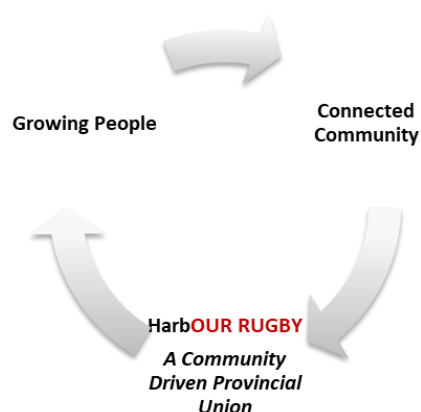


2022 NORTH HARBOUR YOUTH RUGBY BYLAWS

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NORTH HARBOUR YOUTH RUGBY PHILOSOPHY

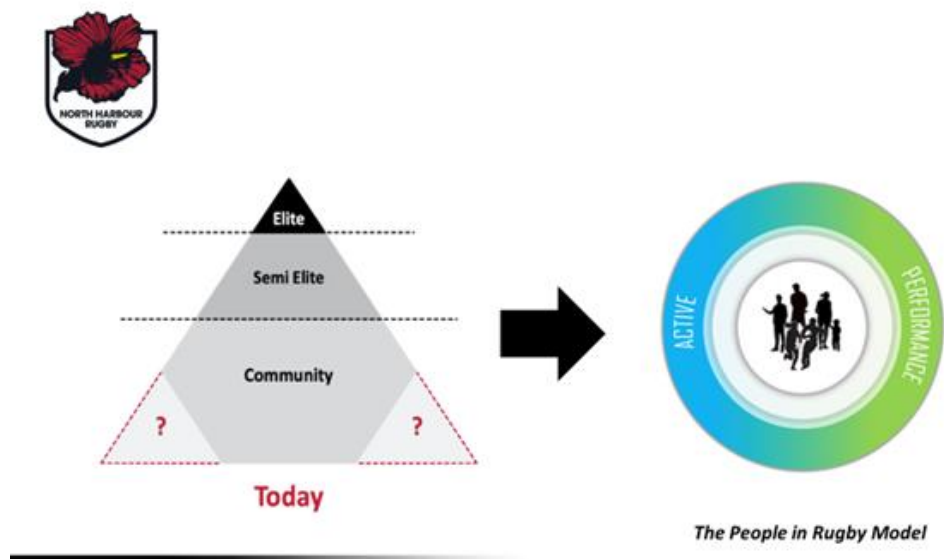
North Harbour Rugby is proud of its purpose, “Improve lives, through Rugby”. The Union also aspires to the following Vision.



Maximize Engagement and Grow Participation with Quality Community Experiences

North Harbour Rugby is driven to keep our sport relevant by providing more choices and opportunities to participate. This strategy will be supported by the following youth tactics:

- “Value of Rugby” and the Active and Performance Environments – People in Rugby
- Safety – Weight and Age system, delaying the open weight offering
- Choice – School & Club collaboration and contact and non-contact offerings



The North Harbour Rugby Union (NHRU) administers Youth Rugby, for players in Year 9-13, in the North Harbour region through the following activities:

- Promoting structured and organised rugby, making it available to all Youth Rugby players within the NHRU region.
- Providing a climate of development and fun to improve participation and retention of Youth Rugby players in the game and to engender a life-long love of the game.
- Providing Youth Rugby administrative services.
- Coordinating and managing the player registration process, including weigh-in, and ensuring that players are in their correct grades and that the Schools/Clubs are adhering to the Weights and Ages chart.
- Coordinating and managing registration processes for coaches and volunteers.
- Coordinating and managing dispensations and composite teams.
- Providing appropriate competition formats and administering season draws.
- Administering disciplinary matters.
- Administering Youth Rugby festivals and development programmes.
- Providing player and coaching development services.
- Providing referee education advisory services and liaison with the North Harbour Referees Association.
- Maintaining channels of communication in order to build strong relationships with Schools/Clubs and associated bodies for the distribution of information and satisfactory administration of Youth Rugby.
- Representing North Harbour Youth Rugby matters to NZRU and the Northern Region Unions.
- Funding activities related to the overall administration of Youth Rugby such as trophies, certificates, advertisement of overall promotion of Youth rugby and registrations.

