

Wairarapa Bush Rugby Union (Inc.)



■

2024 Junior Advisory Board Competition Rules

(Updated – May 2024)

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Glossary of Terms – (in alphabetical order)

CEO	Chief Executive Officer of Wairarapa Bush Rugby Union (Inc) or Acting CEO.
CLO	Club Liaison Officer of Wairarapa Rugby Union (Inc).
JAB Delegate	Junior rugby delegate for a club.
Dispensation	Exemption granted for a player from a rule or usual requirement, or to play up or down a grade due to player size or age. A dispensation register will be kept for each JAB season as a matter of record.
DOB	Date of birth at January 1 st of the competition year.
JAB	Junior Advisory Board.
Judicial Panel	A fully autonomous Panel of three persons, appointed to hear and determine allegations of breaches of the CoC Rules referred to it by the Adjudication Panel.
NZR	New Zealand Rugby.
Above weight player (AWR)	Player who weighs more than the weight set for the grade.
PU	Provincial Union.
RDO/RDM	Rugby Development Officer/Rugby Development Manager.
Round Robin	Competition in which each team plays in turn against every other team in rounds.
Senior Rugby	Premier, Senior Reserve and Women’s grade club rugby.
WBARRA	Wairarapa Bush Referees Association.
WBRU	Wairarapa Bush Rugby Union (Inc) (Referred to as The Union)
WR	World Rugby (Formerly International Rugby Board)

Under the constitution of the Wairarapa Bush Rugby Union (Inc) (WBRU) the WBRU JAB is delegated the responsibility of controlling the junior rugby competition in the Wairarapa Bush catchment area.

Objectives of JAB Rule Book:

- Provide information and support to assist the role of the JAB delegate and their club members.
- Explain the role and responsibilities of the of WBRU JAB and its delegates.
- To provide a consistent source of information to be promoted throughout JAB Club Rugby season by all clubs involved.

Objectives implemented through:

- Clearly stating the responsibilities of the Club Delegate,
- Clearly stating with explanation, if necessary, the Rules, Regulations and Participation criteria for WBRU JAB Club Rugby
- Providing Delegates with relevant information to make suitable and informed decisions on how JAB rugby in the Wairarapa Bush region is to be administered by the WBRU.

Responsibilities of Club Delegate:

The Club Delegate will liaise between the JAB Committee and their Club.

- The Club Delegate is expected to attend the monthly JAB meetings representing their Club and to have been given the authority to express the views of, and vote (if necessary) on behalf of their Club.
- The Club Delegate is to ensure that JAB Committee requests, Policies, Rules and Regulations are adhered to by their Club.
- The Club Delegate is expected to support the JAB in promotion and development of initiatives.
- Assist in the Registration of all participants in Junior Rugby, including players, coaches, administrators and volunteers.
- To ensure that all complaints and disciplinary matters within the Club are dealt with in accordance with WBRU Disciplinary Procedures

You as a Club Delegate:

It is recognised that the structure of Junior Rugby Administration differs among Clubs in the Wairarapa Bush region. You as club delegate are likely to be involved in a number of Committees:

- Junior Committee
- Senior Club Committee
- WBRU JAB Committee

As Delegate, you have the authority to represent your Club at the JAB Committee meetings, and to make decisions on behalf of your Club when attending other meetings. This means that you should have a clear understanding of the wishes and objectives of your Junior Committee.

The JAB Committee will meet on the third Monday of each month at the WBRU Union Rooms and/or via online platform.

Junior Advisory Board (JAB) Committee

The Wairarapa Bush Rugby Union JAB Committee has the authority under the jurisdiction of the WBRU to administer all aspects of Junior Club Rugby. This includes:

- Set the age, weight, formats and competition rules for Junior Rugby.
- The development of initiatives, procedure and practice so that **ALL CHILDREN** regardless of ability should:
 - Have the opportunity to gain full enjoyment from participating in Rugby,
 - Have an equal amount of playing time,
 - Have the opportunity to learn and develop new skills,
 - Be able to participate in Rugby in the safest environment possible,
 - Have the opportunity to participate to their full potential,
- The consideration and consultation of all requests from Clubs, (e.g. re-grades).
- Ensuring that adequate Club liaison exists throughout the region.
- Ensure all disciplinary matters within Wairarapa Bush Junior Rugby are dealt with appropriately.
- Ensuring that adequate Coach Education and assessment is provided in conjunction with WBRU.

WBRU JAB Committee:

The WBRU JAB Committee is made up of:

- WBRU representatives:

▪ CEO:	Tony Hargood	027 473 8367
▪ RDM:	Thomas Ralls	022 066 2029
▪ Secretary:	Trish Heming	

- Additional WBRU staff that may provide input to the WBRU JAB:

▪ CR Operations Manager:	Stacey Puddy	027 364 2542
▪ Rugby Manager:	Cam Hayton	021 418 835

- Club JAB Delegates:
 - See Appendix A “Club Delegate List”

Roles & responsibilities:

The JAB Committee has delegated to Clubs the following:

- To form Junior Club Committees to administer Junior Rugby.
- Responsibility to ensure all coaches have completed the appropriate Small Blacks Coaching Course.
- Accurate registration details are taken and returned to the WBRU by a date set annually.
- Resolution of any complaints at a club team or club to club nature.
- Make suitable and informed decisions with regards to JAB rugby in the Wairarapa Bush region.

1. General Provisions

These rules apply to all players and clubs in all junior competitions administered by the WBRU. These Rules are managed by the WBRU Junior Advisory Board.

Any breach of these rules shall be dealt with in accordance the process set out in this rule book.

1.1 JAB Rules Amendment

- 1.1.1 The JAB may adopt, amend, or rewrite any Regulation to these Rules at any time. Any adoption, amendment or rewrite of a Regulation can be made at any ordinary general meeting of the JAB by a motion approved by 50% of the members present. Those adopted changes shall come into force immediately. Any proposed amendments to be voted on must be part of the scheduled JAB meeting agenda sent to the delegates.
- 1.1.2 A JAB review will be held at the end of each season. Matters arising from the review along with any changes to the Small Blacks model from New Zealand Rugby will be investigated and discussed in this off-season period with the aim to implement any amendments before the new season starts.
- 1.1.3 JAB Meeting will be held on the third Monday of each month. These will be held in-person and via online meeting platforms.
- 1.1.4 The quorum for a JAB meeting shall be five members or 50% of the JAB participating clubs. Any changes shall be voted on and a majority shall be sufficient to create or change a rule or aspect of junior rugby.
- 1.1.5 The rules as amended from time to time shall apply from the start of the JAB season of the following calendar year unless they are adopted for immediate purpose.

2. JAB Grades and Competitions

The JAB Committee shall advise the number of grades they intend to have for the year after the first JAB meeting in each calendar year.

2.1 Registration Timeline: Team, Coach, Players.

- 2.1.1 The JAB shall set the team entry date no later than two weeks prior to the competition start date.
- 2.1.2 The JAB will designate which grades are Championship grades. These grades will record results and will have stricter rules to adhere to around the competition, players and coaches.
- 2.1.3 All JAB players must be registered before they take the field of play.
- 2.1.4 All JAB coaches must be registered before the first games. No team will be entered in the draw without having a coach that has completed a Small Blacks or equivalent course e.g. Foundation of Rugby Coaching (Level 1).
Reference NZR Policy: Compulsory Coaching Course
- 2.1.5 All JAB coaches, including assistants, and team managers will undergo Police Vetting in alignment with NZR Policy #5. Children are an important part of our rugby community and our clubs rely on adults to keep them safe and protect them from harm and abuse. Coaches are required to supply their driver's license details when the register each season.
- 2.1.6 Teams that wish to be entered late need to be submitted to the JAB Committee for approval prior to that team being added to a draw as a new draw may need to be completed.

