

**OPERATIONS  
MANUAL  
OF THE  
SUNSHINE COAST  
JUNIOR RUGBY LEAGUE INC.  
(Central Region)**

To be read and applied in conjunction with the

**Queensland Rugby Football League Limited**

Constitution,  
QRL Rules and Policies

*and*

Central Region Rules and Policies

*and*

National Rugby League Policies

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## FOREWARD

This Operations Manual supersedes all previous versions of the SCJRL Club Handbook.

This Operations Manual is a reference for all persons involved in the day-to-day management, administration, coaching, playing and officiating of all Junior Rugby League clubs affiliated with the Sunshine Coast Junior Rugby League. This includes the Management Committees, Development Staff, Team Coaches, Managers, Referees, Sports Trainers and Leaguesafe Officers, Duty Officials, Players, Parents and Spectators.

The Executive Committee of the SCJRL Inc. is the only body that can amend this document.

All amendments will be issued under a covering Memo from the QRL Operations Manager, Sunshine Coast.

The rules detailed in this document will be operative and enforced for all rulings and proceedings from the date of issue.

## INTRODUCTION

The Rules of the Queensland Rugby Football League Limited (QRL Rules), as amended from time to time, provide the framework under which all Rugby League is administered within the State of Queensland, and can be found at [www.qrl.com.au](http://www.qrl.com.au).

The rules detailed within this Operations Manual are to supplement the QRL Rules and to ensure the common interpretation and consistent application across all Junior Rugby League clubs affiliated with the Sunshine Coast Junior Rugby League.

The rules detailed in this Operations Manual have been written in good faith; however, the SCJRL Management Committee reserves the right to modify or override any rule that unintentionally hinders or favors any affiliated club, their officials, players and staff.

Should any information within this document conflict or contradict any of the QRL Rules, then the QRL rule as documented within the Rules of the Queensland Rugby Football League Limited (as amended from time to time) will have precedence.

## DEFINITIONS AND INTERPRETATION

Where the term 'SCJRL' is used in the following Operations Manual, the full Executive Committee of the Sunshine Coast Junior Rugby League is intended.

Where the term 'Executive' is used, the Office Bearers of the SCJRL (as defined by the Constitution of the Sunshine Coast Junior Rugby League Inc.) is intended.

Where the term 'Nominee' is used, person or persons given specific roles within the League by the SCJRL or QRL is intended.

Where the term 'QRL' is used, Queensland Rugby League Ltd. is intended.

Where the term 'NRL' is used, National Rugby League is intended.

In the interpretation of these Rules, unless the context otherwise requires:

- singular includes plural and vice versa;
- any gender includes the other gender;
- mentioning anything after 'include', 'includes' or 'including' does not limit what else may be included; and
- headings used for ease of reference are not to be interpreted as forming part of these Rules.



# 1. COMPETITION FORMAT

- 1.1 Each year the SCJRL will offer fixtures in under 6 to under 12 mixed gender, under 13 to under 16 boys, and under 12 to under 16 girls age groups . Premiership points will be allocated to graded competitions within the age groups boy's Under 12 to Under 16, and girl's Under 14 to Under 16.
- 1.2 The SCJRL has the authority to decide the format and implementation of competitions, including the number of grades, times and dates of all playing fixture matches and final series matches.
- 1.3 Competition Structure:-
- 2 trial rounds for the Under 13 to Under 16 Boys and U14 to Under 16 Girls will played prior to the commencement of the SCJRL Season. These trials will be used for grading and development selections.
  - Under 6 to Under 9 will be played in North and South Zones. Central zone clubs (Beerwah, Caloundra, Kawana & Maroochydore) will be allocated games in the North and South zones.
  - Where possible, team numbers should not exceed ten (10) for Under 6 and Under 7 teams, in order to allow maximum opportunity for all players to participate in game time.
  - Where possible, team numbers should not exceed twelve (12) for Under 8 and Under 9 teams, in order to allow maximum opportunity for all players to participate in game time.
  - Under 10 will be played in North and South Zones. Central zone clubs (Beerwah, Caloundra, Kawana & Maroochydore) will be allocated games in the North and South zones. Where a club has more than one team, players are to be allocated into teams of even ability.
  - Under 11 will be played in North and South Zones for the first 8 rounds of the season. After round 8, the North and South zones will be amalgamated into competitions of even ability – for example, the top 4 of North zone and the top 4 of South Zone will be in Pool A, and the second 4 from North zone and second 4 of South Zone will be in Pool B. Where a club has more than one team, players are to be allocated into teams of even ability. Scores will be recorded to determine that clubs comply with this requirement. Under 11 is a non-premiership age group and scores will not be made public.
  - Under 6 to Under 10 games will be hosted in the format of 3 clubs playing at one venue. There will be a minimum of fifteen (15) rounds for Under 6 to Under 10, and all clubs will host 15 rounds.
  - Under 12 will be played in North and South Zones for the first 8 rounds of the season. After round 8, the North and South zones will be amalgamated into competitions of even ability – for example, the top 4 of North zone and the top 4 of South Zone will be in Pool A, and the second 4 from North zone and second 4 of South Zone will be in Pool B. Where a club has more than one team, players are to be allocated into teams of even ability. If it is found that teams are not evenly split within a Club after 5 competition rounds, the teams will lose all points. Core players (refer rule 2.12 – Classification of players) cannot move across teams. All teams will play finals, and this will be determined by their standing on the Pool ladders.
  - Under 13 to Under 16 boys will be graded into premiership competitions. Where a club has more than one team in an age Division, players are to be allocated into teams of even ability. If it is found that teams are not evenly split within a Club after 5 competition rounds, the teams will lose all points. Core players (refer rule 2.12 – Classification of players) cannot move across teams.
  - Premiership competitions will be played in Girls' Under 14 and Under 16, in a 13-a-side format, unless low numbers require an 11-a-side game. The option to play

11-a-side games will be determined by the number of players in a team on the day of the game, in that, if the number of players is 14 or less, the game will be 11-a-side, and 15 or more players means the game will be a 13-a-side game. Where a club has more than one team, players are to be allocated into teams of even ability. If it is found that teams are not evenly split within a Club after 5 competition rounds, the teams will lose all points. Core players (refer rule 2.12 – Classification of players) cannot move across teams.

- Team numbers cannot exceed nineteen (19) for Under 10 to Under 16 teams, in order to allow maximum opportunity for all players to participate in game time.

### **Club Aggregate, Club of the Year, Champion Club and Presidents Cup**

- 1.4** The club aggregate shall incorporate age groups from U12 to U16. A club must have four teams in U12 to U16 to be eligible for the club aggregate. The aggregate will be calculated by totaling the for and against difference and dividing by the number of teams.
- 1.5** The champion club is based on the number of Grand Finals won in First and Second Division. Three points will be awarded for a First Division win, two points for a Second Division win. If two or more clubs are equal on points, then the champion club shall be the club with most teams in the Grand Finals. In the event of clubs still being equal, the Champion Club will be decided on points for and against on Grand Final Day. A drawn Grand Final is counted as a Grand Final win.
- 1.6** The Club of the Year will be awarded after receiving nominations from all clubs competing in the SCJRL. Consideration will also be given to the clubs' coaching staff and player's participation in Development Squads, judiciary record, crowd behaviour and their involvement during the year. SCJRL will decide on the winner.

