

'Respect Rugby'



Upholding the values, behaviours and mandatory practices of Rugby Union

AN INITIATIVE OF THE NSW RUGBY UNION IN CONJUNCTION WITH PLAY BY THE RULES



TABLE OF CONTENTS

Letter from Nick Farr-Jones	3
Conditions of Entry	4
Team Protocols	5
NSWRU Club Administrators' Code of Conduct	6
NSWRU Match Officials' Code of Conduct	7
NSWRU Coaches Code of Conduct	8
NSWRU Players' Code of Conduct	9
NSWRU Spectators' Code of Conduct	10
Ground Marshal's Duties	11
Ground Set Up	12
Reporting Abuse	13
Procedures	15

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Greetings all,

Welcome to what is looming as an incredibly exciting year of Rugby and thank you all for continued support of Rugby Union in New South Wales.



Rugby Union is a game steeped in tradition and is renowned for its respectfulness and consideration towards all participants. However, with this tradition comes a great responsibility; a responsibility to maintain the respect towards all that participate and contribute to making our game great.

It is my pleasure to introduce you to the 'Respect Rugby' program which, in association with the 'Play by the Rules', a Government initiative to help make sport inclusive, safe and fair, has been created to be proactive to help us maintain these mighty traditions of our game that we can sometimes take for granted. We understand that many of our affiliates continue to provide great environments for those who participate; the program is designed as a best practice model and to be used as an information resource and guideline for all.

I recommend the program to all and wish you all the very best for the forthcoming season.

See you on the sideline,

A handwritten signature in black ink, which appears to read "Nick Farr-Jones". The signature is fluid and cursive.

*Nick Farr-Jones
NSWRU, Chairman*

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CONDITIONS OF ENTRY

By entering this venue, all persons agree to be bound by the following terms and conditions:

- They will conduct themselves in a proper and reasonable manner and in accordance with the Australian Rugby Union (ARU) Code of Conduct, found at www.rugby.com.au/policies
- Compliance with any reasonable direction of the Ground Marshal, Match Officials, or any other office holder of the NSWRU or affiliated body
- Submit yourselves to the NSWRU or affiliated body's Judiciary or any other disciplinary forum if so required

The following prohibitions will be strictly enforced:

- Mobile telephones and cameras are prohibited from use in any change room
- Persons under the influence of alcohol or drugs are prohibited from entering or remaining on the venue
- Smoking is prohibited in enclosed spaces or areas set aside for or being used by spectators to watch the match (e.g. within 10m of the playing enclosure or grandstand)
- Consumption of alcohol is prohibited within the venue except in licensed areas

The Club owning or hiring this ground has the right to remove any person from this venue if that person's behaviour is considered dangerous or unacceptable.

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TEAM PROTOCOLS



PRIOR TO THE GAMES KICK-OFF

- Coaches to introduce themselves to their opposition and the match referee
- Players to line-up on the field and shake hands with their opposition
- Ensure that arrival on the field is prior to games scheduled kick-off

AT THE END OF THE GAME

- Teams to shake hands with each other with both captains to also shake the match referees hand
- Teams to give three cheers to the opposition
- The whole playing group to give three cheers to the match referee and touch judges
- Each coach to shake hands with the opposition coach and match referee
- Match referee to be invited to any related after-match functions

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NSWRU CLUB ADMINISTRATORS' CODE OF CONDUCT

The NSWRU Administrators' Code of Conduct will be used in conjunction with the ARU Code of Conduct which can be found on their website at www.rugby.com.au

By representing yourself in an honest manner, you will endeavour to uphold the following to the best of your ability:

1. Ensure that the club distributes the Code of Conduct and Conditions of Entry and that these are displayed at home games and made known to all participants.
2. Ensure your club trains its players, coaches and Ground Marshals in their responsibilities.
3. Monitor participant behaviour for any breaches of the Code of Conduct or Conditions of Entry and take appropriate action to stop and/or sanction such behaviour.
4. Display the example of expected behaviours through your own clubs behaviours, emphasising the importance of fair play.
5. Help coaches and officials highlight appropriate behaviour and skill development, and help to improve the standards of coaching and officiating.
6. Support all efforts to remove verbal and physical abuse from the game.

