainings and games, to help set up and/or pack away your teams training gear /field. To help keep the team focused and motivated.			
l. Ensure all players/parents know a time and venue to meet on game day, to warm up.			
m. Keep track of player of the day for end of year prize giving. A 1, 2, 3 points system works well to determine Player of the Year			
n. If there are cancellations, notify your coach and team ASAP.			
o. Know how to complete and where to send results/team sheets. Keep your own score or check this is being completed accurately.			
p. Know the correct procedure for protests/disputes if the situation warrants it.			

	q. Show good sportsmanship and get your team to cheer for and shake hands with the opposition and thank the match officials.	
	r. Gather in all playing strips after each game. Assign someone to wash and bring them the following week or for that person to arrange to have them collected, if they will not be there the next week.	
	s. Remind the team of venue and time for after match prize giving prior to or immediately after the game.	
Post season	t. Organise a team photo. Check cost and when it will be ready.	
	u. Gather in all playing strips and check them off your preseason list. Chase up any outstanding so there are enough for the next season.	
	v. Keep a list of players and contact details for the next season. Notify as early as possible of training dates and venue for the following season.	
	w. Send out thank you letters to the coach, sponsors and any others that have assisted you.	
	x. Rest. Have one. You've earned it!	



Parent Guidelines

Playing Dates	
Date	Description
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23/04	No rugby, holidays
30/4 – 9/07	Playing
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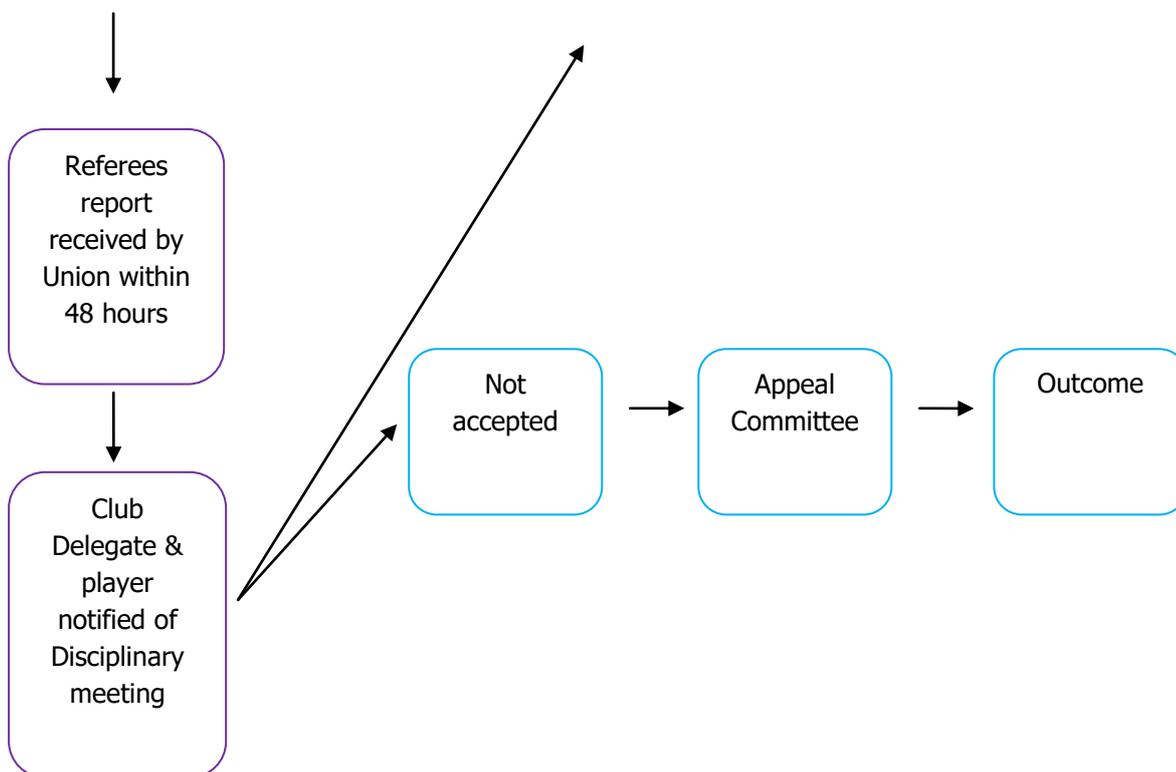
Playing Criteria						
Grade	Year of Birth	Playing	Game	Field Size/#s	Ball Size	Grounds
Under 6	5 years old, born 2010	Rippa / boots	2 x 20 mins	½ / 7	2 1/2	Waikirikiri Reserve
Under 7	6 years old, born 2009	Rippa / boots	2 x 20 mins	½ / 7	2 1/2	Waikirikiri Reserve
Under 8	7 years old, born 2008	Tackle / boots	2 x 20 mins	½ / 10	3	Waikirikiri Reserve
Under 9	8 years old, born 2007	Tackle / boots	2 x 20 mins	½ / 10	3	Waikirikiri Reserve
Under 10	9 years old, born 2006	Tackle / boots	2 x 20 mins	½ / 10	3	Waikirikiri Reserve
Under 11	10 years old, born 2005	Tackle / boots	2 x 25 mins	Full / 15	3	Barry Park/ Oval
Under 12	11 years old, born 2004	Tackle / boots	2 x 30 mins	Full / 15	4	Barry Park/ Oval
Under 13	12 years old, born 2003	Tackle / boots	2 x 30 mins	Full / 15	4	Barry Park/ Oval

