



Rugby Washington Policies & Procedures

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1. Overview

Rugby Washington (Rugby WA) is a not-for-profit volunteer-based organization that provides athletic opportunity through the sport of rugby for the residents of State of Washington.

The following policies and procedures are to be strictly enforced. It is expected for all members to contribute to upholding these policies. All policies and procedures are subject to amendment and revision at any time by Rugby Washington. Any questions or inconsistencies shall be referred by the Rugby Washington Board and the majority vote shall be final.

2. Mission and Values

Grow the sport of Rugby in Washington State by increasing the number of young persons registered and participating in rugby annually as well as the number of coaches, administrators, referees, and supporters.

Develop Rugby in Washington from interpersonal skills to sport-specific knowledge to support our communities through the values of rugby.

Provide Opportunities for all members with equity and equality at the forefront in order to help members reach their goals in sport or in life.

Community: Rugby provides opportunities that lead to life-long friendships and stronger networks which transcend cultural, geographical, and political differences. It creates a passion for the sport and a sense of belonging in the rugby family.

Respect: Our community shows those around us compassion and empathy. We care for ourselves and each other at all times, showing humility and kindness both on and off the field.

Sportsmanship: We believe in treating people as you'd like to be treated. No matter the outcome of a game or practice, the actions of the players, coaches, fans, and referees should always exemplify positive interactions within our community.

Integrity: Our members hold a standard of doing the right thing even when no one is watching. We believe all members are accountable for their actions, understanding their actions have an affect on others, and holding others to these standards.

Inclusion: Rugby Washington is honored to have a diverse membership of players, coaches, referees, and fans. We are committed to creating and

promoting inclusion for all regardless of race, sex, age, gender identity, disability, sexual orientation, or religious beliefs. We celebrate the differences that make our members unique and special, as does the sport of rugby. With this commitment, rugby has the ability to grow and become a voice of change in the region.

3. Code of Conduct

Rugby WA shall adopt a Code of Conduct for players, coaches, administrators, and spectators. Violations of the Code of Conduct shall be referred to the Executive Board for review and sanctions. It is the Clubs' responsibility to share these with its members. Each Code of Conduct can be found in the Appendix.

Violations of these Code of Conduct shall open the offending Club liable to actions by the Rugby WA Executive Board.

1. The first time a violation has been committed, the Club in which the violation occurred must write a Letter of Remedy. This letter must explain the violations and the internal process that will be completed so that no further violations will occur.
2. The second violation will be cause for probation. The Club or Rugby WA member/spectator will be placed on probation for a specific time determined by the Rugby WA Executive Board based on the severity of the violation. During probation, Rugby WA Executive Board will work with Club leaders to provide appropriate resources to prevent further violations such as but not limited to relevant courses/classes for development.
3. The third violation will result in suspension of the team, coach, player and/or spectator depending on the offenses. The suspension severity will be determined by the Rugby WA Executive Board with support from the affiliated Club.

A pattern of repetitive violations by a Club will be reviewed and monitored closely. Additional penalties may be imposed by the Rugby WA Executive Board.

4. Team/Club Eligibility

All Rugby Washington members are expected to ensure that they are compliant and in good standing. Teams/Clubs that are not in good standing with Rugby WA will not be permitted to compete in sanctioned matches and/or against other Rugby WA sanctioned teams. Leniency for exceptional circumstances may be allowed on a case-by-case basis as determined by the Rugby WA Executive Board.

If you have questions or concerns about your team's, or your club's compliance, email Aaron@Rugby WA.org.

In order to be considered in good standing, all Teams/Clubs must meet the following criteria:

1. All coaches must be registered and compliant as a Coach with USA Rugby through Rugby Xplorer
 - A. This includes an approved background check, up-to-date SafeSport Certificate and completed Rugby Safety Basics courses.
 - B. All coaches must complete the Rugby Safety Basics certification and be ready to provide proof, if requested. This includes:
 - Rugby Ready
 - Concussion Management for the General Public
 - Learn More: <https://usa.rugby/coaching>
 - C. A Contact team must have at least one (1) World Rugby Level 1 (formerly USA Level 200) certified coach registered with USA Rugby
 - D. During matches and practices, a properly registered and certified coach must be present
 - At least one (1) registered World Rugby Level 1 (formerly USA Level 200) certified coach must be present for each team during all contact matches and practices
 - At least one (1) registered Rugby Safety Basics certified coach must be present for non-contact matches and practices
2. All administrators and volunteers who have regular contact with minors must be registered and compliant with USA Rugby through Rugby Xplorer
 - A. This includes an approved background check, up-to-date SafeSport Certificate

5. Player Eligibility

All Rugby Washington members, including players, are expected to ensure that they are compliant and in good standing. Players that are not in good standing with Rugby WA will not be permitted to compete in any rugby matches and/or practices.

If you have questions or concerns about your players' compliance, email Aaron@Rugby WA.org.

In order to be considered in good standing, all Players must meet the following criteria:

1. All players must be registered with USA Rugby and Rugby WA through Rugby Xplorer with the appropriate team, club, and division
 - A. A Player's playing age/division is considered to be the age they

were on September 1st prior to the season

- Divisions are as followed:

- Flag - Must be 6 to 10 years old
- U8 - Must be ages 7 or 8 years old
- U10 - Must be ages 9 or 10 years old
- Youth U12 - Must be ages 11 or 12 years old
- Middle School U14 - Must be ages 13 or 14 years old
- High School JV
 - Must be enrolled and attending a high school or an equivalent non-post-secondary educational program or institution (home schooled), and be a high school Freshman or Sophomore. In accordance with IRB and USA Rugby regulations/recommendations, no female player 15 years and older may play/participate on a Junior Varsity Boys team due to the safety and legal concerns that are associated with mixed-gender teams playing in a contact environment.
- High School Varsity
 - Must be enrolled and attending a high school or an equivalent non-post-secondary educational program or institution (home schooled). The player must be within four (4) years of the moment the player first enrolled in the ninth grade, regardless of when the player started playing rugby or had the ability to start playing rugby. Players may also be eligible if they would otherwise be in high school but have graduated early by virtue of early graduation and/or passing, or in the process of passing, the GED. In accordance with World Rugby and USA Rugby regulations/recommendations, no female player 15 years and older may play/participate on a Varsity Boys team due to the safety and legal concerns that are associated with mixed gender teams playing in a contact environment.