### **Competition Points**

- 1.7** Allocation of points for fixtures:
- Win = four (4) points.
  - Draw = two (2) point.
  - Loss = one (1) point.
  - Bye = four (4) points.
  - Forfeit = four (4) points to non-forfeiting team, and zero (0) points to the forfeiting team. (Non-forfeiting team is allocated a score of thirty (30) points, and the forfeiting team is allocated a score of zero (0) points.)
- 1.8** At the conclusion of the premierships rounds all teams shall be ranked in descending order according to the number of competition points accrued during the season. If, because of byes, a team plays less games than others, final points placing will be calculated by dividing points by the games played and multiplying by the possible games played.

### **Forfeits**

- 1.9** Clubs having to forfeit games before match day **must immediately notify the opposition club** and the SCJRL office **by 7pm on the Thursday evening prior to the weekend game.**
- 1.10** Failure to advise the League of a forfeit by the cut-off time will attract a \$200.00 fine. Failure to notify the opposition club of the forfeit will attract an additional fine of up to \$500.00

### **Mercy Rule**

- 1.11** This rule will apply to all under 11 to under 18 games. Once the score differential reaches 50 points, the coach of the trailing team will advise the Referee of his decision to continue play or to call time. If the game is continued there will be no further scoring recorded. The coach who was called to make the decision to call time or continue has the discretion to call the game off at any point after deciding to continue play. The team leading at the call of time will be awarded the win and the scores at the time



of the score differential reaching 50 points will be recorded as the full-time score.

## Finals Series

- 1.12** Where applicable a premiership competition shall be conducted and shall commence on such dates, times and places as decided by the SCJRL. At the conclusion of the competition fixtures the team leading on the points table shall be number one (1) and the next team number two (2) and so on.
- 1.13** The team at the top of the premiership table will be declared minor premiers.
- 1.14** The fees payable to SCJRL by the host clubs for finals venues are as follows:
- Semi Finals - \$3250 (including GST),
  - Preliminary Finals - \$3750 (including GST), and
  - Grand Finals - \$6600 (including GST).
- 1.15** The following tables show the games to be played for varying number of games in finals series:

Top four (4) finals series.

Week	Match	Match Name	Team	Team
1	1	Elimination Semi Final	Team 3	Team 4
1	2	Qualifying Semi Final	Team 1	Team 2
2	3	Preliminary Final	Loser Game 2	Winner Game 1
3	4	Grand Final	Winner Game 2	Winner Game 3

Top five (5) finals series.

Week	Match	Match Name	Team	Team
1	1	Elimination Semi Final	Team 4	Team 5
1	2	Elimination Semi Final	Team 2	Team 3
2	3	Qualifying Semi Final	Loser Game 2	Winner Game 1
2	4	Qualifying Semi Final	Team 1	Winner Game 2
3	5	Grand Final	Winner Game 4	Winner Game 3

Top six (6) finals series.

Week	Match	Match Name	Team	Team
1	1	Elimination Semi Final	Team 4	Team 5
1	2	Qualifying Semi Final	Team 3	Team 6
2	3	Minor Semi Final	Winner Game 1	Winner Game 2
2	4	Major Semi Final	Team 1	Team 2
3	5	Preliminary Final	Loser Game 3	Winner Game 4
4	6	Grand Final	Winner Game 3	Winner Game 5

Top eight (8) finals series.

Week	Match	Match Name	Team	Team
1	1	Qualifying Final 1	Team 1	Team 4
1	2	Elimination Final 1	Team 5	Team 8
1	3	Elimination Final 2	Team 6	Team 7
1	4	Qualifying Final 2	Team 2	Team 3
2	5	Semi Final 1	Loser Game 1	Winner Game 2
2	6	Semi Final 2	Loser Game 4	Winner Game 3
3	7	Preliminary Final 1	Winner Game 1	Winner Game 6
3	8	Preliminary Final 2	Winner Game 4	Winner Game 5
4	9	Grand Final	Winner Game 7	Winner Game 8

- 1.16** The SCJRL retains the option to alter the format of Semi Finals and of increasing or reducing the numbers of teams eligible to contest Semi Finals.
- 1.17** Grand Finals for all Premiership grades will be played on the first weekend in September, at a venue to be determined through the season.
- 1.18** At the conclusion of the premiership rounds if two (2) or more teams are equal in competition points, the final series rankings will be determined according to the following criteria:
- The greater positive difference between points scored for and against, then if equal,
  - The greater percentage of points scored for and against, being determined by:  

$$\frac{\text{Points scored for} \times 100}{\text{Points scored against} \times 1}$$
 then if equal,
    - The most tries scored, then if equal,
    - The most goals kicked, then if equal,
    - The most drop goals kicked, then if equal,
    - By the toss of a coin.

**Eligibility for Finals**

- 1.19** A player is eligible to play in the Finals provided they are registered and has played at least three games with that Team participating in the finals. A Core Division 1 player (refer rule 2.12 – Classification of players) cannot play in a Division 2 final. A Core Division 2 player cannot play in a Division 3 final. To play in Division 2 finals a player must have played five games in Division 2. To play in Division 1 finals, a Division 2 player must have played five Division 1 games.

## 2 COMPETITION ADMIN

### SCJRL Timelines

- 2.1** For the SCJRL to meet its administration obligations a requirement exists for each club to lodge with the League specific information by 28 February. Failure to comply with set deadlines will result in fines.
- 2.2** Requests for changes to the time, date or venue for games will only be sanctioned by the SCJRL when the request for change has been advised in writing by the secretaries of both clubs involved in the game. This advice must be received by the SCJRL by 5.00pm of the Sunday prior to the day of the game.

### Ground Configuration Report

- 2.3** By 28 February, each club is required to complete and submit on the form provided by SCJRL a Ground Configuration Report detailing:
- the number and size of the playing fields available at the venue;
  - the number of games playable at one time;
  - any exclusion dates i.e. dates when the ground will not be available for fixture matches e.g. show days and school carnivals;
  - whether or not the field lighting has been certified to the minimum standard allowable for night training and/or night fixtures.
  - the facilities available at the ground, e.g. number of dressing sheds; and
  - whether or not the club wishes to be considered for hosting special events e.g. Finals Matches and Selection Trials.

Any key dates will be added to the Rugby League Sunshine Coast Rugby League Calendar.

### Grading and Regrading of Teams

- 2.4** Clubs must nominate teams by 28 February, and the SCJRL will grade premiership teams by the second round of pre-season trials. Any regrading that may be required will only be undertaken with the express approval of the SCJRL (or nominee).
- 2.5** All clubs must consider carefully the grade for which they nominate each team, as requests for regrades after round 5 will not be considered.
- 2.6** If applying for a re-grading the club secretary must:
- List all players transferring into the club in that age group.
  - List all players transferring out of the club in that age group and to which club/s they are transferring.
  - List all players who have left the club in that age group and their reason for leaving.
  - Provide all of the above information to the SCJRL prior to the nominated closing day for season grading.
- 2.7** A Grading Committee will convene:
- At the completion of each season to review, the results of all graded competitions and to make a preliminary assessment of where teams should be graded in the following season based on the assumption that all teams will be returning. This pre-assessment will allow the committee to make informed decisions when reviewing each club's list of team nominations for the new season,
  - Immediately following the cut-off date for team nominations and prior to the commencement of the premiership rounds to finalise initial teams grading and,
  - After round 5 to review the results to assess the merits of any further requests for



regrading prior to the continuance of the premiership season.