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NSWRU MATCH OFFICIALS' CODE OF CONDUCT

The NSWRU Match Officials' Code of Conduct will be used in conjunction with the ARU Code of Conduct which can be found on their website at www.rugby.com.au

By representing yourself in an honest manner, you will endeavour to uphold the following to the best of your ability:

1. Place the safety and welfare of players above all else.
2. Give all participants a 'fair go', regardless of ability, gender, sexual orientation, cultural background or religion - condemning unsporting behaviour and promoting respect for all participants.
3. Be impartial, consistent and courteous when making decisions.
4. Avoid any situation which may lead to or be perceived as a conflict of interest.
5. Not participate in or escalate a conflict situation.
6. Maintain a current knowledge of the laws of the game and their application.
7. Honestly evaluate your own performance and incorporate advice from others so that you may improve your officiating.

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NSWRU COACHES CODE OF CONDUCT

The NSWRU Coaches' Code of Conduct will be used in conjunction with the ARU Code of Conduct which can be found on their website at www.rugby.com.au

By representing yourself in an honest manner, you will endeavour to uphold the following to the best of your ability:

1. Lead by example, ensuring that your behaviour sets the standard for your team
2. Give all participants a 'fair go', regardless of ability, gender, sexual orientation, cultural background or religion - condemning unsporting behaviour and promoting respect for all participants.
3. Accept that everyone makes mistakes. Do not ridicule or yell at players or Match Officials for perceived mistakes.
4. Follow the ARU Medical and Safety Recommendations and ensure your players are aware of them.
5. Display professionalism in your conduct and approach to coaching, understanding that your expectations of others must be appropriate for an amateur sport.
6. Only speak with Match Officials with a positive intent and manner, and never during or within 15 minutes after the match, or in the heat of the moment.
7. Maintain a current knowledge of the laws of the game and coaching methods, and teach your players to play within the laws and the spirit of the game.
8. Honestly evaluate your own performance and incorporate advice from others so that you may improve your coaching.

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NSWRU PLAYERS' CODE OF CONDUCT

The NSWRU Players' Code of Conduct will be used in conjunction with the ARU Code of Conduct which can be found on their website at www.rugby.com.au

By representing yourself in an honest manner, you will endeavour to uphold the following to the best of your ability:

1. Be a good sport, displaying modesty in victory and graciousness in defeat.
2. Accept the decisions of Match Officials. If in doubt ask your captain to clarify the issue when there is a break in play.
3. Play to the best of your ability, within the laws of the game and the competition rules.
4. Control your temper – do not become physically or verbally abusive.
5. Treat others as you would wish to be treated.
6. Treat everyone equally regardless of ability, gender, sexual orientation, cultural background or religion.
7. Honestly evaluate your own performance and incorporate advice from others so that you may improve your playing.

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NSWRU SPECTATORS' CODE OF CONDUCT

The NSWRU Spectators' Code of Conduct will be used in conjunction with the ARU Code of Conduct which can be found on their website at www.rugby.com.au

By representing yourself in an honest manner, you will endeavour to uphold the following to the best of your ability:

1. Be a good sport – applauding good play by all participants and respecting the decisions of Match Officials and coaches.
2. Support all efforts to remove verbal and physical abuse from the game, including the use of foul language.
3. Accept that everyone makes mistakes. Do not ridicule or yell at players, coaches or Match Officials for perceived mistakes.
4. Respect and comply with directions given by the Ground Marshall, who is there to ensure a safe and enjoyable Rugby experience is had by all.
5. Comply with any Conditions of Entry to the venue, including staying out of the playing enclosure during the game.
6. Make visitors feel welcome when your team plays at home, and be a gracious and respectful guest when your team play away.