- All Players must compete in the division appropriate to their age and ability

- In special cases, players may play up or down one (1) division if they meet the requirements for a Waiver and have successfully applied for and been granted said Waiver
 - Waiver information can be found in Section 6
 - Official Rugby WA Waiver can be found in the Appendix

6. Player Waivers

In the efforts to maintain and encourage safety, participation, and inclusion, players may be eligible to apply for a Waiver to play in a more appropriate division.

Below are a few standard reasons a Waiver may be considered. Situations not included below may be addressed on a case-by-case basis.

1. Playing Down a Division

A. Players born within 4 months of age cutoff date for a lower Division and who are reasonably undersized for their current Division may apply for a Waiver

- Players may only play down one (1) Division
 - Waivers are required for the following:
 - Middle School playing down to Youth
 - Waivers must be approved by the Parent/Guardian, Rugby Washington, and the Club/Team Coach
- Per USA Rugby regulations, there is a two-year age ceiling for participation in the various leagues
 - Varsity players, enrolled in Senior year of High School, are not eligible to participate on a Junior Varsity side

2. Playing Up a Division

A. Players born within a reasonable amount of time after the cutoff date for a lower Division and who are exceptionally skilled and/or more physically developed than their current Division may apply for a Waiver

- Players may only play up one (1) Division
- Waivers are required for the following:
 - Flag U10 playing up to Youth U12
 - Youth U12 playing up to Middle School U14
 - 8th grade playing up to Junior Varsity (JV)
 - Waivers must be approved by the Parent/Guardian, Rugby Washington, and the Club/Team Coach

3. Once Waiver is approved, then the player will need to upgrade in Rugby Xplorer so their registration type matches the competition that they are playing in

A. Players must play in the Division they are registered for

- If a player is U10 and playing up to U12, that player cannot play back

down to U10

- If a player is U14 and playing up to JV, that player cannot play back down to U14

B. The first two (2) games of the season, including preseason matches, will act as a probation period for playing up a Division

- This is to be used to assess the player's ability to compete at a higher level safely and fairly
- If after two (2) games a player, coach, and/or guardian feels the player cannot safely and fairly compete at the higher level, they will be able to move back to their age-appropriate Division without penalty
 - Team/Club must notify Rugby Washington of the change immediately
 - If the player moves back down a Division, they cannot waiver back up in the same season

A. Per USA Rugby regulations, there is a two-year age ceiling for participation in the various leagues

- Middle School players playing High School rugby
 - Only 8th grade players may waiver up to High School, but only on a Junior Varsity side
 - Under no circumstances may a Middle School player participate in Varsity High School rugby

4. Playing in Two Divisions

A. Players must not exceed the maximum number of minutes per day for their age group

- U12 & U14 cannot exceed 70 minutes per day
- High School cannot exceed 90 minutes per day

5. Process

A. Waiver applications can be submitted online at <https://forms.gle/CSXVbytCvmZKhCjR9> or found on the Rugby WA website at <https://Rugby WA.org/resources/coaches-admin/>

- If there is no waiver listed for a particular situation, a waiver request may be submitted via email
- Completed applications are reviewed by the Rugby WA Executive Board, no less than 72 hours prior to the player's participation in a Rugby WA event

- Waivers will be reviewed on a case-by-case basis by the Rugby WA Executive Board

6. Appeals

- A. If a Waiver is denied, an appeal may be submitted to waivers@Rugby.WA.org, no more than 72 hours after the original decision has been sent
 - A player is not eligible to play in another Division until a Waiver is approved by all appropriate parties
 - Waiver appeals will be reviewed by the Rugby WA Executive Board

7. Sanctions

- A. Any Club and/or Team found to have allowed participation in a Sanctioned or Sponsored Event (matches, tournaments, and/or tours) if one (1) or more of their players are in violation of these requirements will receive head coach suspension, immediately, for one (1) match.
- B. Any Club and/or Team found to have gone through and completed the waiver process which resulted in unfair and/or unsafe competition in a Division will be subject to sanctions
- C. Further occurrences will be referred to the Executive Board, and may be further sanctioned, suspended or disassociated until such time as they have shown clear indications and assurances to the Executive Board that they have corrected and/or rectified their violation and that they will assure appropriate participation in future events
- D. Multiple violations from a Club and/or Team shall result in suspensions or disassociation

7. Registration and Insurance

All players, coaches, referees, and administrators must be registered through Rugby Xplorer. Rugby Xplorer is the official registration system for all participants within USA Rugby, USA Youth and High School Rugby, and Rugby Washington.

Registration not only provides the appropriate information needed to track players and coaches effectively, but it also supplies each member with the proper insurance.

1. Players

- A. All players must register and pay USA Rugby and USA Youth and High School fees before stepping on a practice or game field
 - This fee is controlled by USA Rugby and USA Youth and High School Rugby and goes directly towards player insurance
 - Players that do not register and pay this fee will not have insurance

and will not be permitted to compete in sanctioned games and/or practice

B. All players must pay dues set by Rugby Washington

- This fee goes directly towards costs such as but not limited to referees, athletic trainers, field rentals, etc.

