



2021

Handbook for Coaches



Rugby Illinois Handbook for Coaches and Parents

1.1.

1. Introduction

1.1. Purpose

The purpose of this handbook is to provide the most up to date information on the rules and regulations that govern youth rugby in Illinois. It is the goal of Rugby Illinois that players, coaches, referees, administrators, and parents will use this handbook as a resource to foster the continued development of children as players and as members of their communities.

This information contained in this document has been created by the Executive Committee in accordance with the authorities defined in the Bylaws of Rugby Illinois. This information document does not replace or supersede the Rugby Illinois Bylaws.

Division Coordinators may publish division-specific guidelines to better serve their membership within the boundaries outlined in this overall document.

Contributors

This document was originally authored in September, 2012 by the Illinois Youth Rugby Executive Committee. The document was opened to representatives from member clubs for review and commentary in March, 2013. A thorough review and update was made by the Competition Committee at the request of the Executive Committee in the fall of 2014, resulting in further revisions effective with the Spring 2015 season. Additional revisions have been made annually and published on the website.

Revision History

Version	Date	Contributor	Description
0.1	19 Sep 2012	Tom Peroulas	Initial Draft
0.2	30 Sep 2012	Tom Peroulas	Initial presentation to Executive Committee
1.0	2 Mar 2013	Executive Committee	Revisions discussed at Executive Committee meeting
1.1	10 Mar 2013	Warren Taylor	Revisions made to Disciplinary Guidelines
2.0	17 Nov 2014	Competition Committee	Various revisions
2.1	6 Dec 2014	Executive Committee	Added section 1.4 policy restricting advertising
2.2	29 Dec 2014	Competition Committee	Expanded section 3.2.3 to clarify recruiting boundaries
2.3	26 Jan 2015	Competition Committee	Amended section 3.2.2 to restore missing text regulating participation in adult clubs and section 3.3.5 to clarify penalties for no-show at scheduled playoff matches
2.4	3 Mar 2015	Executive Committee	Expanded section 6.1, adding a specific concussion policy
2.5	30 Mar 2015	Competition Committee	Revised section 3.2.3 to simplify rules and clarify process for exceptions to recruiting boundaries and

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			section 2.3 to allow for exceptions to setback requirements.
3.0	12 Oct 2015	Competition Committee	Revised sections 2.1 (preseason protocol), 3.2.1 (divisions), 3.2.3 (boundaries), 3.3.1 (match points system), 3.3.3 (tiebreakers)
3.1	8 Dec 2015	Competition Committee	Revised section 1 (definitions) to update U14 and U12. Revised section 3.3.1 (match points system) and 3.3.3 (tiebreakers) to revert to previous version. Revised section 3.2.3 (boundaries) to remove unnecessary paragraph.
4.0	10 Dec 2016	Competition Committee	Replaced remaining IYRA references with Rugby Illinois throughout. Revised sections 2.1 (registration process), 2.3 (post-match protocol), 3.2.1 (division descriptions), 3.2.4 and 3.2.5 (promotion and relegation), 3.4.1 and 3.4.2 (spirit of the game point changes), and 3.4.5 (playoff qualification). Added section 3.3 (rules variations).
5.0	2 Dec 2017	Competition Committee	Revisions based on differences in the new website. Miscellaneous clarifications.
5.1	20 Mar 2018	Competition Committee	Added clarification on timing of JV matches in section 3.3.1 (high school rules variations)
6.0	1 Dec 2019	Competition Committee	Corrected naming of middle school divisions to fit definition; added girls U15 division; added elementary rookie rugby; revised athletic trainer requirements; revised match roster requirements; removed double elimination playoff options; incorporated external policies and reference information by reference; revised tiebreaker rules; added heat and humidity protocol, added to pre-season requirements
6.1	6 Jan 2020	Competition Committee	Corrections and clarifications
6.2	24 Feb 2020	Competition Committee	Simplified language and removed redundancies; replaced embedded USA Rugby and World Rugby U19 rules variations with references; updated high school boys division names and definitions (3.2.1.1); revised substitution rules (3.3.1.2).
6.3	16 Jun 2020	Competition Committee	Added new Section 6.4 governing Field Safety, adopting language approved by EC and CC
6.4	19 Apr 2020	Competition Committee	Aligned middle school dates with USA Rugby, September 1 age cutoff dates.

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1.2. Definitions

The terms below, when appearing in this document, have the definitions indicated:

CARFU	Chicago Area Rugby Football Union (carfurugby.org)
CIPP	Club and Individual Participation Program – Registered with USA Rugby
D1A	Division 1A – The highest level of competition for Boys HS
D1A JV	Division 1A Junior Varsity – Structured competition for the 2nd sides of D1A Clubs
D1AA	Division 1AA – The second highest level of competition for Boys HS
D1	Division 1 – The highest level of competition for Girls HS and MS rugby
D2	Division 2 – the third highest level of competition for Boys HS and the second highest for Girls HS and MS rugby
High School	An accredited secondary school in Illinois, grades 9-12, or equivalent home school
IESA	Illinois Elementary School Association – Governing body for many elementary and middle school sports in Illinois, currently not including Rugby Union (iesa.org)
IHSA	Illinois High School Association – Governing body for many high school varsity sports in Illinois, currently not including Rugby Union (ihsa.org)
IYRA	Illinois Youth Rugby Association – Historical and legal name for Rugby Illinois (iyra.org)
IRB	International Rugby Board – Historical name for World Rugby (worldrugby.org)
Middle School	An accredited primary or middle school in Illinois, grades 5-8, or equivalent home school
Small Club	A level of competition that does not lead to a state championship for Boys HS clubs that are unable to meet requirements for participation in any other playing division.
U19	Under 19, having a 19th birthday on or after September 1, the start of the current registration (CIPP) year, generally equivalent to junior/senior in high school
U17	Under 17, having a 17th birthday on or after September 1, the start of the current registration (CIPP) year, generally equivalent to freshman/sophomore in high school.
U16	Under 16, having a 16th birthday on or after September 1, the start of the current registration (CIPP) year, generally equivalent to freshman/sophomore in high school
U15	Under 15, having a 15th birthday on or after September 1 of the current registration (CIPP) year, generally equivalent to 7th/8th grades. For clarity, players may not turn 15 prior to the September 1 that occurs after the end of the current Spring competitive season.
U13	Under 13, having a 13th birthday on or after September 1 of the current registration (CIPP) year, generally equivalent to 5th/6th grades. For clarity, players may not turn 13 prior to the September 1 that occurs after the end of the current Spring competitive season.
Yellow Card	Player is temporarily suspended from play (10 minutes in HS or 5 minutes in MS) by a referee for misconduct.
Red Card	Player is sent off the field for the remainder of a match by a referee for misconduct

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USA Rugby	Governing body for Rugby Union in the United States (usarugby.org)
World Rugby	Governing body for Rugby Union throughout the world (worldrugby.org)

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1.3. USA Rugby Policies and Statements

As an affiliate of USA Rugby, Rugby Illinois and its members shall abide by the USA Rugby Code of Conduct and Diversity Statement.

1.3.1. USA Rugby Code of Conduct

The USA Rugby Code of Conduct may be viewed in its entirety at
http://www.usarugby.org/documentation/about/usarugby_code_of_conduct.pdf

1.3.2. Diversity – ‘A Game for All’

USA Rugby is proud to serve a diverse membership of players, coaches, officials and fans and is committed to creating and promoting a culture of inclusion and mutual respect, regardless of race, color, creed, national origin, religious beliefs, sex, age, gender identity, disability or sexual orientation.

We celebrate the differences that make our members unique and special and do not tolerate discrimination, bullying or exclusion in any form.

USA Rugby expects its leadership, coaches, officials, teams, players, administrators and fans to promote a culture of acceptance and support through their actions and through the recruitment of members without regard to sex, race, physical disability, or sexual orientation.

Through our commitment to diversity and mutual respect, we believe that the sport of rugby will continue to grow and become a powerful voice of change in the world of sport.

1.3.3. Spirit of the Game (from World Rugby “Principles of the Game”)

Rugby owes much of its appeal to the fact that it is played both to the letter and within the Spirit of the Laws. The responsibility for ensuring that this happens lies not with one individual - it involves coaches, captains, players and referees.

It is through discipline, control and mutual respect that the Spirit of the Game flourishes and, in the context of a Game as physically challenging as Rugby, these are the qualities which forge the fellowship and sense of fair play so essential to the Game’s ongoing success and survival.

Old fashioned traditions and virtues they may be, but they have stood the test of time and, at all levels at which the Game is played, they remain as important to Rugby’s future as they have been throughout its long and distinguished past. The principles of Rugby are the fundamental elements upon which the Game is based and they enable participants to immediately identify the Game’s character and what makes it distinctive as a sport.

1.4. Rugby Illinois Policies and Statements

In addition to policies outlined in the by-laws or published USA Rugby policies, clubs are also bound by the policies below, as well as any outlined in the sections that follow throughout this document. The Competition Committee or its designee will rule on situations not covered by this policy document or those of USA Rugby or World Rugby.

