

Hemsworth Dragons ARLFC



# Policy: Code of Conduct - Coaches

**Document control**

**Author:** Jason Alcorn

**Version Number:** 1.2

**Authorised by:** Hemsworth Dragons ARLFC committee

**Date of Publication:** 01/02/2020

**Date Due for Revision:** 01/02/2022

**Post Responsible for Revision:** Secretary

**Circulation:** Public

**Restrictions:** None

**Signed for and on behalf of the Hemsworth Dragons committee**

**Date:** 01/02/2020

**Signed:**

**Name:** P Inman

**Position:** Chair

**Date:** 01/02/2020

**Signed:**

**Name:** J Alcorn

**Position:** Secretary



# HEALTH

# &

# SAFETY



**SPORT  
ENGLAND**

**FOR AMATEUR RUGBY LEAGUE CLUBS**



## Introduction

Rugby League is a high intensity collision sport, which needs to be treated with respect. The following are areas to consider when playing the sport of Rugby League.

## Insurance

Every team must be covered by the mandatory BARLA Public Liability insurance (NB: payable annually once per club) and the mandatory BARLA Personal Accident insurance (NB: payable annually for each team).

The Personal Accident policy provides a benefit in the event of certain injuries incurred whilst playing in, officially training for, or travelling directly to and from matches under the auspices of BARLA. This benefit is payable if the accident results in:

- Death
- Loss of eye(s)/Limb(s)
- Permanent loss of speech
- Permanent loss of hearing
- Permanent total disablement from any and every occupation

All club members must be informed that the mandatory BARLA Personal Accident Insurance policy does not cover all injuries, for example a broken leg, which would be covered by "loss of earnings" insurance, which is the responsibility of the individual. However, the club may wish to consider a collective arrangement for their members with regard to "loss of earnings" (Bartlett Insurance brokers can provide information on this type of insurance on 0113 258 5711 - ask for Ian Roberts).

Personal Accident cover and public liability cover applies to all Amateur Rugby League club members i.e. player, coach, secretary etc. All individuals performing a match official function at BARLA recognised games are also covered for both Personal Accident and Public Liability insurance.

The Public Liability policy covers the player and/or club in the event that they are legally liable for accidental bodily injury or damage to property happening in connection with Amateur Rugby League activities. So, for example, if a club is legally liable and sued by a spectator who has tripped due to a defect in their premises and has been injured as a result, the policy will pay defence costs and any damages awarded by the court (subject to the policy limit of £5,000,000). As people become more and more likely to sue others this cover becomes increasingly vital.

Newly formed teams can be insured under the BARLA policies for training and up to three games without charge, however such requests must be forwarded in writing to BARLA to facilitate a formal endorsement. Clubs who play no more than five games a season (eg. Armed Forces etc.) can take advantage of a 50% reduction in normal insurance costs. If you require cover for festivals, events, tours etc. which fall outside the normal League and Cup programme, requests regarding insurance cover should be made in writing to BARLA.

## Registration Declaration

As part of the registration process, all players have to sign the following declaration. Failure to sign the declaration may jeopardise any insurance protection via the BARLA insurance.

"I declare that I am not registered with any professional club and agree to abide by the Rugby League Code of Conduct.

I acknowledge that the sport of Rugby League involves a high degree of physical contact and such contact can result in injury. I further acknowledge that if I am injured in a match I may be entitled to certain compensation under the terms of the policy of insurance maintained by BARLA. I acknowledge that such insurance cover may be excluded for illegal or foul play or contact, which is contrary to the rules and customs of Rugby League whether committed by me, or by any other person as a result of which an injury arises. I further acknowledge that the insurance cover may not be sufficient to compensate me for certain types of injury or disability. I confirm that I have the right to obtain my own personal accident liability or injury cover should I wish to do so".

## Medical Cover

### First Aid

A First Aider qualified to the level of First Aid Sports Medic must be present at every game and training session to promote safe practice and cope with minor injury. For further information clubs should contact the Coach Education Programme. (see useful contacts) A well-stocked first aid kit must also be readily to hand and include the following:

- A blanket or towel
- Guidance Card
- Individually wrapped sterile adhesive dressings (assorted sizes) x20
- Sterile eye packs with attachment x2
- Safety pins
- Medium sized individually wrapped sterile wound dressings x6
- Large individually wrapped sterile wound dressings x6
- Extra large individually wrapped sterile wound dressings x6
- Bandages and splints
- Neck collar
- A resuscitation mask or airway (only to be used by trained individuals)

It would also be advisable to have drinking water readily available and access to ice packs. The club should keep a list of players who suffer from asthma and any other medical ailment. A mobile phone at all training sessions and matches should be available together with access to a stretcher.

The club should establish a procedure, in the event that an incident arises at a game or a training session. The club should make contact with the local Accident and Emergency Department at the start of the season and provide them with a fixture list and directions to the ground/s used.

All teams should maintain an Accident Book or Folder in which all injuries either sustained on the pitch or at a training session and subsequent treatment are recorded.

A sample Accident Form is available in the appendix.

The Accident Book or Form should include the following information:

- Where the accident took place
- Name of person in charge at the time
- Name and address if the injured person
- Date and time of the accident
- Nature of the accident
- Details of how and where the accident took place
- Details of the action taken (was any first aid administered?)
- Were the Police, Ambulance, Parents/Guardian or any other relative informed
- What happened to the injured person following the accident

The Accident Book should then be signed and dated after each accident is entered.

#### Immediate Treatment Of Minor Injuries

Where the injury is obviously a minor one (e.g. a graze or small cut) you should deal with the injury calmly and correctly. You will need to assess the extent of the injury or illness quickly, then make a decision whether you can deal with it or if assistance should be summoned. Sports Injury Prevention and First Aid Management is a highly recommended handbook and is available from Coachwise Ltd. (see useful contacts).