Disciplinary Action Pathway

Player sent off the field

Accepted

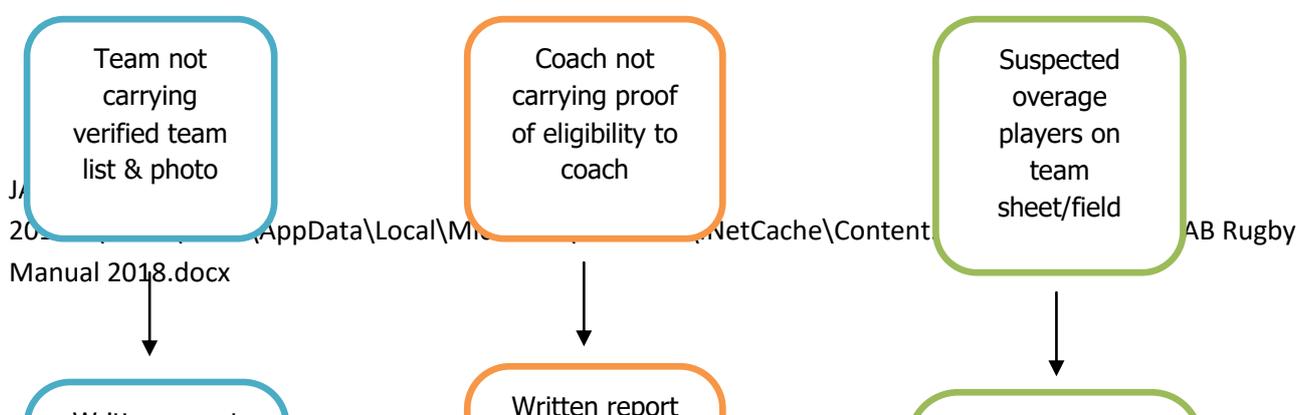
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Win = 4	Draw = 2	4 tries + = 1	Loss = 0	Team default = 5							
Loss by 7 or less = 1 (U12/U13)		Loss by 5 or less = 1 (U10/U11)		Protest, penalty, complaints = 4							
Registration	All rugby players must complete an NZRU Player Registration Form prior to playing for NZRU Insurance purposes. All registrations must be submitted to PBRU Office by Thursday, 22 May 2014										
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Complaints	Your Club Delegate should have this to the PBRFU office within 48 hours of play.										
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Verified Team List & Photo	<ul style="list-style-type: none"> ➤ All teams in U8 – U13 grades must carry a Verified Team List & Photo (VTL&P) at all games (see delegate). ➤ A copy of this must be submitted to PBRFU Office by Thursday, 24 March 2014. ➤ Teams may ask to view you VTL & P prior to start of play, which must be made available. <p>Failure to submit a VTL&P to PBRU by 24/03 will result in a Loss By Default until submitted.</p>										
Coaches	Coaches or other team official must meet 15 minutes prior to kick off to view opposition verified team and photo and discuss any player eligibility or Refeing concerns. Both should positively agree prior to kick off. EVERY child MUST play 50% or half of each game.										