1.4.1. Advertising

No member club will permit advertising or promoting of alcohol and tobacco by posting a name or logo on garments, printed material or electronic media that includes "bar," "tavern," "pub," or a similar representation.

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2. Coaches' Protocols

2.1. Preseason Compliance

All clubs intending to play during the spring Spring Competitive Season must complete the following steps by January 1 to be in full compliance:

- A. Register each team for your club with Rugby Illinois and update your club's membership details <https://www.rugbyillinois.org/register>. If this is a new club or new team in another division for an existing club, follow the instructions during the process to submit the request to USA Rugby. Rugby Illinois will notify you when your club has been registered with USA Rugby and accepted for competition.

All HS Clubs must designate a primary school during team registration and all MS Clubs must designate a primary community

- B. All coaches must be registered with USA Rugby.
- C. Ensure at least one coach is certified at Level 200 with USA Rugby and all other coaches are certified at Level 100 or greater with USA Rugby at <https://webpoint.usarugby.org/>.

All clubs must have a registered Level 200 coach in order to be represented at any Rugby Illinois general meeting.

- D. All coaches must complete the First Aid in Rugby and Concussion Management courses annually.
- First Aid in Rugby (FAIR) is available at <https://playerwelfare.worldrugby.org/firstaidinrugby>.
 - Concussion Management is available at <https://playerwelfare.worldrugby.org/concussion>
 - Send the certificate of completion per instructions provided by the Compliance Officer.
- E. All coaches and administrators must sign and return the Rugby Illinois Code of Conduct per instructions provided by the Compliance Officer. The Code of conduct is available for download here: (<https://rugbyillinois.org/code-of-conduct/>), or online signature is possible here: <https://rugbyillinois.org/e/sign-code-of-conduct/register>
- F. Submit an Emergency Action Plan (EAP) to Rugby Illinois at <https://rugbyillinois.org/medical>. A sample EAP is available here: <https://www.usarugby.org/medical-and-safety/>. HS Boys Clubs not in full compliance with the above requirements by January 15 will be penalized one competition point each week until February 1 at which time they will be deemed ineligible to participate in the coming Spring season

2.2. Coaches' Preseason Protocol

Clubs must register a team for each season in which they will participate. Compliance deadlines are as follows:

- | | |
|---------------------------------------|--|
| ● <i>Fall Developmental Season</i> | <i>September 1</i> |
| ● <i>Spring Competitive Season</i> | <i>January 1</i> |
| ● <i>Spring Friendlies</i> | <i>March 1</i> |
| ● <i>Summer Olympic Sevens Season</i> | <i>One week before the first qualifying tournament</i> |

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1. Read the Rugby Illinois Bylaws and become familiar with them.
<https://www.rugbyillinois.org/bylaws><http://www.rugbyillinois.us/bylaws>
2. At least one coach or administrator from each club must register with Rugby Illinois (no extra fee) at <https://www.rugbyillinois.org>
3. Review the Schedule and Playoff details as they relate to your club's division:
 - High School Boys Division 1A (Varsity U19)
 - High School Boys Division 1AA (Varsity U19)
 - High School Boys Division 2 (Varsity U19)
 - High School Boys Small Club (Varsity U19)
 - High School Girls (Varsity U19)
 - High School Boys D1A Junior Varsity (U19)
 - High School Boys Freshmen/Sophomores (U17)
 - Middle School Seniors (U15)
 - Middle School Juniors (U13)
 - Rookie Rugby (U15/U13/U11/U9)
4. Arrange for certified and qualified referees for matches you will host, as explained in Section 4.
5. Arrange for a certified and qualified athletic trainer or equivalent (EMT; Doctor; or Nurse) for all matches you will host. A certified trainer must be present for the duration of any match.
 - a. All trainers must meet one of the following qualifications:
 - i. Certified Athletic Trainer (ATC) current with NATA
 - ii. Physician (MD) licensed to practice in Illinois
 - iii. Chiropractor (DC) licensed to practice in Illinois
 - iv. Registered Nurse (RN) or Nurse Practitioner (ARNP)
 - v. Certified Emergency Medical Responder (EMR), Emergency Medical Technician (EMT, A-EMT), or Paramedic licensed to practice in Illinois
6. Ensure that players are registered for their team at <https://www.rugbyillinois.org/register>. All players must be registered for each season in which they will participate. Fees will only be charged for the first season participating and will apply until the end of the registration year on August 31. For clubs participating in the USA Rugby Varsity Initiative, the player's fees will be waived when registering for spring and will only be charged when registering for a team playing fall ball, summer sevens, or for the Tornados select side. No player will be charged for more than one season (except potentially for separate dues for select side).

Parents/guardians must register any players under age 18, either online or by submitting signed paperwork to their team's coach/registrar. If coaches register players they must retain the signed paperwork to be produced upon request.
7. Middle School Clubs that field co-ed Seniors U15 playing sides must comply with sections a, b, c, and d of USAR Mixed Gender Rugby Guidelines for girls' participation in contact co-ed rugby. USAR's policy is available here:
<https://assets.usa.rugby/docs/mixed-gender-guidelines-2016.pdf?v=1578413809525>

2.3. Coaches' Pre-Match Protocol

1. Confirm the date, time, and location of the match with the opposing coach, referee, and trainer..
2. Ensure the field is marked with lines and set up with posts, flags, and retaining ropes.

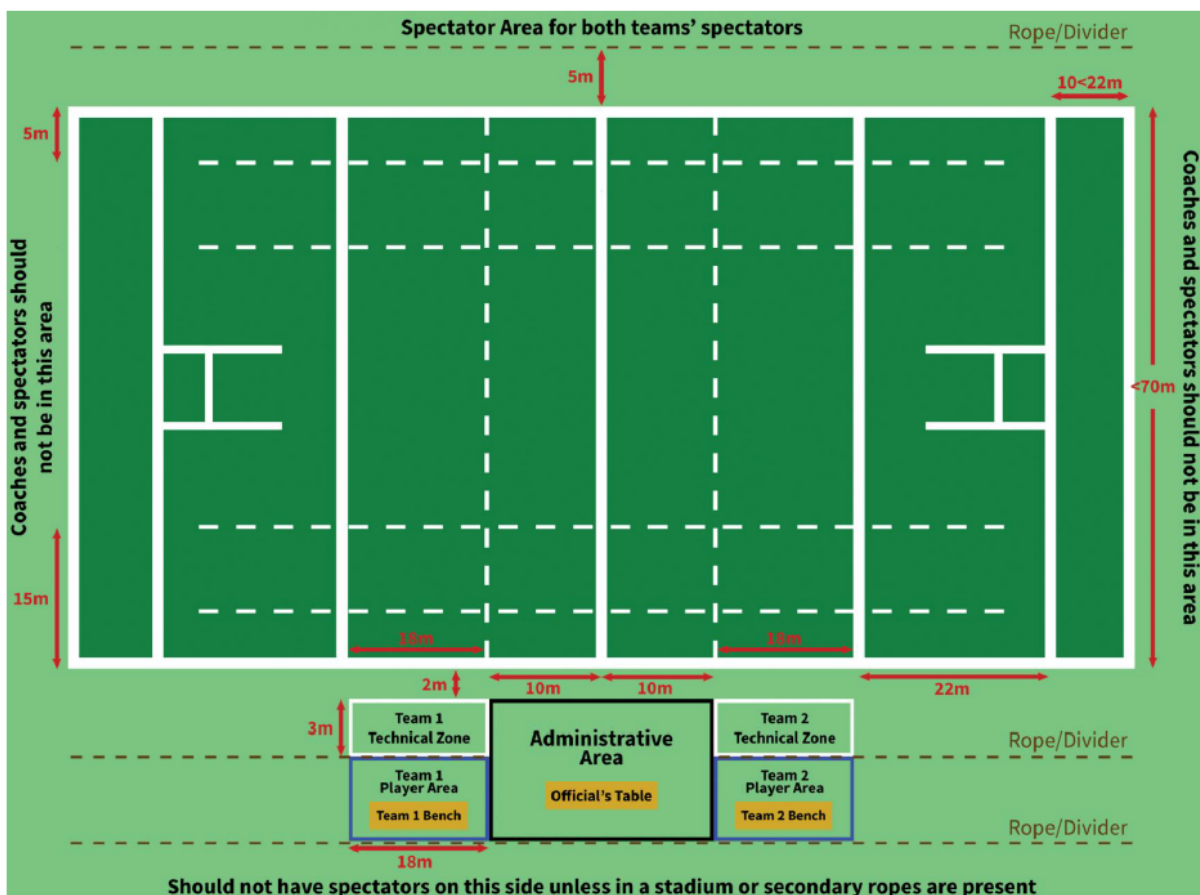
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3. Have on hand the list of eligible players and IDs (or copies of IDs).
4. Review the USA Rugby Technical Zone and Sideline Management Guidelines, which include the following:

Administrative area on one side between the 10m lines

- Teams on opposite sides of the administrative area between the 10m and 22m lines
- Coaches must stay inside the technical zone and players in the area behind the technical zone
- Spectators on the opposite side of the field from teams unless in a stadium or behind secondary ropes

USA RUGBY TECHNICAL ZONE (TZ) & SIDELINE MANAGEMENT GUIDELINES



The guidelines for spectator location may be modified if needed to have the spectators on the same side as the players with a single rope as long as the players stay separate from the spectators but still behind the rope.