Assisting the NHRU with the running of Youth Rugby is the North Harbour Secondary School Rugby Committee (NHSSRC). This steering committee also acts as an advisory body to the NHRU Council of Clubs (COC) on all matters relating to Youth Rugby.

The NHSSRC is comprised of:

- A minimum of five school representatives from the 22 secondary schools affiliated to the NHRU; and
- A NHRU staff member.

The Chairperson will represent Youth Rugby at the NHRU Council of Clubs meetings.

The NHSSRC members will show true regard for the opinions and concerns of all stakeholders in Youth Rugby to ensure the sport is held in high regard, particularly in delivery of the game.

The NHSSRC advises and assists the NHRU in:

- Developing a positive spirit for the sport across the differing entry level participants, which shall encompass players, coaches, referees, administrators, parents and supporters.
- Providing a progressive development of skills throughout the grades under the NZRU Community Rugby rules and guidelines.
- Providing a team or grade structure under which the maximum number of players possible can enjoy the sport and gain skills appropriate to their age, weight and ability.

To achieve the above responsibilities, the NHSSRC will run regular meetings and administrative processes to:

- Provide input on Youth Rugby strategy and bylaws.
- Manage dispensation requests in Youth Rugby.
- Ensure all complaints and disciplinary matters within Youth Rugby are dealt with in accordance with NHRU disciplinary procedures.
- Plan semis and finals processes to ensure that they run smoothly.
- Review the season's activities and recommend enhancements for Youth Rugby in the forthcoming season. This includes management of a clear remit process in which contributing schools can participate.
- Liaise with NHRU and their stakeholders to consider and manage any potential impacts on our competitions. This includes reviewing any North Harbour Rugby Union plans to inform, consult with and deliver change to Youth Rugby in North Harbour.
- Provide meeting minutes to COC and discussion as required.

2022 BOYS TACKLE RUGBY CHART

| Grade | Organisation | Year Born | Age at Jan 1st | Weight not to exceed (kg) as at 1st May |
|----------------------------------|--------------|-----------|----------------|---|
| Premier Youth 17 1A 1B Open C | School | 2006 | 15 | Open |
| | | 2005 | 16 | Open |
| | | 2004 | 17 | Open |
| Youth 16 | School | 2007 | 14 | Open |
| | | 2006 | 15 | 73 |
| | | 2005 | 16 | 68 |
| Youth 15 | School | 2008 | 13 | Open |
| | | 2007 | 14 | 67 |
| | | 2006 | 15 | 62 |
| Youth 14 | School/Club | 2009 | 12 | Open |
| | | 2008 | 13 | 60 |
| | | 2007 | 14 | 55 |

Note: Any tackle players younger than the youngest birth date in a grade, will need to undertake an 'Exceptional Circumstance case assessment' before being cleared by NHR to play in the desired grade. See <https://www.nzrugby.co.nz/assets/National-Rugby-Policy-Age-Bands.pdf>

2022 BOYS/GIRLS RIP RUGBY CHART

| Grade | Organisation | Year Born | Age at Jan 1st | Weight not to exceed (kg) as at 1st May |
|--------------------|--------------|-----------|----------------|---|
| Under 18 Rip Rugby | School | 2006 | 15 | Open |
| | | 2005 | 16 | |
| | | 2004 | 17 | |
| Under 15 Rip Rugby | School/Club | 2008 | 13 | Open |
| | | 2007 | 14 | |

2022 GIRLS TACKLE CHART

| Grade | Organisation | Year Born | Age at Jan 1st | Weight not to exceed (kg) as at 1st May |
|-------------------|--------------|-----------|----------------|---|
| Girls Premier | School | 2005 | 16 | Open |
| Youth 17 | | 2004 | 17 | Open |
| Girls Youth 15 | School/Club | 2008 | 13 | Open |
| | | 2007 | 14 | Open |
| | | 2006 | 15 | Open |

These bylaws outline the operating procedures and must be read in conjunction with the Constitution.

