



“ONE CLUB THROUGH UNITY, PASSION AND RESPECT”

Otago Rugby League & Sports Club Inc.

Code of Conduct and Rules of the Club

- **1.0** For the purpose of this document "Club Members" means: a Coach and or Manager of any team, a Financial Member, Players, any Senior or Junior Committee Member or any other person(s) affiliated to the club by payment of a subsidy or fee.
- **1.1** Club means the "Otago Rugby League & Sports Club Inc".
- **1.2** Judicial means the Judicial Committee made up of people including a representative from the Club Management Committee or Executive Board overseeing the cases which are brought in front of them.
- **1.3** For the purpose of this document “the game” means any rugby league games organised by Auckland Rugby League.

The Role of the Management Committee (Executive Board and Junior Club Committee)

- Create pathways for Club members to participate as Players, Coaches and within the administration roles across all age groups and grades.
- Ensure that all the rules of the Club are followed and that all Club members are made aware of these rules.
- Ensure the equipment required for the training of teams or the administrative running of the Teams and Club is available to Coaching Staff and other Volunteers of the Club.
- Enforce the rules of the Club and Auckland Rugby League regarding the behaviour and standards required of spectators, parents, players, coaches and managers and their staff before, during and after games.
- Respect the rights, dignity and worth of all people involved in the game, regardless of gender, ethnic and religious backgrounds.
- Ensure the future development of Coaches and Managers within the game.
- Maintain effective communication and relationships with all Club Members and the Community.
- Enforce a zero tolerance against illegal drugs and off field violence.
- Ensure all monies collected for Player registration fees are banked into the Club account or forwarded to the Club Treasurer and a receipt is provided.



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Managers Role at Otago Scorpions

- Maintain effective communication and relationships with all those in your team and the Management Committee.
- Ensure that all the rules of the Club are followed and that all players and parents/guardians are made aware of these rules.
- Enforce the rules of the Club and Auckland Rugby League regarding the behaviour and standards required of spectators, parents, players, coaches and managers and their staff before, during and after games.
- Ensure good records are kept of all/any Team fundraising and that the monies raised are sent to the club account for safe keeping. Have records made readily available to players/parents or the Club upon request.
- Team Managers are responsible for the Club playing Jerseys, do not give out to the players to wash.

Coaches Role at Otago Scorpions

- Ensure the effective skills and knowledge of the game is passed on to players.
- Outline the standard of good behaviour expected from all spectators.
- Enforce any punishment as set out in "Rules of the Club" for bad behaviour from spectator(s).
- Act as Ambassadors of the Club when visiting or playing at another Club.
- Respect all referees, players and parents of all Teams.
- Ensure plans for personal development are communicated to the Club.
- Ensure the wellbeing and welfare of injured or sick players are of priority.
- Ensure effective communication and relationships are maintained with the Club.
- Enforce the alcohol ban on the side-lines and our zero tolerance against illegal drugs.
- Ensure all playing gear and equipment supplied by the Club is returned at the end of the season. Any unreturned playing gear and/or equipment will be replaced at a cost to the Coach and Manager.
- Understand and accept that all players and teams are the property of Auckland Rugby League and the Club who administers the Club affiliated to the local.

Players Role at Otago Scorpions

- All players are to pay their annual Club fees as set out by the Management Committee.
- Learn and understand the rules of the game and play by the rules of the game.
- Show respect and compliance to all referees and Club officials.
- Show respect to all Coaches, Managers and Spectators.
- Understand that bullying will not be tolerated by the Club.
- Act as an Ambassador of the Club when visiting or playing at another Club.
- Play as well as one can to gain the best result possible for yourself and your Team.
- Adhere to the rules against drinking in all Liquor Ban areas.
- Players will make themselves available for any Club activities or Sponsors events as and when requested by the Sponsor, Club or Coaching Staff.



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Rules of Otago Rugby League & Sports Club INC.