If there is no ability to block access to the space behind the in goal area, ropes must be placed 5m beyond the dead ball line.

If the physical constraints of the pitch location do not allow sufficient set-back for ropes at 5m from the edge, the ropes may be placed closer, but no less than 2m from the edge. In this case, coaches must remain behind the ropes in the player area if there is insufficient room in front of the ropes to remain 2m back. Also, in this case, spectators must remain behind the ropes between the 22m and try lines.

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For matches played on American football fields, refer to USA Rugby's Guidelines for Matches Held on American Football Fields

(<https://assets.usarugby.org/docs/youth/guidelines-for-rugby-on-american-football-fields.pdf>).

2.4. Coaches' Post-Match Protocol

1. Meet with the referee and opposing coach to confirm the final score, stats (numbers of tries, conversions, penalties, and drop kicks), and names of players issued yellow cards and/or red cards.
2. Submit match reports at <https://www.rugbyillinois.org> within 24 hours. Match reports must include score, team stats (numbers of tries, conversions, penalties, and drop kicks).
 - a. Report red and yellow cards that your players receive in a game to the Rugby Illinois Disciplinary Officer at discipline@rugbyillinois.org. Refer to the Disciplinary Procedures document for additional procedures, including appeals.
 - b. If you suspect any Rugby Illinois Club, Coach, or Player is not in compliance with the Rugby Illinois Code of Conduct or Bylaws, provide a written report to the Rugby Illinois Compliance Officer at discipline@rugbyillinois.org.
2. Filing a referee feedback report with the appropriate referee society is highly encouraged but not mandatory.

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3. Competition Structure

The Illinois Rugby State Championships competition will be played in the Spring each year beginning in late March or early April and culminate in State Championships on or about Memorial Day. The date(s) and location(s) of the State Championships will be determined by the Executive Committee and announced by January 1. Pending the determination of team intent and eligibility to compete, the Division Coordinators will establish regular season schedules outlining home and away teams, building in equity into home and away determinations to the extent possible, and as agreed upon by teams in the Division. All regular season (non-playoff) matches will be played by the Sunday 15 days before Memorial Day or an equivalent date to enable two full weeks (including two weekends) to complete playoff games. Playoff structures will be communicated by Division Coordinators prior to the first match of the spring season.

3.1. Home and Away Equity

Individual Club Administrators are responsible for scheduling games that will build in equity for home and away matches. Any dispute in game scheduling between opposing Club Administrators will be adjudicated by the Division Coordinator.

3.2. Division Composition

3.2.1. Divisions and Conferences

Teams will compete in one of the following divisions. The Competition Committee (CC) will place teams into an appropriate playing division and advise the membership of such placements no later than the Winter AGM that occurs on or about the first week of December. Clubs may petition the CC via a formal waiver request to be placed in a different division, but must provide a written request no later than January 31.. The CC may adjust its original placements in its sole discretion based on the merits of any waiver request, numbers of players registered per club, or other information it deems relevant in order to maintain competitive balance. The CC will advise of final placements by February 7 with no further appeal process.

3.2.1.1. High School Competitive Leagues

- **Boys U19 Division 1A Varsity**
 - ◆ Well established and highly competitive clubs
 - ◆ Recommended minimum of 35 upperclassmen.
 - ◆ Though not intended for underclassmen, eligible underclassmen are not prohibited from playing D1A Varsity..
 - ◆ Clubs must field a Junior Varsity (JV) side each week.
 - ◆ Clubs may petition the Competition Committee (CC) for a waiver to compete in D1A without a JV side.
- **Boys U19 Division 1A Junior Varsity**
 - ◆ Second side for D1A clubs.
 - ◆ Though not intended for underclassmen, eligible underclassmen are not prohibited from playing D1A JV
- **Boys U19 Division 1AA**
 - ◆ Well-established and highly competitive clubs
 - ◆ Recommended minimum of 25 upperclassmen.
 - ◆ Though not intended for underclassmen, eligible underclassmen are not prohibited from playing D1AA Varsity

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- ◆ Clubs will not have sufficient numbers of players to field a competitive JV side
- **Boys U19 Division 2**
 - ◆ Well-established clubs
 - ◆ Recommended minimum of 20 total players
 - ◆ D1A clubs may field a D2 side if they meet all criteria for participation in D1A.
 - ◆ Small Clubs (per below classification) may combine and submit a waiver request to the CC to participate in D2 as a single team
- **Boys U19 Small Club**
 - ◆ Clubs that do not have a sufficient number of players to meet requirements for participation in other Boys U19 Divisions
- **Boys U17 Freshmen/Sophomore (FS)**
 - ◆ Any Club that fields a U19 team may also field an FS team as long as they meet all criteria for participation in their U19 Division
 - ◆ A club is not required to participate in a U19 Division as a prerequisite to participating in the FS Division.
 - ◆ Recommended minimum of 20 underclassmen
 - ◆ Upperclassmen are expressly prohibited from playing in the FS Division
 - ◆ Clubs may combine and submit a waiver request to the CC to participate in FS as a single team
- **Girls U19**
 - ◆ Recommended to have at least 20 total players

3.2.1.2. Middle School Competitive Leagues

- **Seniors U15 Division 1**
 - ◆ The top-performing teams in the pre-season seeding tournament.
 - ◆ Participation is Co-ed unless there is an organized and separate Girls U15 Seniors Division(s)
- **Seniors U15 Division 2**
 - ◆ The lower-performing teams in the pre-season seeding tournament.
 - ◆ Participation is Co-ed unless there is an organized and separate Girls U15 Seniors Division(s)
- **Girls U15 Seniors**
 - ◆ Teams comprised of female players only
 - ◆ If no Girls U15 Division is coordinated, then Girls may participate in Co-ed Seniors U15 rugby as described above with requisite compliance requirements met.
 - ◆ If a Girls U15 Division is coordinated, then Girls must participate in the Girls U15 Division and may not also play Co-ed.
- **Juniors U13 Division 1**
 - ◆ The top-performing teams in the pre-season seeding tournament.
 - ◆ Participation is Co-ed
- **Juniors U13 Division 2**
 - ◆ The lower-performing teams in the pre-season seeding tournament.
 - ◆ Participation is Co-ed

3.2.1.3. Rookie Rugby (Touch Rugby)

- **Includes the following playing Divisions**
 - ◆ U15 Seniors
 - ◆ U13 Juniors

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- ♦ U11 Majors
- ♦ U9 Minors
- Unless otherwise agreed by participants, Rookie Rugby will be organized as follows for each Division:
 - ♦ Players from single clubs or players combined from multiple clubs field small sides (5 to 8 players) to play touch rugby during a prescribed time allotment at MS Festivals as determined by the MS Coordinator.
 - ♦ All participation is Co-ed

3.2.2. Eligibility

The USA Rugby Eligibility Regulations may be viewed in their entirety at

<https://www.usarugby.org/eligibility/>

3.2.2.1. Age and Grade Limits

All high school players will be eighteen (18) years of age or less on 1 September of the academic year in question.

Students in their fifth year of high school are not eligible to play for a Rugby Illinois Member club. USA Rugby's Eligibility Regulations section 5.2.e. and 6.2.e. state:

Players must be within four (4) years of the moment the player first enrolled in ninth grade, regardless of when that player started playing rugby or had the ability to start playing rugby.

Further, the player in a high school division must be enrolled in high school at some point in time during the academic year of the season being considered. Middle school students must be enrolled in middle school and must compete only in an age-appropriate division (U16 or below).

There will be no exceptions to this policy.

3.2.2.2. College or Adult Club Participation

Players who qualify to play high school rugby, but choose to play full time or occasionally with a college or club side during a competitive season may not participate in high school rugby during that competitive season.

Further, players who qualify to play high school rugby, but choose to play at all with a college or club side first team in leagues or playoff competition may not participate in Rugby Illinois sanctioned competition from that moment forward.

3.2.2.3 Player Movement between Playing Divisions, Match Rosters, Playoff Rosters

Player Movement: Where a club fields sides in different playing Divisions, players that are starters (1st XV) for a club's higher Division playing side are prohibited from playing down on a lower Division playing side. For practical purposes, RIL recognizes that players may be moved between sides from time to time based on merit of performance, internal disciplinary action, or may need to return to play from an injury via a lower Division side, or some such other reasonable criteria and these are exceptions to this policy. The prohibition on playing down is intended to prevent clubs from "stacking" lower Division sides to gain a competitive advantage which is contrary to the ethos of rugby with respect to fairness and equity and such actions are expressly prohibited.