2.2 JAB Grade Formats

- 2.2.1 The JAB Committee shall announce the starting date for each JAB grade rugby as soon as practicable after their first meeting of the new year. The end of season for each grade will be based on team entries with the maximum season length being **12 weeks**.
- 2.2.2 Before the commencement of each playing season the JAB shall determine the format for all JAB competitions. Formats will typically follow a round robin format.
- 2.2.3 JAB Championship grades will have a semi-final and final that will fall within the maximum season length.

2.3 JAB Rugby Draws

The JAB will issue the grade draw once all team entries have been received. Draws will be subject to change if any team entries change after the team entry deadline.

- 2.3.1 The draw will be completed via the WBRU Sporty website.
- 2.3.2 All draws will be made live once they have been confirmed and will be available through the WBRU Sporty website: <https://www.sporty.co.nz/wairarapabush/Draw-Results/>
- 2.3.3 Any request to change the draw (e.g. venue, time, date) will need to be sent to the JAB Committee for approval via the clubs JAB delegate. Both teams/clubs need to agree to the changed details. If an amicable arrangement cannot be reached then the game will be deemed a draw.
Reasons for a request can include, but not limited to:
 - Player or Small Blacks accredited coach unavailability (sickness etc),
 - Field conditions,
- 2.3.4 For games in a Championship grade, 2.3.3 will apply with the additional criteria that the deferred game needs to be completed before the end of the round-robin.
- 2.3.5 Requests for home games for OLD TIMERS / CLUB DAYS need to be made in reasonable time to make any changes to the draw.

2.4 JAB Grades

Where grades refer to age limits, player eligibility shall be determined by current NZR Small Blacks Model. The JAB Committee will confirm any local variations to the NZR Small Blacks Model prior to the season starting. This will include: weights, game formats, team sizes and field sizes.

Grades will follow the formats as listed below: **All ages recognised as at 1 January 2024**

Grade	Year Born	Age at 1 st Jan	Grade Info	Weight limit	Recommended players on field* (approx. max)	Field size	Day played
Under 6	2018	5 or 4	Rippa Rugby	None	7 aside (10)	mini	South - Fri North - Fri
Under 8	2017 2016	6 7	U8A - Tackle U8B - Rippa/Tackle	50kgs	7 aside (10)	8A – ¼ 8B - Mini	Sat
Under 9	2015	8	Tackle	55kgs	7 aside (10)	½	Sat
Under 10	2014	9	Tackle	60kgs	10 aside (15)	½	Sat
Championship grades							
Under 11	2013	10	Tackle	65kgs	10 aside (15)	½	Sat
Under 13	2012 2011	11 12	Tackle	75kgs	15 aside (22)	Full	Sat

*Coaches will be able to discuss prior to a game to modify the numbers to play on the day. This can be above or below the recommended players on the field number.

NOTE: Under 14 player dispensation requirements to play U13. Player ability to be confirmed

Under 13*	2010	13	Tackle	U55kgs	15 aside (22)	Full	Sat
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- 2.4.1 Players participating in all Grades must conform to all requirements outlined in the above table i.e. be within the specified age and weight on club registration day(s).
- 2.4.2 Players not in attendance on club registration day(s) or taking up the game after the club registration cut-off date must meet the specified age and weight requirements at the time these players are weighed-in prior to being eligible to play in this competition.
- 2.4.3 All player data needs to be recorded accurately in the club registration platform.
- 2.4.4 For all Championship grades, all players will need to have a verified and signed squad list confirming weight & age restrictions are met. This also applies for any subsequent weigh-in dates in 2.4.2 Please refer to the JAB Championship Criteria (4.2) & JAB Dispensation (4.3) sections.

- 2.4.6 For all other grades, all approved dispensation requests will need to be signed-off. Team managers are to declare these players with their opposition prior to the game starting. This also applies for any subsequent weigh-in dates in 2.4.2
Please refer to the JAB Dispensation (4.3) section.
- 2.4.7 Dispensation requests need to be made prior to the season where possible or no later than the Thursday of the intended game day.
Please refer to the JAB Dispensation (4.3) sections.
- 2.4.8 All defaults must go through the JAB delegates with at least 24hrs notice, if not earlier.

Please refer to the Appendix G for JAB field sizes.

2.5 Multiple team entries.

- 2.5.1 Clubs are allowed to enter more than one team in JAB competitions including ‘Championship’.
- 2.5.2 Clubs that are running two squads must ensure there is an even mix of ages and experience over both teams.
- 2.5.3 If a Club has more than one team playing in a JAB ‘Championship’ competition, those teams are to be treated as separate teams. Players are not permitted to play across both teams.
- 2.5.3 If a club has more than one team playing in all other JAB grades, players will be allowed to play for the other team if they are unable to meet the minimum required playing number. This must be true age grade players and not players granted dispensation. The opposition coach will need to be notified prior to any game.

2.6 JAB Grade venues

The JAB season will feature two sections: Carnival Days and Age Grade Venues

- 2.6.1 The JAB Committee will confirm the hosts for the three (3) Carnival Days and Age Grade Venues at the first JAB Committee meeting of each calendar year.
- 2.6.2 Carnival Days will be rotated through each club. Where a club is unable to host at their club a satellite venue can be used.
- 2.6.3 Carnival Day and Age grade venues for 2024 season:

Carnival Day venues	
4th May	No Rugby
11th May	Gladstone Rugby Club
18th May	Eketahuna Rugby Club
25th May	Carterton Rugby Club
Age Grade venues	
U6 North	Pioneer Sports Club
U6 South	Greytown RFC, Martinborough RFC, Featherston RFC
U8	Masterton Red Star
U9	Carterton RFC
U10	Masterton Marist RFC
U11 & U13	Home and away

At each location the following is recommended:

- A visual display of the draw for the day’s games.
- Clear signs/map to mark the fields and to direct teams and supporters.
- Ground Marshall is to wear a “hi viz” vest to ensure they are visible and everyone knows who they are.

- The Ground Marshall is an extremely important person at these venues, and Clubs are asked to nominate someone who, when their Club is on duty at a particular venue, is able to resolve some of the issues that come up from time to time.
- An understanding of the Rules can be gained from this Manual, and the WBRFU JAB will help and support the Duty Marshall in any way they can.

2.6.4 Trust House Memorial Park is available for JAB games at the request of the clubs. Requests need to be submitted to the WBRU via the clubs JAB delegate.

2.6.5 Games times for each of the grades will start no earlier than:

- Carnival Days: 9.00am
- Age Grade rugby: 9.30am (U8 to U10); Friday rippa for both North and South: 4.15pm
- U11 & U13: 10.30am and no later than 12.00pm, unless prior arrangements made.

