



## Rugby NorCal 2022 Safety Protocol, Code of Conduct, and Zero Tolerance Policy

### Purpose

ALL RUGBY NORCAL Clubs, and their affiliated Coaches, Referees and Administrators confirm their joint objective and firm commitment to maintain a safe, positive and youth/family-oriented environment for all Players, Coaches, Administrators, Referees, Match Officials and Spectators.

### Coach Requirements

1. Each Coach shall maintain a current USA Rugby (USAR) CIPP Registration Number and be properly and currently certified through the USAR Coach Certification Program, and be in good standing with RUGBY NORCAL and USAR.
2. The Head Coach for each Team is responsible for the attitude, conduct and sportsmanship of his/her Coaches, Administrators, Field Officials, Players and Spectators. This is not a legal responsibility, but a leadership and conduct responsibility. Rugby NorCal takes a **"Zero Tolerance to Violence and Harassment"** and expects that the Clubs and coaches adhere to that mantra.
3. The Head Coach shall ensure the Team's coaches, players and spectators do not engage in bantering or questioning of the Referee's call, or harassment of opposing players. A failure to meet this requirement may be reported to the Regional Disciplinary Committee (RDC) by the Referee or an opposing coach.
  1. For a first offense during a match, the Referee will direct the designated Team Captain to ask the coach to maintain good sportsmanship on the sidelines
  2. For a second offense during a match, the Referee shall issue a Red Card to the Head Coach, which requires the Head Coach to leave the playing enclosure or move 100 meters away, whichever is greater. It also triggers an automatic suspension as outlined in the Rugby NorCal Disciplinary Procedures.
4. If there is no longer a Level 200 Certified RUGBY NORCAL or USAR Certified Coach to finish out the match due to suspension, then the match will be forfeited immediately and play shall discontinue.
5. Failure to comply with these requirements can lead to forfeiture of all future Conference Matches and possible dissociation from Rugby NorCal. Discipline is outlined in the Rugby NorCal Disciplinary Procedures.
6. It is the responsibility of the Home Team Head Coach to assure that a pre-match meeting takes place with the visiting coach and the Referee to discuss field requirements, rosters and complete match report checklist. Failure to have a meeting to complete match report pre-game will result in forfeiture of the match.
7. After each match, the Home and Away teams will complete and submit the online Referee Feedback Form available on the RUGBY NORCAL's website.

## Sideline Requirements

1. Any Coach, Player, Administrator, Field Official or Spectator acting in a menacing, harassing or belligerent manner, or using foul, provocative or inciting language, or enters the field in a menacing manner will be subject to immediate sanctions, as determined by the Referee, such as removal from the playing enclosure, and the Head Coach can be issued a Yellow or Red Card Violation as described above. All actions above that lead to a report from the referee, opposing team or coach will result in an automatic suspension as outlined in the Rugby NorCal Disciplinary Procedures. Clubs not taking immediate steps to enforce such a ban or disassociation are subject to further sanctions or disassociation from Rugby NorCal.
2. If a Coach, sidelined Player, Administrator, Field Official or Spectator enters the field in a menacing manner, an automatic suspension as outlined in the Rugby NorCal Disciplinary Procedures Document will be enforced, and the offending Team may be prohibited from having any spectators at its next RUGBY NORCAL Sanctioned Event.

## Field Requirements

1. Sideline Barriers, including ropes, barricades or fencing, must be installed prior to the match and maintained through the entire length of the match from goal line to goal line. They must be maintained a suitable distance beyond the touch lines, generally at least five (5) meters from the touch line. Exceptions to the distance because of physical constraints can be allowed by the Referee.
2. Technical zones are mandatory for all High School and Middle School matches. Details of these zone requirements can be found on the Rugby NorCal Website under resources. A referee may not proceed with a match if the above two points are not met.
3. Only ONE CIPP registered and eligible RUGBY NORCAL Level 200 Certified Coach may stand in the coaches' box at any given time. Field Monitors and Medical Personal, may stand inside the barriers of the various team's bench areas. Replacement players are NOT permitted inside the Coach's box, and the coach may not leave the technical zone for ANY REASON.
4. Each Team will assign one (1) or two (2) Field Monitors (Field Officials) to ensure compliance with the barrier restrictions and conduct of its Coaches, Administrators, Players and Spectators. Field Monitors shall wear a yellow, orange, or red florescent vest. The purpose of the Field Monitors is to first inform the violators, then the Head Coaches, then the Referees of any violations of this Code of Conduct.