In cases of more severe injury or illness, follow emergency procedures and contact qualified assistance as soon as possible. If necessary, protect the injured party from further injury and ensure the safety of others.

#### Basic Resuscitation

Ideally everyone should have a working knowledge of the procedures involved in resuscitation. Certainly the club coaches should be familiar with these procedures.

These are comprehensively covered in the Coachwise booklet "Sports Injury: Prevention and First Aid Management" or any good quality first aid manual.

#### Concussion

Immediate management of concussion

It is essential that all teams have a fully qualified first aider. When dealing with a player who has suffered concussion, the following DR ABC (Doctor ABC) guide should be followed.

D	Danger	Ensuring that there are no immediate environmental dangers which may potentially injure the player or the treatment team. This may involve stopping the game.
R	Response	Is the player conscious? Can he/she talk?
A	Airway	Ensuring a clear and unobstructed airway. Removing any mouthguard.
B	Breathing	Ensure the player is breathing adequately.
C	Circulation	Ensure an adequate circulation.

If any of the following symptoms or problems is present, a head injury should be suspected, and the player in question should see a Doctor. A player does not need to have lost consciousness to suffer concussion.

#### (a) Cognitive features

- Unaware of opposition, score of game
- Confusion
- Amnesia
- Loss of consciousness
- Unaware of time, date, place

#### (b) Typical symptoms

- Headache
- Dizziness
- Nausea
- Unsteadiness/loss of balance
- Feeling "stunned" or "dazed"
- Seeing stars or flashing lights
- Ringing in the ears
- Double vision

Other symptoms such as sleepiness, sleep disturbance, and a subjective feeling of slowness and fatigue in the setting of an impact may indicate that a concussion has occurred or has not resolved.

#### (c) Physical signs

- Loss of consciousness/impaired conscious state
- Poor co-ordination or balance
- Concussive convulsion/impact seizure

- Unsteadiness/loss of balance
- Slow to answer questions or follow directions
- Easily distracted, poor concentration
- Displaying unusual or inappropriate
- Nausea/vomiting
- Vacant stare/'glassy' eyed
- Slurred speech
- Personality changes
- Inappropriate playing behaviour, eg. running in the wrong direction
- Appreciably decreased playing ability

#### HIV & Aids

The risk of HIV infection through sport is minimal. HIV is not very infectious and cannot pass through the air like a cold or flu virus, so cannot be transmitted through ordinary social contact. Ordinary cuts and grazes that occur through playing or otherwise should be cleaned and adequately covered with a plaster so that the spread of blood is reduced. In order for someone to become infected, a sufficient amount of HIV must be passed over through the bloodstream.

There has been no known example of transmission as a result of giving or receiving first aid. The theoretical risk is very low in the context of ordinary good practice in delivering first aid. Any theoretical risk from mouth to mouth resuscitation is extremely low indeed. But resuscitation using mouthpieces may be more effective if you are trained in their use and they are available.

The only risk would be from infected blood. But this would have to get inside your own bloodstream in order to infect you. The Red Cross has advised that "safe handling of blood in first aid situations does not require 'space suits' or excessively high levels of protection."

Existing standards of good practice are designed to protect both the giver and receiver of first aid from much more infectious germs than HIV.

These existing standards are also designed to protect you irrespective of who's involved. Remember, that for each person whom you know or think has HIV, there are going to be several others whom you don't know about. So relying on knowledge of peoples' antibody status is dangerously irrelevant and it would be unethical to refuse first aid to anyone on those grounds.

Instead, the best precaution is making sure that:

- You are satisfied you have had adequate first aid training
- You understand the proper first aid procedures
- You are supplied with all the necessary infection control equipment such as disposable gloves and aprons, paper towels, and disinfectants, etc.
- You stick to the proper first aid procedures (eg. hygiene when administering aid)
- You report any incidents, problems or concerns to the management committee.

## General Care Of The Sports Participant

All Coaches must be qualified and accredited to the level stipulated by the Rugby League Coach Education Programme. The Coach must be aware of a player's medical problems where practicable - is everyone fit and well? If there is a doubt as to whether a player should be playing due to a medical condition a note must be produced by the player's GP passing him/her fit to play Rugby League.

In addition, the Coach should also find out if any of his players have any special health requirements. This is a confidential matter so the Coach should be tactful and respectful. This can be done by offering the opportunity for private disclosures, preferably before the first session. If coaching youngsters, you may find it appropriate to talk to parents or guardians as well as the children.

Before Coaches begin coaching, there are a few questions that need to be answered to make your practice safer and put participants at ease in the surroundings.

Have you:

- Explained clearly the "house rules" or codes of conduct?
- Eliminated any factors, which are hazardous or known to cause injury?
- Checked on participant's previous experience and knowledge?
- Made participants aware of the safety and emergency procedures?

Coaches should always establish a safe working environment including the condition of the ground (see ground section), ensuring the venue is appropriate for the purpose and that equipment is safe and used according to any manufacturer's guidelines. Coaches should fully prepare their players for the activities and make them aware of their personal responsibility in terms of safety and the risk of injury, particularly those resulting from horseplay and lack of discipline. Coaches must ensure no one plays or trains in spectacles, dentures or wears items of jewellery, including all body piercings. Coaches must ban chewing gum for playing and training as it is dangerous and must encourage the use of protective clothing, correctly fitted gum shields, shoulder pads and headgear - particularly when playing games or doing contact drills.