2.7 Championship grades.

The JAB Committee will confirm which grades will have Championship status prior to each season. Championship grades will need to meet the following criteria:

- 2.7.1 Verified and signed squad list to be carried by each team manager. The squad list will feature a player photo, date of birth and any dispensation information. This will be a laminated form with a signature from a WBRU representative. Any additions during the season will require a new verified list to be signed and laminated prior to the play taking the field. This must be available for perusal by opposition Team Management along with the Team Card. Please refer to the JAB Championship Criteria (4.2) & JAB Dispensations (4.3) section.
- 2.7.2 Team management must complete an accurate **Team Card (Appendix D)** based on the verified squad list. This must be available for perusal by opposition Team Management and handed in, complete with results and point scorers, at the completion of each match.
- 2.7.3 All team cards are to be sent to the Wairarapa Bush Rugby Union. These are to be left in the letter box outside the Union office at 149 Dixon St or can be scanned and emailed. Team cards will be used to ensure all players are registered and dispensation criteria is being met.
- 2.7.4 All results are to be sent to the Wairarapa Bush Rugby Union by **1pm Monday** after the game. Managers from both teams are to submit the result to ensure an accurate result is recorded and published.
- 2.7.5 Where team cards or results are not submitted, scores will not be recorded for the game and no championship points will be allocated.
- 2.7.6 Championship Competition points will be allocated as below:
- Win 4pts
 - Draw 2pts
 - Loss 0pts
 - Defaults will incur a 28-0 scoreline and 4pts will be awarded to the 'winning' team
- 2.7.7 Results and scanned team cards can be sent to: **waibushrugby@gmail.com**

2.8 Score Blow-outs

If a team is leading by 30+ at half time, points for the win are taken. Scores will be recorded as a 30 + difference at the end of the game.

Championship: Points difference is not a tie breaker (see 2.9 JAB Championship Finals Day)

Coaches must take steps to even up the next half. The following are some options available to the Coaches:

- Sub/swap *Sub off or swap key players*
- Wind advantage *Give away any wind advantage that may exist*
- Kick-offs *Weaker teams restarts with a tap and pass rather than kick
Scoring team kicks to weaker team*
- Depower *Non-contested scrums & lineouts*

2.9 JAB Championship Finals Day.

The JAB Committee will confirm the date for the Championship Finals Day based on the draw. Where possible the grades will be played on the same date and at the same venue.

- 2.9.1 Tiebreaker for equal competition points after the regular season:
 - Who beat who in round robin. If equal,
 - Points difference from the game between the two teams on equal competition points
- 2.9.2 In the case of a drawn Semi-Final extra time will be played. "Golden Point" will be played. The team that scores first in extra time will be declared the winner
 - 10 minutes extra time each way.
 - If still tied at the end of extra time, then the highest seeded team will process to the final.
- 2.9.3 In the case of a drawn Final extra time will be played. "Golden Point" will be played. The team that scores first in extra time will be declared the winner.
 - 10 minutes extra time each way.
 - If still tied at the end of extra time, the title will be shared.

2.10 Cancellations

All grades of rugby will continue in most weather conditions throughout the season. As the Wairarapa Bush region is a majority rural region, a cancellation call is required early due to the travel required.

- 2.10.1 Cancellations are the responsibility of the host club, who will need to make an announcement by:
 - 3.00pm for mid-week fixtures
 - 7.00am for Saturday fixtures for 9.30am fixtures (U6 to U10 grades)
 - 9.00am for later fixtures (U11 & U13 grades)
- 2.10.2 There is a possibility that not all grades will be cancelled due to the spread of venues.
- 2.10.3 Cancellations will be posted on the WBRU Facebook page and More FM. JAB delegates are expected to notify their club members.
- 2.10.4 All Masterton rugby fields (grass) are Masterton District Council property and it will be the MDC that has the authority to close venues.
- 2.10.5 Where possible, alternate playing venues will be used if games need to be transferred. The Trust House Memorial Park Turf will be made available if no prior bookings have been made.

2.11 JAB Grades and Competition Sanctions.

The WBRU JAB will be relying on Coach, Team and Club integrity to ensure adherence to all criteria. Any breaches of the outlined criteria will see incidents being dealt with as per the procedures outlined in the Incidents and Complaints (7) section, and any necessary sanction implemented.

Only a JAB delegate is able to file a complaint on behalf of their club.

- 2.10.1 Teams without an accredited Small Blacks coach will not be entered in the draw for games.
- 2.10.2 Teams without police vetted Small Blacks coach will not be entered in the draw for games.
- 2.10.3 Championship: Where an accredited or police vetted coach for a team is absent, another suitably accredited/vetted coach must be with the team. Failure to do so will result in the team forfeiting their competition points.
- 2.10.4 Teams playing ineligible players in the Championship grade will be deducted competition points. Further incidences will incur a removal from the competition.
- 2.10.5 Teams playing unregistered players will receive an initial warning. Further incidences will incur a deduction of competition points for championship teams.
- 2.10.6 Championship teams that fail to produce their laminated verified squad list and/or team cards prior to a match will incur a loss of competition points.

3. JAB Coach registrations

All JAB coaches, including assistant coaches, must be registered before the first game.

3.1 Compulsory Coaching Course

In reference to NZR Policy: Compulsory Coaching Course:

- 3.1.1 In accordance with the NZR National Rugby Policy 3, all coaches, including assistants, actively engaged in the coaching process must attend the relevant Small Blacks coaching course (or equivalent) at the commencement of each season. These courses will be offered by the WBRU (and other Provincial Unions) and dates will be confirmed to the JAB Committee
- 3.1.2 All Small Black and equivalent coach development opportunities will be promoted by the JAB delegates to their members.
- 3.1.3 **No team will be entered in the draw without having a coach that has completed a Small Blacks or equivalent course in the competition year.**
- 3.1.4 Championship: Where an accredited coach for a team is absent, another suitably accredited coach must be with the team. Failure to do so will result in the team forfeiting their competition points.

3.2 JAB Coach Police Vetting

All JAB coaches, including assistants, and team managers will undergo Police Vetting in alignment with NZR Policy #5. Children are an important part of our rugby community and our clubs rely on adults to keep them safe and protect them from harm and abuse.

In reference to NZR Policy: Compulsory Coaching Course:

- 3.2.1 All JAB coaches, including assistant coaches, will need to complete the police vetting process as part of the coach registration process. Coaches are required to supply their driver's license details when the register each season.
- 3.2.2 Where driver license details are missing, the JAB delegate for the club will be notified. The club's administrator will need to fill in these details to initiate the process.
- 3.2.3 **No team will be entered in the draw without having a coach that has completed the police vetting process for the competition year.**

3.3 JAB Coaches on the field.

- 3.3.1 Grades U6 to U8 a coach can be permitted to be on the field of play to assist players.
- 3.3.2 U9 – coaches can be on the field if there is an agreement prior to the start of the game.
- 3.3.3 In the event a coach is required to referee their team then there is to be no coaching of the team at the same time.

3.4 JAB Coach registration sanctions

The WBRU JAB will be relying on Coach, Team and Club integrity to ensure adherence to all criteria. Any breaches of the outlined criteria will see incidents being dealt with as per the procedures outlined in the Incidents and Complaints (7) section, and any necessary sanction implemented.

Only a JAB delegate is able to file a complaint on behalf of their club.

- 3.4.1 Teams without an accredited Small Blacks coach will not be entered in the draw for games.
- 3.4.2 Teams without police vetted Small Blacks coach will not be entered in the draw for games.
- 3.4.3 Where an accredited or police vetted coach for a team is absent, another suitably accredited/vetted coach must be with the team. Further incidences will incur a removal from the competition. Championship: Failure to do so will result in the team forfeiting their competition points.

4. JAB Player registrations

All players that wish to play JAB rugby will need to be registered prior to playing their first game. This is a requirement.

4.1 JAB player registration timeline

- 4.1.1 All players need to complete the player registration process each season and prior to playing their first game. Parents or guardians of the JAB players will complete this process.

