BEECROFT RUGBY CLUB

INCORPORATED

A member of the NSW Suburban Rugby Union Competition

MEMBERS' HANDBOOK

2011

April 2011

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Note: This Members' Handbook should be read in conjunction with the detailed "Objects and Rules" of the Beecroft Rugby Club Incorporated.

MEMBERS' HANDBOOK

Part 1 – Preliminary

1. INTERPRETATION

In this Handbook the following definitions will apply:

"NSWSRU" refers to the New South Wales Suburban Rugby. Union.

"NSWRU" refers to the New South Wales Rugby Union.

"ARU" refers to the Australian Rugby Union.

"***Club, Beecroft Rugby, Beecroft Rugby Club or BRC"*** refers to the Beecroft Rugby Club Incorporated.

"Colt" refers to a member of the Under 21 Competition.

"Club Captain" refers to that member appointed by the committee to represent the playing fraternity of the club.

"Ground Marshall" refers to the person designated with the responsibility of overseeing the match day activities.

"Member" refers to an individual who is a financial member of the Beecroft Rugby Club Incorporated.

"Committee" refers to the duly elected committee of the Beecroft Rugby Club Incorporated.

2. MISSION STATEMENT

"To operate as a well organised suburban rugby club providing every member of the club with the opportunity to develop their rugby, leadership and sports administration skills in a friendly, supportive environment with a positive sporting spirit."

3. SPECIFIC CLUB GOALS FOR 2011

- To be competitive in Division One of the NSWSRU Competition.
- To successfully fulfil the administrative requirements of both the NSWSRU and the club.
- To provide value to our sponsors in recognition of their support.
- To promote on and off field behaviour from our players, coaches, administrators and supporters that is of the highest standard and which will further develop positive relations within the club.
- To build relationships through involvement within our local community.
- To develop and promote attitudes and behaviour in the club that enhances our reputation within our local community.
- To enhance the skills of our coaches so they can assist in developing the skills of the players in the club.
- To further develop the skills of all players.
- To further develop the Colts programme through improved interaction with the senior grades and the provision of ongoing support.
- To continue to foster a positive relationship between the Division One clubs of the NSWSRU competition.
- To provide opportunities for players to be members of the NSWSRU representative team.

4. MENSA NOBILITARIS

As stated in the Club Mission Statement ‘every member will be provided with the opportunity to develop their rugby, leadership and sports administration skills in a friendly, supportive environment with a positive sporting spirit.’

As a consequence of this spirit coupled with the commitment that each individual player, office bearer, supporter and sponsor will dedicate, the Beecroft Rugby Club (BRC) will achieve its major goal, to be competitive in Division One of the NSWRU Competition.

In recognition and acknowledgement of what certainly will occur, any player, office bearer, supporter and sponsor who substantially contribute to the well-being and success of the BRC shall be invited to become a member of the Beecroft Rugby Mensa Nobilitaris Club.

A. Philosophy of the Beecroft Rugby Mensa Nobilitaris Club.

That the BRC and its elected office bearers, members, supporters, sponsors and local Government and State Members, recognise and acknowledge the substantial contribution made to the BR C and its former clubs, St Leos Old Boys Rugby Union Football Club and Mt Ku-Ring-Gai Rugby Club, by the duly inducted members of the BRC Mensa Club.

B. Criteria for eligibility as a Beecroft Rugby Mensa Nobilitaris Club Member.

The following criteria shall determine the eligibility of any BRC member, or other as mentioned above, to be inducted as a member of the BRC Mensa Nobilitaris Club:

I. Those players officially accredited by the BRC Executive Committee (on advice from the BRC Registrar) as playing 100 games as officially recognised by the NSWSRU, ARU or IRB for the Beecroft, St Leo's Old Boys and Mt Kur-Ring-Gai Rugby Clubs.

II. Those individuals having given five (5) full years service in an elected or officially recognised capacity.

III. Those individuals contributing in a combination of (i) and (ii) where the individual will be nominated by the BR Mensa Nobilitaris Club member final approval by the BR Mensa Nobilitaris Club committee.