C. Players that are 18 years or older must complete the SafeSport certification

D. Any non-resident (International) player, or Permanent resident/U.S. citizen returning from abroad, must be declared to the Rugby WA Board and vetted for eligibility prior to playing any Rugby WA sanctioned match

2. Administrators

A. All administrators must register and pay USA Rugby and USA Youth and High School fees before stepping on a practice or game field

- This fee is controlled by USA Rugby and USA Youth and High School Rugby and goes directly towards insurance and background checks
- Administrators that do not register and pay this fee will not have insurance and will not be permitted to work with minors

B. All administrators must complete the SafeSport certification and background check

8. Poaching/Raiding

Rugby WA prohibits clubs' representatives from "raiding" and/or "poaching" players from another club at any time and/or encouraging their players to recruit from another club

1. Poaching is considered any attempt by a club to pressure, bribe, or tempt a player away from their current club by using benefits and/or rewards ∞ EX: offering a hardship scholarship, using the potential of a college scholarship, or providing additional financial assistance

2. Raiding is considered any attempt by a club to pressure, bribe, or tempt a player away from registering for the nearest club and/or further encouraging players to choose one club over the other

A. EX: soliciting group of players using tactics around winning a championship

3. If a club is suspected to have been raiding and/or poaching players, a written statement must be reported to the Rugby WA Board

A. The statement must include viable and sufficient evidence, or the claim will be dismissed immediately

B. If the claims are found to be accurate, then the head coach and/or

relevant parties involved will be subject to penalties such as but not limited to suspension or complete termination

- C. The penalties will be at the discretion of the Board and Disciplinary Committee based on the information provided and proven to be accurate

9. Transfers

Rugby WA recognizes that players may have reasons to change clubs between and/or during seasons

1. All player transfer questions and controversies must be directed to the Rugby WA Board in writing for review, deliberation, and approval/denial

2. Acceptable transfer reasons include:

- A. Financial or logistical hardships
- B. Change to the player's school and/or living situation
- C. Players Initial Club has folded
- D. Player no longer feels safe or comfortable at their Initial Club

- If this occurs, a written statement explaining further details of why there is an unsafe environment must be submitted to the Rugby WA Board for review and potential further action

3. Mid-Season Transfer

- A. Mid-season transfers are strongly discouraged by Rugby WA

- Transfers must be requested by the player and approved by the initial club and Rugby WA in Rugby Xplorer

4. Off-Season Transfer

- A. If a player wishes to register with a different club than the one they played with the previous season, they may do so without the previous club's permission

- It is suggested that the player/family let their previous club know they will not be returning
- If a player wishes to register with a different club than the one they played with recently and their registration has expired, they may do so without permission from the Initial Club, Transfer Club, or the Rugby WA Board

10. New Clubs and Conferences

New clubs and conferences are encouraged to be established and grow as this is a direct result of more kids playing within Rugby Washington.

It is understood that a new club may involve players and resources from an existing

club. Rugby WA will support the growth in a logical and equitable manner that benefits all members.

1. Any possible controversy during the creation of new clubs/conferences must be communicated to the Rugby WA Board early so members can problem-solve for success of the organization and each club
2. All new clubs must follow the New Club process to apply to be Rugby WA members
 - A. The New Club application can be found in the Appendix

11. Match Day Responsibilities

1. Field Requirements

A. It is the responsibility of the home team to provide match fields that are consistent with the rules and regulations set by Rugby WA and USA Rugby Technical Zone laws, which includes, but is not limited to:

- A regulation-sized field that is free of obstructions and other unsafe playing conditions
- Clearly marked field lines
- Clearly marked Technical Zones (team and administrative areas)
- Goal posts with proper padding
- Crowd control measures
- Any other safety precautions for matches

2. Game Format Requirements

A. It is the responsibility of all teams to ensure that the Rugby Washington, division appropriate game format is being followed

B. Game formats were developed to provide the best quality rugby for all participants that is age and ability appropriate

C. Exceptions to these formats will only be allowed in instances where a game will be canceled otherwise

- Teams must notify Rugby Washington and the opposing team at least 36 hours before match day of any adjustments
- Requests for varying game formats is subject to be denied which will result in a forfeit

D. During Youth and Middle School matches, any team winning by more than 30 points will be viewed negatively and subject to review by Rugby WA:

- First Offense - A verbal warning and reminder to the offending Head Coach of the Coaches Code of Conduct as well as this policy will be given
- Second Offense - Head Coach/Club within 48 hours of match must supply Rugby WA with a written statement outlining all steps taken to prevent the match ending with a point difference greater than 30 points. Rugby WA will review circumstances of the match to determine potential violation of policy and disciplinary actions deemed warranted.
- Third Offense - All prior communications regarding the Head Coach/Club of team will be reviewed by Rugby WA. Dependent of the review process, disciplinary actions can be levied against the Head Coach and/or Club up to/including but not limited to forfeiting of games(s), suspension, sanctions, loss of future matches, ability to host matches, or disciplinary actions as deemed necessary.

E. Game formats can be found in the Appendix

3. Pacific Northwest Rugby Referee Society (PNRRS)

- A. Rugby WA will work with the PNRRS and the host Club to assign referees for each week
- It is possible that every match will not be assigned a referee through PNRRS due to the limited supply of referees, thus it is ultimately the responsibility of the home team to organize and/or provide appropriate referees for home scheduled matches.
- B. Rugby WA will be responsible for the payment of referees during all league scheduled matches
- This does not include friendlies, scrimmages, or other game formats not officially announced on the Rugby WA league schedule

4. Athletic Trainers

- A. Rugby WA will work to assign a Certified Athletic Trainer to every match (Youth through High School) as well as tournaments throughout the season
- In order to give adequate time to assign Athletic Trainers, it is mandatory that game times and locations be given to Rugby WA by the Tuesday prior to a Saturday match. The sooner the communication about schedule, the better chances of securing Athletic Trainers for each match.
 - Rugby WA will have open communication with the clubs regarding Athletic Trainers assignment and availability in hopes of providing ample time for host clubs to find alternate means of proper medical staff.