NORTH HARBOUR 1A COMPETITION

The North Harbour 1A grade is a sanctioned "Premier Competition" and is governed by the bylaws and the Rules of College Sport Auckland <https://collegesport.co.nz/bylaws/>

FOR 1A STUDENT ELIGIBILITY

Refer to College Sport By-laws:

4. General Eligibility
5. Premier Eligibility
6. Premier Registration
7. Premier Non-Domestic Student Eligibility
8. Premier Rugby Eligibility
9. Composite Teams

Where a player who is registered to 1A plays in another North Harbour competition, North Harbour bylaws for eligibility and player movement will apply.

NORTH HARBOUR YOUTH GRADE BYLAWS

1. Season Dates

- 1.1. The season will commence no earlier than the first Saturday in term 2 and aims to finish no later than the end of August, except under exceptional circumstances. Specific playing dates for each grade will be provided by the Union on receipt of team entries.
- 1.2. Generally, play on public holiday weekends and the middle weekend of school holidays is avoided if possible.
- 1.3. The Draw Steward, in consultation with the NHSSRC and/or General Meeting, shall decide on the format of all competitions.
- 1.4. All competition games shall be played at the time and place as notified in the official draw, or as notified by way of amendment to the draw. Teams may vary this by mutual consent, by completing a Match Schedule Change Request Form, however both teams must agree to any change, otherwise the official draw shall stand. Any game which is deferred must be played without undue delay, it must be for a valid reason, and both parties must be reasonable. In cases of dispute, the NHSSRC will make a ruling where either the official draw will stand **and the team unable to play will default the game (refer .3), or** no competition points shall be awarded for that game.

2. Registration

- 2.1. All players must be registered before they play in any grade. Registered means that player details are entered, by the School/Club, on the official NZRU registration database.
- 2.2. For players to be registered after the school's official weigh-in and registration day has been completed:
 - a) The player details must be entered on the official NZRU registration database via the on-line registration process.
 - b) Registration must be confirmed by the Union, **using North Harbour's stipulated documentation and process,** before the player is permitted to play.
 - c) Players in weight restricted grades must be officially weighed by the Union before playing.
- 2.3. Only players who have been officially weighed may play in a weight restricted grade. The weigh-in must be carried out **prior to the player taking the field** by a person appointed by the NHSSRC, usually an NHRU official/employee. This applies to all players including those who arrive at a school, or opt to take up rugby, during the season. **Confirmation and approval of official weights will be recorded and viewed using the Union's stipulated documentation and process.**
- 2.4. The NHRU official conducting the weigh-in at each School/Club is to be provided with an electronic listing of the names, dates of birth, and weights of all players weighed, before leaving.

- 2.5. In age restricted grades, all players must be under the specified age on the 1st of January of the current year. It is the responsibility of each School/Club to ensure that all such players meet these criteria and abide by the NZR age band policy. Where there is any doubt or dispute, the NHSSRC may request to see proof of age. In such cases the player must not play until proof of age, in the form of a birth certificate, or passport is produced.
- 2.6. Any team which fields a player who is ineligible for that grade or is otherwise ineligible (e.g., not officially weighed and approved, regardless of weight), shall forfeit any points for that game and will be penalised a further 4 points, unless the NHSSRC rules otherwise. The NHSSRC may, at their discretion, automatically disqualify a team which fields an ineligible player during the season.