## Club Requirements

1. All Clubs must agree to follow this RUGBY NORCAL Code of Conduct. It is the Club President/Board's responsibility to ensure that his/her Coaches, Administrators, Field Officials and Players have read and understand their obligations under this Code. It is also the Head Coaches responsibility to inform his/her Spectators of the general rules and requirements of this Code.
2. Rugby NorCal has a **"Zero Tolerance to Harassment or Abuse"** by Coach to Player, Player to Player, or Coach/Player/Spectator to Referee. Any abuse/harassment that occurs should be reported through Safe Sport <https://safesport.org/report-a-concern>. There is also a Safe Sport reporting button linked to the Rugby NorCal website.
3. Rugby NorCal has a **"Zero Tolerance to Drugs, Alcohol and Tobacco"** no alcohol, tobacco, marijuana and/or illegal substance consumption at practices and during the matches by coaches, players or spectators (does not apply to Post Game event).

4. All Players must be properly registered through Rugby NorCal Competition Management System (CMS). This system also registers the Players through USAR and validates their CIPP Number. All Coaches, Referees, and Administrators MUST be properly registered through USA Rugby's registration system.
5. For all RUGBY NORCAL Sanctioned Events, each Team shall maintain a copy of their match or event specific RUGBY NORCAL Match Roster, Match Result and Player Pictures forms at the field of play.
6. All Team Rosters must be entered into Rugby NorCal Competition Management System no less than twelve (12) hours prior to the Match Time.
7. No Player shall compete in any RUGBY NORCAL Sanctioned Event unless they are properly registered, are in good standing, and are listed on the specific match or event RUGBY NORCAL Match Roster and are shown on the Player Picture form.
8. Any Team that knowingly allows an ineligible Player to compete in an RUGBY NORCAL Sanctioned Event shall forfeit that match in which the offense occurred. This also applies to ineligible Coaches.
9. All High School Conference Matches must be videotaped by the Home Team. In the event of a dispute, and within 48 hours of a request by the RDC, the unedited video must be made available to the RDC for review and use in any hearings or proceedings. Failure to provide an unedited video within 48 hours of the request can result in sanctions, such as forfeiture of the match, by the RDC.
10. ALL Rugby NorCal Clubs are REQUIRED to have 100% compliance with player registration, uploading of head shots, and school documents, with all players having been submitted for verification by week 3 in the season. It is at the referee's discretion after week three to deem any player without a head shot/verification on the roster to be ineligible to participate in any competition.
11. Rugby NorCal will strive to assign a Certified Athletic Trainer to every match for the 2018 season. If RNC is not able to assign an ATC, clubs are required to have a suitably trained medical person on site for their game. The minimum medical personnel requirement is a certified first responder or Certified Athletic Trainer with current year credentials from the California Athletic Trainers Organization. All medical personnel must have current First Aid, CPR, and AED certifications.

## Referee Requirements

1. Referees will maintain RUGBY NORCAL, USAR CIPP and/or Referee Society registration and certifications, and follow Rugby NorCal Code of Conduct.
2. Referees will complete and sign Rugby NorCal Match Report, and will take a photo and email it, scan or fax it, along with the team rosters and pre-game checklist, to Rugby NorCal within 48 hours of the Match.
3. Referees will hold a coaching meeting prior to the game to discuss and confirm field requirements, including the Technical Box requirement. The referee will observe the two team's administrators as they check the opposing teams rosters and headshots. If there are any protests, they must be written on the match report that will be turned in by the referee.
4. Referees will identify the medical personnel assigned to the match prior to kick off. If no medical personnel are identified, the match must not proceed. The minimum medical personnel requirement for 2018 is a Certified Athletic Trainer with current year credentials from the California Athletic Trainers Organization, or a certified first responder. All medical personnel must have current First Aid, CPR, and AED certifications. Referees need not confirm that the identified medical personnel is in fact qualified; such confirmation is the responsibility of Rugby Norcal, or the home team if necessary.

