



Central North Rugby Union

Club Administrators Information 2021

1. General

All players must be registered in Rugby Xplorer prior to taking the field. Players who are not registered before game time will not be able to be selected on team sheets.

Junior players (players under 18) must not play in the CNRU Senior competition, including U19, until the relevant ARU paperwork is completed and signed off by the zone competition manager Wayne McMahon.

Reminder for clubs who haven't already paid that the first half of the 2019 affiliation fee is due to be in the hands of the CNRU Treasurer by 4pm Friday 9th April 2021.

NB Players wishing to play senior football (excluding front row) and who will be turning 18 during the 2021 season only require parental consent under ARU revised guidelines. Refer to the non-front row senior rugby form [here](#). No player aged 16 is allowed to play Senior Men's Rugby in CNRU.

Use of the Match Day App is compulsory. Clubs are to appoint Team Admins to enter teams in the Match Day App and record player statistics including yellow red and blue cards.

All Referees and Assistant Referees are to be totally respected. Any abuse will be dealt with by the Judiciary and Respect Rugby Policy

All coaches must be a minimum Smart Rugby accredited. Failure to comply may result in loss of competition points.

From the 2nd week of the competition it will be compulsory to include the coaches name in the Match Day App. NB Coaches names must be entered in the team before players names otherwise the team will not be saved. NB Coaching accreditations will **lapse** if your Smart Rugby Accreditation expired on April 1. You may not be able to be selected as a coach if this is the case and you will have to redo the Smart Rugby course.

Appointed referees for each week will be posted on the [CNRU website here](#)

Away clubs should advise home clubs of their lineups as early as possible after Thursday training so that match programs can be prepared in time.

2. Covid Safety Plans

All home clubs must ensure compliance with NSW mandatory requirement for Covid Safety Plans – refer previous advice from Stephen O'Brien NSW Rugby and NSW Government online advice for further details.

<https://www.nsw.gov.au/form-master-page/covid-safety-plan/outdoor-events-covid-19-safety-plan>

3. Match Sheets

Match sheets are no longer required and are only to be used in cases where the Match Day App is not available due to technical issues.

[2021 CNRU Match Sheet link](#)

4. Overseas Players

All overseas players need to receive international clearance before they take the field. Applications for clearance received by the ARU for players wishing to play in CNRU will be forwarded to clubs via Stephen O'Brien to CNRU. In the event of any delays in paper work at State level, Clubs must confirm that the international clearance has been received by the ARU before an international player takes the field.

5. Judiciary

In 2021 the judiciary will follow the [Rugby Australia Disciplinary Rules and Sanctions](#)

6. Game Day Times

[Recommended kick off times can be located here](#) on the CNRU website. CNRU bylaws stipulate 5 minute halftime breaks for XV's rugby matches. Injury time off is only allowed in 1st Grade matches.

Should clubs wish to amend the starting times, it must be done with the agreement of both clubs and notified to the Zone Secretary and referees at least 2 weeks prior to the game.

In the case of forfeits, Clubs must notify their opposition, David Rodgers Zone Secretary and the Chairman of the Combined CN/NE Appointments Board of their intention to forfeit a match in any Grade ASAP or by no later than 8.00 pm on the Thursday before the game.

Peter Haynes is the chairman of the combined appointments Board. Peter's contact details are: Phone: 0420429921
Email: petehaynes01@gmail.com

7. Women's 7's

Women's 7s will play 2 games each match day with matches to be scheduled before and after reserve grade. Start times can be altered by mutual agreement between both clubs. Any change of time should be agreed on the Thursday before match day to provide sufficient notice to players and officials.

All 7's games will be played for full points including bonus points, with match losers being awarded 1 point. No points are awarded for a bye.

Match day squads can consist of any number of players however a maximum of 12 players only for each team can participate in a single game. A maximum of 7 subs per team are allowed in each game. Teams with large numbers of subs should be encouraged to lend players. Subs are only to be made at a break of play.