Match Rosters: All clubs (regardless of fielding multiple playing sides or not) are required to: (a) Maintain current and accurate records of their match rosters for each RIL regular season and playoff match (RIL

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match) during each playing season; (b) must maintain these for at least 30 days after the last RIL match of any playing season that the club participates in; and (c) must submit these promptly upon a request by the Compliance Officer. These records may be hand written or in electronic form but must be legible and at a minimum include: (a) The player's full name; (b) USAR member number; (c) school grade level; (d) indicate by position number if they started or reserved; and (e) if applicable, a complete notation as to why a player is playing down. In their independent and sole discretion, a Division Coordinator (for their Division only), VP Competition, or Compliance Officer may require a club to regularly submit playing rosters to the Compliance Officer in advance of any or all matches to ensure compliance to this policy.

Playoff Rosters: Any club that fields sides in multiple playing Divisions and qualifies any lower Division side for the playoffs (regardless of the playoff status of any higher Division side) must submit a roster of each higher Division side to their Division Coordinator 48 hours prior to their 1st scheduled playoff match. Any player designated as a starter (1st XV) on a higher Division side, may not start or reserve for any lower Division side for the duration of that season's playoffs.

3.2.3. Geographic Boundaries: Player Registration, Movement, and Team Loyalty

3.2.3.1. High School Boundaries and Team Loyalty Policy

3.2.3.1.1. Definitions

Single School Club (SSC): A club which only accepts players from a single high school as its sole source of players. A team does not need to be registered with USA High School Rugby Initiative in order to be a single school club. It is typical for these teams to have a direct relationship with the school administration. A club which has declared themselves as Single School may not, under any circumstance recruit, play or roster any player who is not a current student at the school.

Multi School Club / Community Club (MSC): A club which accepts members from multiple schools. These clubs typically recruit players from several local schools or school districts. These clubs may or may not have direct relationships with the administration of the schools from which they recruit.

3.2.3.1.2. Boundaries and Recruiting

The intention of these guidelines on boundaries and recruiting is to provide a framework such that clubs can recruit and develop their teams as they see fit, either as a single school club or as a multi-school club, by being able to freely market and recruit at schools that make the most sense to the particular club. It is also intended that the sport of rugby grow, and that players are offered the best possible experience with the sport. Therefore the desire for clubs to protect schools that they have actively recruited and developed must be balanced by the desire for more clubs to continue to be formed, and the ability of individuals to select the clubs and environment that best meet their needs.

Rugby Illinois believes that clubs have no desire to interfere with or disrupt the development of rugby both within their club and at other clubs. Rugby Illinois believes that recruiting wars between clubs at schools is counterproductive for all parties and in direct conflict with the gentlemanly nature inherent in the game of Rugby. Typically, clubs will recruit at schools closest to their location, and similarly players will select the club closest to their home and school, or the club directly affiliated with the school they attend. However, there is often geographic overlap between clubs which makes the formation of definitive protective

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boundaries difficult to implement and enforce. Also, there will be instances where a player will want to play for a club which is not the closest to them, for any variety of reasons.

These guidelines attempt to balance the desire to value and protect clubs primary recruitment schools with the desire to allow new clubs to form without high barriers to entry and to allow the personal preference of players to be respected.

3.2.3.1.3. Declaration of Primary Schools

1. **Multi school clubs** can declare one (1) school as the primary school from which they will draw players. No other club may directly recruit or market their clubs to students at the declared primary school of another club. Multi-school clubs by definition will recruit and accept players from other schools outside of their primary school, however, these secondary schools are free to be marketed to and recruited by any other multi-school club, or by individuals interested in establishing a single school club at that school. Students from schools not declared as primary by any club are free to participate with any other multi-school club of their choosing. Students from schools declared as primary by any multi-school club are encouraged to play for that club. Students who attend a school declared a primary school by a multi-school club, but wish to participate with another club must apply for an exception waiver to the CC.
2. **Single school clubs** declare one (1) school as their sole source from which they draw players. Players who attend a school where there is a single school rugby club must play for that club. No other club may directly recruit or market their clubs to students at a school represented by a single school club. Players from an SSC cannot apply for a transfer waiver, they must play for the single-school club representing their school. Single-school clubs may not recruit, use or have any players who are not currently enrolled students of the declared school on the roster or active for any game.

3.2.3.1.4. School Affiliations and New Clubs

It is expected that clubs participating in Rugby Illinois will be respectful of other clubs. Rugby Illinois desires to balance the recruitment efforts of clubs with the individual ability to choose a club and environment that is best for that individual.

Both multi-school clubs and single-school club must declare whether they are single-school or multi-school, and must provide their Primary School to Rugby Illinois. New clubs must declare whether they are a multi-school or single-school club, and must declare a primary school that is not currently claimed by any other club, unless the new club is declaring as a single-school club, in which case their declaration takes precedence over that of the current multi-school club (providing compliance with #3 below).

1. Two clubs cannot declare the same primary school.
 - a. In case of any single-school club and any multi-school club declaring the same school, the single-school club declaration will take precedence.
 - b. In the case of a new multi-school club and an existing multi-school club, the existing multi-school club will be given preference
 - c. In the case of 2 new multi-school club declaring the same primary, and an agreement between clubs cannot be reached, the CC will review and decide
2. A new multi-school club cannot form and claim the same primary school as an existing multi-school club, unless an agreement has been reached with the existing multi-school club to change their

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primary school. However, if the new club declares as a single-school club, they take precedence on the primary school. The existing multi-school club must then declare a new primary school that is not already associated with another single-school club or multi-school club.

3. A new single-school club primary school declaration takes precedence over the declaration of a multi-school club, whether that multi-school club is new or existing. Any recruitment activities at the new SSC by the displaced multi-school club must cease. Prior to transitioning the school in question from an established multi-school club to a new single-school club, the single-school club must apply to the CC for the transition, and demonstrate club solvency. Evidence required to support transitioning a school from an multi-school club to a new single-school club would include:
 - a. Membership in good standing with Rugby Illinois as defined in RI bylaws
 - b. Registered roster of at least 15 players
 - c. Secured field space
4. Any school not declared as primary by any multi-school club or single-school club are open to recruitment by any new or existing multi-school club, or to any new single-school club. While it is not intended that clubs participate in recruitment wars, it is also not desirable for clubs to protect schools with large number of potential players from other clubs who may be better able to recruit and grow the sport at that school. General practice is for the closest club to have the most active recruitment efforts.

3.2.3.1.5. Player Restrictions

1. Players who attend a school which has been declared primary by a single-school club must play for that single-school club. Players attending a single-school club's primary school cannot apply for transfer waivers; they are required to play only for the representative single-school club.
2. Players who attend a school which has been declared primary by a multi-school club are encouraged to play for that multi-school club. Players who wish to play for another multi-school club outside of the primary multi-school club must file a transfer waiver appeal to the Competition Committee for review prior to March 1, prior to that Spring competitive season. Players applying for such a waiver must present specific reasons for the transfer along with appropriate documentation to support the request. Careful consideration will be given to both the player and the effect and impact his / her leaving would have on the primary club.
3. Players who attend a school which has not been declared as primary are free to join whichever multi-school club that best suits the player. Generally, the player will select the team closest in geography to the multi-school club, as it is typical for that club to be most active in the marketing and recruitment at that school. However, a player at a non-declared school is free to consider all available clubs and decide which club is best for him/her.
4. Once a player at a non-declared school chooses to play for any club, they are required to apply for a transfer waiver appeal before moving to any other club as described in 2.

3.2.3.1.6. Waiver Process

As described above, player who:

- wishes to move from their current multi-school club, or the multi-school club which they played for in the previous year to any other multi-school club.

or:

- attends a school which is declared as primary by one multi-school club but wishes to play for another multi-school club.

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...must apply for a transfer waiver from the CC. The CC will review all relevant information in making their decision and will attempt to balance the well being of both clubs involved as well as the individual player.

The CC will establish and communicate a waiver deadline for all such transfer requests.

3.2.3.2. Middle School Boundaries and Team Loyalty Policy

3.2.3.2.1. Premise

This policy statement on Middle School boundaries is predicated on the decision by the Competition Committee that the current High School Boundary policy is not applicable in format at the Middle School level and subsequently was not adopted for the Middle School divisions. While the Competition Committee believes that Middle School clubs act in good faith and in the best interests of the mission of Rugby Illinois, it is still sound practice to provide a framework for member clubs to work within. The purpose of this policy statement is to provide that framework in a simple and clear format that creates minimal administrative effort.

3.2.3.2.2. Assessment

Middle School club composition varies broadly across Rugby Illinois and there is no set standard by which clubs may and subsequently do define themselves. Currently, Middle School clubs are at a minimum defined by the following different criteria:

Single Middle School; Multiple Middle Schools; Direct affiliation with a High School club (which may be Single or Multi-School by definition in the High School Boundary Policy); Association or Partnership with one or more High School clubs; Park District; one or more Suburbs; or one or more Towns; or multiple combinations of any of these.