3. Team Composition

- 3.1. Players must be placed in their grade as per their eligibility on the Youth Grades Chart set for the season.
- 3.2. NHRU encourages the Youth 14, Youth 15, and Youth 16 boys tackle grades to adopt the NZR Emerging Talent principles and Sport NZ's 'Balance is Better' philosophies and ensure that all teams are balanced, i.e., talent and experience is evenly spread, players new to rugby and any dispensated players (see 16.5) are evenly distributed.
- 3.3. For all grades, apart from 1A, the number in a team squad, including team and reserves, should be minimised (i.e., ideally no more than 22), to allow maximum participation.

4. Trainings

- 4.1. To avoid conflict with summer sport and player fatigue, and to encourage Youth participation in a wide range of activities, North Harbour Rugby recommends that training does not commence until 1st March at earliest for all grades other than Premier Youth 17.
- 4.2. As Youth players are often involved in a number of sports and/or have other commitments, North Harbour Rugby recommends alignment with Sport NZ's 'Balance is Better' approach.

5. Game Time

- 5.1. Apart from 1A & 1B competitions, under NZRU Laws all players must play half a game which may consist of two quarters, to ensure development and understanding of the game is maximised and participation in a game is fairly distributed around the team squad. While the intention is for a half game to be consecutive, fitness and/or safety may require substitutions to be made at quarter-time, half-time or three-quarter-time.
- 5.2. All grades will have squads of 22 players and must substitute players as determined by Law 3 of the NZRU Domestic Safety Law Variations. <https://www.nzrugby.co.nz/assets/NZ-Domestic-Safety-Law-Variations-and-Small-Blacks-Laws-2021.pdf>. Minimum team numbers and front row forwards to allow a game to proceed, is as determined by Law 3 of the NZRU Domestic Safety Law Variations (above).
- 5.3. Maximum game time in Youth Rugby for players playing for more than 1 team (e.g., where they are acting as substitute for higher grade) is 90 minutes. Refer to the latest edition of the New Zealand Domestic Safety Law Variations & Small Black Laws.
- 5.4. Game Length: 1A & 1B = 70 minutes (2x 35-minute halves). Youth 14, 15, 16 & Open C = 60 minutes (2x 30-minute halves).

6. Score Blowouts

Score blowout processes applies to all grades with a ½ game requirement (see Clause 5.1). In the event that scores become one-sided (defined by a half-time score differential of 35+ points), both coaches must meet at half-time and come to agreement as to how the issue can be addressed to create a more even contest (e.g., change dominant player positions, change dominant team tactics, rotate players, swap players between teams). The School/Club representative should advise NHRU of games when this has occurred. Notification should occur on the first school day after the game is played.

7. Game On

- 7.1. All grades excluding 1A will play under the NZR Game On policy: <https://www.nzrugby.co.nz/about-nzr/policies-regulations-and-rules/participation-polices-regulations-and-rules/game-on/>. The 1B competition will trial Game-On in 2022, with a view for adoption in 2023.

8. MyRugby App

The MyRugby App will be used for recording scores in all Youth Rugby games, following these procedures:

- 8.1. Team lists must be submitted prior to kick off. These must be correctly annotated with player position numbers, and with starting and front row players for relevant grades.
- 8.2. Final match scores must be submitted directly after the game is played.
- 8.3. Incomplete Team Sheets or no Team Sheet submitted in any game means points may be forfeited for that game and may affect player eligibility for finals.

9. Points

- 9.1. A win shall count as 4 points, a draw shall count as 2 points and a loss by 7 points or less shall count as a bonus point and a bonus point shall be awarded if a team scores 4 tries or more, for all grades.
- 9.2. Any team intending to default a game must do so in writing by 10 am on the day prior to the game. They must inform the opposition, the Draw Steward, and the Referees Association by that time. Failure to do so may result in a penalty of a fine and/or loss of points being imposed by the NHSSRC.
- 9.3. Where a default occurs and Game-On cannot be achieved, the winning team receives 5 competition points and a winning margin of 30.
- 9.4. Where a default occurs and Game-On cannot be achieved, and both teams are from the same school, the higher graded team will receive the points.