5. Referees not enforcing all Field, Team or Sideline Conduct Requirements are subject to sanction by Rugby NorCal Referee Committee, the RDC, Rugby NorCal Competitions Committee, Rugby NorCal Board of Directors, or the applicable Referee Society Board of Directors.
6. In the event that a certified Referee is not available for an RUGBY NORCAL Sanctioned Event, it is the prerogative of both Head Coaches to determine whether a suitable Referee can officiate the match. Both Head Coaches must agree prior to the match and cannot withdraw that approval, except in the case where safety is concerned.

## Match Conduct

1. All player Red Card Violations shall result in an automatic suspension from all further play until the situation is reviewed by Rugby NorCal Disciplinary Chair. All Coach/Sideline/Spectator Red and Yellow Card violations shall result in an automatic suspension as detailed in the Rugby NorCal Disciplinary Policy Document.
2. Three or more Red Card Violations, and/or seven or more yellow cards by any team division in a season may result in the Club, represented by the President or member of their Board, appearing before the RDC to explain how the issues will immediately be resolved. Sanctions for such behavior may include all or some of the sanctions listed in the Rugby NorCal Disciplinary Policy Document.

## Referee Abandonment of Match

1. The Referee will commence the match only if all Field Requirements are met, including technical zones, medical personnel and rosters, and will abandon the match if the Field, Team or Sideline Conduct Requirements are not maintained.
2. The Referee will abandon the match if any Match Official (Referee, Touch Judge, Field Monitor or other assigned official) is threatened verbally or physically. The referee should award a Red Card to the offending parties prior to abandoning any match.
3. Before abandoning a match, the Referee will meet with the Team Captains or Head Coaches to explain why this action is being taken.

## Zero Tolerance of Harassment and Violence

1. Rugby NorCal has a "Zero Tolerance to Harassment or Abuse" by Coach to Player, Player to Player, or Coach/Player/Spectator to Referee
2. Rugby NorCal has a "Zero Tolerance to Drugs, Alcohol and Tobacco" no alcohol, tobacco, and/or illegal substance consumption at practices and during the matches by coaches, players or spectators (does not apply to Post Game event).

## Definitions:

- **Club** - The recognized primary entity within Rugby NorCal that is comprised of one or more Teams.
- **Team** - A group of players within a Club that represent a specific age group, year in school and/or gender and represent the Club in competition.
- **Head Coach** - The person designated by the Club as primarily responsible for the Team. Must be USAR Level 200 Certified.
- **Coach** - Any person responsible for managing or coaching during the course of a match. Must be USAR Level 100 Certified
- **Medical Personnel** is a certified individual by the State of California.

- **Player** - Any person of appropriate age and grade that is properly registered and in good standing with Rugby NorCal and USAR and is involved in competition.
- **Administrator** - Any person designated by the Club for administrative tasks for the Team and is certified as such by USA Rugby.
- **Spectator** - Any person that is in attendance at a match and that is affiliated with a Team by family relations, friendship, support, or in any other capacity, such as a subjective observer.
- **Field Monitor** - Any person designated by the Team to act in any official capacity during the course of a match and control the sidelines and act as a liaison between coach/referee and spectators.
- **Referee** - The duly assigned person or an individual that is acting in the capacity as the Referee, either certified or not. The Referee is the "sole judge of fact and of Law during a match" and is afforded all recognition and respect as such.
- **Rugby NorCal Sanctioned Event** - Any Conference Match, Tournament or Tour that is affiliated, managed or sponsored by Rugby NorCal.
- **Regional Disciplinary Committee (RDC)** - The appointed or authorized entity/committee within the specific Regions (Bay, Sac, Central, Redwood) of Rugby NorCal to administer and manage all disciplinary actions.
- **Match Report** - A report printed from the CMS that indicates the field and team requirements and captures game results.

The undersigned understands that this form, signed and submitted electronically, is being signed by the President of each club on behalf of all club affiliated Coaches, Referees, and Administrators. By signing this Code of Conduct, the club, coaches and referees agree to abide by the requirements of this documents, and understands the potential implications of violating any of the requirements.

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Club Name:** \_\_\_\_\_