While the choice of clothing is obviously a personal matter, you should advise against nylon sports clothing, particularly in activities where the players will be generating heat. Nylon is often cheaper than natural fibres, but cost is not the important point when choosing equipment, you should point out that clothing is part of the performer's equipment and needs to be chosen carefully. In the case of dress, rules on safety take priority. Should you find that such rules conflict with acceptable cultural, gender, ability or religious practices, be sensible. Advice must be sought to help you overcome any discrimination or disadvantage.

There is also the possibility of players suffering injuries inflicted by boot studs. Players are accountable for ensuring that their studs are in good condition and not likely to cause injury. All players must check their boots regularly. Referees also have a responsibility to ensure that players studs are safe and should prevent any players who's studs are unsafe from taking the field.

Personal hygiene may be a difficult problem for the Coach to tackle, but sport presents an ideal opportunity for you to remind participants of the importance of this factor. Again the points are simple but important:

- Clothes must be clean and should be washed after every use
- The body must be clean, particularly the feet. Foot rot (Athlete's foot) is rife in the UK and while it may appear a relatively minor problem, it may be responsible for other more serious infections.

The Coach should always check the water temperature of the showering facilities and if showers are not available, the Coach should remind participants to bathe/shower or strip wash at home.

All Coaches must not subject children to rigorous training programmes. When working with children, who have yet to reach puberty, use steady low intensity exercise programmes with adequate rest periods. Players should not be overplayed or over-trained and should not be playing more than one and a half games per week.

Coaches must consider mental and physical maturity, fitness and conditioning levels, and skill levels (particularly in tackling and scrummaging) when selecting players for games and contact training drills. All activities must be in keeping with the Rugby League Codes of Conduct (see appendix).

There should be no players playing or training below the age of six. Including the lowest age group of under-7 through to the under-16 age group, a person must not be permitted to play in a match or train where any other player is older or younger by two years.

Players in the under-18 age group have an age range of two years eight months. Players from their 17th birthday may play Open Age rugby, however they should play in either the youth or senior team, not both, on the same weekend. It is compulsory in all BARLA Youth and Junior games that identity cards must be produced for all players. Should a team not produce their identity cards then it is mandatory for the game to be awarded to the non-offending team - no card no play.

Players are eligible to play for each individual age group and the age ranges are updated at the beginning of each season. For up to date age ranges contact BARLA.

### Injury In Sport

Every coach is responsible for participants in their charge, but no matter what safety precautions are taken, accidents will happen and you must be ready to deal with them. As general guidelines you should:

- Remember that dealing with sports injuries is a highly specialised business
- Not diagnose and treat injury
- If in doubt, do nothing until the qualified personnel arrive
- Always keep calm, and if necessary prevent others - no matter how well meaning - from attempting to 'make the patient comfortable'

- Offer comfort and reassurance whilst ensuring the safety of others
- In the event of a serious injury, try to remember exactly what happened, how it happened and when it happened. Make a note if necessary. This information will be of great help when the incident is reported to the emergency services

These guidelines do not mean that as a coach you should ignore all requests for help from injured participants. You should recognise that pain is a symptom and as such should always be treated seriously. However, hasty ill-considered action is seldom for the best.

### Warm-Up

The warm-up and cool-down are very important in the prevention of injury. Why warm up? The three main reasons are to:

- Heat the body, particularly the deep parts like the muscles and around the joints
- Stretch the muscles, tendons and ligaments, particularly those that are to be used
- Prepare participants for what is to follow, stimulating them mentally and physically

When should your players warm-up? Warm-up exercises need to be performed before all forms of sport activity. No matter how brief or gentle the activity, injury can occur if participants have not had time to warm-up.

The following provides some basic guidelines for warm-up:

- You should use a whole body warm-up that raises the muscle temperature, and stretches all the muscles and connective tissue
- The warm-up should be related to the activity, so that practice may be achieved at the same time
- It should be suited to the individual participant
- Use a suitable combination of intensity and duration without undue fatigue
- Avoid a time lag between the warm-up and the competition or other activity that follows
- Make the warm-up interesting (by varying the exercise), and make it safe

What types of exercise should be included? Basically, three kinds of exercise should be included in warm-up, placed in the following order:

General body exercises/gentle full-body activities - jogging is a popular form, and varied and low intensity pairs work is an option. Encourage activities which cover a full range of movement but keep it gentle and constant.

Stretching exercises - increase the range of movement by progressively lengthening the muscles. Build from a slow and easy application of force to a controlled yet more dynamic movement. Don't use 'bouncy' stretches or a partner to help increase or sustain the stretch.



Simulation exercises - basic skill exercises can be done under controlled but simulated practice or competitive conditions. Simulation exercises prepare the participant physically and mentally for the activities that follow the warm-up.

Be systematic - Start at the head and work down to the toes, or start at the centre of the body and work out towards the hands and feet. Vary your approach. Different exercises for the various parts of the body can provide a break from the monotony of an established routine.

Always keep forces that are doing the stretching under control. For example, don't bounce up and down in a split leg position to stretch the groin; a slow progressive approach is best.

Allow for some individual differences in warm-up routines. Different bodies will need different emphasis in terms of stretching and strength exercises.

Finally, build your own routine, or better still encourage your participants to work out their own routines based on their own needs.

### Cool Down

It is equally important to cool down following exertion. To stop suddenly is bound to cause problems.

When the activity period is over, the body must adapt and recover in many ways as it returns to normal. This return is not instantaneous. The muscles, which were pumping blood back to the heart, are no longer active, so there is a build-up of pressure in the muscles. This results in excess fluid accumulating in the tissues, or muscle oedema. This condition, with inadequate muscle exertion to move the blood out of the muscles, may result in stiffness or soreness in the muscles and possibly muscle cramps. Stiffness may be prevented by continued mild rhythmic activity using the muscles affected, until the body returns to a near-resting state.