NB: Player/s will be stood down from playing until a Hearing is undertaken, unless that player is specifically authorised to do so by the Committee by which his/her case will be heard (rule 139 1c)

NB: The player and coach eligibility issues remain the jurisdiction of the delegates to be dealt with in accordance with the current procedures outlined in this Manual. Any incident beyond this will be referred and dealt with by the procedures of the NZRU Black Book.

Dealing with Complaints



Union investigates
& asks Club
Delegate to provide
verification of
players' eligibility

Penalty may
be incurred

The Oval Reserve 6 half sized & 2 full sized rugby fields⁴⁰



Barry Park 6 half sized & 3 full sized rugby fields

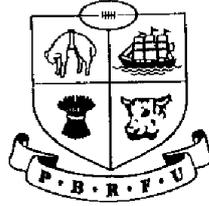


Waikirikiri Reserve 10 half sized & 3 full sized rugby fields



Return this entry form by no later than: **Monday, 21 March 2016**
Ph: 06 868 9968 Fax: 06 868 9954 Email: henry@povertybayrugby.co.nz

** If you have any queries please contact the PBRFU office.*



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Mouth Guard Order Form

The PBRFU is very pleased to inform all Clubs that they may now purchase their mouth guards from us for the 2016 season at a cost of \$2.70 each.

Please complete the following order:

Club: _____ Contact: _____

Ph: _____

Size	Quantity
Small (U6 - U7)	
Medium (U8 - U12)	
Large (U13 up)	

Return to: Henry Lamont

Fax: (06) 868 9954

Email: henry@povertybayrugby.co.nz



Verified Team List & Photo Template Examples

THE HANGI PIT HOROUTA U11 TEAM 2013



Hautonga Hammond Papuni
18.07.2002



Inia Hailey
14.07.2002



Etera Moeke
05.10.2002



Hail Edwards
16.02.2003



Hamoira McCabe
23.02.2002



Tuilautala Sittiveni
22.06.2002



Setefano Tolu
16.12.2002



Hamish Hamilton
22.08.2002



Henry Kepa
22.01.2003



Jimmy Jones
16.09.2002



Kahu Cooper
20.10.2002



Kalais Jury
16.01.2003



Logan Hammond
23.07.2002



Tamaŋi Tengahe
18.11.2002



Steiny Haenga
23.05.2002



Steven Kaloni
07.08.2002



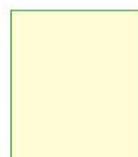
Te Arika Papuni
13.01.2003



Tu Makoha Rikihana
26.04.2002



Western Poutu
28.01.2003



Pauliasi Tonga
07.08.2002

COACH: Shaun Poutu – 027 944 1789

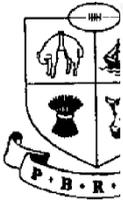
Earthwork Solutions HSOB Chiefs Under 10 2013

Coach: Fraser Brown



Back Row L to R: Oliver Cranfield, Caleb Morrell, Jovan Potter, Tyler Brown, Sam Mason-Green, Lochi Mead
Front Row L to R: Louis Evans, Brooklyn McDonald, Zach Moroney, Elijah Swann, Harlee Kohn

Team Sheet Example



POVERTY BAY RUGBY FOOTBALL UNION

TEAM SHEET

Tel: 06 868 9966 • Fax: 06 868 9954

PO Box 520, Gisborne

Match Probables v Possibles

Date 25-12-07 Grade U35

Team Probables Points

Key: T - Try, C - Conversion, P - Penalty, DG - Drop Goal		T	C	P	DG
1	Jean Baptiste-Pou				
2	Kevin Meulamu				
3	John Hayes				
4	Nathan Sharpe				
5	Victor Mathfield				
6	Jerry Collins				
7	Richard McCaw				
8	Rodney O'Dialo				
9	Augustin Achet				
10	Daniel Carter				
11	Bryan Habana				
12	Luke McAlister				
13	Brian O'Driscoll				
14	Doug Howlett				
15	Chris Latham				
16	John Smit				
17	Carl Hayman				
18	Omar Harman Jalil				
19	Keith Robinson				
20	Byron Kelleher				
21	Joe Rokocoko				
22	Perry Montgomery				
Penalty Tries					
TOTAL		4	4	2	

Points For: 34

Points Against: 12

Tries Scored: 4

Key: SB - Sin Sin, OO - Ordered Off

Name	SB	OO
J. Collins	1	

NOTE:

1. Failure to provide a teamsheet to the referee will result in the team losing points for the game.
2. All new players must complete an NZRFU registration form and forward to the PBRFU office for insurance purposes.
3. All serious injury report forms to be sent to the Rugby Development Officer within 48 hours after the game.
4. Referees are to return the top signed copy to Rugby Park on the day of the game.