- 2.8** The following conditions may apply to teams re-graded into another competition:
- A team promoted to a higher graded competition will have their premiership points re-calculated on the average of points over the season, and those will be the points that they bring with them.
  - A team relegated to a lower graded competition will take their premiership points only and not 'For' and 'Against' points.
- 2.9** In those instances where a team is withdrawn from a competition before the end of a complete competition round, all premiership and 'For' and 'Against' points associated with the matches played by the team withdrawn will be nullified.
- 2.10** Once commenced, teams will only be added or withdrawn from a competition in extenuating circumstances and subject to the following conditions:
- For teams being ADDED to the competition:
    - Team insurance must be paid before the team is added to the competition.
    - New teams added to the U11 - U16 age group competitions will start with zero points.
  - For teams being WITHDRAWN from the competition:
    - Those clubs with multiple teams in one age group seeking to withdraw a team will be required to withdraw the lowest graded team.
    - Requests for regrading will be subject to the approval of the SCJRL (or nominee).
- 2.11** All grading and re-grading decisions made by the SCJRL (or their nominee) will be final.

### **Classification of Players**

- 2.12** When necessary (refer rule 2.17), players within each team within the Under 12 – Under 18 age group competitions will be classified as either a 'core player' or 'non-core player' and are subject to the rules relating to the movement of players – see rule 2.17. The five (5) best and most skilled players within each team must be classified as 'core players' for that team. The SCJRL reserves the right, in consultation with the club, to order a player (or players) to be included in the list of core players. A representative player is automatically considered a core player. For the purpose of this rule, the term 'representative' means a player in an SCJRL team that plays in a Regional Carnival. The SCJRL (or nominee) may determine a player's core/non-core status and their grading in the absence of Player Grading Register.
- 2.13** Clubs with multiple teams in the same age group (under 13 and above) are required to grade their players into teams based on skill level. The best and most skilled players must be allocated to the highest graded team and the least skilled players to the lowest graded team within the same age group. **Player's names must only appear on only one team grading list.** All clubs must submit, by the nominated due date, a Player Grading Register Form for each of its teams competing in the Under 13 – Under 16 age group competitions listing the team's core and non-core players.
- 2.14** Deliberate attempts to exclude players from the core player list to gain advantage for lower grades is considered a serious breach of these rules and a maximum fine of \$500.00 per player may apply.
- 2.15** Should it be desirable to replace a player classified as a core player, a written submission must be presented to the SCJRL (or nominee) for determination.
- 2.16** Players registering after player grading registers are submitted to the League will be regarded as non- core players in the highest graded team in their age group until such time as revised player grading registers are submitted and accepted by the SCJRL (or nominee).

## Players Moving Between Divisions and Age Groups

- 2.17** On those occasions where there are insufficient players available, lower age group players may be used in the premiership fixtures and finals but they must not play in a higher age group graded competition that is:
- Core players may only play in the team they are allocated to or play up in the next age group in their equivalent Division or higher.
  - Non-core players may play in any Division within their age or play up in any Division in the next age group.
- 2.18** Where lower grade or lower age group players are being used as temporary reserves during fixtures and/or finals, the SCJRL requires that permanent members of the team take the field first and be used prior to the lower grade or age group player entering into the game.
- 2.19** Core players are not permitted to play in any lower graded team.
- 2.20** Non-core players listed on a higher graded team's Player Grading Register are only permitted to play down in the lowest graded team within the same age group in their club.
- 2.21** Non-core players are permitted to play unlimited games up in a higher grade at any time during the fixture rounds.
- 2.22** Under no circumstances are lower graded players to be forced to play in a higher graded team within the same age group. The player and player's parent/primary care provider's consent must be obtained before using a lower graded player in a higher graded team.

## Representative Selection

### QRL Rule 4.1.16 (c)

If any player, after being selected or called up to train or play with any Australian, Queensland, Region, Local League, Representative or Trial Football team, refuses without just cause acceptable to the QRL or the Administration Unit as defined by these Rules, he or she will be suspended immediately for two (2) competition matches for his or her Club and he or she may be further suspended, fined, disqualified or dealt with by the QRL or the Administration Unit.

## Team Nomination Process

- 2.23** Each year following sign-on, each affiliated junior club is required to nominate the number of teams in each age group and proposed competition grade in which it will field teams using the approved SCJRL Team Nomination Form together with a full player and coach list per age group. Failure to provide all this information may delay entry into a competition.
- 2.24** Clubs will be individually invoiced for their player fees of \$24.00 per player.
- 2.25** As a minimum each team nominated in the SCJRL competition must have the following team officials:
- An accredited coach,
  - An accredited LeagueSafe person,
  - An accredited League First Aid person (Under 6 to Under 15, or Level 1 Sports Trainer (Under 16), and
  - A team manager.

- 2.26** In the instance where a nominated coach does not hold the accreditation required at the time team nominations are due, that person must nominate for and successfully complete the relevant course in the current season. Refer QRL rule 4.2.1- (Coach) Qualifications and Registrations.

## **CANCELLATION, POSTPONEMENT, ABANDONMENT OF MATCHES**

### **Emergency circumstances include:**

- A natural disaster such as an earthquake, flood or fire.
- A situation where the safety of players or match officials is potentially or actually at risk such as lightning, or extreme heat.
- Such other circumstances deemed to be an emergency by the Rugby League Sunshine Coast Manager (or nominee).

### **If any such occurrence arises, the procedure shall be as follows:**

- 2.27** The SCJRL (or Nominee), in conjunction with the referee and both team's management will make any decision on the postponing or cancelling of any scheduled game.
- 2.28** After the commencement of a competition match, a referee may temporarily suspend play if, in their view, continuation of play would place the safety of players and/or the match officials at risk.
- 2.29** If a game is to be delayed due to severe weather conditions, a decision will be made on the length of delay.
- 2.30** Where a game is in progress and play is stopped due to an emergency, the following steps must be taken:
- notation of position, possession and the number of the tackle, at the time of cessation of play;
  - if the game re-commences within a reasonable time, play will continue as with any 'time out' – with the same field position, possession and tackle count as when the game was temporarily suspended; and
  - if the game cannot be continued, the circumstances shall be reported to the SCJRL.
- 2.31** Competition matches may only be cancelled, delayed, postponed or abandoned with the prior approval of the SCJRL Management (or nominee). Examples of circumstances which warrant these changes are as follows:-
- Safety. When the condition of the ground where the match originally scheduled, is such that the ground would be unsafe to play on,
  - Unavailability. When the ground where the match was originally scheduled, is unavailable to play on, or
  - Representative Duties. When a club has three or more players from the game scheduled involved in a QRL – SCJRL representative team, and these representative duties clash with that scheduled fixture, a written request from the club concerned will be considered.
- 2.32** If a fixture match is cancelled prior to the kick-off or after the kick off, due to the state of the ground, light failure, weather conditions, unavailability of the referee or other circumstances beyond the control of the clubs involved, the SCJRL Management (or nominee) may decide on alternate arrangements, including:
- Re-scheduling the fixture for a later date and time.
  - If more than half of the match has been completed, the score at the time of the suspension of play in the match will be the final result for the purpose of determining the competition points table.
  - If less than half of the match has been completed, the match shall be declared drawn and two (2) points awarded to each of the teams. Each team will be awarded the average of the total for and total against points scored in the completed matches of the round where a cancelled or an abandoned match

occurs.