Hot showers or baths complete recovery from exercise. Be careful not to use the same treatment for participants with recent soft-tissue injuries, strains or sprains. These injuries should be dealt with in the appropriate manner. This would involve applying ice to the injury, therefore reducing the swelling.

### Dress

The use of appropriate clothing by both coach and participants will help to create a safer environment. This is common sense but important nonetheless.

### Supplementary Treatments

Sauna and massage are relatively harmless in most cases. Some individuals undoubtedly find them beneficial both before and after training and competition. Both of these activities appear to have psychological as well as physical effects, and if they are available and the performer finds them beneficial, there is little harm in using them.

### Diet

Diet is a study in itself. However where safety is concerned, it is pre-match and pre-training diets which is most likely to cause problems. Certain foods, (eg. fats and concentrated glucose drinks), are slow to leave the stomach, so steaks and energy-giving drinks are not recommended 2-3 hours before taking part in vigorous activity. Cornflakes, pasta or a bowl of mashed potatoes, for example, would be far more beneficial.

It is important that when training in the evening, participants, (particularly children), have eaten something since lunchtime. Normally, a light snack 45 minutes before a training or practice session.

Weight control is an important factor in the prevention of injury. The overweight participant is putting excess stress on joints before even starting to take part in sport. While this subject is too complex to be tackled in detail here, you should acquaint yourself with a rough idea of the calories requirement for any given sport activity, such as training or competing. You should be able to advise and give general guidelines to your players. In some cases it is essential to ensure that the players, particularly the young ones, get sufficient nourishment to sustain training loads. The amount of calories you burn off, depends on your weight and what activity you are undertaking. For example, if someone weighed ten stone and they jogged for thirty minutes, they would probably burn about 180 calories.

For further information on diet and nutrition, you can order copies of relevant documents from Sport England. (see useful contacts)

Some examples of foods, which should be eaten for various meals through the day, include:

### Breakfast

Fruit Juice: orange; apple; pineapple; tomato

High fibre type cereals with low fat milk (NO SUGAR): Muesli; Cornflakes; Special K; Rice Krispies; Bran; Porridge; Weetabix; All Bran; Shredded Wheat.

Wholemeal or multi-grain toast, muffins and crumpets. Light scrape of butter/margarine.

If you want a hot breakfast you could try:

Baked Beans; Spaghetti; Melted Low Fat Cheese; 1 boiled or poached egg (not fried)

Coffee & Tea, in moderation, especially coffee, due to dehydrational effects.

### Lunch

Stay away from hot cooked lunches, instead have:

Sandwiches, bread rolls or toasted sandwiches containing lean meat such as: ham or skinless chicken or use salmon; tuna; egg; low fat cheese;

Thin scrape of butter or margarine with as much salad as desired.

NO SALAD CREAM

Fruit or other snack from snacks list or protein drink.

Option for hot lunch, Jacket potato with low fat topping such as: ham & tomato; chicken & tomato; ham & salad; chicken & salad; tuna & tomato; tuna & salad

Note:

When drinking with your meal it is preferable for you to drink water. If soft drinks are preferred, choose diet or low calorie drinks like Diet Coke, Diet Pepsi or Fruit Juice.

Dinner

There are plenty of options to have for dinner that are

1. Good for you
2. Taste Good

Small to moderate serving of lean meat (no fat)

Eat red meat at least 3 times a week

Other variations are: chicken (no skin); fish (no batter); pork (no fat)

Eat plenty of fresh vegetables, rice and pasta;

Avoid: chips, fried vegetables and Yorkshire Puddings

Note:

When having meals avoid high fat sauces, cream sauces etc (tomato based are best)

If wanting desert look to utilise the snack list. STAY AWAY from cakes, pies or other high fat sweets.

Where possible grill foods. If you have to use cooking oil, try to use a low fat option eg. Crisp 'n' Dry.

Examples of Meals: lasagne; chicken risotto; tomato & lentil soup; chicken waldorf; chilli; chicken & rice

Snacks

Suitable for morning and afternoon tea & supper: Fruit; low fat yoghurt; breakfast cereal with low fat milk; soup - such as noodles, chicken & vegetables; toast; muffins; raisin bread with a scrape of butter/margarine & honey or jam; sports drinks & protein drinks; sports bars

Try to keep the snacks down if trying to lose any extra body fat.

Throughout the day try to drink 1 - 2 litres of water.

If the performer has four meals a day, they should become progressively lighter from breakfast to supper, with training taking place after a fairly light tea and followed by a light supper.

## Dehydration

Exercise causes an increase in body temperature as the muscles produce heat, but in hot conditions this rise will be even greater and more rapid. Playing Rugby League during the summer months will often result in playing and training conditions which are frequently hot and/or humid.

When body temperature starts to get too high, players' performance will suffer - work rate falls, whilst ball handling skills and co-ordination decrease. But if body temperature continues to rise, serious medical problems can occur leading to a condition known as heat stroke, which is potentially fatal.

Sweating is the most efficient way of maintaining the body's temperature during exercise - as sweat evaporates from the skin, heat is lost and the body is cooled. But as sweating continues, body fluid is lost, and dehydration occurs.

Recent research has highlighted the following facts:

- In warm conditions players can lose between two and five litres of fluid in a game. However, individual players respond in different ways, and some may lose even greater volumes.
- Players with high body fat levels or low levels of endurance are less tolerant to hot conditions. Continually maintaining good physical condition is therefore crucial.
- Players who have been ill or who are suffering from viruses are more prone to heat stress. They must seek advice from a doctor before playing or training.
- Players who have been drinking alcohol during the 24 hours before matches or training sessions are more prone to dehydration.
- Dehydration and heat stress can be as big a problem in training as it is during matches

It is therefore essential that players and coaches adopt a strategy to meet the challenge of playing and training in the heat.