IV. Those individuals being a Life Member of the BRC.

V. An individual involved in an act or situation of extreme significance other than (i) and (ii) and (iii). In such cases the individual shall be nominated by a BR Mensa Nobilitaris Club member with final approval by the BR Mensa Nobilitaris Club committee.

C. The Induction ceremony will be an annual event.

D. The Beecroft Rugby Mensa Nobilitaris Club philosophy hereby rules that:

1. You do not talk about the Mensa Nobilitaris Ceremony.

2. In any situation where one of its members should be greeted by another of its members at a waterhole or local pub house, the member who arrives before another must buy the newly arrived member a drink of equal sustenance to his own.

3. Any stories of past personal glories, achievements and general anecdotes are permitted with any degree of illustrious exaggerated and accepted with respect.

E. The following Mensa Nobilitaris philosophies, understandings and practices were introduced and embedded into the ethos of the BRC, its members and associates in the Hyde Room, St James Hotel, Sydney City on Friday, 26th February, 2010 at an inaugural BRC sanctioned gathering of formally nominated and approved 'Mensa Nobilitaris' or 'Elite 100 Club' members.

Part 2 – Code of Conduct

5. MEMBER OBLIGATIONS

- All players, coaches, officials, administrators and supporters are to behave with a positive sporting spirit.

- All players, coaches, officials, administrators and supporters must treat the referee and touch judges and other match officials with the utmost respect.

- All players, coaches, officials, administrators and supporters are to treat the opposing club in a decent and respectful manner. All members will avoid making any comment that could be considered to be offensive. These comments include but are not limited to comments relating to race or ethnicity.

- Players will not engage in foul or dangerous conduct.

- A player may be immediately removed from the field for displaying behaviour that does not adhere to this code of conduct.

- All players, coaches, officials, administrators and supporters seen to behave in a manner that is not supportive of the club goals will be asked to appear before the committee or a delegated sub-committee to show cause as to why they should not be fined, suspended or expelled from the club.

- Club jerseys are the property of the club and in no circumstances are the jerseys to be taken home after a game. The only exception is where a player is injured and the injury necessitates the player leaving the oval in the jersey.

- Sanctions will apply to any breach of this code of conduct.

- The club will support any sanction issued by the NSWSRU subject to any “right of appeal” procedures. The club may at its discretion impose further sanctions. Any financial sanction issued by the club or any organisation to which the club is affiliated must be resolved by the member before the third scheduled playing round including byes after the offence is proven or be subject to being stood down until the matter is resolved.

6 CLUB UNITY

It is fundamental philosophy of the club that each member of the club supports the other members. That support may come in many forms including:

- members attending games before or after their own game to offer support;
- members running the water in games before and after their own game;
- encouraging other players;
- being available as a reserve;
- assisting with off the field duties, e.g. dressing the field and clearing the field on game day.

The club actively encourages all grade players to attend and support our Colts whenever possible and for the Colts to attend the grade games as supporters and reserves whenever possible.

Positive club morale is essential for the success of the club on and off the field. The development of strong bonds between all teams in our club will further develop the strength of our club.

Part 3 – Selection Policy

7. GENERAL POLICY

Players will be selected on the following criteria (not in any particular order):

- The player must be a registered financial member of the club;
- Fitness;
- Level of skill;
- Due to specialised skills e.g. goal kicking, scrummaging, etc;
- Due to a combination with another player that particularly enhances the team;
- Attendance and effort at training;
- Reliability;
- Sporting spirit and general conduct;
- Ability to integrate into the team and not cause disharmony.

The club appreciates that some players would like to play in a specific position or grade. Although the club will endeavour wherever possible to accommodate these requests, it may not always be possible.

8. NOTIFICATION OF SELECTIONS

In general, the team selections for each Round of the Competition will be announced at the first available training session for that week. The coaching staff will endeavour to speak to a player who is being demoted to a lower grade prior to the announcement at training and explain the reason for that decision.

9. PROMOTION OR DEMOTION

The preferred position of the club is that a player should not be demoted or elevated more than one grade in one week.

It is club general policy to replace a demoted, injured or absent player with the player in the same position in the grade below.

