

Document Title	<u>Exeter Chiefs Youth Rugby Ltd Rules</u>		
Version	0.2	Issue Date	01/8/2012
Review Date	01/08/2013	Author	Phil Friend
Tel:	01392 823283	E-Mail	philfriend@btinternet.com

Version Control

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Version No	Date	Who	Summary of changes
0.1	15/01/2010	Phil Friend	Initial Draft
0.2	01/08/2010	Ashley Hayden	Modified for new Ltd Company

	<p>That this section be known as Exeter Chiefs Youth Rugby Ltd, often referred to as the "Youth Section" within this document.</p> <p>The Chairman of Exeter Youth Rugby Ltd is a member of the board of directors of Exeter Youth Rugby Ltd. Exeter Youth Rugby Ltd is represented on the Exeter Rugby Club Ltd board (referred to as ERC) by the Youth Section Director who also fulfils roles on the Youth Section committee.</p>	
	<p>That Exeter Chiefs Youth Rugby Ltd shall be subject to all rules, decisions & amendments to the rules as may be notified to the Youth Section by the Board of Exeter Rugby Club Ltd and agreed between the two companies prior to the start of each season. The agreement is laid out in a separate document as are the Articles of Exeter Chiefs Youth Rugby Ltd.</p> <p>The rules of the Youth Section are appended below.</p>	
Subscriptions	<p>That all player's subscriptions shall be paid within 4 weeks of commencing training or joining the Club and in default, players shall not be eligible for selection or to train with the club until the subscription is paid. The team administrator/-coaches have discretion over training, selection or playing without the subscription being paid. It must be in the interest of the club or the team to allow a child to train if subscriptions have not been paid.</p> <p>The team administrator must advise the treasurer and the player registration officer of any discretionary decisions made with regard to delayed full payment.</p>	

	<p>Subscription payment may be withheld from being paid into the club funds by the team administrator/coach, if there are concerns raised by another child, parent, coach, administrator or a member of Youth Section about the child or parent becoming a member of the club.</p> <p>If subscriptions are not being paid, the administrator of the team must notify the parent of the child the reasons why and for how long subscriptions are being with held.</p> <p>The administrator/ coach of the team must notify the parent of the child, of their decision and it is at their discretion whether the child may or may not train, be selected or play in matches.</p> <p>The Administrator/ Coach must notify the Board of Exeter Chiefs Youth Rugby Ltd. at next monthly meeting of their decision so it can be recorded in the minutes of that meeting.</p>	
<p>Disputes, Grievances</p>	<p>In the event of any dispute arising which may harm the name of the Youth Section or the Main club, the Secretary of Exeter Chiefs Youth Rugby Ltd must be informed as soon as is practically possible by the Team Administrator, Coach or member.</p> <p>If the dispute is of such a nature that action is required. The team administrator/ coaches have delegated authority to make a decision and carry out any remedial action they deem appropriate in the circumstances following discussion with those concerned.</p> <p>They must notify the Secretary of Exeter Chiefs Youth Rugby Ltd outlining the circumstances, the nature of the dispute, what action was required to resolve the dispute and the reasons for the action.</p> <p>If the dispute is of such a serious nature that immediate action is required which has or could require the police involvement the Director of Youth Rugby must be informed immediately and the DYR may make an immediate decision as is appropriate in the circumstances following discussion with all those concerned.</p>	
<p>Players conduct</p>	<p>At all times, while associated with the Youth Section, all players are expected to conduct themselves in a professional and good manner, within the spirit and meaning of the game of rugby.</p> <p>They must not become involved in any abusive, threatening, disruptive or unacceptable conduct/ behaviour which could bring the other players, coaches, administrators, Youth Section and / or the main Club's name into disrepute.</p> <p>Any player(s) involved in such conduct may be refused the right to train, play or be selected for the team, for an appropriate period of</p>	