B. Rugby WA will be responsible for the payment of Athletic Trainers during all league scheduled matches

- This does not include friendlies, scrimmages, or other game formats not officially announced on the Rugby WA league schedule

5. Rosters

A. Rugby WA requires a roster to be completed in Rugby Xplorer prior to the match.

- Rugby WA has a zero-tolerance policy for playing unregistered players due to the extremity of repercussions that come from playing unregistered, and ultimately uninsured and ineligible, players
- All coaches/clubs/players are no longer covered under insurance if any match is played with at least one unregistered player and/or uncertified coach
- Coaches who play unregistered players will be subject to disciplinary action as determined by the Rugby WA Board
- If suspect unregistered players have played in a match, please send a detailed report to the Rugby WA Board for further review and possible sanctions

B. Any Club and/or Team found to have allowed participation in a Rugby WA Sanctioned event despite one or more of their players/coaches violating these requirements, that organization will be subject to disciplinary action such as but not limited to suspension of the head coach, immediately, for one or more matches

6. Post-Match

A. Each high school team must submit a Match Report within 48 hours of the end of the match

- Match Reports can be found online at <https://Rugby WA.org/match-reports/>
- Or link directly to the Google form at <https://forms.gle/55gN3BZbp5MHjReN8>
- Coaches must fill out as much accurate information as they can per match

12. Field Guidelines

All fields MUST be of proper size, with proper markings.

1. Varsity and JV: <http://laws.worldrugby.org/index.php?section=5>

2. Youth Contact: See Appendix

3. Youth Non-Contact: See Appendix

4. Goal Posts

A. All goal posts MUST have padding

B. If tri-pod soccer posts are used, they must be padded on ALL exposed bars

5. Technical Zones

A. Technical Zones must be in place for all contact matches

- See Appendix
- All fields must have elevated restraining ropes 5 meters from the playing area
 - If ropes are only on one side of the field, then both teams and spectators MUST stay on that side

13. Spectators

Spectators are only allowed to be on the opposite sideline from the teams before and during games.

1. Spectators are allowed behind the Technical Zone side of the field when the game is being held in a stadium type facility with permanent bench seating and a permanent barrier, such as a chain link fence, that separates the stands from the playing enclosures.
2. Spectators are never allowed on the field of play for any reason and are subject to dismissal from the playing grounds if they do not comply

14. Filming

Rugby WA recommends that every boys and girls Varsity and Junior Varsity match be filmed for following reasons:

1. Disciplinary issues, it provides video evidence that can be used by the Disciplinary Committee to make a proper and fair decision in sanctioning
2. Any Complaints about a referee must be accompanied by video evidence to support the claim
3. Can be used to monitor the behavior of coaches and spectators on the sideline
4. Additionally, film can provide a great resource for marketing as well as player highlights when looking to attend a college for athletics.



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Our Values

The culture of rugby is unique and enables people to immediately identify what sets our sport apart from the rest. It is the centerpiece for the sport's future as it encourages inclusion, camaraderie, and diversity while highlighting the fundamental elements of the game. Through this culture the game thrives, lifetime bonds begin, and passionate rugby members are created.

For our sport to be successful, everyone must know and fully embrace the core values that the culture is founded. It is the responsibility of coaches, players, referees, administrators, and fans to uphold and exceed these standards at all times both on and off the field.

Community: Rugby provides opportunities that lead to life-long friendships and stronger networks which transcends cultural, geographical, and political differences. It creates a passion for the sport and a sense of belonging in the rugby family.

Respect: Our community shows those around us compassion and empathy. We care for ourselves and each other at all times, showing humility and kindness both on and off the field.

Sportsmanship: We believe in treating people as you'd like to be treated. No matter the outcome of a game or practice, the actions of the players, coaches, fans, and referees should always exemplify positive interactions within our community.

Integrity: Our members hold a standard of doing the right thing even when no one is watching. We believe all members are accountable for their actions, understanding their actions have an affect on others, and holding others to these standards.

Inclusion: Rugby Washington is honored to have a diverse membership of players, coaches, referees, and fans. We are committed to creating and promoting inclusion for all regardless of race, sex, age, gender identity, disability, sexual orientation, or religious beliefs. We celebrate the differences that make our members unique and special, as does the sport of rugby. With this commitment, rugby has the ability to grow and become a voice of change in the region.



Our Actions

In order for us to uphold our values, we need to follow certain actions that display what Rugby Washington stands for each day. There are so many ways to demonstrate our values, however below are specific actions agreed upon by our community leaders. These actions are not limiting to the various other positive actions that could be taken both on and off the field.

Community

Rugby has unique traditions that are demonstrated from grassroots all the way to the professional level. To the best of our ability, all members will set a standard to organize and attend post-game meals, player of the match awards, and any other special celebrations hosted on game day.

Our members will strive to be part of the larger Rugby WA community by participating in meetings, professional development sessions, community events, and other similar events.

Our members will create a positive impact in the community by participating in community service events, assisting in fundraisers, sharing resources for success, and other activities that boosts our community for the better.

Respect

Our players, coaches, referees, and fans will interact with each other in positive ways that demonstrate all our values.

Our members and fans will only engage with the referees in a respectful manner during appropriate times.

Sportsmanship

Our players will encourage teammates through celebrating accomplishments, cheering on improvements, and understanding mistakes happen.

Our players and coaches will shake hands with the opposing team and thank the referees after each match.