To be counted as having played on match day substitution players must actually take the field. This should be done through interchange with the touch judge. Up to 12 players can be included on the team sheet prior to commencement of the game. The team coach or manager is to advise the bench at the completion of the match if any players did not take the field and their names will be crossed off the team sheet.

There is no time out during play. A half ends when the ball becomes dead after time has expired

8. Game Day General

Clubs are to pay CTA referee appointments on the day of the game.

Appointed referee costs will be invoiced by the zone to all clubs.

All clubs:

The Respect Rugby Document must be followed and applied –the [online version can be found here](#)

A qualified first aid person must be in attendance and a stretcher readily accessible.

An identifiable Ground Marshall must be in attendance. No ground Marshall = no game.

Reserves can only enter the field of play after reporting to the assistant referee and the referee signals permission.

Reserves are only to be entered on the match results sheets if & when they take the field. (Exception is women's 7's)

Reserve Grade are allowed 12 rolling substitutions.

First Grade are allowed 8 rolling substitutions.

Home teams need to provide both a home and away set of 12 substitution cards. Visiting sides can choose to provide their own substitution cards if they choose to do so.

Sufficient numbers of [concussion referral forms](#) should be available at the scorer's desk at the start of play. [See online serious injury policy and report link here.](#)

NB In the event of a suspected spinal injury or fatality the club must call the Serious Injury Case Manager (SICM) on 1800 036 156 in the first instance. It would also be appreciated if clubs let the CNRU President or Competition Manager know details as well.

It is recommended that both the home team and the visiting team have a person on the score desk to assist with the Match Day App.

Visiting and Home Team sheets need to be at the scorer's desk 20 minutes before a game commences with the starting players names (no nick names) and jersey legibly written on the sheet.

Red and yellow card, plus blue cards entered in the match Day App along with the scores must be agreed with the referee at the end of the game.

1st grade referees must complete the 1st Grade CNRU best and fairest points **before** they leave the ground. B & F points are to be advised by text to the Competition Manager (Wayne McMahon – 0428667421) by 5.30pm of game day

In the event that the match day app has failed, The Home team is to Phone or SMS the match results to the Zone Competition Manager (Wayne McMahon – 0428667421) by 5.30pm of game day with the results including the number of tries scored, penalty tries awarded, conversions, penalty goals and field goals scored by each team.

9. Match Day App

Prior to game day clubs should add selected players into the appropriate team list in the admin portal. This needs to be done by a 'club admin'. This will allow teams to be selected in the match day app when it is up and running and also ensure that all players are fully registered. If players cannot be selected in team lists they are not fully registered and should not take part in the competition. It is strongly recommended that clubs insist on new players registering prior to game day to avoid situations involving clearances which may or may not occur, or in case RX or even Bank payment software is not working.

Remember the admin function in rugby Xplorer does not work on all mobile phones making last minute on the run updates even more difficult. Clubs need to have a laptop or tablet device on hand with Google Chrome installed to ensure they can carry out admin functions including running reports on registered players and using the Match Day App.

It is strongly recommended that all male players be added to both first and reserve grade squads as soon as they register so that they are available to be added to either team on match day.

10. Club Contacts

Club contacts for all other clubs are located [here](#)

11. Concussion Guidelines

[Documents are available on the RA website](#)

12. Serious Injury Report

A Serious Injury Report must be completed for the following match or training related injuries:

- Any head or neck injury that results in a player being treated at an emergency department, hospital or after-hours Medical Centre, OR
- Any injury that results in the admission of a player into hospital. [Note: Admission refers to player being admitted to hospital by the Hospital Registrar for ongoing treatment and/or follow-up].

To report a serious injury, please provide the information within 48 hours of time of incident.

The online report must be completed and is [found here](#)

Should you have any further queries please contact:
Wayne McMahon
Competition Manager
Central North Rugby Union
0428 667 421