However, if a player is demoted and the vacancy is filled by any player other than the player who currently holds that position in the grade below, the coaching staff will endeavour to speak to the player in the grade below prior to the announcement at training and explain the reason for that decision.

The selection of a Colt to fill a vacancy in grade team is not considered to be a breach of this policy. Should a Colt be selected ahead of the player in the grade below, the coaching staff will endeavour to speak to the player in the grade below prior to the announcement at training and explain the reason for that decision.

The club promotes open and clear communication between all players and officials. If any player is not satisfied with or does not understand the reason for his selection he should first speak to the coaching staff or if he would rather he can bring the matter to the attention of the Club Captain who will raise it with the coaching staff.

10. SELECTION AFTER INJURY OR ABSENCE

A player who is injured and misses only one game or a player who is absent due to other commitments and misses only one game may, at the discretion of the coaching staff, be re-selected in the grade in which he last played.

A player who is injured and misses more than one game or a player who due to other commitments is absent for more than one game should expect to be selected in a grade lower than the grade in which he last played. However every circumstance will be considered on an individual basis.

Players who are not able to play the following week due to injury or other commitments should tell their coaching staff as soon as they are aware of the situation. Players, who have notified their coaching staff of their unavailability for the next round due to injury or other commitments, will not be considered for selection in any future round until the player has advised their coaching staff of their availability.

11. REGULAR PLAYERS vs INVITATION PLAYERS

As a general rule players who regularly train and play for the club will be given priority over other players. In some exceptional circumstances the club may invite a registered member of the club who does not regularly train or play to assist by filling a particular position.

In the event that the club decides to choose a non-regular member the coaching staff, prior to the announcement at training, will endeavour to speak to the player who otherwise would be the next selected player in that position and explain the reason for that decision.

The club would like to stress that this situation will only occur in exceptional circumstances where the coaching staff believes that no player in the club can adequately fill the position and that by selecting a regular member for the one game it will unnecessarily disrupt a lower grade.

12. PLAYER/COACH ROLES

The roles of a player and a coach at BRC are seen as two completely separate roles and any current registered player of the club will not in normal circumstances be considered for a coaching role within the club.

13. COMMUNICATION

The club administration and coaching staff actively promote open, constructive communication and welcome suggestions about any issue including:

- Training methods;
- Game strategy;
- Or any other matter a member may wish to raise.

It is acknowledged that sometimes decisions are made that a member may not agree with. If any member of the club has a concern in relation to any matter it is asked that the concern be raised at the appropriate forum.

The appropriate forum could be:

- Your team captain;
- Your coaching staff;
- The Club Coach;
- The Club Captain;
- Any member of the committee.

If a member is not satisfied with the response received to a concern raised then the member may forward the concern to the Club Captain who will present the concern to the Committee in a more formal manner.

Whilst the club actively encourages member's opinions, ideas and criticisms, it is not always possible to act on the matter raised. Members are urged to be patient and reasonable with their expectations.

Remember "nothing spreads faster than rumours" and disharmony within a club is destructive. All communication should be open and constructive.

As a general rule the club would ask all members to

"PRAISE IN PUBLIC, CRITICISE IN PRIVATE."

Part 4 - Training

14. TRAINING SCHEDULE

Training will be held in the evening at Headen Park, Thornleigh on a Tuesday and/or Wednesday and/or Thursday, depending on the team a player is selected in as not all teams may train on the same night.

Training will commence at 6.30 pm and conclude at approx.8.30 pm.

Players who are not able to train must contact the club or their coaching staff prior to Tuesday evening.

Players who anticipate being late to training must contact the club or their coaching staff.

Part 5 – Game Day

15. MEMBER ATTENDANCE BEFORE A GAME

Players are to arrive at the ground no later than the kick-off time of the match immediately preceding their own game. This is to assist coaching staff in confirming that all players are in attendance and to show support for the team playing.

16. GAME DAY DUTIES

The club is fortunate to have a number of members who attend to the day-to-day running of the club including administration, setting up and preparing and supervising the park, barbeque, canteen and gear steward duties.

When asked by a committee member or coaching staff to provide assistance, a member whenever possible, will gladly and quickly respond to that request.