- 2.33** In the event of the referee stopping a fixture match after the kick-off because a team has an insufficient number of players to continue the match, the match shall be deemed a forfeit by the team with insufficient players. Players in the sin bin are counted as players. Players dismissed from the field or who have retired from the game due to injury are not counted.
- 2.34** In the event of the referee stopping a fixture match after the kick-off because of a fight, melee or safety issues due to spectator misconduct, the SCJRL Management (or nominee):
- May convene a hearing to investigate the incident.
  - May award the game to either team, with a score line determined by the SCJRL Management.
  - May abandon the fixture and award neither team points.
  - May fine and/or penalize either/or both clubs involved in the fixture, for bringing the game into disrepute.
- 2.35** Any preliminary matches which, due to serious injury or other delay, encroach on the next scheduled game may be abandoned after receiving authorization from the SCJRL Management (or nominee). The result of such match shall be determined by applying the procedures outlined in section 2.32.
- 2.36** Where preliminary matches are played under the jurisdiction of a Local League or other governing body the abandonment and procedures of such abandonment will be the responsibility of the Local League or other relevant governing body.

### 3. FINES, BONDS AND PENALTIES

The Rules under which the SCJRL operates are designed to protect individuals and clubs and to provide a safe and manageable framework for junior rugby league competitions. To operate such a large organisation with a minimum of conflict, it may become necessary to impose penalties for breaches of the rules.

- 3.1 One warning will be issued before fines will be applied.
- 3.2 The schedule of fines, bonds and penalties is outlined below. Where a penalty has not been assigned below for a breach of these Rules, the SCJRL (or nominee) may impose a fine of \$100.
- 3.3 For a first offence, a club or an individual may be warned, fined, placed under a good behaviour bond or both, or may face suspension or other penalties as determined by the SCJRL (or nominee).
- 3.4 Should a club or an individual re-offend within the same season, any bond held shall be forfeited and a further fine and/or bond or other penalty shall be imposed.

OFFENCE	PENALTY
Playing an unregistered player or using an unregistered referee	\$500 fine and \$500 bond and automatic forfeit for the game
Playing an ineligible player	\$300 fine and \$500 bond and automatic forfeit of the game
Failure to notify of a forfeit	\$200 fine and \$400 bond
Late notification of forfeit	\$100 fine and \$200 bond
Withdrawal of player or teams from the field of play	\$250 fine and \$500 bond and loss of premiership points
Poaching players	\$500 fine and \$1000 bond and/or suspension from the game of rugby
Noncompliance of field standards	\$100 fine for each offence and /or loss of home games
Clubs with teams failing to have all players in the registered Club uniform	\$100 fine for each breach

**Tribunals – Match Review/Judiciary/Disciplinary** Refer to QRL Rules Part 5

3.5 Disciplinary/Match Review and Tribunal timelines:-

- Sunday 5pm – All Referee Reports to be received by the League,
- Monday 5pm – Match Review Summary Sheet distributed to all clubs,
- Tuesday 5pm – Clubs to advise League whether early guilty plea or challenge decision at Disciplinary/Judiciary Hearing.  
NB: if no response is received by League, this is deemed an early guilty plea,
- Disciplinary/Judiciary Tribunal Hearing (day to be advised),
- Friday 3pm – Disciplinary/Judiciary Sheet distributed to all clubs and letter confirming decision sent to club.

#### **On Field Incident Report, including Racial, Religious and Sexual Vilification**

Refer to QRL Rule 4.4.

## 4. FACILITIES

### Venues

- 4.1 The club shall ensure that the venue nominated to host a competition match is presented in an appropriate manner.
- 4.2 Each venue **should aim to provide** as a minimum standard the following amenities and services;
- Lockable separate home and away team dressing rooms. These dressing rooms shall have toilet and shower facilities that meet Australian Health Standards which shall be made available for access at least 30 minutes prior to the kick-off.
  - Lockable match officials' dressing room. These dressing rooms shall have toilet and shower facilities that meet acceptable Australian Health Standards;
  - Medical officers room;
  - Provision of an elevated area located on or near the halfway line for videography of matches;
  - Men's, Women's and Disabled amenities available for public use;
  - Canteen facilities;
  - Public Address System;
  - Scoreboard;
  - Digital time piece with match time display and;
  - Ambulance access to the area immediately adjacent to the playing field.
- 4.3 The host club should have available reasonable quantities of ice, water and lockable storage.

### Lighting Standards

- 4.4 The following lighting standards shall be required for training and competition matches.
- |                                  |         |
|----------------------------------|---------|
| • Ball and physical training     | 50 Lux  |
| • Competition and Match practice | 100 Lux |
- (The above information has been extracted from Australian Standard AS 2560 Part 2.3.)
- 4.5 Only a duly qualified member of the Illuminating Engineering Society (IES) can be used to verify that field lighting meets these standards.
- 4.6 A copy of the completed Lighting Audit, together with a signed form – Sports Field Lighting – Certificate of Compliance signed by the testing engineer, **must** be forwarded to the SCJRL by 28 February or as varied by the SCJRL (or nominee) from time to time.
- 4.7 Notwithstanding the presentation of the pre-season audit, a club will be required to undertake a further audit or audits, through the regular season if the lighting appears, under reasonable inspection, to have fallen below the required standard. The cost of these additional audits will be borne by the club.

### Medical Facilities

- 4.8 Each team dressing room shall;
- Contain a table for observing, assessing and treating players with injuries such as minor head injuries, concussion, fractures, lacerations etc;
  - Provide facilities for adequate disposal of used materials such as syringes, needles, contaminated waste disposal kit etc;
  - Have unobstructed access for any player taken by stretcher from the field.

## 5. HOST CLUB GAME DAY RESPONSIBILITIES

5.1 Field marking requirements – refer to Laws of the Game:-

- [click here](#) for Junior League Laws.
- [click here](#) for International Law.

### 5.2 Sin Bin

- The sin bin must be a clearly defined area and must be clearly signed. It must be situated in a position away from areas where the safety of any sin-binned player would be in question.
- A duty official must be present at the sin bin while any player is serving time in the sin bin.

### 5.3 Match Balls

Home club is to supply QRL official game balls (minimum of 2) in good condition for each game played and to supply persons to carry out the duties of returning footballs to the field of play, supplying sand and/or kicking tees for kicks.

### 5.4 Duty Officials

- At all fixtures of the SCJRL, home clubs must provide at least two persons to carry out the duties of duty official.
- The host club must ensure that those persons are made aware of the requirements of the role, and they must be suitably dressed and clearly identifiable as duty officials.

### 5.5 Alcohol

- No person is permitted to bring alcohol into a venue.
- In those cases where clubs are fully licensed premises, if alcohol is sold, it must be consumed within the confines of the clubhouse, and may not be consumed on balconies or outdoor areas, until after half time in the last game.
- The sale and consumption of alcohol must be strictly controlled in accordance with the Liquor Licensing Laws.

### 5.6 Smoking

Reference – Queensland Health [website link](#)

Queensland Government Laws specify that from 1 September 2016, smoking is banned within 10 metres of viewing and playing areas at organised under-18 sporting events. The ban also applies during training and at any intervals or breaks in play.

The coverage of the ban includes the sporting ground or playing area, the viewing area for a water sport, public seating at the grounds and any other area reserved for use by the competitors and the officials. This also includes a 10 metre non-smoking buffer zone from all of these locations.

An organised under-18 sporting event is one that is arranged in advance and is conducted by a professional or amateur sporting body or education institution according to established rules.

The smoking ban includes the use of all smoking products, including electronic cigarettes.