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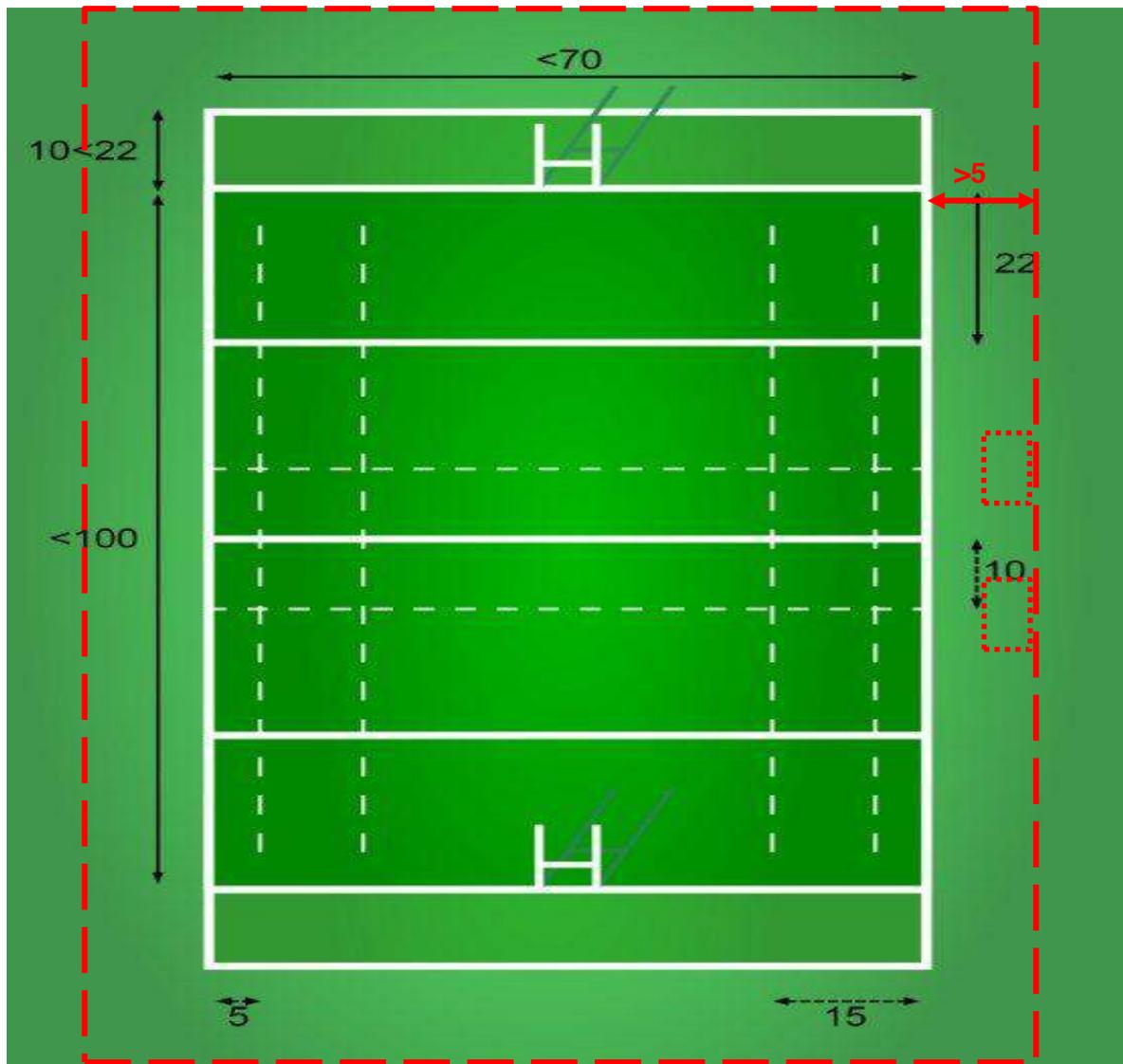
GROUND MARSHAL'S DUTIES

1. For the duration of the allocated game your sole responsibility is being the Ground Marshal
2. Ensure before each game:
 - a. Crowd Control rope is in place
 - b. Team Zones are marked out
 - c. 'Conditions of Entry' signage is visible
3. Introduce yourself to both Match Referee and other club's Ground Marshal prior to the game commencement
4. Wear the Ground Marshal fluorescent vest and outer garment for the entire game
5. Ensure spectators maintain *Codes of Conduct* by identifying and dealing with any breaches
6. Keep everyone except the referee and any authorised additional persons behind the ropes
7. Manage the behaviour of participants within the team zone
8. Report any breaches of the *Codes of Conduct* via correct incident reporting (online)
9. Surveillance of the venue for the duration of the match. This includes, at a minimum, meeting the other club's Ground Marshal and completing two laps of the playing enclosure at the following intervals:
 - I. 10 mins into the 1st half
 - II. 10 mins into the 2nd half
10. Shake hands with match officials and the other club's Ground Marshal at the conclusion of the game