Integrity

Our coaches and referees will understand and follow the Laws of the Game and the modifications to the Laws based on age level.

Our players, coaches, and referees will arrive to games on time and ready to participate accordingly.

Our coaches will have organized practices that are setup before the official start time.

Our members will ensure that everyone in their local community knows and follows Rugby WA and USA Rugby's Code of Conduct.

Inclusion

Our members and fans will always make sure they conduct behavior that makes others feel like they belong on the field, with the team, and in the larger rugby family.

Our leaders will actively welcome players and parents to the field, making sure to build relationships between them and their club families.

Clubs will create a fun and competitive environment at practices by incorporating games whenever possible and appropriate age-based learning activities.



Player Code of Conduct

The Rugby Washington Player Code of Conduct is one way we put rugby's values into practice. Our commitment to the highest standards helps us recruit great people, build quality teams and clubs, and create positive influences in our community. Respect for our members, our community, and our game is foundational for our success. Each of us has a personal responsibility to incorporate these values and encourage other members to follow these values on and off the field. This code establishes the basic contract for all players within Rugby Washington and/or engaging in rugby activities.

As a player participating in the Rugby Washington organization, I understand and accept the below responsibilities:

1. Players must register through Rugby Xplorer under a Rugby Washington club/team and complete the appropriate fields required by USA Rugby, USA Youth and High School Rugby, and Rugby Washington.
2. If 18 years or older, a player must complete the SafeSport module required by USA Rugby and successfully present or file their certificate.
3. Rugby Washington has a zero-tolerance policy for bullying or harassment of any nature whether in person or virtually. Racist, sexist, homophobic, bigoted comments, obscene language or anything perceived as hateful will be grounds for disciplinary actions.
4. Fighting (verbal and physical) on the pitch or sidelines will be grounds for a red card and immediate ejection from the game followed by appropriate disciplinary action and possible suspension from the league for a period of time determined by Rugby Washington.
5. Respect for the referee, coaches, spectators, and other players is expected on and off the field. Respect for the referee is required under World Rugby Law 9 and PNRRS Policies for the players and spectators. Verbal abuse, disrespectful behavior and/or assault either verbal or physical will result in a red card, ejection, and possible suspension.
6. School grades should be a player's top priority. A player's academic success should not be hindered because a player is engaging in rugby activities.
7. Rugby Washington has a zero-tolerance policy for use or suspected use of controlled substances such as alcohol, drugs, cigarettes by minors, and/or tolerated use within a team. Engaging in such actions are grounds for disciplinary actions. Knowledge of a teammate using controlled substances and not reporting to proper authorities is considered the same as using. Members who do not report will be subject to similar disciplinary actions.
8. Every player must have and use a mouthpiece during all contact games and practices.
9. Players are to wear the proper uniform to games as determined under World Rugby Law 4, Rugby Washington, and club guidelines.



Coach Code of Conduct

The Rugby Washington Coach Code of Conduct is one way we put rugby's values into practice. Our commitment to the highest standards helps us recruit great people, build quality teams and clubs, and create positive influences in our community. Respect for our members, our community, and our game is foundational for our success. Each of us has a personal responsibility to incorporate these values and encourage other members to follow these values on and off the field. This code establishes the basic contract for all coaches within Rugby Washington and/or engaging in rugby activities.

As a coach participating in the organization, I understand and accept the below responsibilities:

1. Coaches must be aware they have tremendous influence in the behaviors of players, other coaches, and spectators. A coach should never place winning above maintaining the values of Rugby Washington. Coaches should actively use their influence to enhance sportsmanship and respect from all members and foster a safe environment for players.
2. Rugby Washington's three main goals are to grow the game, develop players, and provide opportunities. Any behavior that goes against these goals such as but not limited to rejecting/ cutting players based on ability, bribing or threatening members, limiting opportunities to play or learn, and/or 'poaching' players from other teams are subject to disciplinary actions and possible suspension.
3. Coaches must register through Rugby Xplorer under a Rugby Washington club/team and complete the appropriate fields required by USA Rugby, USA Youth and High School Rugby, and Rugby Washington including background checks and SafeSport.
4. Coaches must be World Rugby Level 1 (formerly USA Level 200) certified in order to instruct contact elements of the game as required by USA Rugby and USA Youth and High School Rugby.
5. Coaches are expected to know and understand the most current law variations and instruct their players to play the game within those laws.
6. Rugby Washington has a zero-tolerance policy for bullying or harassment of any nature whether in person or virtually. Racist, sexist, homophobic, bigoted comments, obscene language or anything perceived as hateful will be grounds for disciplinary actions.
7. Fighting (verbal and physical) on the pitch or sidelines will be grounds for immediate ejection from the field followed by appropriate disciplinary action and possible suspension from the league for a period of time determined by Rugby Washington.
8. Respect for the referee, coaches, spectators, and players is expected on and off the field. Respect for the referee is required under World Rugby Law 9 and PNRRS Policies for the players, coaches, and spectators. Verbal abuse, disrespectful behavior and/or assault either verbal or physical will result in ejection and possible suspension.
9. Rugby Washington has a zero-tolerance policy for use or suspected use of controlled

substances such as alcohol, drugs, cigarettes around minors, and/or tolerated use within a team. Engaging in such actions are grounds for disciplinary actions. Knowledge of a player using controlled substances and not reporting to proper authorities is considered the equivalent of a personal offense. Members who do not report will be subject to disciplinary actions.