5.7 The club's public address system is to be used to relay this message to the public.

## 6. LAWS OF THE GAME

### Junior League Laws 6-12 years

Refer to Playnrl Laws of the game – [click here](#)

### International League Laws (Under 13 – 18)

Located on QRL webpage – documents and policies section – [click here](#)

## 7. GAME PROCEDURES

7.1 Match days and times will be as determined and published by the SCJRL.

### 7.2 SCJRL Respect Protocol

- 2 x Games Controllers to stand in centre of field prior to kick off.
- Both teams file out together and shake hands in the centre of the field.
- Coaches of both teams to join players in the centre of the field to shake hands pre-match.
- Referee completes coin toss with Coaches, Captains and Games Controllers in the centre of field when teams have lined up.
- The Referee is not to commence the game until the previously mentioned protocols have taken place. If a venue is running behind time, the Referee, Captain and Coach of the home and away sides will meet 10 minutes prior to the kick-off of the game.
- Both teams and coaches to shake hands at the end of the match.

### Match Reports (Team Sheets)

- 7.3 Each club must allocate all players and staff to games on the Online Results area of LeagueNet. The deadline for this (except for Finals Series games) is 12midnight on the Thursday night preceding the game. Where teams have been formed through a combination of players from two clubs, team staff must get the permits in place before the team sheet deadline of 12midnight Thursday night.
- 7.4 The deadline for teams who are receiving a forfeit to allocate players to games is also 12midnight on the Thursday night preceding the game. Clubs failing to allocate players to teams receiving a forfeit should be aware that this may affect a player's number of games for finals eligibility. No extension will be granted on this deadline.
- 7.5 The home team shall be responsible for printing the team sheets from the LeagueNet Match Results – use 'NRL both teams'.
- 7.6 Before the commencement of the game, home team Managers should check the team lists and make alterations by hand, then provide the team list to the away team's Manager, who is responsible for then returning the team list to the Operations Box Manager before the game commences. Both Managers are to initial the team sheet to show that the team list has been checked. Operations Box Manager needs to check that there are no two players on the lists with the same number.
- 7.7 Because the FR and DH vests cover jersey numbers, Managers are required to make a note on the Team Sheet of the players who fill these roles – e.g. "FR first half #9", and keep those notes up-to-date if they change because either the FR or DH is replaced due to injury.
- 7.8 No scores are recorded for Under 6 to Under 10 – the team sheets are for the record of games played only.
- 7.9 Under 11 games are scored for the purpose of grading only, not for premiership points. Do not live-score Under 11 games – record the score on the Team Sheet as the game



progresses, then enter the final scores only (not tries and goals for each individual player), but keep a manual record of tries and goals scored by the players.

- 7.10** For Under 12 to Under 16 games, alterations to the online team lists can be made up to 15 minutes before the commencement of the match. Online changes cannot be made during a match. If this deadline is missed, make the changes on the printed Team Sheets for alteration later.
- 7.11** Under 12 to Under 16 games are to be live scored, with a manual record, including tries and goals scored by players, kept on the printed team sheet in case of internet or computer failure during the game.
- 7.12** Team sheets for all grades are to be stored by the club, and a copy is to be forwarded to the SCJRL (or Nominee).
- 7.13** The Operations Box Manager shall be responsible for the accurate recording of the match scores and for the completion of the match sheet including notation of dismissed players both temporary and permanent.
- 7.14** The Ground Manager shall have the referee verify and sign the team sheet only if there is an incident which needs to be reported – referees do not need to sign team sheets where there is no incident to be reported.
- 7.15** 9am on the Monday morning following the game is the deadline for:-
- Receipt of Match Sheets – as above (rule 7.11),
  - Any protest about incorrect scoring - this must be submitted by the Club (i.e. not a coach, manager, parent or other individual) to the SCJRL (or Nominee), and
  - Team Managers to enter 3,2&1 points into LeagueNet. **Only** 3,2&1 points are to be entered by the Team Managers – game scores should not be altered.

**On Field Personnel – Roles - refer to NRL 'On Field' Policy [click here](#)**

**Heat Policy - refer to QRL Heat Guidelines [click here](#)**

### **Sideline Area and Bench Locations**

Where team benches are located within the playing area (i.e. inside the fence) the following provisions must be adhered to:

- 7.16** Adequate seating shall be provided for each team and placed parallel to the touch line. This seating should be of a resilient nature and located as near to the 50m line as possible.
- 7.17** Personnel on the bench may comprise only those people directly related to the conduct of the match itself (i.e. coaches, interchange players, trainers, team manager, medical officers etc.). There can be no more than twelve (12) persons on the bench from each team.
- 7.18** Under no circumstances “barracking” or “abuse” from the bench will be permitted. This not only refers to abuse, but also to what might be described as offering advice or assistance to the match officials in relation to their performance or how they should be carrying out their duties.
- 7.19** The match officials may request any person on the bench to leave the bench area and may name that person in their report on the match sheet.
- 7.20** Players and officials on the bench must at all times remain at the bench allocated to their team (except for player warm-ups). Any player(s) warming up must remain at least



1m from the field of play.

- 7.21** Whilst officials are not expected to sit during the entire match, they must not leave this immediate area or approach the field of play under any circumstances.
- 7.22** No player or players may temporarily leave the field of play and subsequently re-enter the field of play without the permission of the referee or a touch judge.
- 7.23** Under no circumstances is a suspended player permitted on the sideline or bench area.
- 7.24** No members of the general public or any other unauthorised persons are permitted within the playing area (i.e. inside the fence surrounding the field of play).

## **TIMEKEEPING**

### **Official Match Time**

- 7.25** It should be noted that the match clock on display at the venue does not necessarily accurately represent the official match time.
- 7.26** The home team, in conjunction with the visiting team if they so wish shall be responsible for the keeping of match time. If a visiting team does not nominate anyone for this purpose they must accept the timing of the home team.
- 7.27** All decisions of the official time keeper(s) shall be final and not open to review or appeal unless the SCJRL (or nominee), at their absolute discretion, so determines.
- 7.28** There is no time-off in any competition rounds. Time-off will only be applicable for injuries in the SCJRL finals.

### **Match Clocks**

- 7.29** Match clocks should be in good working order and showing second hand if analogue or indicating seconds if digital.
- 7.30** A back up system should also be available at all venues.

### **Sin Bin (Temporary Suspension) Operators**

- 7.31** Visiting clubs must nominate their personnel for timing of "temporary suspensions" and make themselves known to the home club nominee prior to the start of the match.
- 7.32** If a visiting club does not nominate anyone for this purpose they must accept the timing of the home team sin bin operator.
- 7.33** Operators must be provided with time pieces displaying minutes and seconds by their clubs.

## **DISMISSED PLAYERS**

### **Temporary Suspension**

- 7.34** A player receiving a period of temporary suspension by the referee shall immediately leave the field of play and enter the sin bin area allocated by the home team and remain in that area until the end of the temporary suspension period.
- 7.35** The time of temporary suspension shall be ten (10) minutes and is for playing time only and shall commence after the referee signals time-on and/or when play recommences.



- 7.36** Suspended time does not include the half-time break and shall cease at the end of the first period and resume upon the commencement of the second period.
- 7.37** If more than one player receives temporary suspension from the one incident, the players' temporary suspension shall be equal and shall be entitled to return to the field of play together after the completion of their suspension.
- 7.38** Players re-entering the field of play shall do so from an onside position after reporting to the Touch Judge.

#### **Permanently Dismissed Players**

- 7.39** Any player permanently dismissed from the field (i.e. sent-off), must immediately retire to his team's dressing room until he has changed out of his playing uniform.
- 7.40** Under no circumstances can a dismissed player return to the players' bench unless it is outside the area bounded by the fence surrounding the playing area.
- 7.41** The Referee shall complete the electronic Charge Sheet, Incident Report and Tick & Flick Form via the Referee's Association online submission process and submit the completed forms via the Referee's website, in which the Match Review Chairman, Operations Manager, League Secretary, Referee Association Secretary and Referee Co-Ordinator receive via email in PDF format. Clubs may request a copy of the Referee's Report from the Operations Manager after they receive the Match Review Summary Sheet (see rule 3.5 for the timing of this).