- 4.1.2 All players must comply with the JAB age grade competition criteria, especially age and/or weight restrictions.
- 4.1.3 Mixed gender teams are suitable for all levels of Small Blacks rugby (u13 and below). Reference NZR Policy #7: Mixed teams & Oppositions.
- 4.1.4 All JAB games will need to comply with the NZR Half Game Rule Policy #6.
As part of this policy it is re-stated that rolling subs are not allowed, although substitutions at quarter, half and three-quarter time will be permitted.
Exceptions to this rule include, but are not limited to the following. These must be disclosed to opposition coaches prior to the game:
 - players returning from injury
 - players with special needsAny sanction will be applied to the adults involved rather than penalise the players.

4.2 JAB Championship criteria

Teams competing in the championship grades will need to comply with the below additional criteria:

- 4.2.1 Complete a verified and signed squad list to be carried by each team manager. The squad list will feature a player photo, date of birth and any dispensation information. This will be a laminated form with a signature from a WBRU representative.
- 4.2.2 Any additions during the JAB Championship season will require a new verified list to be signed and laminated prior to them playing their first game. (Reference Championship Grade 2.7)
- 4.2.3 Where players are borrowed from another Championship team due to a team not meeting the minimum number to play, only true age grade players can be loaned.
 - Players with a dispensation to play in the age grade are not allowed to be loan players.
 - Loan players shouldn't take the place of a player or play more minutes than players in the team they are loaned to
 - Ensure loaned players do not have key roles within the team they are loaned to e.g. cannot be the goal kicker.
 - Teams must accept loan players when the team is short on players to ensure all games proceed as planned and maintain competitive integrity.
- 4.2.4 Failure to comply with the above will result in teams losing competition points.

4.3 JAB Dispensations

Players taking part in an age grade competition must be under the specified age as at the 1st of January and weight restriction preceding the start of the competition. However, there may be circumstances that require an over aged or over weight player to play up or down an age or weight grade. All dispensations must be received by the JAB committee prior to the start of the season, after which decisions will be made in regard to each application. Reference NZR Policy #4: Dispensations.

The purpose of dispensations is to allow:

- i. Players new to the game or with limited playing experience (less than 2yrs)
- ii. A player too heavy for their intended age grade will be moved up one AGE grade. This player may still be above the new weight limit and will have an additional note added to their dispensation and player registration information.
- iii. Players with medical reasons (this must be supported with official medical information/certificate)
- iv. Country clubs who wouldn't be able to field a team due to a lack of player numbers and there is no other team to play for.
- v. Players who would be adversely affected by playing in the correct grade for their age/weight to be re-graded to play in a lower grade. This also includes players that are Year 9 college students
- vi. Players that are to play up or play down due to no appropriate team being available at their club.
- vii. College players that still meet the U13 JAB grade requirements

NOTE: Female players will automatically be allowed to play down one age group. This player will need to meet playing standards e.g., if too good for the new grade, they must play in their intended grade.

- 4.3.1 Application for a Dispensation must be made on the official online platform (Google Form) by the clubs JAB delegate. Once completed the JAB delegate must notify the JAB Committee so the application can be reviewed.
- 4.3.2 A Player for whom a dispensation has been sought, cannot play in the proposed Grade/Team until that dispensation has been granted. These should be submitted no later than Thursday of any given week once the JAB season has been started.
- 4.3.3 The JAB Committee will determine each year the definition of 'Country Club'.
The country clubs are currently designated as Eketahuna, East Coast, Tuhirangi and Gladstone.
- 4.3.4 A three-week grace period will be attributed to all dispensation requests. During this period the player will be viewed by JAB delegates to assess their suitability for the grade they intend to play in.
- If done prior to the season the Carnival Day's will be used as the three-week grace period.
- 4.3.5 Once dispensations have been approved the following conditions must be adhered to:
- A dispensation note is added to the player's registration information.
 - U6, U8, U9 and U10 teams can have **two** players granted dispensation **on the field** at one time. Coaches can agree to allow more players with dispensations to play prior to a game starting.
 - U11 and U13 teams can only play **three** player's granted dispensation **on the field** at one time. U14 players with dispensation are limited to 3 per squad.
 - **All Coaches to meet pre-match** to identify and verify players granted dispensation on Team Sheet.
 - Players granted dispensation are to be identified to the referee before the game.

4.4 College Player (Year 9) Dispensations

Year 9 players that meet the age and weight restriction for U13 JAB rugby must apply for dispensation. The player must be added to the verified, signed and laminated squad list. Any additions during the season will require a new verified list to be signed and laminated prior to the play taking the field.

- 4.4.1 The player's school must provide written confirmation that the player is not playing/representing the school.
- 4.4.2 An under 14 years college player (as at the 1st January in that year) being under 55kgs wishing to continue to play for their nominated club can apply for a dispensation to play JAB U13 Rugby providing that:
- This player cannot play if there is a girl playing in the game.
 - This player cannot play if there is an under 11s eligible player in the game.
- 4.4.3 Dispensation requests need to be made prior to the season where possible or no later than the Thursday of the intended game day.
Please refer to the JAB Championship Criteria (4.2) & JAB Dispensation (4.3) sections.
- 4.4.4 JAB teams will only be allowed 3 college/dispensated players per squad. As per rule 4.3.5, U13 teams can only play three player's granted dispensation on the field at one time.
- 4.4.5 The player is deemed ineligible if they play in a WBRU Secondary School competition or are registered to a Secondary School in the same year as being registered for a JAB team.

4.5 Above Weight Player

An Above Weight Player as a player above the weight restriction set for their intended grade, and is still above the weight restriction set for their new grade. This applies for players who have gone down an age grade and still above the weight restriction.

- 4.5.1 Any player playing up **ONE** grade because of being above the weight limit set for their grade and is still above the weight limit set for the grade they have moved into, the AWP rules apply.
- 4.5.2 Any player that has been granted dispensation to play down a grade and is above the weight limit of that grade, the AWP rules will apply.

- 4.5.3 If there is no grade to move up to then that player will be on a three-week trial where the AWP conditions apply.

The player/s must be clearly identified on the team sheet and the opposition coaches and referee must be advised of that player/s.

- When any penalty or free kick is awarded, **the player must not** tap and run or be the first receiver in any instance.
- **The player must not** take the ball off the back of a scrum if playing No. 8.
- From all set pieces **the player must not** be the first receiver in any instance.
- **The player must not** run from the position of half back or 1st five at set piece time.
- If the player is playing in the front row and it becomes obvious either to the opposition coaches or the referee that the player is dominating at scrum time and safety is becoming an issue, then scrums will revert to uncontested scrums.

4.6 JAB Player registration sanctions.

The WBRU JAB will be relying on Coach, Team and Club integrity to ensure adherence to all criteria. Any breaches of the outlined criteria will see incidents being dealt with as per the procedures outlined in the Incidents and Complaints (7) section, and any necessary sanction implemented.

Only a JAB delegate is able to file a complaint on behalf of their club.

- 4.6.1 Teams playing ineligible players in the Championship grade will be deducted competition points. Further incidences will incur a removal from the competition.
- 4.6.2 Teams playing unregistered players will receive an initial warning. Further incidences will incur a deduction of competition points for championship teams.
- 4.6.3 Championship teams that fail to produce their laminated verified squad list and/or team cards prior to a match will incur a loss of competition points.

5. JAB Referees

When available the WBRRA will look to appoint a suitable referee to cover games, with Championship grades having the priority. Where possible JAB teams should look to have a nominated person that is able to attend an Associate Referee course.