### Tips For Players

The following practical tips should be followed by both coaches and players to prevent dehydration and heat stress:

- Monitor your own rate of fluid loss by measuring body weight change after training and matches (1 kilogramme of weight lost means 1 litre of fluid needs to be consumed)
- Fluid should be taken before, during and after training sessions and matches. Sports drinks with small amounts of carbohydrate and sodium are formulated to increase fluid absorption. Too much carbohydrate will slow fluid absorption
- Drink plenty during the build up to a match - players who are not fully hydrated at kick off will not perform well. Avoid tea and coffee on the morning of the match, and take fluid with you on long journeys to away matches.
- Try to drink at least every 20 minutes during matches and prolonged training sessions. Don't wait until you are thirsty to start drinking - it will be too late.



- After a match or training session, drink plenty of fluid to regain the weight which has been lost. This is vital if training or playing on consecutive days.
- Alcohol should only be consumed once the weight lost (ie. fluid) from sweating has been replaced. The passing of clear urine is a simple indicator of when rehydration has occurred.
- Avoid using salt tablets - these will slow down the rate at which fluid is absorbed.
- Practice with any new drinking regime prior to important matches.
- Taping and protective gear should be kept to a minimum since this will reduce the body surface area available for sweating.
- Be aware of the potential problems, and plan ahead. By doing this your performance will improve.
- Your personal drinks bottle should become a vital part of your kit, and always be close at hand for a regular supply of fluid.

### Tips For Coaches

- Encourage your players to have their own personal strategies for combating dehydration and the heat.
- Ensure that there are plenty of fluids in the changing room before and after matches, and that there is a set of scales for players to weigh themselves.
- Give players chance to acclimatise to hot conditions by scheduling some training sessions to coincide with matches. This is essential if players normally train in the evening but are scheduled to play matches during the day.
- Training sessions should include breaks every 20 minutes to allow players to take drinks.
- In matches, use replacements to give players periods of rest whenever possible.
- Players experiencing symptoms of heat stroke (dizziness, confusion, pale complexion, cool clammy skin) should be withdrawn from play immediately and sent for medical attention.
- During matches, make sure that drinks are available for players at every opportunity.
- Replacements should keep cool, and sit in the shade.
- Jerseys should be made from cotton, and be light strong but strong. Extensive plastic logos on the shirts may retain heat within the jersey, and increase body temperature.

For further information on dehydration, contact the Rugby Football League. (see useful contacts)

### Ergogenic Substances

These are substances, which are intended to help the body at work. They include performance enhancing drugs and food supplement. You should advise your participants to avoid the use of drugs to aid performance. Food supplements, such as vitamins and mineral drinks should be seen as additions to a good healthy diet, rather than as replacements. Supplements must never take the place of a nutritious, balanced and varied diet.

The BARLA Constitution states the following:

#### Doping Control Regulations

Doping in or out of competition is strictly forbidden and is an offence. Any player found guilty of a drug offence in accordance with current practices and guidelines of the International Olympic Committee and Sport England, or any person who assists or incites others to use prohibited substances or techniques, will be liable to disciplinary action.

The offence of doping takes place when:

- A prohibited substance and/or metabolites of prohibited substance is found to be present within a player's body tissue or fluids
- A player uses or takes advantage of a prohibited technique
- A player admits to having used or taken advantage of prohibited technique
- A player fails to report to the doping control Sampling Officer
- A player fails to provide a specimen of urine
- A player fails to provide a specimen of urine of the required quantity
- A person assists or incites others, or admits having assisted or incited others, to use prohibited substances or prohibited techniques.

There is a maximum suspension of four years for the first offence and a maximum suspension of a life ban for a second offence. Any player or other person found guilty of a doping offence shall be entitled to appeal to the Board of Appeal: three members of which shall hear and determine the said appeal. The notice of appeal must be in writing and must be received by the Secretary within 14 days of the decision of the Board of Management being received in the ordinary course of post.

### Ground

Safety of the playing/training surface is vital. You must make sure it is free from debris likely to cause injury or illness including animal excreta, ice or excessive mud and water. If possible ensure the ground is regularly rolled to avoid rutting.

Fixed furniture, ie. posts must have adequate protection at the base for at least 6 feet, flexible corner flags with at least three metres clearance around the playing area. Posts should also be securely fixed and checked regularly to avoid the danger of collapse. Official line marking substances are made from calcium carbonate and pose no danger to players or ground staff and should be the only substance used to mark playing surfaces. There is a crucial difference between builder's lime purchased from a builder's yard and official line marking materials. Whilst builder's lime may not seem hazardous if it is exposed to unprotected skin, serious burns can result. In no circumstances should this type of lime be used to mark out playing

surfaces.

## Spectators

It is the responsibility of all clubs to ensure that all practicable measures are taken for the health and safety of spectators at every level of the game. Spectators should stay outside the field of play at all times. Club officials should be aware of the potential for conflict between players and spectators and take adequate precautions to avoid this problem. In the absence of a permanent barrier around the pitch the pitch, it is recommended that the pitch be roped off a minimum of three metres away from both touch lines. Spectators must be aware of the code of conduct and all clubs at whatever level of the game need to consider the safety of all spectators including those with disabilities and children.

## Travel

Teams should travel in appropriate roadworthy vehicles and care should be taken not to overload them. All drivers should be experienced, qualified and insured in the vehicle to be driven. Terms and conditions of any hire agreement should be strictly adhered to. All passengers should take care so as not to distract the driver and seat belts must always be used. No alcohol should be carried or consumed on any form of transport.

## Child Protection

The club should strictly adhere to the Rugby League Young Person and Child Protection Policy. Information will be distributed to clubs accordingly.