**Infectious Diseases – refer to NRL Infectious Disease Policy [click here](#)**

**Head Injuries – refer to NRL Head Injury Guidelines [click here](#)**

## 8. REGISTRATION OF PLAYERS COACHES AND VOLUNTEERS

**Player Registration/Re-Registration and Clearances** Refer QRL Rules 4.1.4, 4.1.5 & 4.16

**NRL National Registration Policy** [click here](#)

**NRL National Clearances and Permit Policy** [click here](#)

**8.1** All Requests for Clearances between Sunshine Coast clubs will be reviewed after 31 January to allow local returning players and new players first option at playing for their local club. As per the NRL Clearance Guidelines, the source club has 10 working days to process the clearance.

**NB: Clubs are encouraged to communicate with the source club regarding all local transfers.**

**8.2** An approved 'Proof of Age' document must be sighted by the club, and uploaded to the LeagueNet database. The date of birth and player name that is recorded on the registration form must match that which is on the Proof of Age document.

**8.3** When a junior player is first registering to play rugby league or is registering with another club, one of the following forms of identification must be produced when necessary:

- An original Birth certificate,
- An extract of a Birth certificate,
- Driver's Licence/18+ card, or
- Passport.

**8.4** An approved player photo must be uploaded to the LeagueNet database. Team Managers are required to check that player photos are present for all their team members, and follow up with parent/care provider if the photo is not present. It is required for the player photo to be updated every two years.

**8.5** After 28 February each season, new players to a club are not covered by insurance and must not be allowed to participate in training, trial matches and SCJRL fixtures until registered with the club. Prior to 28 February, interim insurance cover is granted by the QRL nominated insurer to players and coaches who registered in the preceding season.

**8.6** A player is deemed to be registered/re-registered with a club and may train and participate in training, trial matches and SCJRL premiership fixtures only after:

- The relevant player online reregistration has been duly completed (no missing information), the player and/or the parent/primary care provider has read and understands the statements and information pertaining to the registration/re-registration of a junior player.
- A photograph and proof of age document of the player has been uploaded to the LeagueNet Database,

**8.7** Teams can be formed by a combination of players from different clubs. The team can only be created in one club, so the players from the second club need to be permitted to the second club through the LeagueNet system. Team staff must get the permits in place before the team sheet deadline of 12midnight Thursday night.

**8.8** No player can be registered after 30 June of the football year unless approved by the Region Manager.

## AGE ELIGIBILITY CRITERIA FOR JUNIOR PLAYERS - Refer QRL Rules 4.1.3

**Table One:**

* Age as at 1 January	Eligible Age Groups**	MUST NOT PLAY
4*	U6	U7 or above
5	U6, U7	U8 or above
6	U7, U8	U9 or above
7	U8, U9	U10 or above
8	U9, U10	U11 or above
9	U10, U11	U12 or above
10	U11, U12	U13 or above
11	U12, U13	U14 or above
12	U13, U14	U15 or above
13	U14, U15	U16 or above
14	U15	U16 or above

\* Where a Junior player will attain the age of five (5) prior to July 1, in the current year of competition, that player may with the consent of the relevant Region and his or her Parent or Primary Care Provider, register in any under six (6) age group competition.

\*\* A player may play in up two age groups if there is no immediate age group above their registered age group.

### Come and Try Policy

**8.9** Players new to rugby league may participate in one (1) game for the purpose of them making a decision as to whether they wish to play rugby league. The player must have completed the registration process on LeagueNet and be waiting in the pending registrations list. Prior to them participating in a game, clubs must advise SCJRL of the player's name and age, and which game they will be participating in. This 'Come and Try' policy is strictly for one game only.

### 18 Month Registration Window

**8.10** All Junior players that are born in the second half of the calendar year (July 1 – 31 December) are eligible to apply for the 18-Month Registration Window – see Appendix 3 for the Application Form.

In the first instance a player within the Sunshine Coast Junior Rugby League wanting to be considered for the 18 month registration window a player must:

1. Be born in the second half of the calendar year (1<sup>st</sup> July – 31<sup>st</sup> December).
2. Forfeit their right to play up an age group, including the players 'true' age group.
3. Not be considered for representative teams.
4. Not have any previous representative playing history, including at local league level, in the last 2 years.
5. Be deemed size appropriate. The League, or it's nominee, at their discretion may use the approved weight for age charts provided by Queensland Health.



6. Not be eligible for 'portability' permit to any other competition.

Should an individual qualify based on the above the Sunshine Coast Junior Rugby League at their discretion may also give consideration to:

1. The current club player numbers in the age group of which the player is seeking exemption to play in.
2. The current club player numbers in the most age appropriate age group for the player seeking exemption.
3. Ongoing review of the players performance should exemption be granted. This may include directing the player to participate in their most age appropriate at any stage.

#### **Coach Registration** Refer QRL Rule 4.2.

- 8.11 The club is required to register all coaches of teams within the club on the NRL Database. The coaches are required to upload a recent head and shoulders photograph and provide ID during the process of registration.

#### **Volunteers Registration**

- 8.12 The club is required to register all volunteers such as team managers, sports trainers, Leaguesafe, touch judges and other volunteers who hold any official position within the club on the NRL Database. The volunteers are required to upload a recent head and shoulders photograph and provide ID during the process of registration.

## 9. FINALS SERIES

### Hosting Finals Series Matches

- 9.1 Clubs hosting finals games conduct these games for and on behalf of the SCJRL.
- 9.2 The SCJRL Management Committee sets an admission fee for these finals, which the host Club collects from all persons that enter the grounds, excepting persons nominated by the SCJRL.

### Staffing & Requirements for Host Club

- 9.3 Host Clubs are to supply:
- At least five (5) Duty Officials,
  - A public address system and announcer,
  - Gate staff,
  - A qualified Level 2 Sports Trainer,
  - Persons to carry out the duties of ball and kicking tee return,
  - Suitable timekeeping equipment and timekeeper who shall act as the recorder in the event of a drawn match.
  - A dedicated covered/sheltered area away from spectators for the provision of first aid for those players that have an injury that requires treatment off the field.

### Team Lists for Finals Matches

- 9.4 All clubs participating in finals are required to load teams to LeagueNet by the deadlines in rules 9.5, 9.6 and 9.7.
- 9.5 Cut-off for semi-finals is Noon on the Thursday preceding the semi-finals matches.
- 9.6 Cut-off for Preliminary finals is Noon on the Thursday preceding the preliminary finals matches.
- 9.7 Cut-off for Grand Finals is 9.00 am on the Monday preceding the scheduled matches.
- 9.8 Changes to team lists may be made up to 15 minutes before the game is played, as per the rules for fixture games, but, because of the rules about players eligibility for finals, advice of the change needs to be given to SCJRL Admin. These changes may not be reflected in the match day program.
- 9.9 Only those players listed on the team list may participate in the match. No exceptions.
- 9.10 Only those players who qualify to take part in finals are eligible. Breaches of the rules relating to player eligibility for finals as defined in these Rules and related All Clubs Memos, and any deliberate playing of core players in lower grades may result in the loss of the match and a maximum fine of \$500.00 per player being levied against the offending club.