17. NSW SUBURBAN RUGBY UNION REQUIREMENTS

It is a requirement of the NSWSRU concerning Club Referees, Touch Judges, Coaches and Ground Marshalls that:

- Each club must have such number of qualified referees as to be able to referee any game should the appointed referee not attend.

- Each Division One club must have six (6) accredited touch judges.

- Each club must have one (1) accredited touch judge available to touch judge for every grade played each day should NSWRU not be able to appoint a touch judge for any grade. The home club has first responsibility.

- Each club shall provide a Ground Marshall for each fixture.

- Each club must ensure that a Smart Rugby qualified person coaches each of its teams. Sanctions will apply after Round 8 if this requirement is not adhered too.

18. MEMBER ATTENDANCE AFTER A GAME

All players are encouraged to act as a reserve for the following grade. The coaching staff of the team that has just finished playing should gather their team together and advise the coaching staff of the next grade who is available. Any reserve player is expected to remain in a central location and be dressed ready to play.

19. POST MATCH FUNCTIONS

One of the great traditional and most enjoyable aspects of suburban rugby is to spend time after the game with club members and members of the opposing club and talk about the games just concluded and enjoy a drink.

A club is valued by the NSWSRU and the Divisional Competition it competes in by both its on field results and the quality of its organisation and service to the NSWSRU.

Beecroft Rugby is determined to encourage participation in post match functions both at our home venue, Headen Park and The Pennant Hills Bowling Club, 52 Yarrara Rd Pennant Hills (9484 2433) or at the nominated venue on our away games.

As a club Beecroft Rugby is very keen to develop the reputation of a club that attends in numbers the functions put on by other clubs. If at all possible during those functions take time to meet the members of the other clubs. Many clubs go to a great deal of trouble to provide food and facilities for their after game function. Take time to show appreciation for their efforts.

20. **CLUB SONG**

It is traditional that the Club Song be sung by each team of the club at the conclusion of a winning game. Details of the Club Song can be found at Appendix 2.

Part 6 – Fitness and Injury Issues

21. INSURANCE

Attending training and having a personal fitness programme is the best way to avoid preventable injuries. In the event an injury does occur, immediate and appropriate medical attention will hopefully reduce the severity of the injury and reduce the amount of time before returning to playing.

Registration with the ARU through the NSWRU provides a very limited level of insurance. Insurance has been arranged by the ARU with QBE Insurance. The plan defines the insured parties as:

"Australian Rugby Union Limited and its members and affiliate members, including member clubs and associations of the various State members."

In addition the plan extends to provide coverage to the following insured persons:

"All players, coaches, trainers, managers, administrators, voluntary workers, selectors, referees, touch judges, ball boys, medical officers, physiotherapists and ambulance officers; and all directors, officers, employees, executive officers, office bearers, members and committees of the insured."

The policy has an age limit under the Personal Injury section of ages 4 to 65. This age limitation is increased to 75 years for non-playing administrative personnel. There is no age limitations under the liability covers.

As such all players, coaches, officials and other insured persons should consider the adequacy of the coverage for their needs and circumstances and it is highly recommended that they take out Private Health Insurance, Life Insurance, Income Protection or the like and any 'Top Up' coverage over and above the coverage provided by this insurance as required by their particular circumstance.

Gow Gates Insurance Brokers are the nominated broker.

The Club Secretary will provide any advice and assistance on any insurance claim a player wishes to lodge. Please note that any claim must be advised to our insurers within 30 days of the injury.

22. INJURY PREVENTION

The best way to prevent injuries is:

- Have a regular personal fitness programme;
- Stretch and warm up well before a game;
- Warm down after a game;
- Use supportive strapping to areas of concern.

The club recommends every player wear a fitted mouth guard.

23. STRAPPING POLICY

The club physiotherapist will assess players to determine whether occasional or regular strapping will be provided. Players requiring strapping should arrive at the ground with plenty of time to allow the strapping to occur. Strapping will be provided on game day only. The club will provide strapping and first aid attention to any player who is injured during a game.

Strapping will not be supplied for training purposes.

24. INJURIES

The most important action a player can take when injured is to:

1. Have the injury correctly diagnosed;
2. Start treatment on the injury as soon as possible;
3. Maintain this treatment.