Signed
Referee
Team Official

PBRFU JAB Application for Dispensation

Player Details:

First Name: _____ Surname: _____

Phone: _____ Date of Birth: ____ / ____ / ____

Club: _____ Grade: _____ Weight (kg): _____

Has this player been re-graded before? Yes No

Please state this player's previous playing experience: _____ grade/years

According to the PBRFU JAB Grading Policy, which grade should this player be participating in this season? Under: _____

What Grade do you seek this player be re-graded to? Under: _____

On what grounds is the re-grade sought? _____

Weight based re-grade checked at Union office: Yes No

Checked by: _____ Date: _____

JAB Committee Decision: Approved / Not Approved / Pending

Subject to: _____

Letter sent: _____ Approved / Not Approved / Pending

Follow up letter sent: _____ Approved / Not Approved

Signed: _____ Date _____

For weigh-in appointment contact: Henry Lamont

P: 06 8689968 / 027 485 5926

E: henry@povertybayrugby.co.nz



PBRFU JAB Complaints Form

Club: _____ Date: _____

Delegates Name: _____

1. Please detail the nature of the complaint, ensuring that the names of all involved are recorded, and the date and time of incident if appropriate:

2. Action taken by the JAB Committee:

Date Received: _____ Completed Date: _____

Complaint Forwarded to: _____

of: _____ Club/s.

- Resolution:
- No further Action
 - Written Caution
 - Penalty
 - Judicial Hearing
 - Complaint Withdrawn



New Zealand JUNIOR Rugby Player 2014 NEW REGISTRATION

www.nzrugby.co.nz - Home of New Zealand Community Rugby

IMPORTANT: YOU MUST COMPLETE ALL SECTIONS OF THE FORM AS ACCURATELY AS POSSIBLE. By completing this form you are covered under the New Zealand Rugby indemnity insurance scheme. The data gathered from this form allows your club, school, Provincial Union and New Zealand Rugby to better manage the game.

CLUB/SCHOOL PLAYING FOR IN 2014: PROVINCE:

Club/School last played for: Province:

(if applicable)

Gender: (please tick) Male Female Front Row Player: Yes No

Ethnicity: (please tick one only) Maori NZ European Asian Pacific Islander Other

First Name: Middle Name:

Last Name: Known As:

DATE OF BIRTH / / (Date of Birth is IMPORTANT to ensure correct age grade team classifications)
Day Month Year

Email:

Telephone (H): Telephone (W):

Mobile:

Street Address:

Suburb: Town/City:

Post Code: Weight (kg): (applicable if playing in a weight restricted grade)

If playing for a club, which school do you go to? School Year:

If you are currently attending a secondary school is this your last year at school? (please tick) Yes No

Club/School Help: Are your parents/guardians interested in: (please tick) Coaching Committee Refereeing Transportation

Parents First Name: Last Name:

Medical: Please state any medical condition that your coach may need to be aware of:

Grade Playing this year - PLEASE CIRCLE ONE ONLY

- | | | | | |
|-------------------------|------------------------|-------------------------|----------|----------|
| Junior Secondary School | Secondary School Girls | Senior Secondary School | Under 6 | Under 7 |
| Under 8 | Under 9 | Under 10 | Under 11 | Under 12 |
| Under 13 | Under 14 | Under 15 | Under 16 | Under 18 |

Team Playing for this year: (if your club has more than one team in your grade)

Which rugby organisations would you like to receive commercial emails from? For example, emails about priority access to test tickets or goods and services from sponsors (please tick)

New Zealand Rugby Provincial Union Super Rugby Franchise Club/School

I understand that by signing this form, I am (or if in respect of a child under 18, that the above child is) agreeing to be bound by the constitution, regulations, bylaws and policies of the relevant Provincial Union with jurisdiction and control over the competition I am playing in and that I am also bound by the New Zealand Rugby Rules and Regulations by virtue of being deemed to be a 'person' as defined in those regulations.