### Gate Entry Fee

- 9.11 Gate Entry fee is \$5.00 per adult unless otherwise determined by the SCJRL.
- 9.12 Participating players, holders of official SCJRL passes, children under the age of 18 and aged pensioners only enter free of charge.
- 9.13 No other QRL match passes are acceptable.
- 9.14 Entry points are to be well sign-posted and controlled.



**9.15** Each club secretary is to take all reasonable action to ensure all club members are aware that a gate entry fee is payable for all Finals Matches. Abuse of gate officials by host or visiting club members and their spectators will not be tolerated. The parent club of a guilty offender could also be subject to a fine.

**9.16** All team staff are to pay the \$5.00 entry fee.

### **Visiting Team Duty Official**

**9.17** Each team participating in a Final Series match will be required to supply duty official to assist in the management of spectators.

### **Duty Officials**

**9.18** Host clubs must provide sufficient duty officials to meet all game requirements, including:

- Maintaining a minimum two duty officials inside of the playing field perimeter in front of where spectators are gathered during a match (if possible use four duty officials, two on either side).
- Conducting the player ID and jersey number check.
- Official timekeeper.
- Referee escorts.
- Ground controller.

**9.19** All persons acting in the role of a duty official must wear the approved SCJRL bib.

**9.20** A 'briefing' for duty officials explaining their responsibilities and role/s during the day is to be conducted by a member of the club's executive committee or ground controller prior to the commencement of the first match of the day and prior to any change of those persons undertaking the role and who did not attend the initial briefing.

### **Referees and Touch Judges**

**9.21** Referees and touch judges are to be escorted on and off the field of play by the duty officials.

### **Match Balls**

**9.22** Host clubs are to provide two (2) QRL official match balls in good condition per game.

### **Ball Persons**

**9.23** Host clubs are to provide a minimum of two ball persons for each game dressed in the neutral colours to be readily distinguishable from players, touch judges, sports trainer or leaguesafe.

### **Ground Announcements**

**9.24** Excerpts from the QRL and/or NRL Code of Conduct Ground Announcement are to be broadcast across the Public Address system at regular intervals.

**9.25** No public announcements are permitted whilst a player is preparing, or in the process of, kicking for goal.

**9.26** No public announcements are permitted in relation to decisions or the performance of the match officials.

**9.27** No public announcements are permitted which may be considered derogatory to any club, player, official, spectator and/or to the game.



## **Official Photographers (refer NRL Member Protection Policy [click here](#))**

- 9.28** Official photographers may be appointed by the SCJRL. Clubs are free to organise their own photographer for the day but must not allocate or extend exclusive rights. Any official photographer appointed by a host club must:
- Hold their own public liability insurance;
  - Hold a valid "Positive Notice Blue Card" issued by Blue Card Services.

**Rule 7.28 provides the details of the ruling for time-off in Finals Series Matches.**

### **Extra Time Finals Series Matches**

- 9.29** If at the end of the prescribed periods of normal play the score is level, then extra time periods of five (5) minutes each way shall be played.
- 9.30** The match will recommence with the Referee calling both captains together for a coin toss. The team winning the toss will be given the option of choosing which end of the field to defend, or alternatively may elect to kick-off to commence play. If the team winning the toss elects to kick-off, the choice of ends reverts to the team losing the toss.
- 9.31** If in a Semi Final or Preliminary Final, scores are level at the completion of extra time the winner will be determined in the following manner:
- Most Tries Scored, then (if equal),
  - First Try Scored, then (if no try scored),
  - First Score, then (if no score) [NB does not apply to Under 12s],
  - First Penalty Received.
- 9.32** If in a Grand Final, scores remain level at the completion of extra time both teams will be declared joint premiers. This applies to all grades.

## 10. BEHAVIOUR MANAGEMENT

NRL Member Protection Policy [click here](#)

All breaches of the Codes of Conduct are subject to the SCJRL Disciplinary and/or Judiciary Tribunal action under QRL Rules Part 5.

### Contact with the Media

QRL Rule 4.4 (e) & (f)

QRL Rule 4.4 (e) A coach or player shall not, without the approval of the Region Manager or his nominee, write a column for publication in any newspaper or publish statements through any media source. Provided that such approval shall not at any time be unreasonably withheld and shall be deemed to continue until withdrawn by the Region Manager or his nominee.

QRL Rule 4.4 (f) a coach or player shall not, at any time, make any comment in any publication whether written, televised or broadcast through social medium which is detrimental to the interests, welfare or image of the Game.

### Minimising Referee Abuse and Violent Behaviour

- 10.1** All clubs are responsible for taking whatever action is necessary to minimise/eliminate instances of referee abuse and violent behavior, both on and off the field.
- 10.2** Roles and Responsibilities of Host Club and Visiting Duty Officials are detailed in QRL Club Spot.
- 10.3** On every occasion where, in the referee's opinion, spectator abuse has reached an unacceptable level or becomes personal and/or violent behavior is becoming uncontrollable they have been requested to:
  - Call time off; summon the closest (or both) duty official/s to the field and request the duty official/s take action to warn the spectators that any continuance of the abuse will cause the game to be called to an early end. If possible, identify the individual or group of perpetrator/s to the duty official/s.
  - Continue the game only after the warning has been passed on to the spectators.
  - If the identity of the perpetrator/s is known have the duty official/s request the person/s leave the ground. Do not restart the match until control is restored. If necessary, call the game off.
  - If the abuse continues or erupts at another time in the match; again call time off, summon the duty officials, both coaches and both team captains and inform them of the intent to call the game to an early end.
  - In the case of uncontrollable violence occurring call the game over.
  - As with every other instance of a game being called to an early end, complete the match sheet, ensure the progressive score at the time the game was called off is recorded and also the reason for the game being called early.
- 10.4** From the SCJRL perspective; the following guidelines will also apply in the event of a melee occurring, including:
  - The allocation of win, loss and for and against points for the match will be determined by the SCJRL Management (or nominee); if deemed appropriate, premiership points will be deducted from the offending team.
  - Both clubs involved will be directed to conduct an investigation immediately into the incident and report findings.
  - The team/s associated with the misconduct will be automatically suspended from the competition pending the outcome of an investigation by the club and any subsequent Disciplinary and/or Judiciary Tribunal Hearing that may take place.
  - Any games missed during this suspension will not be replayed. A forfeit will



- be recorded against the suspended team/s.
- A review of the findings will be conducted to determine if, under the rules of the QRL, any charge is to be laid against an individual, team and/or club and if necessary, a SCJRL Disciplinary and/or Judiciary Tribunal Hearing will be conducted.
  - All reported incidents will be tracked to facilitate identification of repeat offenders. Heavy penalties will be imposed and if necessary, teams may be withdrawn from the premierships competition.
  - Teams found to be continually involved in on-field violence or associated with unacceptable spectator behavior will be withdrawn from the competition.

**Procedures for duty officials on spectator misconduct:**

- If a spectator is abusive and/or violent during play, the duty officials must ask the spectator to comply with the Code of Conduct.
- The duty officials are required to alert the referee immediately of any continued unacceptable spectator behaviour.
- If the duty official so alerts the referee or the referee otherwise decides that any one or more spectators are engaging in unacceptable behaviour, the referee will suspend the game to allow the duty official to address the behaviour.
- If the unacceptable behaviour continues the referee will terminate the game and send a report to the SCJRL.