Based on the above, there is neither a one-size fits all approach to defining Middle School clubs, nor therefore is there a one-size fits all approach to defining Middle School Boundaries. Each of the above, or combination of the above, however constitutes a “community” that the Middle School club serves. It is this concept of community upon which the Policy Statement is based

3.2.3.2.3. Policy Statement

It is not the intent of Rugby Illinois to define Middle School club composition in order to allow maximum flexibility for the formation of new clubs and provide stability for existing clubs. On the very simple conclusion that each existing Middle School club has a community that it serves today and that it is common understanding among the Middle School clubs which club represents which community, the following constitutes the specifics of the Middle School Boundary Policy:

1. Each Middle School club shall define and submit to the Competition Committee its own reasonably defined Primary Community. Submission to be made via email through the MS Coordinator. Examples of a Primary Community are: a single middle school, group of middle schools, school district, park district, suburb, or town, etc.
2. The MS Coordinator will publish/distribute the final approved MS Communities (i.e. Boundaries)
3. No recruiting is permitted in any other club's Primary Community. Recruiting includes but is not specifically limited to any act of attracting, engaging, assessing, and or registering players for or to your club, or any act to promote your club for the above purposes.

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4. In the event that a player (for practical purposes including parent/guardian, etc) from another club's approved Primary Community inquires about playing opportunities, they should be directed to contact that other club, or directed to the MS Coordinator who will in turn place them in contact with the appropriate club. Failure by any club to not act in good faith and promptly direct player inquiries accordingly may be considered a violation of this policy.
5. Clubs may submit one or more reasonably defined Secondary Communities that it also wishes to serve.
6. Each club is accountable and responsible for all its members (coaches; administrators, parents, players, prospective members, etc) and ensuring that this policy is adhered to.
7. In the unlikely event of non-compliant activity by any club, and for avoidance of any doubt, a violation of this policy will be considered a violation of the coach's code of conduct and addressed as such by the Competition Committee and or the Disciplinary Chair as appropriate.

3.2.3.2.4. Conflict Resolution

In the event that there is crossover between two or more clubs' submitted Primary Communities, the Competition Committee will ask the impacted clubs to attempt to resolve the issue among themselves. If needed, the CC will provide a definitive ruling based primarily on historical precedent but also any supporting data from the impacted clubs. In addition to historical precedence, the criteria for resolving conflict will first be that no club be diminished, and second that no club be denied the opportunity to grow - so long as that opportunity to grow is not the result of diminishing another club. Any ruling or decision by the Competition Committee shall be final.

3.2.3.2.5. Intent and Expectations

In reasonably defining its own Primary Community based on what is commonly understood by all clubs, each club will effectively define its own boundary. This should foster collaboration and growth between neighboring clubs and eliminate possibility for conflict. This is not an opportunity to expand beyond the generally accepted communities that clubs have historically served.

MS clubs are encouraged to only nominate Secondary Communities on the basis of already having or intent to create a defined plan to proactively develop rugby in that community such that there is a base for the formation of a new club. Clubs nominating Secondary Communities will be asked to prepare and deliver that plan to the CC within a reasonable period of time.

This policy encourages the growth of youth rugby in two key ways. First, existing clubs will focus their efforts on their traditional communities, and second, leaves open as much opportunity as possible for new clubs to form.

Any submissions to Rugby Illinois for the formation of new MS clubs will be reviewed and acted upon accordingly as per the mission of Rugby Illinois.

3.2.4. High School Promotion Policy

At the start of a High School competitive season, teams may move up to a higher division with the approval of the Competition Committee. Applications must be made no later than the annual winter meeting in December.

The Competition Committee may also compel teams to move up to a higher division if warranted to ensure competitive balance. Factors that will be considered include recent dominance in the

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current division, number of returning upperclassmen, recruiting outlook, roster size, ability to field multiple competitive playing sides more appropriate to the higher division, etc.

3.2.5. High School Relegation Policy

At the start of a High School competitive season, teams may move down to a lower division with approval of the Competition Committee. Applications must be made no later than the annual winter meeting in December.

The Competition Committee may also compel teams to move down to a lower division if warranted to ensure competitive balance. Factors that will be considered include recent performance in the current division, number of returning upperclassmen, recruiting outlook, roster size, inability to field multiple competitive playing sides appropriate to the current division, forfeits due to insufficient numbers, etc.

3.3. Law Variations

Rugby Illinois, consisting entirely of under 19 teams, plays under the Under 19 law variations set out in the World Rugby Laws and USA Rugby Game Management Guidelines. See <http://laws.worldrugby.org/?variation=1>

3.3.1. Additional High School Rules Variations

3.3.1.1. Varsity and JV Match Order

JV matches must always follow the Varsity match if played on the same day, unless both coaches agree in advance to play JV first.

3.3.1.2. Team composition and substitutions

During the regular season only, games may be played with unlimited substitutions provided both coaches agree before the match begins. Otherwise, the following substitution rules apply

Division 1A, Division 1AA, and Division 2

- A maximum of 23 players may dress for the game (Law 3.5)
- Teams are allowed a maximum of 8 substitutions (Law 3.5)
- Players substituted due to injury may not return (Law 3.21)
- Tactically substituted players may only return in accordance with Law 3.33

Small Club, JV, and frosh/soph

- Rolling substitutions are allowed, with a maximum of 12 interchanges per game. (Each time a player comes off and a replacement comes on counts as an interchange.) (Law 3.34)
- Tactically substituted players may return to play (Law 3.34)
- Injured players may not return. (Law 3.21)
- If a player is injured and a team has used its 12 interchanges, a tactically substituted player may return to replace the injured player. (Law 3.35)

3.3.1.3. Boys High School Rules Variations

In Boys Division 2 and Small Clubs, grades 9-12 are allowed to play on varsity due to smaller roster sizes. Other divisions are limited to sophomores through seniors on varsity.

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3.3.1.4. Girls High School Rules Variations

Girls high school teams are permitted to play freshmen through seniors on varsity as long as there are no junior varsity or frosh/soph divisions available.

3.3.1.5. Mercy rule

In Boys Division 2 and Small Clubs and any match in which one team starts with fewer than 15 players, the match will end if one team gains a 50 point advantage. Teams may opt to continue playing the remaining time as a friendly. In the Girls Division, the match will end if one team gains a 36 point advantage. Teams may opt to continue playing the remaining time as a friendly.

3.3.1.6. Minimum number of players

A team must have a minimum of 12 players in order to start a game. Play may continue with fewer than 12 players, should players be lost to injury, temporary suspension, or sending off, as long as there are five players available to form a scrum and it remains safe to play with reduced numbers according to the referee's judgment.

3.3.2. Additional Middle School Rules Variations

3.3.2.1. Ball Size

The Seniors (7th/8th U15) division uses size 5 rugby balls but may use size 4 rugby balls if both teams agree before the match.

The Juniors (5th/6th U13) division uses size 4 rugby balls.

3.3.2.2. Pitch Size

The Seniors division plays on a full size pitch.

The Juniors division follows USA rugby recommendation where possible, which is a 70x35M pitch. Matches may be played inside a full-sized pitch marked with lines or cones, or they may be played sideways across a full sized pitch with the 40m and scrum 5m lines used as the sidelines and the regular lineout 5m lines used as the try-lines, with the regular sidelines as the dead ball lines.

3.3.2.3. Duration of a Match

Middle school matches are two 25-minute halves.

3.3.2.4. Scrums

The Seniors division scrums may be contested if both sides agree prior to the match (head coaches meet with referee). If both teams agree to contested scrums, they may only move back to uncontested scrums if there is a safety concern (i.e. a team can't ask for uncontested scrums just because they are losing possession on their own put in). The drive is limited to the front row going over the original referees mark.

The Juniors division scrums are always uncontested.

Either head coach, the referee, or Rugby Illinois official may declare scrums unsafe and make the call to revert to uncontested scrums.

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3.3.2.5. Line Outs

In the Seniors division, teams must make the declaration to lift or not prior to the match in a pregame meeting with the head coaches and referee.

If either team elects not to lift, then there is no lifting at all by that team and the throws may be contested.

If a team does opt to lift on their lineouts, the lineout is uncontested, meaning that the defensive side may not also lift to contest the throw, nor may a defensive player intentionally contest the throw by jumping on his/her own or otherwise intentionally prevent the attacking side from executing a lift and catch. The throwing team may not throw quick or intentionally not throw to the lifted jumper. On a miss-throw or overthrow - play on. It will be at the referee's discretion to determine a "miss throw" vs. the defense contesting. Examples follow:

Ex 1: If the attacking side thrower, throws the ball directly into the chest of the 1st player in the defensive line - that player has not intentionally preventing the throwing side from executing the lift and catch and referee should allow play to continue on the basis of the attacking side having miss-thrown the ball

Ex 2: If the attacking side thrower makes a legal straight throw in toward the jumper and any player in the defensive line raises his/her hands (with or without jumping on his/her own) to catch the ball and thus prevents the execution of a lift and catch then the referee should warn that player and award a re-throw to the attacking side. On subsequent violations, the referee may award a penalty kick.

The defensive team may not engage the lifters or jumper until the jumper is back on the ground. Even though the lineout is not contested, the attacking side is not required to win possession (due to miss-throw) and the referee shall also enforce "not straight".