Office Use Only: Age verified Yes No Dispensation	
Name:	Designation:

Signature: _____ Date: _____

(Parent or Legal Guardian if child under 18 years and it is their first year of registration).
Coaches or teachers cannot sign on a player's behalf.

Pursuant to the Privacy Act the following is brought to your attention. The New Zealand Rugby Union ("NZRU") uses this form to collect personal information for the purposes of (i) the general administration of the game of rugby, including statistical analysis and injury insurance and research, and (ii) the promotion of the game of rugby, including the marketing to rugby members by sponsors of the game of rugby. The information will be held by the rugby organisation that you play for and/or the Provincial Union that such organisation is affiliated to and/or the NZRU. The information may also be provided (in whole or part) to other persons for the furtherance of the purposes stated above. You have rights to access (and correct) such personal information as provided for in the Privacy Act. Please contact the NZRU in the first instance. Your signing of this form constitutes authorisation of the use and disclosure of the personal information in accordance with the purposes set out above. Failure to complete this form (or the provision of incorrect information) may result in your being ineligible for insurance cover arranged for rugby members by the NZRU. Club/school registration co-ordinators are to return completed forms to their Provincial Rugby Football Union.



SERIOUS INJURY REPORT FORM TEAM MANAGEMENT REPORT/REFEREE REPORT

Serious injury reports must be forwarded to the Provincial Union headquarters within 48 hours of the injury coming to the notice of the referee or team management (see below for fax numbers for Provincial Unions).

Serious injury reports must be completed for the following injuries:

- Any head or neck injury that requires the player to be transported directly from the ground to an emergency department, hospital or after hours medical centre
- Any injury that results in the admission of a player into hospital after a game
- Any injury that is expected to prevent a player from playing for a period of 8 weeks or longer

INJURED PERSON

Surname: _____ First Name(s): _____ Player Registration Number : _____
 Date of Birth: / / Male / Female _____ Playing Position: _____ Grade: _____

Date: / / Time: : am/pm _____ Place: _____ The injury occurred during: **Match** or **Training** (please circle one)

Type of Injury	Site of Injury	Event Causing Injury	How many players were involved in the tackle?
Concussion	Head	Scrum Engagement	Tacklers 1 <input type="checkbox"/> 2 <input type="checkbox"/> More <input type="checkbox"/> Was Foul Play involved? Yes <input type="checkbox"/> No <input type="checkbox"/> (please circle one)
Fracture	Neck	Lineout	
Dislocation	Shoulder	Ruck	
Serious Joint Other (specify)	Back	Collapsed Maul	
	Arm	Tackle (specify) → Tackler → Front Side Behind	
On-field Treatment Provider	Chest/Trunk	Ball Carrier → Front Side Behind	
	Thigh/Hamstring		
	Knee		
	Lower leg		
Doctor	Other (specify)	Post Tackle (pre-ruck)	
St Johns		Kicking	
Team Official		Running	
Referee Only		Other (specify)	
Other (specify)			
Brief description of how the injury occurred:-			
Method of Leaving the Field Ambulance <input type="checkbox"/> Stretcher <input type="checkbox"/> Other (specify) <input type="checkbox"/>			

Signed _____ Designation (e.g. Referee, Team Manager etc.) _____
 Contact No(s) Wk _____ Home _____ Mobile _____
 Provincial Union: _____ Club/School _____



**PROVINCIAL UNION FOLLOW-UP TO
SERIOUS RUGBY INJURY REPORT**

**To be completed within 24 hours of receipt of Referee's/Team
Management Report
(Please print)**

DETAILS

Union: _____
Club: _____
Position: _____ Grade: _____

INJURED PERSON

Surname: _____
First Name(s): _____

Player Registration Number _____

Nature of injury confirmed as (including phase of play involved):

Describe injury:

Copies of: Team Management form attached:

Referee form attached:

**Please fax this form immediately to:
Richard Skelly NZRU, 04-494 0771
and to Mr Andrew Flexman, Chief Executive, Rugby Foundation of NZ
Inc, 09-6237920**

Acknowledgements

With Thanks to the following for help and advice:

Dale Wall, Junior Rugby Chairman, Wellington Rugby Union,

Richard Skelly, National RDO Support Manager, NZRU

JZRE, Wellington Rugby Union Convenors Manual 2005

NZRU Community Rugby Plan 2005 -2006