## Facilities

### Maintenance

Where possible clubs should try to ensure that the building/facility is covered by a planned maintenance programme. Yearly sinking funds and a general maintenance budget should be incorporated into the club's financial planning so that funds are available for general everyday maintenance and replacement of any major items.

### Cleaning

It is important for clubhouses to provide a clean and safe environment for its members, players and guests, particularly in the changing areas, toilets, the bar and kitchen (where hygiene is a key issue). Clubs should draw up schedules for cleaning duties and keep records of cleaning that have been completed. Those who are carrying out the cleaning duties should be familiar in effective techniques, including the safe handling of equipment and chemicals. This should ensure that the facility is cleaned regularly and offers a safe and hygienic environment.

### Changing Areas

Clubs should try to ensure where possible that adequate and appropriate changing provision is available and that appropriate standards of hygiene are maintained. This includes having regular cleaning programmes in place to maintain high standards of hygiene and ensuring the hot water temperature is controlled to avoid scalding. Consideration should also be given to specific provision for young persons, females and people with disabilities. Clubs should

also be sensitive with regard to participants who may come from different religious or cultural backgrounds.

## Disabled Access and Provision

It is important that any pavillion or clubhouse can provide for the needs of disabled people and not only meets the needs of relevant legislation but also looks to apply best practice in its provision for disabled people. "Easy access for all" means that the facility will need to provide for a wide diversity of groups including children, older people, players with kit bags, carers with small children, people who are fit and not so fit as well as those who are more easily recognisable as having a disability. Issues to consider include ramps, handrails, wide door and corridors and audible aids. Contact Sport England (see useful contacts) for further information.

## Health and Safety Laws

If your club is an employer, health and safety laws will apply to your club as the employer and your employees. The following are also good practice for clubs who own premises but are not an employer. For further information on any of the below, contact the Health and Safety Executive. (see useful contacts). The documents code number is included for your reference.

- Your Local Authority will administer your health and safety laws and will help you to understand what you need to do. They will enforce only when something is seriously wrong
- Contact your Local Authority to clarify your status as an employer
- If you employ anyone, you are legally bound to take out employer's liability insurance and you should display the certificate clearly
- As an employer you will also need to display the Health and Safety law poster (ISBN 0 7176 1380 1)
- As an employer you also have a responsibility to report injuries at work
- Employers with five or more employees should have a written health and safety policy (Writing your health and policy statement (ISBN 0 7176 1235 X))
- Employers with five or more employees have to consult their employees on certain health and safety matters
- All employers must assess their risks from their work activities (see risk assessment)
- The most common causes of injuries at work and consequently in a clubhouse or changing room environment is by slipping or tripping. This is particularly important when members of the public use your premises. Effective solutions are often simple, cheap and lead to other benefits. (Preventing slips trips and falls at work INDG225 - free publication)
- A club with a bar and changing room facilities will have floors that can become wet and slippery. People may also use unlit areas such as paths. Temporary maintenance or alteration work could take place and cause tripping hazards. Are you using the correct floor cleaning materials and methods? (see COSHH section)

- Any hazardous substances including cleaning materials should be properly controlled and directions from the manufacturers must always be followed (see COSHH section)
- Do you know whether there is asbestos in your premises? Asbestos is the largest single cause of fatal disease and ill health caused by work in Great Britain. If you come into contact with it as a result of repair and maintenance work you need to be particularly careful. Asbestos can be found in most building built between 1950 and 1980 as insulation and lagging. (Asbestos dust: The hidden killer! INDG187 free publication - Asbestos and you - free publication INDG107)
- Manual handling is transporting or supporting loads by hand or by bodily force. Many people hurt their back, arms, hands or feet. One bad lift can cause injury and cumulative damage can build up over time - even with lighter loads. (getting to grips with manual handling INDG143 free publication)
- Check all your electrical installations and equipment - shocks from faulty equipment may lead to falls from ladders, scaffolds or other work platforms. Those using electricity may not be the only ones at risk. Poor electrical installations and faulty electrical appliances can lead to fires, which can also result in death or injury to others. (Electrical safety and you - INDG231 free)
- If you have machinery of any kind including ladders and gym equipment make sure they are properly maintained and fit for use. Ensure the manufacturer guidelines are strictly adhered to (Using work equipment safely - INDG229 - free publication)
- Pressure cookers, boilers steam heating systems are common examples of equipment and systems containing a fluid or gas under pressure. They can cause death or injury to people and serious damage to property, if the contents are released unintentionally. This mainly happens when equipment fails through poor design or poor maintenance or when the method of work is unsafe or someone makes an operating mistake (Pressure systems safety and you - INDG261 free publication)
- Reporting accidents and ill health at work is also a legal requirement. (First Aid at Work: your questions answered INDG214 - free publication) - Everyone's guide to RIDDOR - reporting of injuries etc - 95 HSE31 free publication

Also:

- If someone has been hurt or fallen ill at work it is important to take care of them straight away and make any dangerous conditions safe. First aid means treating minor injuries and giving immediate attention to more severe casualties until medical help is available. It can save lives and prevent minor injuries becoming major ones. Ensure you have first aid provision i.e. a suitably stocked first aid box and a person appointed to take charge of first aid arrangements. For information on First Aid courses, contact the Coach Education Programme. (see useful contacts)

## Health, Safety & Welfare

- All employers must provide a safe place to work which is clean and free from risks, to reduce the risk of ill health and injury
- A safe system of working is required, ie. proper procedures for handling dangerous substances and adequate guards for machinery
- All employers should provide adequate supervision
- Employees must be given training and information to give them sufficient skills and knowledge to carry out their work safely
- These regulations do not apply to clubs without paid staff. However, you do need to ensure that your volunteers can work in a risk-free and safe environment.