Sean McCann of the Active Lifestyle Physiotherapy, Genesis Building, Ground Floor, 5/74Rawson St, Epping is the club physiotherapist for ongoing injuries. Sean is able to privately arrange on going treatment and his contact details are mobile 0414 554125 and work 94765437.

Part 7 – General Administration

25. COMMITTEE MEETINGS

The Committee of the Beecroft Rugby Club Incorporated will in normal circumstances meet at least once per calendar month. For further details regarding the conduct of meetings please contact the Club Secretary Peter May. The committee is responsible for upholding the Rules and Objects of the club. Committee Member contact details are as per Appendix 1.

26. ANNUAL SUBSCRIPTION

Subscriptions for the 2011 membership year are as follows:

Senior Grades	$250
Colts	$200

The club relies on the timely payment of these subscriptions to especially fund insurance and other club expenses. The club does not make any profit from subscriptions and in fact subsidises each player to an extent.

Member subscriptions pay for the following:

- NSWSRU club affiliation and team registration fees;
- ARU Death and Permanent Disability Insurance;
- Shorts, socks and a training shirt;
- Physiotherapy services on game days.

Subscriptions are to be paid by 1st May 2011; Round 4 of the competition or an arrangement to pay is to be in force with the Club Treasurer by that date.

Selection in all grades will be effected by the non-payment of subscriptions.

27. SOCIAL FUNCTIONS

During the 2011 season the club will be conducting a number of social functions for all members of the club and partners. A Social Committee has been established to co-ordinate these functions and any assistance that you can provide would be greatly appreciated.

Part 8 – Sponsorship

28. CLUB SPONSORS

BRC relies very heavily on the generosity of our Platinum Sponsors to ensure that at all times we have the best opportunity to prepare our teams in the best way possible to represent Beecroft Rugby. With this generous support the BRC will be able to progressively develop and strengthen.

Our sponsors are listed on the following pages and our great thanks are extended to all these sponsors for their wonderful support of Beecroft Rugby.

PLATINUM CLUB SPONSORS

I.G.T (Aust) Pty Ltd

Jetset Village Wahroonga

The Epping Club

Sprintquip

Tooheys

Canterbury Leagues

Pennant Hills Bowling Club

Hi-Pac Constructions

Appendix 1

COMMITTEE MEMBERS 2011

OFFICE BEARERS

TITLE	NAME	CONTACT No	E-MAIL
President	Dylan Schofield	0424 749985	president@beecroftrugby.com
Vice President	Howard Baynie	0411 676253	howardb@tpg.com.au
Secretary	Peter May	0418 177704	secretary@beecroftrugby.com
Assistant Sec	Luke Harris	0422 206819	luke@hipacgroup.com.au
Treasurer	Gregg Levett	0418 449905	grlevett@bigpond.net.au
Registrar	John Ryan	0404 819871	oziron lung@aim.com

GENERAL COMMITTEE

Dean Berkhout	0403 533475	chatswoodptc@fitnessfirst.com.au
Greg Harris	0419 875189	greg.p.h@gmail.com
Mal Lloyd-Owen	0430 359600	lloydowenm@gmail.com
Daniel Milne	0425 286535	dcmilne@ozemail.com.au

Appendix 2

Club Song 2011

(To the tune of Gilligan's Island)

Bah Dap Pah Dah,
Bah Dap Pah Dah,
Bah Dap Pa Dadadah
Bah Dap Pah Dah,
Bah Dap Pah Dah,
Bah Dap Pa Dadadah

Oh welcome to the Beecroft Land
The mighty men are we
we ruck and maul all day long
On a path to victory
On a path to victory

We'll drink your beers
We'll sink your piss (meaning alcohol)
We'll take your women too
Cause Saturday is Beecroft's day
We're coming after you
We're coming after you

Oh you won't find a Beecroft boy
Out there on his own
Cause when you wear the green and gold
You'll never walk alone
You'll never walk alone

Bah Dap Pah Dah,
Bah Dap Pah Dah,
Bah Dap Pa Dadadah
Bah Dap Pah Dah,
Bah Dap Pah Dah,
Bah Dap Pa Dadadah