5.1 Appointing a referee

If no official referee is appointed by the WBRRA,

- 5.1.1 The home team is responsible for ensuring an “Associate Referee” is available to officiate the fixture
- 5.1.2 If no one is available from the home team, then the visiting team’s “Associate Referee” is permitted to referee.
- 5.1.3 If none of these people are available then the home team can nominate someone to referee. U13 Scrums will become non-contested.

5.2 Referee abuse

Referee abuse will not be tolerated and complaints will be dealt with swiftly.

- 5.2.1 All complaints need to come through the JAB delegates by Monday 5pm after the game.

6. RULES FOR SATURDAY MORNING RUGBY – Wairarapa Bush JAB.

WBRU JUNIOR PLAYER DEVELOPMENT MODEL

Age Grade	U6	U8	U9	U10	U11	U12/13	Comments
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Players on field (minimum)	7 (5)	7 (5)	7 (5)	10 (7)	10 (7)	15 (12)	All players must play half a game each. Minimums required to start a game. Coaches will be able to discuss prior to a game to modify the numbers to play on the day. This can be above or below the recommended players on the field number.
Squad size (approx.)	10	10	10	15	15	22	Small squad sizes to maximise players time on field.
Field size	MINI	U8A: ¼ U8B: Mini	¼	½	½	Full	Please see Field Sizes in Appendix G
Length of Game	2 x 10	2 x 10	2 x 25	2 x 25	2 x 30	2 x 30	These are maximums. U6 & U8 play two games each day.
Try	5	5	5	5	5	5	Score blowouts have a detrimental effect on both teams. If score blowouts are occurring i.e. 30+ at halftime, points will be awarded for the game, then coaches must take steps to even up game
Conversion	0	0	0	0	2	2	U11 conversion taken from in front of posts. U13 conversions are not to be taken further out than the 15 m line.
Ball size	2 ½	3	3	3	3	4	Balls will be colour coded for each size. Size 2 ½ = orange, Size 3 = blue, Size 4 = green
Tackle	Rippa	Rippa/Tackle	Tackle	Tackle	Tackle	Tackle	Tackle height is below sternum.
Subs	All Players are required to play half of a game each match.						
Scrum	No	No	3	5	5	8	Contest and pushing only at U13 The push is limited to half a metre maximum. Safety is paramount.
Lineout	No	No	3	5	5	8	Lineouts can be contested from U11. There is to be no lineout lifting at any level
Kick-off	Tap & Pass	Tap & Pass	Punt/drop kick by the scoring side	Punt/drop kick by the scoring side	Normal	Normal	At U10 and below, kick offs to be rotated through all Players
Penalty	Tap & Pass	Tap & Pass	Tap & Pass	Tap & Pass	Normal	Normal	
Kicking	No	Discouraged	Discouraged	Discouraged	Yes	Yes	
Associate Referee	No	Yes	Yes	Yes	Yes	Yes	

6.1 Score Blow-outs

If a team is leading by 30+ at half time, points for the win are taken. Scores will be recorded as a 30 + difference.

Championship: Points difference is not a tie breaker (see 2.9 JAB Championship Finals Day)

Coaches must take steps to even up the next half. The following are some options available to the Coaches:

- Sub/swap *Sub off or swap key players*
- Wind advantage *Give away any wind advantage that may exist*
- Kick-offs *Weaker teams restarts with a tap and pass rather than kick*
Scoring team kicks to weaker team
- Depower *Non-contested scrums & lineouts*

7. Incidents and Complaints

(See Appendix F "Complaint/Incident Report")

This section has been reviewed in the hope that a clearer understanding of the Judicial System, the Penalty System and the differences between them, will be obtained.

There are a few points that are common to both that must be emphasized.

- Do not involve children in any conflict – all discussions, whether on the playing field, in clubrooms, on the telephone or at home should be done away from children.
- All Clubs shall have a Policy for dealing with complaints or reported incidents that involve **only** Members of, and people associated with their own Club. All other such matters are covered by the Policies of the WB JAB Committee and the WBRU.

7.1 WBRU Disciplinary Policy

- 7.1.1 The WB JAB is an affiliated body to the WBRU and constitutionally has the authority to administer ALL aspects of Wairarapa Bush Junior Club Rugby.
- 7.1.2 This includes (but not exclusively) handling of all disciplinary matters within Wairarapa Bush Junior Club Rugby.

7.2 WBRU Complaints JAB Policy

The WB JAB Committee will deal only with facts.

The WB JAB Committee will not consider complaints that are considered frivolous, vexatious or otherwise without merit. In order to eliminate time wasted on these sorts of complaints, it will be the JAB Delegate only who reports to and corresponds with the WB JAB Committee. The Complaints Form is to be used

- 7.2.1 All players need to complete the player registration process each season and prior to playing their first game. Parents or guardians of the JAB players will complete this process.
- 7.2.2 Complaints of reported incidents involving people from the same Club should, in the first instance, be dealt with by the Club concerned and in accordance with the policy of that Club.
- 7.2.3 Where a complaint concerns or involves any member of another Club, then it should be dealt with only by the delegate of the Clubs involved.
- 7.2.4 If the situation is not resolved to the satisfaction of both parties, then the complaint may be referred to the WB JAB Committee by the Delegate of either Club.

7.3 Incidents

Incidents include sending off, unsportsmanlike behaviour on the field, and unruly behaviour on the sideline.

7.4 Complaints

Complaints can be made about the above, but also when player and coach eligibility issues arise.

A judicial system is in place to deal with disciplinary matters, the judicial system is explained further on. A penalty system is in place to deal with Clubs/teams who fail to comply with the outlined JAB participation criteria. This is laid out further on.

7.5 Dealing with Incidents and Complaints

- From time-to-time incidents may occur, or rules violated that result in a complaint, and require investigation and follow-up action by the WB JAB Committee.
- All incidents/complaints referred to the WB JAB Committee must come from the Club Delegate and the Complaints Form must be used.
- If the complaint/incident is of a minor nature, it should be handled by the JAB Delegate of the Clubs concerned. If the problem is unable to be resolved between Delegates, then the matter is to be referred to the Chairman within 72hrs from when the incident happened. There, the CEO, the RDO or the CRM, on behalf of the WB JAB Committee, will investigate the complaint/incident and then, in consultation with

the JAB Committee, a decision will be made about which course of action is to be taken, whether it be a letter of caution or to proceed to a hearing before the WBRU Judicial Committee or a penalty.

- Reports from Referees and Touch Judges will be obtained if necessary.
- Delegates will be kept informed of all complaints, action taken and outcomes.