## The Control Of Substances Hazardous To Health (COSHH)

All employers have a legal duty to assess the workplace for risks to health, which may be caused by substances hazardous to health. They must take all necessary steps to control any risks that are identified. Items such as household bleach may seem harmless but in the hands of a small child are extremely dangerous. Assessment is the key to evaluating potentially dangerous substances in the workplace.

If your club has no paid staff, it is not bound to do COSHH assessments. However, you must take your duty of care seriously and carry out such assessments, which are an excellent way to identify and overcome health and safety problems. For further information on COSHH, contact the Health and Safety Executive. (see useful contacts)

## Fire Assessment

All public and community buildings are obliged under various Regulations and Acts to specify minimum levels of standards so that the risk of fire is reduced.

Each year many people suffer burns and buildings are damaged caused by the flammable materials. Controlling these can prevent fire. (Safe working with flammable substances INDG227 - free publication). Make sure there is no accumulation of rubbish and be mindful of combustible materials. Information on fire exits alarms or extinguishers can be obtained from your local Fire Authority.

## Organisations With Responsibility For Buildings & Premises

Anyone controlling non-domestic premises must take reasonable steps to provide employees and volunteers with equipment and premises that are safe, including safe routes of exit.

This means if you control or are responsible for premises you have a duty to make sure that the building is safe to use and complies with all the relevant health and safety regulations (for example, ensuring signs meet the Health and Safety (Signs and Signals) Regulations 1996). This duty applies to places such as a community centre, a sports pavilion or clubhouse and car parks. The Health and Safety Executive will be able to provide more details. (see useful contacts)

## Duty Of Care

The duty of care is a general legal duty on all individuals, sports clubs and governing bodies to avoid carelessly causing injury to persons. The system has developed over many years and it is relevant to all, regardless of the size of your organisation, it's income or whether you have paid staff. Organisations owe a Duty of Care to each other and this may give rise to a Liability at Law to pay compensation. This is the law of the land and it applies to Rugby League as it does to any other aspect of life.

If any sports organisation asks a volunteer to carry out a task, which results in them injuring themselves or anyone else, the members of the club or the governing body may be liable. No matter what activities your club is involved in, you will have to consider the duty of care owed to your volunteers. Liability depends on establishing that the club/governing body failed to

take reasonable care.

A duty of care can arise in many ways, some of which may not always be obvious, like:

- Loaning equipment to others
- Fundraising walks, events and sponsored runs
- Hosting tournaments and competitions
- Organising day trips
- Selling food at events.

## Registering Your Organisation's Activities

Any club employing staff, regardless of size or location, must register its existence with the Health and Safety Executive or the local Environment Health Department.

Clubs with volunteers only, do not normally have to register their activities with the enforcement authorities unless involved in dangerous activities, such as putting on a fireworks display. However, groups that control, or are responsible for premises and buildings, have to register with the local Fire Authority. If food is prepared, stored, supplied or sold on five or more days in any five week period, they must register with the local Environmental Health Department. You should always check with the authorities if you are in any doubt about the need for registering activities.

## Risk Management

Effectively there are two types of "Risk" in sport, including Rugby League.

They are:

### Inherent Risks

Which are those considered to be "part and parcel" of the game. They are inevitable and acceptable, resulting from a players decision to participate.

### Unacceptable Risks

Those that are not inherent to the sport!

All those who take part in sport, including officers, coaches, medics, equipment suppliers, administrators and the players themselves, must be able to recognise and understand their legal responsibilities, to safeguard the well-being of those with whom they are taking part.

The fundamental aim of Risk Management, is to maintain the highest reduction of injury possible.

Not all injuries can be avoided, but those that are preventable, the unacceptable risks, must be eliminated.

## Risk Management Practice Checklist

The following procedures, if followed, can greatly reduce the liability of those associated with sporting events:

- A Inspect the premises periodically and thoroughly to ensure that there are no potentially dangerous defects present
- B Place warning or protective devices at the site of any hazard and make sure that such warnings are understood
- C Explain the inherent risks involved in participation in Rugby League to the players so that they are aware of the dangers
- D Inform your players of the potential liability should they flagrantly violate a rule and injure another as a result
- E Never instruct a player to commit an act which is outside the scope of rules and customs of the game
- F Guarantee that your Coaches are qualified to perform their duties by reviewing their qualifications and providing continuing education opportunities
- G Make sure that players receive proper instructions regarding equipment used for Rugby League
- H Have a qualified Coach supervise all training and matches, as stated in the Coach Education Programme and BARLA guidelines
- I Provide safe transportation when travelling to and from matches
- J Clearly outline medical procedures and rules to be observed should an accident occur and have a qualified person on hand at matches
- K Thoroughly inspect all equipment used on a regular basis and make sure that it complies with all safety standards
- L Clubs must have mandatory Public Liability and Personal Accident insurance.

To help you examine the potential risks that could exist within your club, a Risk Assessment procedure is enclosed.

The five steps which are shown in the Risk Assessment section, are taken from a Health and Safety Executive booklet (INDG163), whilst the Risk Assessment form is provided as a template for you to record your findings.



## Introduction

A Risk Assessment is compulsory if your club is an employer. Where a club employs five employees or more the risk assessment must be written down. Furthermore, every club irrespective of their status as an employer, should carry out a regular risk assessment which is nothing more than a careful examination of what on your club premises could cause harm to people. This will allow the club to weigh up whether you have taken enough precautions or should do more to prevent harm.

The important thing is to decide whether a hazard is significant and whether you have covered it by satisfactory precautions.