1. No alcohol is to be consumed around the park during games (Council have a Liquor Ban on all their car parks and parks which we need to support and help enforce).
2. No spectators, parents or members connected to the Club will behave in a manner that brings the Club into disrepute.
3. We will enforce a zero tolerance to illegal drug taking in and around our Club premises.
4. All rules and laws that apply to Licensed Premises will be observed in accordance with the Sales of Liquor Act.
5. Club members caught drinking in any Liquor Ban areas will be called upon by the Judicial Committee to account for their actions.
6. No alcohol is to be taken out of the designated areas as set out by Club Bar Manager.
7. Only beverages purchased from the Club Bar are allowed in the Clubrooms.
8. Anyone overly intoxicated (Assessed by the Club Bar Manager and his/her Staff) will not be allowed into the Club or served at the Bar.
9. No fighting in and around the Club premises - any incidents will be dealt with by the Judicial Committee.
10. The Judicial Committee exercises the right to make any decisions regarding any breaches of the Club rules. An appeal against their decision can be taken to the Executive Board if the person(s) is/are not satisfied with the Judicial decision.
11. No playing boots or dirty shoes are allowed in the Clubrooms.
12. A tidy standard of dress is required in the Club.
13. No children are allowed in the Clubroom area unsupervised after 6.30pm if the Bar is operating.
14. Anyone invited into the Club by members of the Club is responsible for that person(s) whilst in the Club.
15. Theft or damage to the Club in any way and its surrounding premises will be dealt with by the Judicial Committee or the Police as ascertained by the Club.
16. Every incident or complaint brought to the Judicial Committee, Management Committee or ARL will be treated on an individual basis. The rules of natural justice will apply.
17. Executive, Management and Sub-Committee Members, Coaches and Managers will be required to be vetted to ensure the safety and wellbeing of Players, Families and Supporters.
18. The Executive Committee reserves the right to amend these rules without notice.
19. The Club will address any matters or complaints in-house or escalate matters to the ARL and/or Police as deemed necessary.
20. Club approved apparel, merchandise and uniform suppliers to be used by all teams of the Club without exception or directions from the Executive Team. This includes during off season.

(Refer to example 3)



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Sponsorship, Donations & Fundraising Policy

(Refer to examples and attached documents for examples)

1. All Teams must advise the Management Committee of their Sponsorship plans each year to be included on a Register.
2. The Management Committee must approve all sponsors and team or individual fundraising before they are approached, or fundraising commences. Monitoring the sponsorship and fundraising donations sought by Teams will ensure unnecessary pressure is placed on local businesses, families etc. as sponsors will also be sought that will benefit the Club as a whole. Knowing where teams are seeking sponsors from will ensure we present a professional front in all our dealings. **(Refer to example 1)**
3. Donations from individuals or businesses must be notified to the Management Committee. **(Refer to example 2)**
4. Protecting the Clubs integrity from disrepute and negative scrutiny is paramount in all decisionmaking processes.
5. The Club has the right to ensure Team and Sponsor agreements are met and adheres to Club requirements regarding our obligation to Sponsors.
6. Where sponsorship and/or donations are declined by the Management Committee, a full written explanation will be provided.
7. Executive Board decisions are final in all matters.

Example 1

Numbers sheet fundraiser/sponsorship is NOT TO BE DONE.

Each number is equivalent to the amount stated:

eg 1=\$1, 22=\$22.

Number	Name	Number	Name
1=\$1		20=\$20	
2=\$2		21=\$21	
3=\$3		22=\$22	

If doing 1-25 this will equal \$325per player and if you have 12 players then that is \$,3900, for a team of 25 that is \$8,125.

These sponsor forms make thousands of dollars and can put families in financial hardship.

Example 2

Donations or sponsors from groups/individuals who obtained funds through anti-social gains. i.e. gang money, money obtained by fraud or theft.

Example 3

Dynasty is the only company your Otago Scorpions Rugby League apparel should be purchased from in any form. If you have associated a team design or name with the Scorpions club, you should not put that onto non Dynasty brands, as this can lead to a breach in the contract we have with them as a supplier.





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Statement and Acceptance by Members of the Club

I _____ a financial member of the Otago Rugby League & Sports Club INC. for the _____ Rugby League Season and the Coach/Manager of the _____ state that;

I have received and read the documents titled.

- Code of Conduct
- Rules of the Otago Scorpions Rugby League and Sports Club and,
- Sponsorship and Donations/Fundraising Policy

I understand that it is my obligation to read and make my players and parents understand all of the above documents, and that I, coaching staff or players may be subject to any disciplinary or judicial hearing if I breach what is set out in these documents.

Team Coach/Manager

Signature: _____

Print Name: _____

Date: _____

Executive Member

Signature: _____

Print Name: _____

Date: _____

(A copy of this page must be kept with the Club after signing)