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GROUND SET UP



Ground Set Up

- Set out the Crowd Control Ropes at least 5 metres from both sidelines
- In the case of 2 or more fields being side-by-side; if the spacing between the fields is $<10\text{m}$, **NO-ONE** is allowed between the 2 fields
- Put goal post pads, corner posts and flags in specific positions
- Mark out Team Technical Zones
 - 1 on each side of the half-way line
 - Zones start a min. 5m from half-way line
 - Each zone must be $<10\text{m}$ in length and $<3\text{m}$ in width
 - Must be $>2\text{m}$ from the touch line

Key



Technical Zone



Crowd Control Rope

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REPORTING ABUSE

Reporting responsibilities

On field – the referee should deal with incidents of abuse by players within the playing enclosure as required by law (generally Law 10 – foul play). If a red card is issued, the referee is required to submit a send-off report to the competition organiser.

Off field – the home ground marshal has primary responsibility to submit an electronic incident report as described below. This does not prevent other people that witnessed the incident from also submitting reports (e.g. referee or away ground marshal).

Report format and content

The report is submitted online via <http://form.jotform.co/form/22917078851865>. The form is very similar to the paper incident report in use by many competitions. The report should only contain the facts of the incident and, where possible, include the following information:

1. The identity or, where an identity is uncertain, a description of the abuser.
2. A description of what happened, with particular detail as to what was actually said or done by the abuser. The description of the actual words used is pivotal in determining the level of abuse at a subsequent hearing.
3. Where the abuse occurred.
4. When the abuse occurred.

Incident Report distribution

The incident report will automatically email a number of people, based on the competition selected. All of the people below may be emailed, depending on the details of the report:

- The Competition Manager (club games) or Convenor (school games);
- Where the victim's club is identified, the club, school or Referee Association contact ;
- Where the abuser's club is identified, the club, school or Referee Association contact; and
- NSWRU (Executive Director, Operations Manager Community Rugby, Referee Manager).

Actions to be taken on receipt of the report

Initial responsibility for dealing with an incident rests with the club, school or Referee Association of the offender, particularly for low-level incidents. Where this management is ineffective and the

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abusive behaviour continues, or where the offence is more serious (mid-range or high level), the competition organiser may decide to cite the person(s) named to appear before a Judiciary or Judicial Officer.

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PROCEDURES

PROCEDURE TO DEAL WITH AND REPORT UPON ABUSE BEFORE, DURING OR AFTER A MATCH

Australian Rugby is committed to providing a safe environment, which is free from harassment and abuse for everyone, and promotes respectful and positive behaviour and values.

Definition of harassment

“Harassment means any type of behaviour that the other person does not want and does not return and that is offensive, abusive, belittling or threatening. The behaviour is unwelcome and of a type that a reasonable person would recognise as being unwelcome and likely to cause the recipient to feel offended, humiliated or intimidated.”

Definition of abuse

“Abuse is a form of Harassment and includes physical abuse, emotional abuse, sexual abuse, neglect, and abuse of power. Examples of abusive behaviour include bullying, humiliation, verbal abuse and insults (as defined in ARU Member Protection Policy).”

The ARU Code of Conduct and Member Protection Policy aims to ensure the Rugby’s core values, good reputation and positive behaviours and attitudes are maintained, and ensures every person involved in rugby is treated with respect and dignity, and is safe and protected from abuse.

All participants in the game are bound to the ARU Code of Conduct. Club Officials, Coaches and Match Officials have particular responsibilities to ensure that behavioural expectations are set and maintained for other participants in the game, including players, parents and spectators. Where Ground Marshals are appointed, they are normally delegated responsibility for managing behaviour outside the playing enclosure on game day.

Actions by the Ground Marshal on identifying an incident of harassment or abuse

The Ground Marshal’s job description is described in a separate document, and governed by the competition rules of each competition organiser. In general, each team is required to provide a Ground Marshal, and these two people should work together to ensure that the playing enclosure and surrounds are kept safe, maintained in accordance with the competition rules, and that breaches of the code of conduct are dealt with.