Teams may not flip back and forth between lifting/not lifting during the match. A team may only switch back to no-lifting if there is a safety issue.

Either head coach, the referee, or Rugby Illinois official may declare line out lifting unsafe and make the call to cease lifting by either or both teams.

In the Juniors division, line-outs are contested, but there is no lifting permitted. No quick lineouts.

Note that on a not-straight call to Team A on a lineout, Team B does not have the option to select scrum or line out *if the scrums are uncontested*. Team B must take the lineout, and in the event Team B's subsequent throw is not straight, then Team A is awarded a scrum.

3.3.2.6. Conversions

In the Juniors (5th/6th U13) division, the kicker may center the ball to kick from in front of the posts on conversion attempts.

3.4. Playoff Rules

These playoff rules are intended to establish consistency across divisions and from one year to the next while maintaining flexibility for variation among divisions based on the number of conferences, number of participating teams, and other division-specific circumstances.

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All divisions will adhere to a common method of assigning league points and addressing tiebreaker situations.

All high school division state championship trophy finals will be played on or about Memorial Day at a common location selected by the Executive Committee. All middle school division state championship trophy finals will be played on the same or following weekend relative to the high school division state championships at a common location selected by the Executive Committee.

Each division will determine the specific playoff seeding and structure, within guidelines set forth in this document. Division-specific variations must be determined at the winter general meeting in December and are to be enforced by the Division Coordinator.

3.4.1. Match Points System

1. Playoff qualification and seeding will be based on the results of round-robin “pool play” (aka “regular season”) within each division.
2. Teams will play a minimum of 6 pool play matches within their division during the regular season.
3. Teams will play each team in their conference at least once (optionally twice—home and away) with crossover games as needed with teams in other conferences in the division to fill the schedule.
4. No extra time shall be played during the regular season.
5. Standings points will be awarded at the completion of each regular season match.
6. The total points at the end of pool play are used to determine conference champions and playoff seeding.
7. Conferences have flexibility to decide whether to include standings points from non-conference matches in determining the conference champion

Standings points are determined as follows:

Win	4 league points
Draw	2 league points
Loss	0 league points
4 or more Tries	1 league point
Lose by 7 or fewer points	1 league point
Win by forfeit	5 league points
Spirit of the Game violation / Code of Conduct Compliance violation	-1 league point (deduction)

If the league schedule requires one or more teams to play more games than other teams, the league-points will be prorated at the end of the season when determining playoff qualification and seeding by comparing as a percentage of possible total points (at 5 possible points per game).

3.4.2. Spirit of the Game Points

It is the responsibility of all participants to uphold the spirit of the game in order to:

1. Ensure welfare of players, participants, and supporters
2. Protect the interests of players, participants, and supporters
3. Provide a positive experience for players, participants, and supporters
4. Promote a positive image of the sport

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5. Ensure the sustainability of the sport

To promote these objectives, when assessing league standings, Rugby Illinois incorporates “Spirit of the Game” points into standings point calculations.

Specifically, at the completion of each match of ‘regular season’ Pool Play, if it is reported to the Competition Committee that a club’s players, coaches, or supporters have acted contrary to our Code of Conduct or the Spirit of the Game, and the report is substantiated, a standings point will be deducted.

Spirit of the Game points do not supersede the Laws of the Game or affect the outcome or score of a match. Spirit of the Game point deductions may carry over to the following season for violations occurring in the last match of the season to ensure accountability and continuity for upholding the Spirit of the Game by our member clubs.

3.4.3. Standings determination and tiebreakers

Final standings will be determined in the following order, going down the list in the event two or more clubs have the same number of standings points at the end of the league season.

1. Standings Points (PTS)
2. Number of Wins (W)
3. Points Differential (PD)
4. Tries Differential (TD)
5. Points For (PF)
6. Tries For (TF)
7. Coin Flip

3.4.4. Playoff Structure

Rugby Illinois expects to host a Championship Day for each playing Division. The default playoff structure for each division will consist of quarterfinals, semifinals, and finals, unless the Division Coordinators and coach representatives agree upon an alternate format at the Winter AGM.

To qualify for the playoffs, a team must meet the following criteria:

1. Play a minimum of 4 league matches (including forfeit wins)
2. Must not have forfeited a league match

Each team must declare its desire to be exempted from participating in the playoffs no later than two weeks (14 days) prior to the last day of the regular season as determined by the Division Coordinator. Failure to withdraw by the deadline is assumed to be a willingness to participate. Any team that fails to show for a scheduled playoff match will forfeit the match and will also be prohibited from participation in the playoffs the following season.

If a team enters the playoffs in good faith but subsequently must forfeit a playoff match due to special circumstances (such as roster depletion due to injuries), five days’ notice is required. This is the only case in which an appeal may be made to the division coordinator to maintain playoff eligibility the next season, and the Competition Committee will make a ruling on a case by case basis.

If a team withdraws from the playoffs after the playoff pairings are announced, that team’s first match will be declared a forfeit, and no substitute team will be entered in their place. If a team withdraws at any point before the playoff pairings are announced, even if after the 14 day deadline, the seeding will be determined based on the remaining eligible teams by applying the normal seeding and tiebreaker rules.

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3.4.5. Playoff Seeding

Each division may determine the method of playoff seeding from among the following options:

1. League standings points across all conferences

In this option, the qualifying teams are seeded based on total league points. Tiebreaker rules used for qualifying are similarly applied for seeding.

Example:

<u>Conference X</u>		<u>Conference Y</u>		<u>Seeding</u>	
Team A	30 points	Team G	26 points	1st seed	Team A
Team B	27 points	Team H	20 points	2nd seed	Team B
Team C	21 points	Team I	19 points	3rd seed	Team G
Team D	14 points	Team J	13 points	4th seed	Team C
Team E	14 points	Team K	12 points	5th seed	Team H
Team F	6 points	Team L	9 points	6th seed	Team I
				7th seed	Team D
				8th seed	Team E

This option is recommended for divisions with crossover matches between teams from different conferences.

2. League standings points by conference

In this option, each conference champion qualifies and occupies one of the top seeds (depending on the number of conferences), and additional “wildcard” slots are filled by the remaining teams, with the wildcard seeding starting after the lowest conference champion. The qualifying teams are seeded based on total league points. Tiebreaker rules used for qualifying are similarly applied for seeding. A division may opt to similarly seed second place teams after first place teams, as long as all conferences in the division are treated equally.

Example:

<u>Conference X</u>		<u>Conference Y</u>		<u>Seeding</u>	
Team A	30 points	Team G	26 points	1st seed	Team A (Conf X champion)
Team B	27 points	Team H	20 points	2nd seed	Team G (Conf Y champion)
Team C	21 points	Team I	19 points	3rd seed	Team B
Team D	14 points	Team J	13 points	4th seed	Team C
Team E	14 points	Team K	12 points	5th seed	Team H
Team F	6 points	Team L	9 points	6th seed	Team I
				7th seed	Team D
				8th seed	Team E

The example above assumes two conferences. With 3 conferences, seeds 1-3 are the conference champions and seeds 4+ are the wildcards, even if a wildcard would otherwise have been seeded higher than one of the conference champions. With 4 conferences, seeds 1-4 are the conference champions, and so forth.

This option is recommended for divisions without crossover matches.

3.4.6. Overtime Protocol for Knock-out Matches

Pursuant to *World Rugby Laws Under 19 Variations Law 5.1*, “after a total of 70 minutes playing time, the referee must not allow extra time to be played in the case of a drawn match in a knock-out competition.”

Therefore, if tied at full-time during the playoffs, kicks for post will decide the final outcome as follows:

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1. Team and kicking order selection:

- a. The team representative (either captain or coach) will select five players who were on the field of play at the end of that match
- b. The referee will flip a coin – the captain of the higher seeded team will call the coin
- c. Winner of the coin flip to receive choice of goal OR order of kicks; loser of the coin flip decides the other option

2. Kicking Protocol:

- a. The five selected players will take turns to kick at goal
- b. The order of kicking will alternate by team: Team A Kicker 1, Team B Kicker 1, Team A Kicker 2, Team B Kicker 2, etc.
- c. All kicks will be taken at the same set of posts
- d. Kicks to be taken from any mark (left/center/right) at or behind the 22m line (i.e., kicks may not be taken from 0-22m from the end goal)
- e. Kicks may be taken from a kicking tee or as a drop-kick
- f. Each kicker will be allowed attempt one (1) kick
- g. Each kicker will receive one (1) minute to attempt a kick
- h. In the event of an injury, a player initially nominated to kick, may be replaced however his replacement must be a player who was on the field of play at the end of that match

3. Scoring

- a. The referee will record three (3) points for each successful kick.
- b. If a kicker exceeds one minute to strike the ball, the referee will not record points for a successful kick.
- c. If a kicker is found to be a player who was not on the field at full time, the referee will not record points for a successful kick.