**IMPORTANT NOTE: If the SCJRL determines a game has been terminated because of the conduct of a coach, team staff and/or spectators of a particular team, that team will be deemed to have forfeited the game irrespective of the score at the time. This will be applied for all Premiership and Finals Series games. In the Finals Series matches, this will have an influence on the makeup of remaining Finals Series matches.**

## 11. MISCELLANEOUS

### CHILD PROTECTION - RISK MANAGEMENT PROGRAM/BLUE CARD POLICY

Refer to: Queensland Government Blue Card Services – click [here](#)

QRL webpage – documents and policies section – click [here](#)

### MATCH OFFICIALS

- 11.1 The match officials for Under 12 – Under 16 games will be appointed by the SCJRL Referees Association. The SCJRL Referees Association will be responsible for the payment of match officials for Under 12 to Under 16 games. Host clubs will be responsible for the appointment and payment for Under 6 to Under 11 match officials. The Sunshine Coast Referees Association will advise the minimum amount for each grade.
- 11.2 The home team shall be responsible for providing adequate security for the match official's dressing room, their entry to and exit from the playing field and venue.
- 11.3 Under no circumstances are match officials to be approached, questioned, or harassed in any way by club officials, players or spectators either during, or after a match.
- 11.4 All complaints regarding the performance of the match officials shall be lodged in writing through the complainant's club in the first instance. The club executive will then decide whether to forward the complaint onto the SCJRL. All written complaints must be lodged in the SCJRL by close of business no more than two (2) days following the relevant match.
- 11.5 Under no circumstances are written complaints to be sent to the SCJRL Referees Association directly nor should any referee or SCJRL Referees Association Official be approached regarding the performance of any match official.

### POACHING OF PLAYERS

Refer QRL Rule 4.1.6, Transfer of Junior Registration, regarding the ineligibility of junior players to apply for transfer of registration in the year following the participation as a junior representative player.

#### Definition Of “Poaching”

For the purpose of this rule, poaching is defined as a direct approach to a player or an indirect approach through an agent to a player, by a coach or any official or anyone associated with a club, to entice that player to move from the club they are registered with to play for any other club in Queensland.

#### Definition of “Enticement”

Enticement is anything offered to a player as an incentive to change clubs and that may include but is not limited to a promise of better playing conditions, free apparel, payment or promise of payment.

Notwithstanding these definitions, it is the actual approach to the player that constitutes a breach of the Rule.

- 11.6 No coach, manager, official nor anyone associated with a junior rugby league football club or team, shall poach a player registered with any other rugby league club in Queensland. This means a player currently registered or registered in the immediate past season.
- 11.7 A coach found guilty of poaching a player will face a penalty, which may include suspension of their Coaching Accreditation. Any Club Official found guilty of poaching a player faces a maximum penalty of exclusion from holding any position in rugby league in Queensland.
- 11.8 All complaints regarding 'poaching' are to be in writing and lodged with the SCJRL for investigation.



### Downloading Forms/Polices from the QRL Website

1. Log on to the QRL website.
2. Select "More".
3. Select "About Us".
4. Select "Documents and Policies". (or [click here](#))

Here you can download the following forms:-

- Insurance Handbook
- Insurance Declaration form
- Certificate of Currency (when your insurance has been paid in the current season)
- Application to Tour/Host
- Application for Therapeutic Use Exemption
- Volunteer Blue Card Application/Renewal (through the link to Blue Card Services)
- Authorisation to confirm Blue Card (through Blue Card Services)
- Paid Employee Blue Card Application/Renewal (through Blue Card Services)
- Exemption Application (for Police Officers and Teachers) (through Blue Card Services)

In addition, from this screen, you can download the following Policies and Rules:-

- QRL Consitution
- QRL Rules
- Local League Model Constitution
- Football Club Model Constitution
- QRL Social Media Policy
- International Laws of the Game
- Junior League Laws (6-12 years)
- Masters Rugby League Laws
- Safe Play Code
- NRL On-Field Policy
- NRL Member Protection Policy
- NRL Head Injury Guidelines
- NRL Commission Anti-Doping Policy
- Blue Card Policy
- QRL Heat Guidelines
- QRL Privacy Policy
- Sanctioning of Events – Non Affiliated Bodies Policy
- QRL Social Media Policy
- QRL Licences

### Downloading from Club Spot

1. Log in to Club Spot ([click here](#))
2. Click on "QRL" in the drop-down box in the top right of the screen.

Here you can download:

- pre-recorded ground announcements,
- QRL checklists and templates,
- Queensland Maroons messages,
- QRL Position Descriptions, and
- Ground Signage posters.

Player Grading Register Form

Club: \_\_\_\_\_

Team Name: \_\_\_\_\_

Team Name: \_\_\_\_\_

Player Names


Team Name: \_\_\_\_\_

Team Name: \_\_\_\_\_

Player Names


Team Name: \_\_\_\_\_

Team Name: \_\_\_\_\_

Player Names






## 18 Month Registration Application form



To further enhance the Rugby League experience for participants born in the second half of the calendar year, the 18-Month Registration Window is being offered. The rationale behind the concept is attempting to promote a more enjoyable environment for younger players who, for a number of reasons, may feel challenged in their calendar group.

**Please Note:** This provision has not been introduced to allow for a player to dominate younger divisions, but to improve the Rugby League experience for players who are being adversely impacted by the Relative Age and Maturation Effects.

The provision is available to all Junior age groups up to eighteen (18) years of age.

**Eligibility:** All Junior players (i.e. 18 years old and younger) that are born in the second half of the calendar year (July 1 – 31 December) are eligible to apply for the 18-Month Registration Window.

Considerations when identifying players eligible to apply for 18-month registration include, but are not limited to:

- Weight and/or height of participants and those who are deemed above the 85th percentile of the age group they are applying to play in.
- Differences in physical, mental or emotional maturity relative to remainder of calendar group.
- Feeling overly challenged in their calendar age group.
- Unavailability of the applicant's calendar group.
- New participant to the game of Rugby League.
- Additional provisions may be provided in extenuating circumstances (including but not limited to medical reasons).

Successful applicants of the 18-Month Registration provision will forfeit the following:

- Consideration for Junior Representative teams.
- Eligibility for 'portability' clearance in order to participate in another competition.
- Eligibility in a Restricted Weight Division outside their calendar group.
- The right to participate in their calendar group unless under special circumstances (e.g. a team would forfeit without their involvement).

**Handling Disputes:** An appeal process will be available for Clubs wishing to request a review of a player participating under the policy. Each League will nominate an appropriate committee for the review of disputes of initially successful 18-Month Registration players. Local League staff may also act as representatives.

The Committee will be responsible for the collection of supporting information to assist in the decision making process as to whether the player who was previously admitted the 18-Month Registration provision shall remain in their nominated age group or be returned to their respective calendar age group. Supporting information includes, but is not limited to:

- a) The players weight, to assist in determining which percentile they fall in on the weight-for-age percentile scale,
- b) Interviewing/gathering feedback from opposing coaches to the player in question,
- c) Previous scorecards.

The Committee's determination of which age group the player should continue in shall be final.

**18 Month Registration Window Application Form**

Full Name \_\_\_\_\_

Email Address \_\_\_\_\_

Participant/player name \_\_\_\_\_

Participant/player date of birth \_\_\_\_\_

Weight (kg) \_\_\_\_\_ Height (cm) \_\_\_\_\_

Club that the participant/player is registered with  
\_\_\_\_\_

League Name \_\_\_\_\_

Reasons for requesting 18-Month Registration Window:

- Differences in physical, mental or emotional maturity relative to remainder of calendar Group.
- Feeling overly challenged in their calendar group.
- Calendar group not available.
- New to the game.
- Other.

Reason for selecting 'Other'  
\_\_\_\_\_  
\_\_\_\_\_

Please attach any additional supporting information.