10. Uniform

- 10.1. Any change to a team's normal playing colours should be notified to all schools. Where a clash of colours will occur, it will be the responsibility of the home team to wear alternative colours. In the case of games at neutral grounds, the NHSSRC shall rule as to which team must change.

11. Ground Closures

- 11.1. If a school closes its grounds, it shall forfeit any games due to be played on those grounds while they are closed, unless prior arrangements are made with opposition teams in advance of the date the games are due to be played, or unless the NHSSRC rules otherwise.
- 11.2. Any school which intends to close all or some of its grounds should advise the NHRU Draw Steward, who will collate such information and pass it on to the NHSSRC.
- 11.3. The NHSSRC may cancel all or some of the games on any day and for any reason. They must do so if 6 or more member schools notify that they are closing their fields. Such cancellation is to be notified by email and updated on the NHRU web site. The NHSSRC may subsequently reschedule some or all of these games.

12. Referees

- 12.1. All games shall be refereed by the referee as appointed by the North Harbour Rugby Referees' Association. Where such a referee has not been appointed, or fails to arrive, then it shall be the home team's responsibility to provide an Associate referee, who shall then have all the powers and authority of an official referee. Where possible the referee should not be the coach of either side. If there is no Associate referee available, then no play is possible.

13. Safety

Rugby Union is a sport which involves physical contact and any sport involving physical contact has inherent dangers. It is important that players can enjoy the game and play in the spirit with which the game is intended. The following safety procedures must be adhered to:

- 13.1. All players must wear mouthguards.
- 13.2. Should a player be injured, play must be stopped immediately and the player attended to.
- 13.3. Players on the field who are injured in any way that results in bleeding must be immediately removed. A substitute can be played while they are being attended to – blood nose, etc. Jerseys should be changed and the injury attended to and cleaned properly.
- 13.4. Open cuts or wounds must have a protective cover over them while the player is on the field.
- 13.5. Players who receive slight head injuries must be checked properly – if in doubt remove the player from the field.
- 13.6. Should a player suffer concussion, he/she must be attended to properly, must not continue playing and must follow Blue Card concussion protocols before returning to play.

- 13.7. Coaches and parents must not put the player's health at risk in any game.
- 13.8. It is advisable for players of all grades to warm up before the start of a game.

14. School & Club Team Entries

School and Club administrators may work together to better provide an opportunity for Year 9/10 participants to play in the appropriate setting, either School or Club. The School/Club collaboration is about putting the participant at the centre of the experience and must not have a significant negative impact on any schools' rugby (contact or non-contact) participation program. The intention is to assist the Youth experience where and when it is needed.

- 14.1. Any Club wishing to form a club-based Youth 14 team is required to contact North Harbour Rugby. The Union will liaise with feeder schools regarding any potential issues and will determine whether this option is of benefit to the participants and the rugby program. If it is, the Club will be given approval to proceed. Club team entries must make application through the NHRU for permission to play. Teams must use the [NHRU Club Youth 14 Team Application Form](#) provided on the NHRU website and the form must be signed by the chairman of the club involved. Club teams cannot take the field unless they have approval from the NHRU.
- 14.2. Schools and Clubs will need to demonstrate:
 - a) Appropriate facilities playing/changing
 - b) Coaching and management capability
 - c) Administrators that will fulfil committee expectations
 - d) Youth guidelines observed including disciplinary processes
 - e) Youth game day management protocols observed
 - f) Youth side-line behaviour incident procedures observed.

14.3. Any school team from an external union who would like to enter a team in a North Harbour competition must submit the following application form for consideration by the NHRSSC by October the year prior for 1A, and 13 April 2022 for all other teams. <https://www.harbourrugby.co.nz/game-forms>.

14.4. If a North Harbour school intends to enter a team in the competition of another union, the school must submit the application form, signed by the Principal, located at <https://www.harbourrugby.co.nz/game-forms>. This application will then be considered by the NHSSRC and any other applicable bodies before permission is granted or declined. These forms are to be completed and signed off by the necessary parties before the North Harbour team entries closure date.