7.6 Schedule for dealing with Incidents and Complaints

7.6.1 At the game

- All sending offs (where a player is ordered off the field for the duration of the rest of the game) must be notified to the WBRFU JAB Committee.
- At all times, the emphasis must be on allowing a game to continue as long as no issue of Player safety is involved.
- Discussion between adults should be away from the hearing of children.
- Incidents occurring before (when a team is assembled in preparation for playing a game), during and immediately after a game, that may be dealt with at the time include:

The Verification of Player Eligibility	Where a Coach/Manager is unable to verify the eligibility of a Player, that Player must take no part in the game as long as an issue of Player safety is concerned. The incident must then be reported to the Club Delegate. Coaches/ Managers shall take no further action.
Verification of the Qualification of Coaches and Referees	No person who is unable to, at the time, prove that they hold the appropriate qualifications shall referee a game. If no such person is available to referee a game, then that game must not be played. Where a Coach or Referee is unable to verify their qualification, this must then be reported to the Club Delegate. Coaches shall take no further action.
The Application or Interpretation of Rules.	The Referee shall be the sole judge of the interpretation and application of the Rules and laws and the application of the advantage law. Unless there is concern for player safety, any disagreement with the decisions of the Referee should only be discussed at half time or after the game, and only by the Coach of the Teams involved in the game. If the Referee does not wish to discuss any issue regarding the decisions made then the Coach shall take no further action at the time and may make a report to his/her Club Delegate
Player Safety	Where, in the opinion of a coach, an issue of player safety is present during a game, they should call out and get the referee's attention. The referee must then halt the game and be willing to discuss with both Coaches the issue of concern. If the issue cannot be sorted to the agreement of all parties then the game may be called off and the incident reported to the Club Delegate. Coaches shall take no further action.
Unsportsmanlike Behaviour on the Field	This is a matter for the Referee and should be brought to their attention in the manner described above. No Coach shall address a member of the opposing team without the Consent, and only in the presence of, that player's Coach. If in the opinion of the Coach the matter has not been dealt with satisfactorily, the game should be allowed to continue unless there is an issue of player safety present, and the incident reported to the Club Delegate. Coaches shall take no further action.
Unruly Behaviour on the Sideline.	Coaches should only address people associated with their own Team. The Referee has the right to stop the game until the issue is addressed. Only Coaches or Managers may address the Referee or Ground Official. At all times work simply to calm a situation and allow the game to continue. All other issues should be dealt with by the Club Delegates of the Clubs involved. Incidents involving intimidating or physical behaviour by sideline supporters will be referred to the Police. This is non-negotiable.

- Only Coaches or Managers named on the Official Team Lists should deal with conflict situations, JAB Delegates and WBRU officials should be sought.
- Players, Parents and Spectators should not be included in, or become involved in conflict resolution.
- All other issues concerning behaviour, protocol and procedural matters, involving Player, Coaches, Parents and Spectators should be forwarded to and dealt with by the Club according to the relevant Policies of that Club.

7.6.2 Incidents and Complaints at times other than at a game

- Incidents and complaints concerning only the Members of the same Club should be dealt with by that Club. In many cases, it is better that a Coach doesn't try and deal with an incident or complaint themselves, but should instead refer such issues to their Club Delegate.
- Any accusations of abuse or mistreatment of Players must be referred directly and immediately to the Club Committee.
- Club Officials may ask for assistance from their Senior Club or JAB Delegate in adjudication or for purposes of clarity. If Coaches/Management feels they are being treated unfairly, this may be taken up with the WB JAB Committee.

7.6.3 Appeals

- If a Complainant (Person or Club) feels that at any time that their complaint has not been given due consideration or feel that they have been unfairly treated in the matter, they may appeal with all the supporting evidence to the WB JAB Committee.
- Appeals against the decisions of the WB JAB Committee may be made in accordance with the policies of the WBRU, to the WBRU.
- The WB JAB Committee reserves the Right to forward any complaint to the WBRU Judicial Committee.

7.6.4 Penalties

Clubs/teams who fail to comply with any of the outlined JAB Participation Criteria and Player eligibility requirements will be subject to the listed disciplinary actions:

- 1st instance – forfeit points from game
- 2nd instance – 1 week suspension
- 3rd instance – suspended for the rest of season

Appendixes Listed as follows:

Appendix A: 2024 JAB Delegates Contact List

Appendix B: Calendar Dates

Appendix C: Championship Verified Squad List

Appendix D: Championship Team Cards

Appendix E: Complaints/Incident Rep

Appendix F: Serious Injury Report

Appendix G: JAB Field Sizes

Appendix H: Games at Trust House Memorial Park

Appendix A: DELEGATE CONTACTS LIST

Carterton RFC:	East Coast RFC:
Johnie McFadzean	Nicole Boyce
M: 0274295777	M: 027 977 5292
E: johnie.mcfadzean@gmail.com	E: boycey08@hotmail.com
Eketahuna RFC:	Featherston Rugby Club:
Ben Johnston	Nifo Ili*
M: 027 479 5004	M: 021 232 9091
E: bpjohnston77@hotmail.com	E: featherstonjab@gmail.com
Gladstone Rugby Club:	Greytown RFC:
Charlie Post	Tavita Isaac
P: 021 655 560	M: 027 347 1953
E: charliepost@gmail.com	E: tavita@solintex.com
Marist RFC:	Martinborough RFC:
Blair Gard'ner	Ana Gudsell
M: 027 346 0468	M: 027 452 6504
E: gardner.blair@gmail.com	E: ana@bellst.co.nz
Masterton Red Star:	Pioneer Sports Club:
Paul Waitere	Paul Griffiths
M: 027 326 8335	M: 021 967 291
E: paulwaitere@gmail.com	E: griffo@xtra.co.nz
Tuhirangi RFC:	Wairarapa Wahine Toa
Steph & Malcolm Jaspers M: 027 424 1225 E: stephjaspers@gmail.com	Tansy Brown M: 021 605 123 E: tansybrown@gmail.com wwtrugby@gmail.com
	wahinerugby@gmail.com
Secretary:	
Thomas Ralls	
M: 022 066 2029	
E: thomas@waibush.co.nz	

Appendix B: CALENDAR DATES

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KEY:

JUNIOR ADVISORY BOARD (JAB)	JAB RUGBY SEASON	JAB COACH DEVELOPMENT	PLAYER DEVELOPMENT	PRIMARY SCHOOL TOURNAMEN TS	EXTERNAL TOURNAMEN TS
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	DATE	ACTIVITY	TIME	VENUE
FEBRUARY	19 th	JAB Meeting 1	7.00 - 8.30pm	Union Rooms
MARCH	12 th	Masterton Primary School Rippa Tournament	10.00 - 2.00pm	Memorial Park
	14 th	Masterton Primary School Rippa Tournament Save Day	10.00 - 2.00pm	Memorial Park
	18 th	JAB Meeting 2	7.00 - 8.30pm	Union Rooms
	19 th	SS Boys Quick Rip Tournament	10.00 - 2.00pm	Memorial Park
	21 st	SS Girls Quick Rip Tournament	10.00 - 2.00pm	Memorial Park
APRIL	14 th	Small Blacks Roadshow - South - North	10.00 - 11.30am 2.00 - 3.30pm	Martinborough RC Memorial Park
	15 th	JAB Meeting 3 – Team entries due	7.00 - 8.30pm	Union Rooms
	16 th	JAB Development Day U8-U10 (North) <i>Girls Tackle Box (North)?</i>	10.00 -11.30am 12.00 - 1.00pm	Memorial Park Memorial Park
	17 th	JAB Development Day U11-U13 (South) JAB Development Day U11-U13 (North)	10.00 - 11.30am 1.30 - 3.00pm	Greytown RFC Memorial Park
	23 rd	JAB Development Day U8-U10 (South) <i>Girls Tackle Box (South)?</i>	10.00 - 11.30am 12.00 - 1.00pm	Memorial Park Memorial Park
	24 th	JAB Development Day U11-U13 (South) JAB Development Day U11-U13 (North)	10.00 - 11.30am 1.30 - 3.00pm	Greytown RFC Memorial Park
	28 th	Small Blacks Roadshow - South - North	10.00 - 11.30am 2.00 - 3.30pm	Greytown Memorial Park
MAY	1 st	Small Blacks Final Coach Course	6.00 - 8.00pm	Memorial Park
		<i>Girls Tackle Box (North)?</i>	4.00 - 5.00pm	
		<i>Girls Tackle Box (South)?</i>	4.00 - 5.00pm	
	10 th	JAB season starts: Rippa South Rippa North	4.15 - 5.30pm	Greytown RC Pioneer RC
	11 th	JAB Carnival Day 1	9.00 - 12.00pm	Gladstone RC
	15 th	Associate Referee Course	6.30 – 7.30pm	Greytown RC
	17 th	JAB Rippa South JAB Rippa North	4.15 - 5.30pm	Greytown RC Pioneer RC
	18 th	JAB Carnival Day 2	9.00 - 12.00pm	Eketahuna RC
	20 th	JAB Meeting 4	7.00 - 8.30pm	Union Rooms
	24 th	JAB Rippa South JAB Rippa North	4.15 - 5.30pm	Greytown RC Pioneer RC
	25 th	JAB Carnival Day 3	9.00 - 12.00pm	Carterton RC
	31 st	JAB Rippa South JAB Rippa North	4.15 - 5.30pm	Featherston RC Pioneer RC
JUNE	1 st	JAB Grade Rugby Wk4	9.30 - 12.00pm	Various venues
KING'S BIRTHDAY - MONDAY				
	7 th	JAB Rippa South JAB Rippa North	4.15 - 5.30pm	Featherston RC Pioneer RC
	8 th	JAB Grade Rugby Wk5	9.30 - 12.00pm	Various venues
	14 th	JAB Rippa South JAB Rippa North	4.15 - 5.30pm	Martinborough RC Pioneer RC
	15 th	JAB Grade Rugby Wk6	9.30 - 12.00pm	Various venues
	17 th	JAB Meeting 5	7.00 - 8.30pm	Union Rooms