	<p>time.</p> <p>Continual misconduct could lead to the suspension of a player from attending training, playing or being selected for the team.</p> <p>In exceptional circumstances, where the behaviour is deemed as wholly unacceptable or their behaviour has been persistent, ongoing and/or disruptive to the team, coaches or administrators, the Youth Section reserves the right to request that a player leaves the club with immediate affect.</p>	
<p>Parents conduct</p>	<p>At all times while parents are seen to be associated with the Youth Section, they are expected to conduct themselves in an adult manner and within the spirit of the game of rugby.</p> <p>They must not become involved in any abusive, threatening, disruptive or unacceptable conduct/ behaviour which could bring other players, coaches, administrators, Youth Section and/or the main club into disrepute with any other individual, player or club.</p> <p>Any parent involved in such conduct may have their child refused the right to train, play or be selected for the team for an appropriate period as seen suitable by the Team administrator and/ or coach.</p> <p>Continual misconduct could lead to the suspension of the child from attending training, playing or being selected.</p> <p>In exceptional circumstances, where the behaviour is deemed as wholly unacceptable or their behaviour has been persistent, ongoing and/or disruptive to the team, coaches or administrators or club, the Youth Section reserves the right to request that a parent withdraws their child from the club and they leave the club with immediate affect.</p>	
<p>Coaches/ Administrators conduct</p>	<p>At all times while team administrators and coaches are seen to be associated with the Youth Section, they are expected to conduct themselves in a professional manner and within the spirit of the game of rugby.</p> <p>They must not become involved in any abusive, threatening, disruptive or unacceptable conduct/ behaviour which could bring other players, coaches, administrators, Youth Section and/or the main club into disrepute with any other individual, player or club.</p> <p>Any team administrator or coach involved in such conduct may be removed from his / her position in the Youth Section and if applicable may have their child refused the right to train, play or be selected for the team for an appropriate period.</p>	

	<p>Continual misconduct could lead to the suspension of the administrator / coach from his / her position in the Youth Section.</p> <p>In exceptional circumstances, where the behaviour is deemed as wholly unacceptable or their behaviour has been persistent, ongoing and/or disruptive to the team, coaches, administrators or club, the Youth Section reserves the right to request that a team administrator or coach ceases to hold his / her position in the Youth Section. If they have a child registered with the club, the Youth Section reserves the right to request they withdraw their child from the club and they leave the club with immediate affect.</p>	
CRB checks	<p>All coaches and any adults who may find themselves in a supervisory position with Youth Section players must have a CRB check before they are able to coach or supervise any children under the age of 18 in the Youth section.</p> <p>Any adults acting in a supervisory position when accompanying teams whilst on tour must be CRB checked. All officers and coaches must be conversant with the Club's safeguarding policies.</p> <p>Failure to adhere to this rule will lead to the withdrawal or removal of that person from Youth Section activities until the matter is investigated</p> <p>The Youth Section has adopted all RFU policies regarding safeguarding children. These policies are available via the Exeter Chiefs web site, the RFU website or from the Club's Safeguarding Officer.</p>	
Cancellation of matches	<p>It is the responsibility of the main clubs groundsman or, in the case of hired external pitches, the relevant authority, to decide on whether the pitches are playable. A decision will be made on or before Sunday morning and each administrator and coach must not interfere or influence that decision.</p>	
False or Misleading Representation the Youth Section	<p>No person other than those on the Board of Exeter Chiefs Youth Rugby Ltd. or authorised by that Board are to engage in any activity which could be seen as seeking favour for their own purposes or gain with any other individual(s), group, company or organisation.</p> <p>Specifically by making any false or misleading statement(s) or claims, which could or have been understood to imply that they are representing the Youth section on business when they are not authorised to do so, will lead to the refusal to permit that person to attend any Youth Section training, meetings or events and if continued will lead to the removal of that person(s) child from training, playing or involvement with all Youth section activities.</p>	