15. Composite Teams

The purpose of composite teams is to give all players who want to play rugby, the opportunity of playing when their School/Club does not have a team that they can play in.

- 15.1. Composite teams can only be formed with the agreement of principals of all schools involved. All schools are encouraged to be open to receiving players from another school who would otherwise not have the opportunity to play rugby.
- 15.2. Composite teams will only be allowed where:
 - a) Two or more Schools/Clubs do not have the numbers to field a team in a particular grade, but can combine their players to form a team.
 - b) When a School/Club does not have a team for a small number of individual players, they can seek out another School/Club who is able to take that player(s) into an existing team.
- 15.3. No composite teams will be allowed in the 1A competition, as per College Sport bylaws.
- 15.4. Composite teams must make application through the NHSSRC for permission to play. Teams must use the Composite Team Application Form provided on the College Sport website, and the form must be signed by the principals of all schools involved. Composite teams cannot take the field unless they have approval from the NHSSRC. Any team found to be playing a player from another school that has not been approved by the NHSSRC will have competition points taken away and further sanction could be possible, at the discretion of the NHSSRC.
- 15.5. All composite teams will be eligible for competition points and to play for championship titles.

16. Dispensations

The purpose of dispensations is to allow players, who will be adversely affected by playing in the correct grade for their weight/age to be re-graded to play in a lower grade. These will be granted only in very special circumstances as follows:

- 1) Medical reasons

2) Exceptional circumstances.

- 16.1. A School/Club may apply for dispensation to the NHSSRC to play a player in a grade for which he/she is ineligible, for one of the two reasons listed above only. In normal circumstances, dispensation will only be granted where the weight exceeds the limit for that grade by less than 2 kg, or where the player is no more than 2 months older than the oldest age of the grade and weighs within the weight limit for that grade, (e.g., an application may be made for player who is born in November or December 2006 and weighs under 55 kg to play for Youth 14). In all cases, dispensation must be sought and granted before the player involved can play in a lower grade. If a player is required to be viewed prior to being granted a dispensation, this viewing must also occur prior to the player taking the field for the requested team. A list of dispensated players will be circulated to Schools/Clubs a week prior to the first competition game.
- 16.2. All dispensations must be received with team entries, or no later than the date specified by the Union, after which decisions will be made by the NHSSRC. Decisions will be recorded and communicated to schools using North Harbour's stipulated documentation and process.
- 16.3. Players that have their dispensation declined and have no team to play for may have the option of joining a composite team as per clause 15, subject to team entries/numbers.
- 16.4. Any school may apply to the NHSSRC to dispensate a player under 19 to play in the 1B or Open C competitions. A maximum of 2 players may be dispensated per school under this ruling. When playing a match with a dispensated player, the NZRU age band policy must be taken into account <https://www.nzrugby.co.nz/assets/National-Rugby-Policy-Age-Bands.pdf>
- 16.5. A dispensated player must play in the lowest team in a grade where a School/Club has more than one team in a grade. Where teams are designated equal, then dispensated players must be distributed evenly between teams unless the NHSSRC rules otherwise.
- 16.6. Any team that has more than two dispensated players will not be eligible to earn competition points, whether the dispensated players actually play. Such a team would become eligible to start earning competition points once they informed the NHSSRC they no longer had more than 2 dispensated players.