If the Ground Marshal witnesses or has reported to him or her (including by the referee) an incident of abuse, then he or she has a responsibility to deal with it. This includes:

1. Ascertaining the facts of the situation, including identification of the abuser(s), and the seriousness of the abuse;
2. Dealing with the abuse, in partnership with the other Ground Marshal. Options include:

‘Respect Rugby’



- a. Issuing a warning to the abuser.
 - b. Seeking assistance from club officials to manage the behaviour.
 - c. Requesting that the abuser leave the facility.
 - d. Calling the police.
3. If the Ground Marshal is unable to deal with an incident, and he or she believes that it will impact on the safe conduct of the match, he or she must bring it to the attention of the match Referee. This should be done at the next stoppage of play, and through the Assistant Referee where one is appointed.
 4. If the circumstances warrant it, the Ground Marshal should arrange for the referee to be escorted from the field of play at the end of the match to ensure no further incidents occur.
 5. After the incident, the home team Ground Marshal is required to submit an incident report. The process for this and link is described below (Incident Form content and link).

Actions by the Referee on identifying an off-field incident of harassment or abuse which impacts on the game

The referee is to draw the attention of the Ground Marshal to any off-field behaviour which is impacting on the game. This could be done in a number of ways, with the most urgent solution being to stop the game and call the Ground Marshal(s) onto the field to brief them. This could be done by using the Ground Marshal Card (GMC), which is the outside of the red/yellow card holder (usually black in colour). Some competitions have decided not to use the GMC, and the referee will need to use their whistle and voice to attract the Ground Marshal's attention. The intent of the GMC is to make a statement to all participants that the level of abuse is now unacceptable. By moving the referee to the centre of the field it draws him or her away from the cause of the abuse, rather than getting him or her involved in dealing with off-field issues.

Examples of incidents which could be impacting on the game are:

- The abuse is increasing the likelihood of foul play;
- The abuse is affecting decision making; and
- The match officials feel threatened.

On identifying that the abuse has taken place, the referee may brief the Ground Marshal at the next stoppage or, if urgent, stop play immediately. If the abuse occurs before the match, the referee must not commence the game until the steps 2-3 below have been completed. If the abuse occurs after the game the procedure below at step 2 is to be followed and the referee completes an incident report as detailed below.

'Respect Rugby'



During a match when the referee has stopped play because of abuse from the sideline, he is to do the following:

1. Move at least past the 15m line, and preferably the centre of the field.
2. Call the Ground Marshals to him (using the GMC where applicable).
3. The referee describes the abuse to the Ground Marshals and requests that they take whatever action necessary to ensure the abuse ceases.
4. The referee restarts the match once the Ground Marshals move to deal with the cause of the abuse. This draws the attention of the crowd back to the game, rather than focusing on the cause of the abuse.
5. If the abuse continues and the referee believes that it would be dangerous to continue the game, the referee should again stop play, move to the centre of the field and display a GMC. At this point he should call over both Ground Marshals and team Captains and advise that the match is abandoned (Law 5.7(d)).
6. A new and unrelated incident of abuse off the field results in this process being repeated from step 1. The game is not abandoned because two or more GMC have been shown, only if the conditions in step 5 are met.

After abuse has occurred a referee must submit an incident report using the online survey tool. Details of how to access this follow immediately after this. Should he not have access to the tool, he is to call the NSWRU Referees Department or his Association Secretary.

Incident Report content and link

The incident report is to be written in a narrative form. Where such information can be obtained the report should include:

- The identity or, where an identity is uncertain, a description of the abuser.
- A description of what happened, with particular detail as to what was actually said or done by the abuser. The description of the actual words used is pivotal in determining the level of abuse at a subsequent hearing.
- Where the abuse occurred.
- When the abuse occurred.

The report is submitted using this link <http://form.jotform.co/form/22917078851865>

‘Respect Rugby’



This can be accessed on any web browser, including on a mobile phone.

Actions to be taken by the Competition Manager

On receipt of an Incident Report, the Competition Manager is to assess the report as to the severity of the behaviour reported. Low level and repeated low level are to be referred to the club or clubs involved for action as appropriate (Warning and/or Counselling). All other reports are be referred either to the Competition Citing Officer or direct to the Competition Judiciary for resolution. Please see the flow charts attached below.