The Board of Exeter Chiefs Youth Rugby Ltd.	The Board of Exeter Chiefs Youth Rugby Ltd will be elected and will carry out its duties as laid down in the articles of the company. See separate document.	
Club colours	<p>That the Club Colours will reflect the Senior Club's colours. Every playing member shall appear at Club matches in these colours only.</p> <p>That the Rugby Football Union laws apply in all aspects of the game.</p>	
Players conduct during matches	<p>That in all matches, players shall strictly observe the orders and directions of the Captain and Referee during the match, and adhere to the Exeter Chiefs Youth Rugby Ltd "Codes of Conduct".</p> <p>They must follow and comply with all lawful instructions of the Team Administrator and/ or coaches to promote the ethos and spirit of Exeter Chiefs Youth Rugby Ltd.</p>	
Verbal abuse, foul language	The use of verbal or foul language is not permitted, where any person may take offence. Strong guidance is advised in these matters by coaches or administrators of any team, where the language could offend others in the vicinity.	
Physical violence, assault, threatening behaviour	The use of physical violence, actual or threatening to assault or threatening behaviour by any person is not permitted and will carry an immediate suspension from the Club and Youth Section activities. (this will need to be ratified by the Youth Section disciplinary sub- committee and the main club due to the consequences and possibility of a person coming back through the door)	
Racial, Homophobic or any other derogatory comments	<p>Any allegations made in relation to these matters will automatically lead to a suspension of a member, parent or child from Youth Section activities. If the allegations are proven then the sanction will be the removal from the Youth Section of the individual. In the case of a parent who is solely responsible for that child, the child will also be suspended and removed from the club.</p> <p>The Youth Section will not tolerate or accept such comments by any person associated with the Youth Section in any capacity, whatsoever.</p>	
Sanctions	If any of the rules, guidance or instructions of the Youth section are	

	<p>not adhered to appropriate sanctions will be taken against any individual member, player, parent, coach or administrator where it is deemed necessary or appropriate to do so.</p> <p>Such sanctions could include:</p> <p>An informal warning about conduct by the coach, team administrator or Board member.</p> <p>A formal warning by the coach, team administrator or Board member. This would be the team administrator of the age group section writing to the child or parent as appropriate.</p> <p>The suspension from training, playing or selection for a specified period of time.</p> <p>The suspension from training, playing or selection for an indefinite period of time e.g. where a formal investigation is being made into an allegation.</p> <p>The removal from club premises of a child, parent or both where there is no confidence that there is a reasonable or just solution to the matter and by allowing the matter to continue brings the Youth section into disrepute.</p> <p>This list is not exhaustive and each sanction is decided on a case by case basis.</p> <p>One of the most serious sanctions could be the removal of all family members and/ or associates of the person committing an offence from any and all involvement with the Youth Section. The matter will automatically be passed to the main club for any additional sanctions they feel are necessary in line with their club rules.</p> <p>In these matters the decision of the Board Exeter Chiefs Youth Rugby Ltd. will be final.</p>	
<p>Definitions</p>	<p>“Youth Section” - Exeter Chiefs Youth Rugby Ltd. “Member” – a member Exeter Chiefs Youth Rugby Ltd. “Youth Committee” – -The Board of Exeter Chiefs Youth Rugby Ltd and other members as elected by the board.- “Subscriptions” – The annual subscription for a player. “Representative” – will usually be the administrator of the age group or the most qualified senior coach. Qualification will be on who obtained the most senior qualification first. “Youth Rugby” – teams from U7 to U18 i.e. players from age 6 to 18 years old “Main Club” - -Exeter Rugby Club Ltd. “DYR” - Director of Youth Rugby</p>	