17. Transfers

- 17.1. In order for a transferring student of a College Sport member school to obtain eligibility for the Youth Rugby competition for their school after the beginning of the school year (as designated by the Ministry of Education or after the final date for player registration or after the official start of competition), the student's name, age, and date of departure from his former school must be recorded with the NHSSRC and College Sport Executive.
- 17.2. The transfer rule applies to all students enrolled in secondary school at Year 9 and above. It applies to all College Sport member schools.
- 17.3. Any student who transfers from a College Sport member school after the final day of registration and or, the official start of competition, and who has played for his original school in competition in rugby, will be deemed ineligible for a maximum of 10 weeks of official rugby competition or until the NHSSRC, College Sport CEO or Commissioner grants eligibility.
- 17.4. Any student who enrolls in a College Sport member school from outside the College Sport region, after the final date of player registration or the official start of competition, will be deemed ineligible for 4 successive competition games or until the NHSSRC, College Sport CEO or Commissioner grants eligibility.
- 17.5. Any student who has been registered by their school in their North Harbour Secondary Schools Rugby 1st XV team in either the 1A or 1B competitions with College Sport and NHSSRC, and subsequently transfers in that year or the following year to another North Harbour Secondary School will be stood down for 6 consecutive 1st XV competition games in the North Harbour Secondary Schools competitions.

18. Movement of Players

- 18.1. Once a player has played 6 games in a team in a 1A, 1B or Open C competition (or any other teams entered in equivalent external competitions), the player is deemed to belong to that grade. The player may subsequently play

"up" one or more grades but may not play "down" one or more grades without first being re-graded. A player is deemed to have played a game in 1A or 1B if he has started the game in the starting 1-15 positions on the team list. A player is deemed to have played a game in Open C by taking the field, since the half-game rule applies in this grade (see clause 5.1).

- 18.2. Players may not move between Youth 16, Youth 15 and Youth 14 boys' grades (or any other teams entered in external competitions) after 3 competition games, unless they have been granted a regrading. Once a player has played 3 games in a higher grade, the player is deemed to belong to that grade. The player may subsequently play "up" one or more grades, but may not play "down" one or more grades without first being re-graded. A player is deemed to have played a game in Youth 16/15/14 by taking the field, since the half-game rule applies in these grades (see clause 5.1). Note: compliance with the NZR Age band policy is also required when moving up grades.
- 18.3. A player **may not** move from Youth 17 (i.e., from the grades listed in clause 18.1 - 1A, 1B and Open C) - to a grade not listed in this clause (i.e., Youth 16/15/14) unless;
- Their school does not have a second team in any of those grades, therefore the lower grade becomes their "2nd XV" and;
 - they meet all weight and age criteria for that grade.
 - The same criteria in parts a) to c) apply in this instance for any playoff match.
- 18.4. Players may move freely between any competitions for Youth 17 (i.e., 1A, 1B and Open C) until they have started 6 games in a higher grade (see clause 18.1). To be eligible to play in a playoff game (in a lower grade) they must have:
- started 5 games or less, in a higher graded team (started means starting the game in the starting 1-15 positions on the team list, (see clause 18.1) and,
 - started at least 5 regular season games for the lower graded team (started means starting the game in the starting 1-15 positions on the team list) or,
 - been granted a re-grading or dispensation. A re-grading or dispensation is to be requested in writing to the NHSSRC with clear reasons as to why that player has not met the required games played.
- 18.5. Where a school has more than one team in Youth 16/Youth 15/Youth 14 grades, players may not move between the teams after 3 competition games, unless they have been granted a re-grading.

19. Game Day Management Protocols

- 19.1. The NHRU Game Day Management Protocols apply to all Youth rugby games. All grounds must be adequately roped off for games. Fields must have post pads fitted, field flags in place, and be properly marked in accordance with World Rugby Laws of the Game. Each school/club must appoint a Game Day Controller for all games hosted at home (or expect the home Manager/Coach to perform this duty) to liaise with referees and team managers and to manage teams and spectators under the NHRU Game Day Management Protocols <https://www.harbourrugby.co.nz/game-forms-information>
- 19.2. All team reserves, coaches and managers are to be placed behind the dead-ball line behind their team for the duration of the game, swapping ends with the opposition at half-time. For 1A 1st XV fixtures being televised, team reserves, coaches and managers are to be placed in marked and roped technical areas either side of half way with both teams on the same side of the field. For 1A 1st XV televised fixtures North Harbour Rugby Referee Association will provide a Sub-Controller to manage substitutes and replacements.