Spectator and Volunteer Code of Conduct

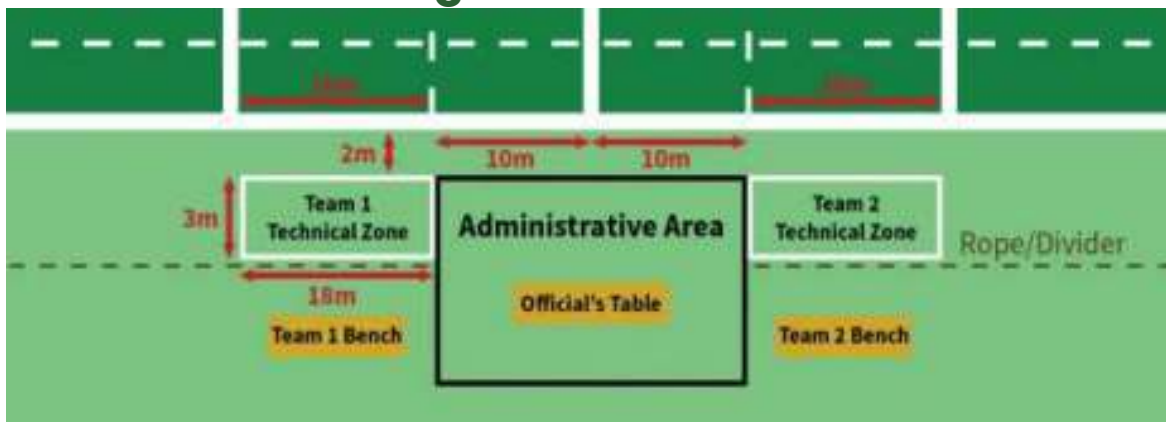
The Rugby Washington Spectator and Volunteer Code of Conduct is one of the ways we put rugby's values into practice. Our commitment to the highest standards helps us recruit great people, build quality teams and clubs, and create positive influences in our community. Respect for our members, our community, and our game is foundational for our success. Each of us has a personal responsibility to incorporate, and to encourage other members to incorporate, the principles of the Code of Conduct and values onto the field. This code establishes the basic contract for all spectators and volunteers within Rugby Washington and/or engaging in rugby activities.

As a spectator or volunteer participating in the Rugby Washington organization, I understand and accept the below responsibilities:

1. A spectator or volunteer should never place winning above maintaining the values of Rugby Washington. Everyone should actively engage in behaviors that enhance sportsmanship and respect from all members and foster a safe environment for everyone.
2. Rugby Washington's three main goals are to grow the game, develop players, and provide opportunities. Any behavior that directly goes against these goals such as but not limited to yelling at players, referees, or coaches, bribing or threatening members or spectators, limiting opportunities to play or learn, and/or 'poaching' players from other teams are subject to disciplinary actions and possible suspension.
3. Volunteers must register through Rugby Xplorer under a Rugby Washington club/team and complete the appropriate fields required by USA Rugby, USA Youth and High School Rugby, and Rugby Washington including background checks and SafeSport.
4. Rugby Washington has a zero tolerance policy for bullying or harassment of any nature whether in person or virtually. Racist, sexist, homophobic, bigoted comments, obscene language or anything perceived as hateful will be grounds for disciplinary actions.
5. Fighting (verbal and physical) on the pitch or sidelines will be grounds for immediate ejection from the field followed by appropriate disciplinary action and possible suspension from the league for a period of time determined by Rugby Washington.
6. Respect for the referee, coaches, spectators, and players is expected on and off the field. Respect for the referee is required under World Rugby Law 9 and PNRRS Policies for the players, coaches, and spectators. Verbal abuse, disrespectful behavior and/or assault either verbal or physical will result in ejection and possible suspension.
7. Rugby Washington has a zero tolerance policy for use or suspected use of controlled substances such as alcohol, drugs, cigarettes around minors, and/or tolerated use within a team. Engaging in such actions are grounds for disciplinary actions. Members who do not report will be subject to disciplinary actions.



USA Rugby Technical Zone (TZ) & Sideline Management Guidelines



1. Technical Zone (TZ)

- A. Technical Zone is defined as space in front of the rope/barrier between the 10 meter line and 22 meter line
- B. Technical Zone ends 2 meters from the touch line to give room for Assistant Referees & Touch Judges

2. Coaches

- A. Coaches may not cross into the other team's TZ or leave their own TZ
 - No more than two coaches are allowed in the TZ
- B. Coaches should not stand in/near the try zone or anywhere on the field of play
- C. Uncertified coaches should not be in the TZ

3. Administrative Area

- A. #4 (Fourth Official) or Match Manager (data tracker) occupies the space between the 10 meter lines
- B. Chairs may be set up in the Administrative Area for disciplinary/sin bin purposes
- C. No coach or player is allowed in the Administrative Area except when petitioning for a substitution