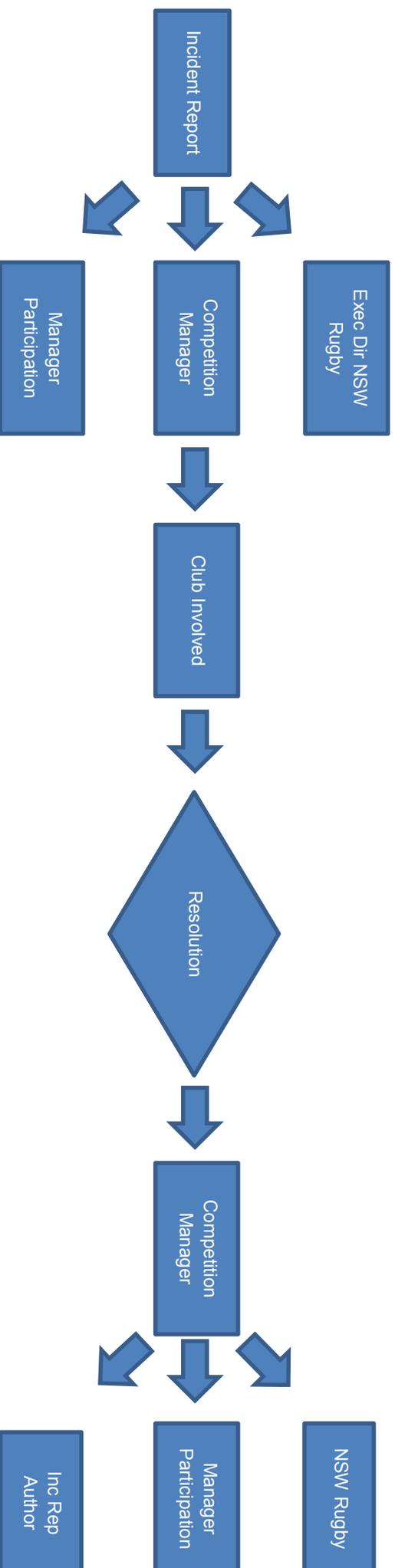
The Competition Manager is to report back to the Report Author and to NSW Rugby the resolution and action taken in respect of the incident within two weeks of its receipt. If the issue is not resolved within this period, the Competition Manager is to report the progress of the investigation as above every two weeks until the incident is resolved.

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Flow Chart for First Low-End and Repeated Low- End Offences

- Incident is reported via Respect Rugby Website to the Competition Manager, Executive Director NSW Rugby and Manager Participation Rugby.
- Competition Manager informs Club or Clubs involved and directs them to investigate and deal with the Incident.
- The Club or Clubs involved resolve the issue by either warning perpetrators or provide counselling to ensure incident is not repeated.
- Resolution is transmitted to Competition Manager who in turn transmits to NSW Rugby and author of the Incident Report.



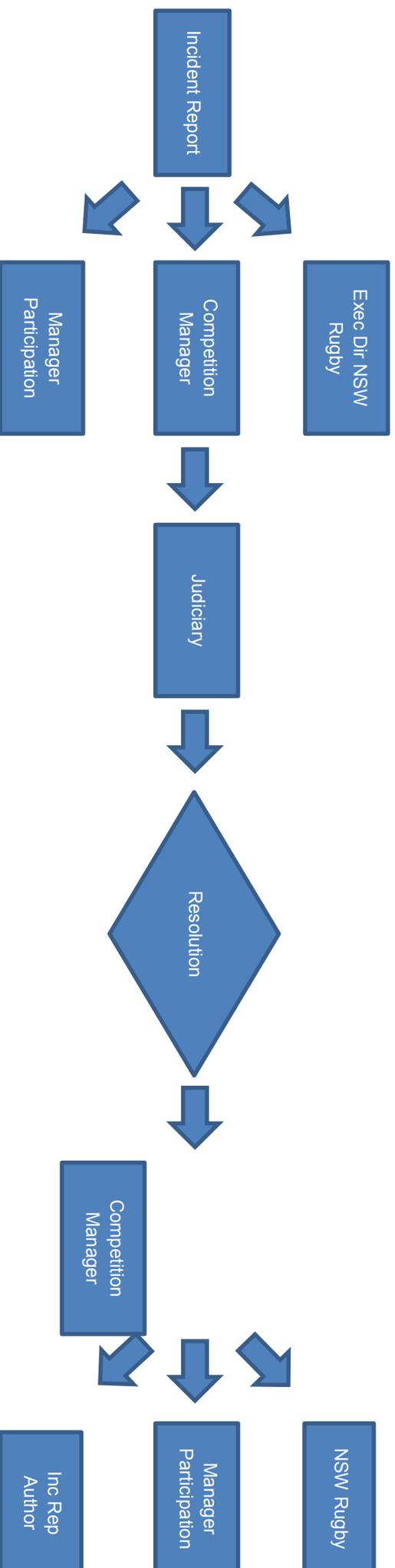
- All Incident Reports are to be resolved within two weeks of receipt by the Competition Manager. Where this does not occur, the Competition Manager is to report to NSW Rugby and the Incident Report author as to the progress of the investigation every two weeks until completion.