4. Tie-breaker Protocol

- a. If still a tie after the set of five (5) kicks, “Sudden Victory” kicks will be taken.
- b. The order of kicking will not change – Team A, Team B, etc.
- c. Additional kicks will be taken alternately by each team until one team has an advantage for the same number of kicks taken, thereby winning the match.
- d. Kicks again to be taken from any mark (left/center/right) at or behind the 22m line (i.e., kicks may not be taken from 0-22m from the end goal).
- e. Each team (either captain or coach) may choose any of the players on the official roster for the match to kick. If official rosters were not submitted to the referee or a designated official record-keeper for the match, then each team (either captain or coach) may choose any of the players on the club’s USA Rugby (a.k.a., CIPP) age-grade roster that were dressed for the match.
- f. Kickers may repeat (e.g., one of the original five (5) kickers may return and take all remaining kicks).

5. Foul Play

- a. Players on and off the pitch are expected to engage in sportsmanlike conduct at all times during a match, including while penalty kicks are being performed.
- b. If any player is observed by match officials to be engaged in unsportsmanlike conduct, which may include attempting to interfere with the kicker, the referee may choose to sanction, which may

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- include a warning or a send-off (yellow or red card) and awarding an additional penalty kick to the non-offending team, pursuant to the Laws of the Game, specifically Law 10, Foul Play.
- c. If a kicker is sent off by the referee, that kicker may not be replaced
 - d. If match officials observe further infringements after a warning, the referee may decide to award an additional penalty kick to the non-offending team for each subsequent infringement.
6. The referee is the final arbiter of all disputes.
7. No protests will be allowed – referee decisions will be final.
- a. Pursuant to Law 10.4(s), all players must respect the authority of the referee. They must not dispute the referee's decisions. They must stop playing at once when the referee blows the whistle except at a kick-off or at a penalty kick following admonishment, temporary suspension, or send-off. Sanction: Penalty kick
 - b. Pursuant to the Code of Conduct signed by all coaches and administrators, paragraph 2, all coaches and administrators must respect the authority of the referee's decisions. They must "ensure, through instructions and personal behavior, that all club players and administrators treat all teammates, coaches, opponents and match officials with respect at all times and in all interactions" and "will not allow club members to insult, degrade or taunt opponents or question or argue with match officials' decisions."

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4. Referee Assignments

It is the responsibility of the home team to arrange for a USA Rugby certified referee to officiate matches by Rugby Illinois Clubs. The CARFU Referee Society is the primary source of referees in Illinois, although any referee certified by USA Rugby and in good standing may be employed. The referee must have a current registration with USA Rugby as a referee.

4.1. CARFU Referee Society

For the most current procedures for scheduling referees from CARFU Referee Society (CARFU-RS), please refer to <http://carfu-rs.com>, which currently states the following:

- The Chicago Area Referee Society's Youth Referee Allocator will request via Rugby Illinois e-mail full schedules several weeks before the beginning of the season. Failure of Division Coordinators to submit a full schedule in a timely manner may result in a referee not being available for a home match.
- At least three days before the match, check the CARFU-RS website to see who your assigned referee is. The website also has referee contact information include primary or preferred method of contact and possible alternate methods of contact. The referee will need to know the kickoff time, where the match will be played, how to get there, and, if available, a mobile phone number of someone who will be at the pitch. Other useful information may include jersey colors, known road construction, or parking issues.
- If you have not confirmed the details with your referee at least two days before kickoff, contact the referee assignor, who will assist in making contact or will assign another referee. "Confirmed" means actually making contact, not simply sending an e-mail or leaving a voice mail and assuming they got the message. If you are unable to reach either your assigned referee or the referee assignor, contact the CARFU Referee Society President.
- If you have not confirmed with your referee or contacted the referee assignor by two days before the match, it is likely that referee will be assigned to another match. Contact the referee assignor as soon as possible to discuss the situation.

If your game is cancelled:

- If your game is cancelled more than one week before the match, inform the referee assignor. If the match is cancelled by the Wednesday before the Saturday match, inform your referee and the referee assignor as soon as possible.
- If the match gets cancelled on Thursday, Friday or Saturday, again inform your referee and the referee assignor as soon as possible. The referee assignor will attempt to reallocate the referee to another match. However, your club will likely be charged a match fee due to the lateness of the cancellation.

4.2. Independent Referees

- Contact the referee directly to make arrangements as soon as the date for a fixture is set.
- It is the responsibility of the home club to ensure a referee is scheduled and arrangements are made
- Contact the referee as soon as possible (at least three days before the match) and provide to the referee all the details of how to get to the pitch and what time the match will start.
- Each Referee is to be paid a fair and predetermined fee before the start of any regulation match.

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5. Disciplinary Processes

Per the *Rugby Illinois Code of Conduct*, all persons of responsibility associated with any Rugby Illinois Club agree that they will:

1. Ensure that the players are coached to play the game according to the Laws of the game and to actively discourage illegal and dangerous tactics and actions.
2. Take remedial action with players who have a demonstrated history of foul play, including but not limited to punching, kicking, fighting or dangerous tackling.
3. Positively represent any and all decisions of Rugby Illinois and its Disciplinary Committee to all club members and their friends/family members.

The Rugby Illinois Bylaws Article 4.12.1 states:

4.12.1 The iYRA Disciplinarian has responsibility for the establishment of disciplinary policies for all play within the organization, collection of information regarding incidents of inappropriate behavior by members or opponents of the organization's members and the establishment, execution and follow-up on such incidents. The Disciplinarian sits on the Rugby Illinois Competition Committee.

5.1. Foul Play – Yellow Cards and Red Cards

The referee must inform the Rugby Illinois Disciplinary Chair via CARFU Referee Society discipline report or via e-mail at discipline@rugbyillinois.org anytime a player receives a yellow card or red card. For matches involving assistant referees issued by the Referee Society, all match officials involved in the decision to issue a card must submit a report to the Disciplinarian within 48 hours of the conclusion of the match. Given the brevity of the season and frequency of matches, reports should be sent as soon as possible.

Should a match involve teams or sides from differing jurisdictions, an additional copy of the Report should be sent to the Disciplinarian of the respective union or governing body. The Rugby Illinois Disciplinarian shall review Reports received in these circumstances, and communicate the outcome of the discipline process to the parties involved when requested, or in all cases within 5 days of receipt of the report and additional information, evidence, testimony, etc. requested. If a request for additional input is not fulfilled within 24 hours or a later deadline communicated with the request, the Disciplinarian may render a decision with only the available evidence, as discussed and reviewed at the disciplinary hearing, per Rugby Illinois Disciplinary Policy.

If the accused or the accused's club that is party to the card issuance or send-off does not file a report with the Disciplinarian of the LAU within 48 hours, then it will be treated as undisputed.

5.2. Coaches Code of Conduct

Should Rugby Illinois receive a report from a referee regarding the behavior of a Coach before, during or after a game then that report will be dealt with in the same way as any disciplinary matter and referred to the disciplinarian for consideration. The Disciplinarian, via the disciplinary committee, may decide additional sanctions based on the severity of the infraction, only after first discussing the issue and any possible mitigating factors with the reporter(s) and the accused party. Input may also be sought by the disciplinarian from the opposing coach, if required.

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5.3. Penalties/Sanctions

The Rugby Illinois Disciplinary Policy covers all areas of discipline related to foul play and misconduct and generally follows World Rugby's regulation 17, 18 and 20.. Any and all disciplinary matters are governed by this policy and administered by the Rugby Illinois disciplinarian.

5.4. Tracking Infractions

It is the responsibility of Rugby Illinois to track all disciplinary reports and actions taken. These reports will be maintained by the Disciplinarian. It is the responsibility of the Disciplinarian to notify the coaches and referee that a player has been suspended when that player's team has a scheduled game.

Any club who allows a suspended player to participate in matches while suspended will be subject to additional penalties by their LAU or Rugby Illinois or both Disciplinary Committees.

5.5. Disciplinary Adjudication, Appeals and Grievances

Rugby Illinois Disciplinary Policy covers the appeals procedure both within Rugby Illinois and with USA Rugby.

An appeals processing fee is required, that will be refunded if the appeal is successful. Contact the Rugby Illinois Disciplinarian for any concerns regarding discipline, appeals or the discipline process in general.

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6. Safety

Rugby Illinois follows USA Rugby policies regarding player safety, including concussion / head injuries and lightning delays.

6.1. Concussion and Head Injury

USA Rugby and the World Rugby take Player Welfare, especially with regards to head injuries and concussion, very seriously.

It is important to note that in the United States, certain states have laws that dictate procedures for concussion and reporting concussion. State laws will trump World Rugby guidelines if there are differing procedures and protocols.