20. Sideline Behaviour Incidents Procedure

Should any off-field sideline behaviour incident occur at a Youth Rugby match, the procedure is as follows:

- The team management person (Coach or Manager) concerned about the incident should talk to the opposition team management and advise them of their concerns about the behaviour.
- Should this behaviour continue or escalate, the team management should report the incident verbally to his Youth School/Club official within 24 hours of the completion of the match.
- The Youth School/Club official of the reporting team's School/Club considers the verbal report and decides if he/she should contact the opposition Youth School/Club official to discuss the incident.
- After discussion with the opposition Youth School/Club official and if it cannot be dealt with satisfactorily between the two schools/clubs, the reporting Youth School/Club official then asks his team management person to complete a North Harbour Match Incident Report Form and forwards this to NHSSRC Chairman who attempts to resolve the matter.
- If the incident cannot be resolved by the NHSSRC Chairman, it is passed to the Operations Manager, North Harbour Rugby, who will take the necessary action.

Match Incident Report forms can be found at - www.harbourrugby.co.nz / under Youth – Forms and Documents.

21. Judicial Matters

All NHRU judicial matters will be dealt with through the NHRU and the Judicial Committee. In all cases of dispute, a school should first try to settle the dispute by contacting the teacher-in-charge of rugby or principal of the other school involved. Where a dispute cannot be resolved in this way, or it is inappropriate to do so, then a protest is to be submitted to the Chairman and Union staff by 5pm of the first working day after the fixture.

22. Play-offs – Quarter, Semi – Finals and Finals Rules

22.1. Eligibility Checks

The process for eligibility checks prior to semi-finals is as follows:

- a) Schools/Clubs submit a team sheet of all eligible players (maximum of 26) that may play in their semi-final team by the Monday prior to the semi-final.
- b) NHRU confirms the eligibility of these players.
- c) Any changes to the supplied team sheet are to be advised by Friday at 9am.
- d) NHRU emails the confirmed photo sheets to the opposition Schools/Clubs by 12pm Friday for issue to team managers.

22.2. Tied Team Formula at the End of Round Robins or Second Rounds

Where any number of teams finish on equal points at the end of the round robin or second round, the team rankings for semi-finals will be determined by the following criteria:

- a) Who beat who, in the last game(s) played between the teams, then if still tied;
- b) The team with the highest number of wins in all games, then if still tied;
- c) The team with the best points differential (points for - points against).

22.3. Semi-final Rules

- a) There will be no extra time played in semi-final games.
- b) If the scores are tied at full-time, the team progressing to the final will be the team that:
 - has scored the most tries in the match
 - if this is equal, then the team who scored the first try in the match
 - if neither team scored a try, the team that scored the first points.
 - In the case of no points then the team progressing to the final will be the team that was the higher ranked going into the semi-final, based on the preceding competition.

22.4. Finals Rules

- a) Where a player has played for a team in a semi-final, or championship play-off, he cannot then play in a lower grade final for another team. If in a semi or final a player went on for a blood-bin or injury replacement then that is not counted, only a tactical substitution counts as playing.
- b) There will be no extra time played in finals.
- c) If at the end of any Championship final both teams are level, the winner shall be:
 - the team that scored the most tries in the match
 - if this is equal, the team that scored the first try in the match
 - if neither team scored a try, the team that scored first points.
 - In the case of no points then the winner will be the higher ranked team going into the final, based on the preceding competition.

23. Coaching Registration

The School/Club of any Youth rugby team whose coach has not attended the compulsory Rugby Smart course by 31 May of the current season, will incur the following sanctions:

- a) the school will be fined \$250 + GST
- b) the team will lose 4 competition points, and
- c) the Coach will be stood down from coaching.

24. Media Statements

Only the Chairman of the NHSSRC or NH Chief Executive or a NHRU staff member the Chief Executive may ask to deputise for him/her, shall make any statements to the media on behalf of the North Harbour Youth Rugby.