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Flow Chart for Mid and High Range Offences

- Incident is reported via Respect Rugby Website to the Competition Manager, Executive Director NSW Rugby and Manager Participation Rugby NSW.
- Competition Manager investigates incident and if a case exists, refers the alleged offender to the Judiciary.
- If the alleged offender is found guilty of a breach of the ARU Code of Conduct or any other offence, he or she is appropriately sanctioned.
- Resolution is transmitted to Competition Manager who in turn transmits to NSW Rugby and author of the Incident Report.



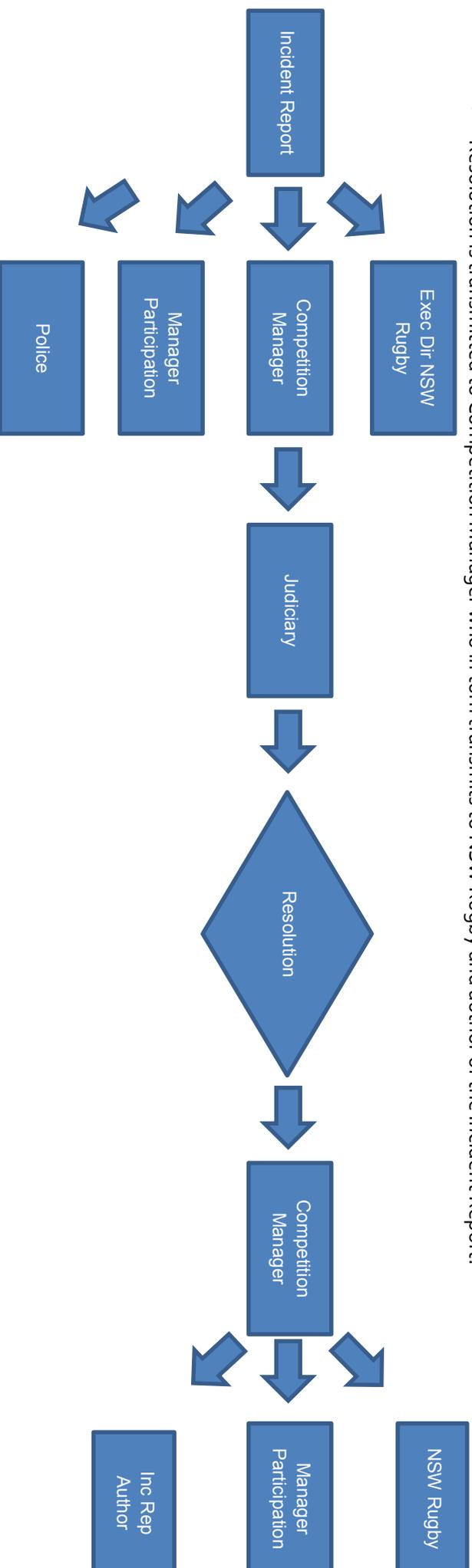
- All Incident Reports are to be resolved within two weeks of receipt by the Competition Manager. Where this does not occur, the Competition Manager is to report to NSW Rugby and the Incident Report author as to the progress of the investigation every two weeks until completion.

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Flow Chart for Criminal Offences

- Incident is reported to the Police via phone and via Respect Rugby Website to the Competition Manager, Executive Director NSW Rugby and Manager Participation Rugby NSW.
- Competition Manager investigates incident and if a case exists, refers the alleged offender to the Judiciary.
- If the alleged offender is found guilty of a breach of the ARU Code of Conduct or any other offence, he or she is appropriately sanctioned.
- Resolution is transmitted to Competition Manager who in turn transmits to NSW Rugby and author of the Incident Report.



- All Incident Reports are to be resolved within two weeks of receipt by the Competition Manager. Where this does not occur, the Competition Manager is to report to NSW Rugby and the Incident Report author as to the progress of the investigation every two weeks until completion.

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