1. Illinois legislation requires parks and schools to make a concussion policy available:
<http://www.ilga.gov/legislation/publicacts/fulltext.asp?Name=097-0204>
2. World Rugby has guidelines in Regulation 10 for Concussion Management and concrete steps for return to play. It is crucial that all stakeholders in the rugby community read and understand these policies in order to keep the game and players safe.
3. USA Rugby guidelines are based on World Rugby guidelines in Regulation 10 and include a Graduated Return To Play Protocol. See <https://www.usa.rugby/membership/concussions/>
4. Rugby Illinois policy aligns with USA Rugby Policy.
5. Reference materials:
 - a. IHSA guidelines at <http://www.ilga.gov/legislation/publicacts/fulltext.asp?Name=097-0204>
 - b. Center for Disease Control concussion resource center:
http://www.cdc.gov/concussion/HeadsUp/high_school.html
 - c. World Rugby player welfare guidelines, training, and other resources related to concussion:
<http://playerwelfare.worldrugby.org/concussion>
 - d. USA Rugby concussion guidelines and resources: <https://www.usa.rugby/membership/concussions/>
 - e. Physicians are encouraged to use a concussion-specific assessment protocol, such as the Sport Concussion Assessment Tool (SCAT3):
<http://www.sportconcussionlibrary.com/content/sport-concussion-assessment-tool-3-scat3>

6.2. Lightning Protocol

Player safety is the sole consideration with regard to lightning delays or cancellations.

6.2.1. Immediate Response

When lightning is detected by a local municipality, park district, or school district lightning detection system; or seen by a participant (defined as match officials, medical staff, coaches, players, parents, or other spectators):

1. All play will cease immediately.

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2. All participants will be directed to an appropriate shelter. If no safe structure is available, participants will be instructed to shelter in their vehicles.

6.2.2. Resuming or Cancelling Play

1. Neither warm-ups nor play will resume until either the “All Clear” is sounded by a local municipality, park district or school district lightning detection system or 30 minutes has passed following the last sighting of lightning. Note that the 30-minute countdown restarts at each lightning sighting during the countdown.
2. Any given match will be delayed a maximum of two (2) separate times (i.e. countdown restarts do not qualify for this point). A third (3rd) delay will automatically cancel the match.
3. If a match is not actively being played 90 minutes following the scheduled start, it will be cancelled.
4. Each match will be considered separately. For example, the second (2nd) match of the day may be cancelled and subsequent matches may be played.
5. If a match is cancelled anytime past the five-minute mark of the second half, it will be considered a Full Match and the score at that time will stand.
6. If a match is cancelled prior to the five-minute mark of the second half, it will need to be rescheduled, and replayed in full, unless agreed to by both coaches.
7. For the Middle School and Elementary School Division, Lightning cancelled matches may or may not be rescheduled.

6.2.3. Enforcement

It is the responsibility of all Rugby Illinois coaches to enforce this protocol and communicate it to the Head Match Official (i.e., referee) who has the authority over matches. The home team coach should consult and coordinate with the Head Match Official to communicate the protocol.

6.2.4. Lightning Reference Material

1. USA Rugby Lightning Policy:
<http://usarugby.org/medical-and-safety/overview>
2. IHSA Lightning Policy:
[http://ihsa.org/documents/sportsMedicine/IHSA-Severe Weather Safety Guidelines.pdf](http://ihsa.org/documents/sportsMedicine/IHSA-Severe_Weather_Safety_Guidelines.pdf)

6.3. Heat and Humidity Protocol

While heat and humidity is not a concern for most of the season, it can be an issue from late May into the summer. It is imperative that all players, coaches, administrators, referees and trainers follow the World Rugby recommendations for competition during this kind of weather.

6.3.1. Scheduling training and playing

If practical, training and playing should be scheduled when ambient temperatures, radiant heat (direct sunlight) and humidity are expected to be at acceptable levels. Utilising the Heat Stress Index, a guide to acceptable levels would be:

- temperature $\leq 86^{\circ}$ F (30° C)

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- humidity \leq 60%

There is no evidence to suggest training or playing at higher temperature and humidity levels will result in a heat illness.

Historical data should be obtained from the National Weather Service to identify times throughout a day and month when these conditions are most likely to prevail. This information can then assist with scheduling training to minimize risk.

6.3.2. Education and preparation

There are times when playing in high heat and humidity conditions is unavoidable. In those situations, education is the first step to minimizing heat illness during competition.

Players should:

1. Report to medical staff previous episodes of heat illness.
2. Report to coaching and medical staff, any current viral infection especially if associated with a temperature.
3. Avoid using stimulants e.g. pseudoephedrine or caffeine prior to training.
4. Always start a training session well hydrated.
5. Always drink fluids during a training and playing session.
6. Report early the signs of heat stress - cramps, headaches, nausea, vomiting.

Coaching, management and medical staff should:

1. Be aware of the early signs of heat stress – cramps, headaches, nausea, vomiting, reduced performance, poor coordination, “abnormal” behaviour.
2. Encourage the reporting of current viral infections.
3. Encourage all players to commence a playing and/or training session fully hydrated.
4. Recognize and accept the potential seriousness of a severe heat illness, that is, heat stroke.

6.3.3. Heat/Humidity Protocol for Championship Events

After careful consideration of World Rugby protocols, Rugby Illinois has agreed on the following plan for the championships to keep our players safe during the summer weather when the temperature and humidity are above 86° and 60%, respectively.

1. All matches will be cut down from 35- to 30-minutes halves
2. During each half of each match there will be a mandatory break after 15 minutes. This break is for player cooling (ice, shade), hydration and to check players for any symptoms of heat stress.
3. A cooling area will be provided for any players who require it.
4. At the breaks, referees are to check in with both teams for any potential player safety issues
5. Mandatory 10 minute break at half for water, cooling, and for the refs to check in with coaches and players
6. Participating teams are expected to bring their team tent(s) for sideline shade.

6.4. Field Safety

It is the responsibility of each member club and Rugby Illinois to ensure a safe playing environment.

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Rugby Illinois (RIL) will not penalize any club that has acted in good faith, as determined by RIL, to decline to play on a field provided by an opponent hosting a RIL scrimmage, friendly, league or playoff match, when unsafe field conditions exist which cannot be remedied within a reasonable time of the scheduled kickoff.

To ensure the fairest treatment of all RIL member clubs, in the event of such a determination taking place regarding a league match or championship playoff match, RIL places sole responsibility for the resolution of finding a suitable alternate field on the two clubs involved.

If an acceptable compromise is not reached and a league or playoff match is not played, no competition points will be awarded to either side or neither side will advance in the playoffs.

6.4.1. Procedure

It is the expectation of RIL that any club initiating a discussion on field safety will do so only in the spirit of safety and not to in any way affect league play and/or competitive standings.

6.4.1.1 Declining match play in advance of match day

- Club coach/administration identifies their desire to refrain from match play on a particular field. Head coach or club president informs host team directly (telephone) and in writing (email with Division Coordinator cc'd) to express this desire. (The more lead time the better.)
- Representatives of the clubs discuss alternative match sites (alternate site provided by home team, neutral site or visiting team's home field). If the discussion results in the decision to play the match at the original visiting team's home field, then the visiting team accepts the financial responsibilities of field rental, referee and trainer. If the home team procures an acceptable alternative field that incurs an expense greater than their usual venue (not including travel), the two teams will share equally the responsibility for the difference in expense.
- Both clubs are to communicate what is agreed to, via one email to the Division Coordinator and including the head coach and president of each club. This is to ensure that there is no miscommunication of details.
- The Division Coordinator will ensure that matches are completed on a schedule that does not compromise the play-off schedule.
- If both clubs appear at the alternate site on the agreed upon date/time...play on...results stand.
- If neither team shows at alternate site/date/time, neither team earns any points. If this is a playoff match, a bye is awarded to the match winner's would-be opponent.
- If one club confirms and the other advises they will be a no-show, that stands as a forfeit by the no-show.
- If both clubs confirm and one turns out to be a no-show, that is a forfeit as well.
- If a club is deemed by their Division Coordinator and the CC to have not participated in this process in a good faith and sportsmanlike manner, the CC reserves the right to levee sanctions such as, but not necessarily limited to, loss of standing points in current or following year or assessment of financial responsibility for costs.
- If any club intends to initiate this process, RIL has the expectation that the Division Coordinator and opposing team will be informed of such desire at least 7 days prior to the first match of the league season, or as soon as possible upon understanding that the match location is unsafe. The negotiation process should begin immediately.

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6.4.1.2 Decline match play at game time/at site

- If a club makes the decision to decline to play for any reason they deem to be unsafe when they arrive at the site on the date/time of the match:
- The visiting team coach or president is to immediately inform the home team coach or president and match referee of the decision to decline to play due to unsafe conditions.
- The visiting team rep is to provide the specific reason(s) for this decision to both the home team representative and referee.
- It is the responsibility of the visiting team to show to the referee and the home team that they have a full side on site ready to play
- Both visiting and home teams are to report this occurrence to their Division Coordinator as soon as possible.
- The process in section 6.4.1.1 will then be initiated from the third bullet point

6.4.1.3 Alternate field availability

For alternate sites, consider: Local senior or college clubs; other high school or middle school clubs, public facilities such as Forest Preserve Districts, Park Districts, or Schools, etc.

7. Concluding Statement

The Competition Committee of Rugby Illinois have compiled this Manual as a guide to Coaches and Parents to ensure that youth rugby in Illinois is played to the highest standards. Changes to this manual can be requested at any time with edits typically published between Summer and Winter AGMs..