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	21 st	JAB Rippa South JAB Rippa North	4.15 - 5.30pm	Martinborough RC Pioneer RC
	22 nd	JAB Grade Rugby Wk7	9.30 - 12.00pm	Various venues
NO GAMES MATARIKI WEEKEND				
JULY	5 th	JAB Rippa South JAB Rippa North	4.15 - 5.30pm	Martinborough RC Pioneer RC
	6 th	JAB Grade Rugby Wk8	9.30 - 12.00pm	Various venues
JULY SCHOOL HOLIDAYS				

	DATE	ACTIVITY	TIME	VENUE
	10 th	Girls Development Day U11-U13	10.00-11.30am	Memorial Park
	13 th	<i>JAB U11/U13 Development game</i>	<i>9.00-12.00pm</i>	<i>Memorial Park</i>
	15 th	JAB Meeting 6	7.00-8.30pm	Union Rooms
	17 th	Girls Development Day U11-U13	10.00-11.30am	Memorial Park
	26 th	<i>JAB Rippa – Term 3 option.</i>	<i>4.15-5.30pm</i>	
	27 th	JAB Grade Rugby Wk9	9.30-12.00pm	Various venues
AUG	2 nd	<i>JAB Rippa – Term 3 option.</i>	<i>4.15-5.30pm</i>	
	3 rd	JAB Grade Rugby Wk10	9.30-12.00pm	Various venues
	9 th	<i>JAB Rippa – Term 3 option.</i>	<i>4.15-5.30pm</i>	
	10 th	JAB Grade Rugby Wk11 - (Championship SF)	9.30-12.00pm	Various venues
	13 th	WBRU Primary Schools Girls Rippa Day	10.00-2.00pm	Carrington Park
	15 th	WBRU Primary Schools Girls Rippa Day - SD	10.00-2.00pm	Carrington Park
	16 th	<i>JAB Rippa – Term 3 option.</i> Championship Finals	<i>4.15-5.30pm</i>	
	17 th	JAB Grade Rugby Wk12	9.30-12.00pm	Various venues
	19 th	JAB Meeting 7 - JAB Community Survey to be sent out.	7.00-8.30pm	Union Rooms
	27 th	WBRU Primary Schools Boys Rippa Day	10.00-2.00pm	Carrington Park
	29 th	WBRU Primary Schools Boys Rippa Day - SD	10.00-2.00pm	Carrington Park
SEP	16 th	JAB Season review	7.00-9.00pm	Union Room

Appendix C: Verified Squad List (Alternate option)

Club _____ Name
 Team _____ Name
 Grade _____

	Name	Photo	DOB	Weight	DP	AWP
1	JOAN BLOGGS		1/1/2023	70	NO	NO
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23						
24						

25						
26						

Coaches Name: _____

Assistant Coaches Name: _____

Managers Name: _____

Delegate signature: _____

WBRU signature: _____

Note: DP = Players granted Dispensation, AWP = Above weight player

OFFICIAL JAB COMPETITION RESULTS SHEET

Grade: _____ Date: _____
 Home Team: _____ Venue: _____
 Opposition: _____

No.	Registered Players Name	T	P	C	DG
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					

Half Time Score Home Team: _____ Opposition: _____
 Full Time Score Home Team: _____ Opposition: _____

Home Teams Coach Name: _____
 Home Teams Coach Signature: _____
 Opposition Coach Name: _____
 Opposition Coach Signature: _____

Note: You are the home team no matter where the game is played

Team Sheet Procedures

- The Coach/Manager fills the card out before the game i.e. players names against playing position
- The Coach/Manager is to record scores, team points scorer details onto the sheet during the game
- The Coach is to sign the team card before getting the opposition coach to sign the team card
- Team sheets need to be at WBRU by 1.00pm the following Monday via the letterbox
- Results and scanned team cards can be sent to: **waibushrugby@gmail.com**

COMPLAINT/INCIDENT REPORT

- Complaints should be initially directed to your Club’s delegate to action
- Complaints should only be made to the WB JAB once all other avenues have failed to bring about a satisfactory resolve.
- All complaints to the WB JAB must be made in writing on this form.
- The decision of the WB JAB will be final and binding on all parties.
- The WB JAB reserves the right to suspend any player, coach, manager or administrator from being involved in Wairarapa Bush Junior Club Rugby until such time that the issue has been resolved to its satisfaction.
- The WB JAB does reserve the right to, in certain cases, refer the complaint to the WBRU Judicial Committee/Panel.

Details of the Incident

Date: _____ Time: _____

Grade: _____ Venue: _____

Teams involved

Club	Team Name/Grade	Coach/Manager

Is this complaint regarding the behaviour or actions of?

Player/s
 Coach/Manager
 Spectator/Parent
 Club Official
 Other

Please list the name, club and role of any person/s you feel had a part in this incident

Name	Role e.g. player, coach	Club	Jersey number

Is this complaint regarding:

Facilities
 Equipment
 Organisation

Details of the person making this complaint:

Name	_____	Phone	_____
Address	_____	Club	_____
	_____		_____

Please give a brief description of what happened, as you saw it. State only the facts and do not include anyone else's opinion.

What actions were taken to resolve the issue at the time and by whom?

Persons/clubs/committees who have previously heard or dealt with this complaint

(Please supply copies of all records and documentation relevant to your dealings of this complaint).

Name or Organization	Contact Person	Phone

Why is this complaint being referred to the WB JAB?

Declaration

I _____ *(person lodging this complaint)*,
confirm that the details given are accurate to the best of my knowledge.