4. Medical Professionals

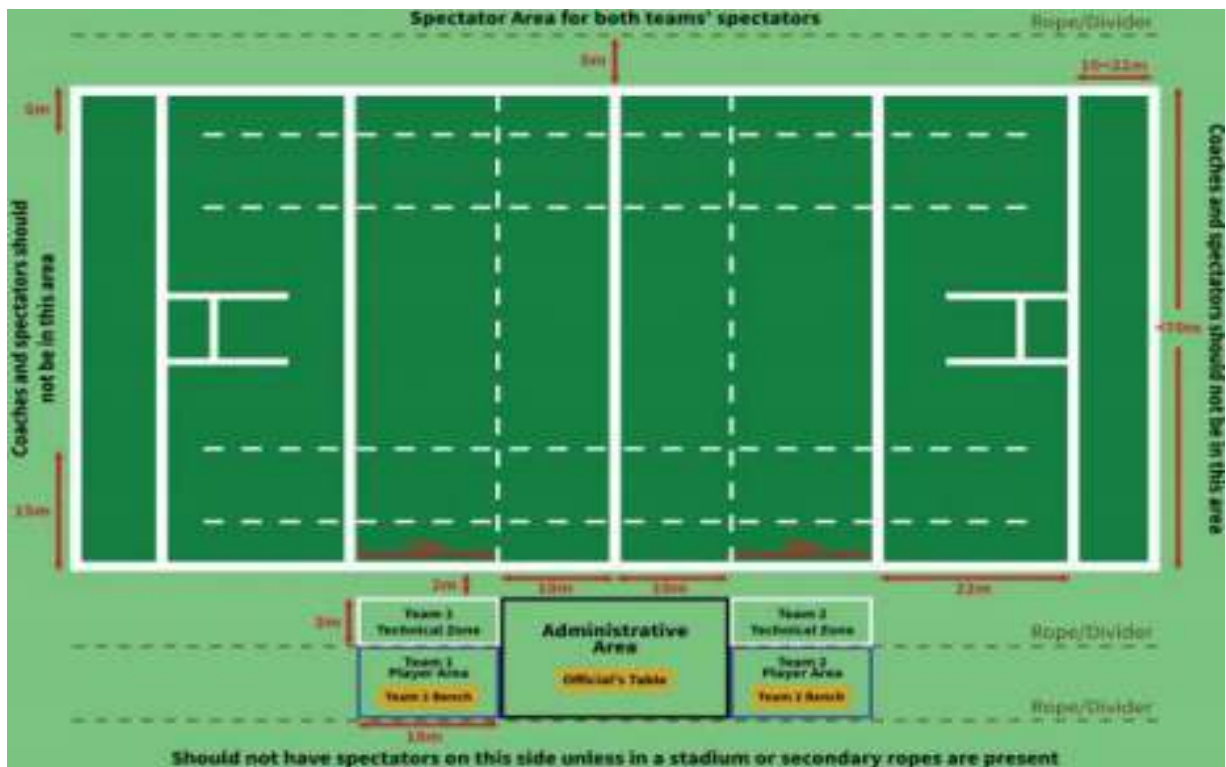
- A. Teams may have two medical professionals "in front of the rope"
- B. Medical professionals may roam either sideline and are not confined to the

TZ

- C. Only one medical professional per team is allowed per side of the field
 - Second medical professional must be across from first medical professional on opposite sideline
- D. Coaches are not allowed onto the field with medical personnel unless explicitly allowed by the match official
- E. Medical personnel should always introduce themselves to the match official(s) before the match begins

5.Teams

- A. Team benches should also be between the 10 meter line and 22 meter line but “behind the rope” and not in the technical zone
- B. Water carriers must stay “behind the rope” unless the match official signals that they may enter the playing field
 - Water carriers should endeavor to wear a top that clashes with players on the field
 - Coaches may not serve as water carriers
 - Water carriers should not be in the TZ*
- C. Coaches should not huddle with teams on the field after scores
- D. Teams must warm up in the end they are attacking into, not the end they are defending
 - Players warming up must wear a contrasting top to the players on the field (e.g. a penny)
 - Teams should not warm up with balls, cones, or other equipment (e.g. ruck pads)
- E. Teams should not warm up within 5 meter of the field of play ∞ If space demands it, teams may warm up in the try zone but only if they access the try zone by staying “behind the rope” to and from
- F. Spectators
 - Spectators should be on the opposite sideline from the teams unless a second rope is present to prevent mixing of spectators with players/ staff/ administrators





Division Waiver Acknowledgement

The waiver process is not meant to gain a competitive advantage. The intention is for players whose birthday is slightly before or after the cut-off date or have varying physical development from their expected division to compete within a division appropriate for the athlete. Waived players should not be the standouts, rather, the waived player should blend in with the others on the pitch.

Players who submit a waiver cannot request to play more than one (1) division level up or down from the current division. Players should not pay any additional dues associated with the desired team/club until the waiver is approved. Players cannot compete in any games with the desired team/club until the waiver is approved. No player is permitted to play in more than one (1) division at a time without first submitting a waiver; then can only play one (1) half per Division. Upon approval, this document must be kept on file with player information.

To be reviewed and agreed upon by Parent/Guardian, Coach, and Club prior to submitting request to Rugby WA:

Assumption of Risk: It is understood that participation in this activity is voluntary and is not required. By allowing the athlete to compete as requested, it is acknowledged that all parties have carefully read the above and the guidelines outlined in the Policies and Procedures; and understand the risks of playing up or down a Division. It is understood that a voluntary assumption of such risks is stipulated and agreed to by Parent/Guardian, Coach, and Club respectfully, including the risk of serious or debilitating injury to the athlete.

Waiver of Liability/Hold Harmless: Parent/Guardian, Coach, and Club, by submission of waiver request, and inconsideration for providing the player an opportunity to participate in the activity, all parties voluntarily agree to waive and discharge any and all claims against Rugby Washington related to or arising out of playing in a different Division, and voluntarily release Rugby Washington from liability for any injury, including claims for negligent actions of the Organization or its members, agents, representatives, and volunteers related to or arising out of playing in a different Division, on behalf of Parent/Guardian, Coach, and Club regarding the player to the fullest extent allowed by law. By submitting the waiver request, and inconsideration for providing the athlete an opportunity to participate in the Activity, Parent/Guardian, Coach, and Club agree to release, discharge, and hold harmless the Rugby WA and its members, agents, volunteers, and representatives from all liability, claims, causes of action, or demands, including attorney fees, fines, fees, or other costs (e.g. medical costs) arising out of any injury. By submission of waiver request Coach, and Club certify that the parent and/or

legal guardian of the stated athlete within request, has been provided the outlined waiver, has read and understands the foregoing, accepting and agreeing to be bound by the terms and conditions of the above.