Photographs	<p>The taking of photographs is permissible during training sessions or during club matches with permission of the coach/ administrator for that age group. If there are any objections from player(s) or parent(s) they must discuss this with the administrator before the start of any match or training session or declare their objection on registration.</p> <p>However, the right to publish photographs in publications for Exeter Chiefs Youth Rugby Ltd or Exeter Rugby Club Ltd remains with these organisations.</p> <p>Under no circumstances must any image capturing devices i.e. mobile phones, computers be used in the changing rooms by anyone including players.</p>	
Pitch / Changing Room Allocation	<p>The pitch and changing room allocation will be decided by the fixture secretary at the beginning of the season and confirmed weekly. All 10 youth teams will have equal share of all the pitches as appropriate for their numbers and squad size. Colts teams will play on Saturdays</p> <p>Any changes to the fixture list must be in writing to the fixture secretary as soon as possible or at the next available committee meeting if there is sufficient time.</p> <p>No administrator or coach is to make any alterations without prior discussion with the fixture secretary and without the fixture secretary's written approval</p>	
Representing the club	<p>A person representing the club on official business or attending training sessions must do so in a proper and professional manner.</p> <p>Official Club colours should be worn when appropriate.</p>	
Respecting Sandy Park	<p>All Parents and Children must abide by the rules of Sandy Park. Any person found causing wilful damage will automatically be passed to the main club to apply sanctions as they feel necessary.</p> <p>Parents, children and players should not take part in any activity in or around Sandy Park which might cause offence or disturbance to other guests using the facility.</p>	
Financial Accountability	<p>No person must spend any monies or incur any expenditure to the Youth Section without prior agreement of the board of Exeter Chiefs Youth Rugby Ltd.</p> <p>All training courses must be agreed in advance and with the approval of a member of the board of Exeter Chiefs Youth Rugby</p>	

	<p>Ltd. Reimbursement of cost of training will be made after successful completion of that training and presentation of any certificates to the company secretary for recording purposes.</p> <p>All training attended will be recorded at the next board meeting. Details of the course, the cost and the person attending will be recorded in the minutes of that meeting.</p> <p>All monies paid out must be authorised by at least one authorised signatory of Exeter Chiefs Youth Rugby Ltd.</p> <p>The treasurer will ensure that all signatories are members of the board of Exeter Chiefs Youth Rugby Ltd or the DYR.</p>	
Reasonable expenses	<p>The Youth Section will not pay any costs incurred to any members of the Youth Section who are attending or doing any work on behalf of the Youth Section unless agreed by the Board of Exeter Chiefs Youth Rugby Ltd.</p>	
Sub Committees 	<p>The Board of Exeter Chiefs Youth Rugby Ltd. reserve the right to appoint sub committee's for the purpose of conducting particular aspects of business on behalf of the board. Any sub committees will work to established terms of reference agreed by the board and sub committee.</p>	
Finance Sub Committee 	<p>This sub committee is chaired by the Director of Finance and will have up to a maximum of 5 seconded members. In agreement with the Board of Exeter Chiefs Youth Rugby Ltd. this can be expanded when dealing with a particularly -complex issues or issues that require particular financial expertise not available within the Finance Sub Committee.</p>	
Disciplinary Sub Committee 	<p>This sub committee will consist of the DYR and Chairman of Exeter Chiefs Youth Rugby Ltd. but may have up to a maximum of 5 seconded members. In agreement with the main committee this can be expanded when dealing with a particular complex or requires particular legal expertise which is not available within the Disciplinary Sub Committee.</p>	
Capped Teams	<p>The number of players in each age category shall be limited to the following:</p> <p>U7 – U8 = 20 players per team U9 – U10 = 20 players per team U11 – U12 = 30 players per team U13 – U16 = 45 players per team</p>	

	Only in exceptional circumstances may the team administrator exceed these numbers and then only by up to 3 additional players.	
Sponsorship	The Youth Committee should be notified of any potential Sponsors wishing to support Exeter Chiefs Youth Rugby Ltd. The committee will need to ratify and agree any publicity associated with the sponsorship. This will include authorising the sponsors name on any items of Exeter Chiefs kit or garments.	

Signed _____

(Exeter Chiefs Youth Rugby Ltd. Company Secretary)

Date _____