Signed _____

Dated / /

Appendix F: Serious Injury Report



WAIRARAPA BUSH JAB SERIOUS INJURY REPORT FORM
TEAM MANAGEMENT REPORT/REFEREE REPORT



Serious injury reports must be forwarded to the Provincial Union headquarters within 48 hours of the injury coming to the notice of the referee or team management (see below for fax numbers for Provincial Unions)

Serious injury reports must be completed for the following injuries:

- Any head or neck injury that requires the player to be transported directly from the ground to an emergency department, hospital or after hours medical centre
- Any injury that results in the admission of a player into hospital after any game
- Any injury that is expected to prevent a player from playing for a period of 8 weeks or longer
- Any Blue Card that has been issued

INJURED PERSON
 Surname: _____ First Name(s): _____ Player Registration Number: _____
 Date of Birth: / / _____ Male / Female _____ Playing Position: _____ Grade: _____

Date: / / _____ Time: _____ : _____ am/pm _____ Place: _____ The injury occurred during: **Match** or **Training** (please circle one)

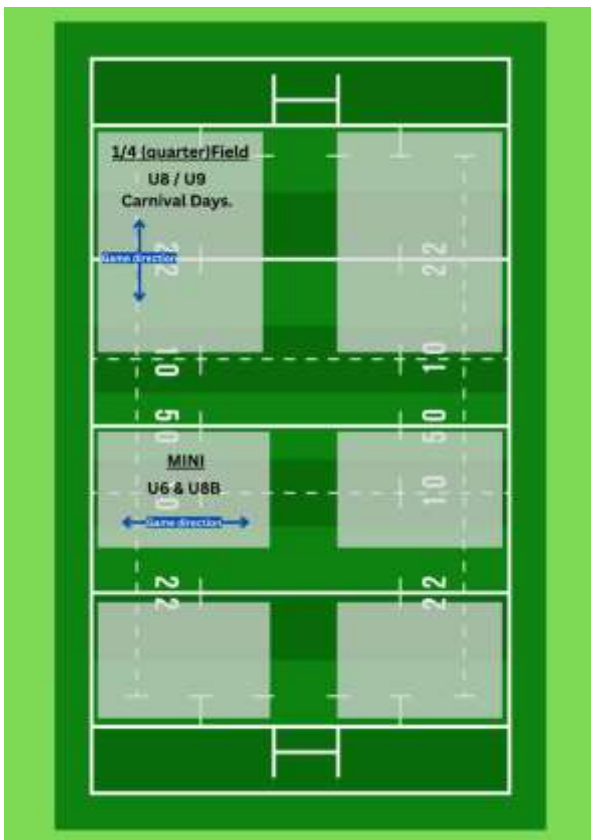
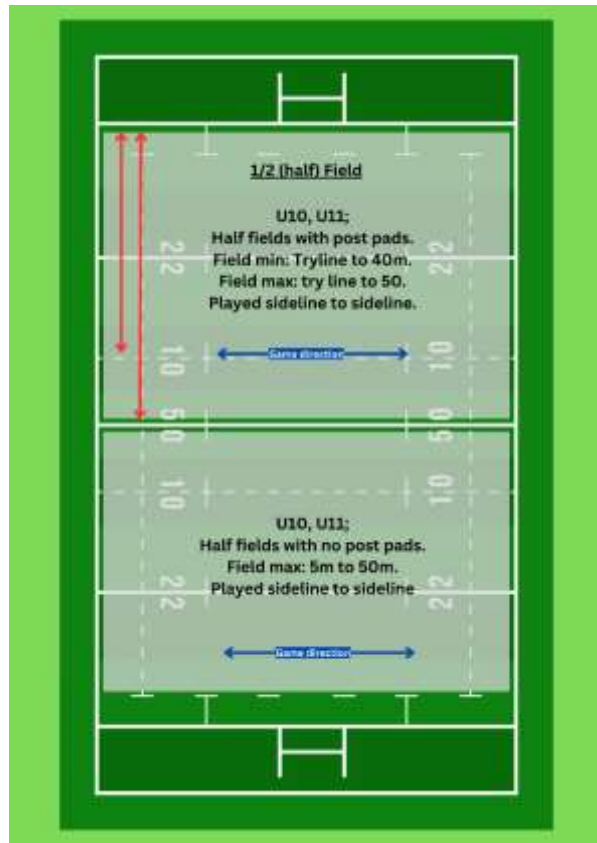
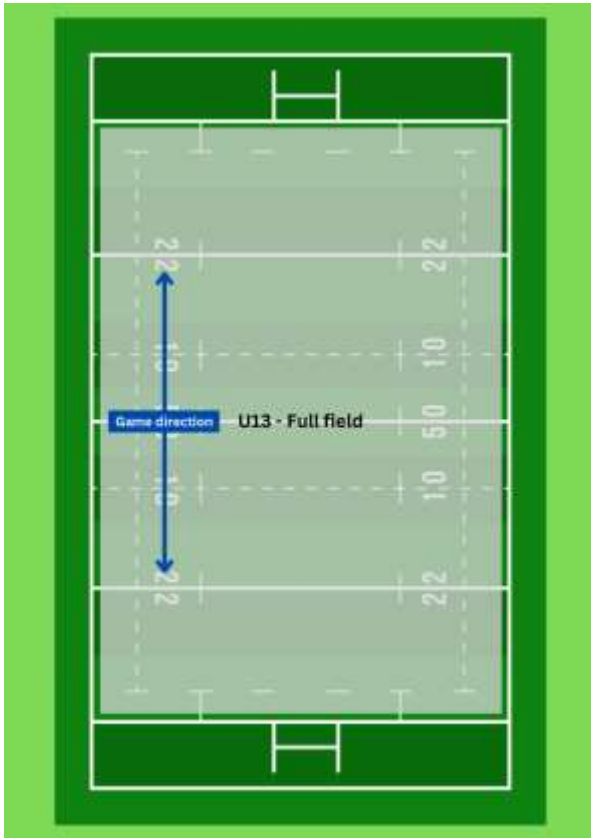
Type of Injury	Site of Injury	Event Causing Injury	How many players were involved in the tackle?	Was Foul Play involved?
Concussion	Head	Scrum Engagement	Tacklers 1 <input type="checkbox"/> 2 <input type="checkbox"/> More <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> (please circle one)
Fracture	Neck	Lineout		
Dislocation	Shoulder	Ruck		
Serious Joint	Back	Tackle (specify) → Tackler → Front Side Behind		
Other (specify)	Arm			
	Chest/Trunk			
	Thigh/Hamstring			
	Knee			
	Lower leg			
	Other (specify)			
On-field Treatment Provider				
Doctor				
St Johns				
Team Official				
Referee Only				
Other (specify)				
Method of Leaving the Field				
Ambulance				
Stretcher				
Other (specify)				

Brief description of how the injury occurred:-

Signed _____ Designation (e.g. Referee, Team Manager etc.) _____

Contact No(s) Wk _____ Home _____ Mobile _____

Appendix G: JAB Field sizes



Appendix H: Games at Trust House Memorial Park

Trust House Memorial Park Turf – Finals Day

Games played on Trust House Memorial Park Turf must adhere to the following rules: -

- **Only players, coaches and manager** are allowed in the tunnel area and changing rooms.
- During the game the entrance door will be locked. For the second game the entrance door will be opened at half time to let the teams into the changing area then locked again.
- Players must leave their bags in the changing rooms and not taken out into the turf enclosure.
- Players are to enter the turf enclosure via the tunnel. Not jumping the turf enclosure fence.
- Players can warm up behind the goal posts, when there is a game in play. They must not impede with the current game in any way.
- Players must have clean rugby boots
- No gumboots or work boots to be worn on the turf
- No soft drinks, chewing gum or food allow on the turf or dugout area
- Only coaches, managers and players are allowed in the green dugout area and they must stay there, no one is allowed to walk up and down the sideline during the game
- Players can warm up in the red area behind the goal posts during the game
- For safety reason it is advised that all players have a shower after the game.

NOTES