Coached Agreement:

By submitting the waiver request, the submitter (If different from Head Coach), certifies that the Head Coach of the player agrees and acknowledges that the Head Coach has carefully read the above and the guidelines outlined in the Policies and Procedures; and understand the risks of this player participating up or down a Division. The Head Coach agrees that this player is fully capable of safely playing in the desired Division.

*As part of the waiver request process, the Parent of the athlete **MUST** update the status of the athlete through Rugby Xplorer once request is approved and **PRIOR** to the athlete participating at requested age division.*



New Club Application

The following application is primarily for new clubs entering under the Rugby Washington organization as an officially registered program. Each question helps us to uphold our mission of growing the game of rugby, developing members, and providing opportunities to everyone.

Please fill out this form with as much detail as possible and submit to the Board of Directors. This document will be reviewed by the Board on a case-by-case in order to approve entry to the organization. Upon approval, the Board will help to provide needed resources for success and properly inform and manage logistics with the appropriate existing clubs.

Applicant Information

The Applicant should be the primary point of contact and main organizer for the new club throughout this process.

Date of Application: _____

Applicant Full Name: _____

Email: _____

Phone Number: _____

New Club Information

Proposed Club Name: _____

Club Colors: _____

Club Mascot (if applicable): _____

Club City/Neighborhood: _____

Practice Field Address:

Game Field Address:

Proposed Division(s):

☐ U8/U10

☐ U12

☐ U14 Co-ed

☐ U14 Girls

☐ JV Boys

[] Varsity Boys

[] High School Girls

Coach Information

Coach #1 Full Name: _____

Email: _____

Phone Number: _____

Division(s) Coaching: _____

Coach #2 Full Name: _____

Email: _____

Phone Number: _____

Division(s) Coaching: _____

Coach #3 Full Name: _____

Email: _____

Phone Number: _____

Division(s) Coaching: _____

New Club Statement

Reason for starting a new club:

What is the new club's mission and values?:

Will the new club be directly affiliated with a school and/or school district?:

If so, which one:

What support and/or resources will be provided by either the school or community?:

How will the club be funded?:

How does the club plan to market and recruit players?:

Will the club need help with resources or equipment such as fields, jerseys, etc.?:

If so, please describe what exactly is needed:

Will starting a club affect other existing clubs (players, funding, resources, etc.)?:

If so, how does the new club plan to help or work with the existing club maintain resources?:

Additional information for the Board:



Youth Law Variations

The spirit of Rugby Washington's Youth Law Variations is to foster and develop young players of all abilities in the game of rugby in a safe, enjoyable environment through activities which ensure progressive skill development in line with USA Rugby's Player Development Pathway.

	U10	U12	U14	NOTES
Number of Players	7 per side	10 per side	12 per side	Teams must match number of players Teams can loan players to match
Number of Forwards	N/A	5 players	8 players	
Contact	None	Yes	Yes	Safety first Games can be stopped for any issues regarding the safety of members
Playing Area	Approximately half field Reduce size for U8	Reduced full field 10 meters less in width 20 meters less in length Try line is dead ball line	Full field	See diagrams for details

Playing Time	2 x 20 minutes	2 x 25 minutes 2 x 15 or formatted not to exceed 70 minutes total per day	2 x 35 minutes 2 x 20 or formatted not to exceed 80 minutes total per day	U8/U10 cannot exceed 60 minutes of play U12/U14 cannot exceed 70 minutes of play Normal half-time [5-10 minutes] after 2-3 periods for U12/U14
Ball Size	3	4	5	
Substitutions	No limit	No limit	No limit	A player who leaves the field due to injury can return to the field unless there is a suspected concussion
Scoring Method	Try	Try	Try & Conversion kick	Posts not mandatory due to various fields
Scrum	No scrums	Uncontested scrums Scrumhalf cannot contest offensive scrumhalf; must allow a pass from scrum	Yes	Contested scrums if agreed upon and safe If 5 players, use U12 scrum rules
Lineouts	No lineouts	Uncontested lineouts	Yes Lifting allowed if both teams agree	

Tackling	No tackling	Yes - Must be below sternum	Yes - Must be below sternum	'Swinging' players is an automatic penalty
Stiff Arms	No stiff arms	Below shoulder	Below shoulder	Encourage players to carry ball in two hands
Rucking	No rucking	Contested	Contested	Coaches should coach good play with 2-3 players committed to a ruck No 'squeeze ball' allowed
Jackal/ Poaching	No jackal/ poaching	Allowed	Allowed	
Mauls	No mauls	No mauls, lineouts are uncontested	Allowed	Mauls should be discouraged, but will happen from time to time Ref/coach should count down for players. If attacking team does not play the ball within that time, stop play & restart with a scrum to opposing team

Penalties	Tap & Pass	Normal	Normal	Red & Yellow carded players can be replaced with a substitute to ensure numbers are matched
Kicking	No kicking in open play	Allowed	Allowed	

Field Size Variations

This diagram is meant to be used as a standard for field setups per division. Fields may vary in size and space available. Coaches may modify as needed based on space available and number of players on the field while still doing their best to adhere to these standards.

U8: Quarter Fields [Blue] (40x20m)

- Use cones and adjust as needed based on players abilities
- Make sure to maintain 5 meter separation between the 4 fields to avoid contact between games

U10: Half Fields [Red] (45x30m)

- Use cones and adjust as needed
- Make sure to maintain 5-10 meters separation between the 2 fields to avoid contact between games

U12: Reduced Full Field [Yellow] (70x40m)

- Use cones and adjust as needed based on the number of players
- Reduce width by 10 meters total [5 meters on each side & touch line marked by cones on 5 meter dashed line]
- Reduce length by 20 meters total [10 meters on each side & set the try line with cones where the full-field try line becomes dead ball line]

U14: Full Field [Gray]

- Full field if playing 15
- Reduce to U12