The following five steps are taken from a Health & Safety Executive booklet and will help assist you with your club's risk assessment:

### Step One: Look for the hazards

The club member who is undertaking the Risk Assessment, should walk around all club buildings, pitches etc and look at what could reasonably be expected to cause harm. Concentrate on significant hazards, which could result in serious harm or affect several people. This should include inspection of equipment, tackle shields, tackle bags etc and training sessions where balls may be left around etc

### Step Two: Decide who might be harmed and how

Don't forget cleaners, bar staff and visiting teams. Can children climb onto property, can people stray onto your property without permission. Has anything being left lying around. Should any areas be cordoned off? Ensure all equipment, chemicals, gas bottles etc are locked away. Take preventative action but check with the Health and Safety department of your Local Authority with regard to the legality of any deterrent that is likely to cause injury e.g. barb wire.

### Step Three: Evaluate the risks and decide whether existing precautions are adequate or more should be done

Consider how likely it is that each hazard could cause harm. You must ask yourself "What are we doing already to prevent or minimise the hazard causing actual harm?" This will determine whether or not you need to do more to reduce the risk. Even after all precautions have been taken some risk usually remains. What you have to decide for each significant hazard is whether this remaining risk is high, medium or low.

First ask yourself whether you have done all the things that the law says you have got to do. The real aim is to make risks small by adding to your precautions as necessary. If you find that something needs to be done draw up an 'action list' and give priority to any remaining risks which are high and/or those which could affect most people. In taking action ask yourself:

- a) can I get rid of the hazard altogether?
- b) if not, how can I control the risks so that harm is unlikely

In controlling risks apply the principles below, if possible in the following order:

- Try a less risky option
- Prevent access to the hazard (e.g. by guarding)
- Organise work to reduce exposure to the hazard
- Issue personal protective equipment
- Provide welfare facilities (e.g. washing facilities for removal of contamination and first aid)

Improving health and safety need not cost a lot. For instance some non-slip material on slippery steps are inexpensive precautions considering the risks. Failure to take simple precautions can cost you a lot more if an accident does happen.

You will have to allocate responsibility to named individuals within the club. In deciding "who", you must do so in consultation with the person and ensure that the person is capable of completing the allotted task. You should also specify the frequency with which the person will carry out the task. Some jobs will need to be done daily, weekly, bi-monthly, quarterly, six monthly, annually or they may be ongoing.

The Club Management Committee should take responsibility for ensuring that all the relevant action is carried out.

### Step Four: Recording your findings

If you have fewer than five employees by law you do not need to write anything down however this is a risk assessment requested by BARLA on behalf of your club and therefore must be recorded. If your club employs five or more people you must record the significant findings of your assessment by law. Your assessment should include the significant hazards and conclusions.

Examples might be electrical installations: checked and found sound, changing rooms checked for loose or sharp tiles etc. You must also tell your employees about your findings and the same should then be reported to the club management committee.

Risk assessments must be suitable and sufficient. You need to be able to show that:

- A proper check was made
- You asked who might be affected
- You dealt with all the obvious significant hazards, taking into account the number of people who could be involved
- The precautions are reasonable and the remaining risk is low

Keep the written record for future reference as it can help you if an inspector asks what precautions you have taken or if you have become involved in any action for civil liability or an insurance claim. It can also remind you to keep an eye on particular hazards and precautions. And it helps to show that you have done what the law requires.

To make things simpler you can refer to other documents such as manuals, the arrangements in your manufacturer instructions and your arrangements for general fire safety. These may already list hazards and precautions. You don't need to repeat all that and it is up to you whether you combine all the documents or keep them separately.



You should also make sure that each Risk Assessment is signed by a representative of the Club Management Committee other than the person carrying out the assessment, and that it is then dated. By doing this it helps to indicate when the review is due or when it was carried out. This then activates any timescales mentioned for action to be carried out. You should also ensure the Risk Assessment is formally noted at the Club Management meeting to endorse the same and to facilitate major expenditure if required.

Step Five: Review your assessment and revise it if necessary  
If there is any significant change add to the assessment to take account of the new hazard. Don't amend your assessment for every trivial change. It is good practice to review your assessment from time to time to make sure the precautions are still working effectively.

For an A4 copy of the following Risk Assessment Form please contact BARLA or visit the BARLA website. (see useful contacts)

## Risk Assessment Form

NAME OF CLUB.....

Club Address:.....

Name and position of person doing check.....

Date of check.....

### PLAYING/TRAINING AREA

Check that the area, posts and surroundings are safe and free from hazards.

Is the area fit and appropriate for activity? Yes ( ) No ( )

(If no, please outline the hazard, is it a low, medium or high level risk? Who may be at risk and immediate action taken, if any. Compile an action list and timescales for completion.)

.....  
.....  
.....

### CLUB HOUSE

Check that the buildings, external and internal, are safe and risk free.

Are the areas fit and appropriate for activity? Yes ( ) No ( )

(If no, please outline the hazard, is it a low, medium or high level risk? Who may be at risk and immediate action taken, if any. Compile an action list and timescales for completion.)

.....  
.....  
.....



**BAR, CATERING AND STORAGE AREAS**

Check that the areas and surroundings are safe and risk free.

Are the areas fit and appropriate for activity? Yes ( ) No ( )

(If no, please outline the hazard, is it a low, medium or high level risk? Who may be at risk and immediate action taken, if any. Compile an action list and timescales for completion.)

.....

.....

.....

**CHANGING ROOMS**

Check that the rooms and facilities are safe, risk free and clean.

Is the area fit and appropriate for activity? Yes ( ) No ( )

(If no, please outline the hazard, is it a low, medium or high level risk? Who may be at risk and immediate action taken, if any. Compile an action list and timescales for completion.)

.....

.....

.....

**EQUIPMENT**

Check that it is fit and sound for activity and suitable for age group/ability.

Is the equipment safe and appropriate for activity? Yes ( ) No ( )

(If no, please outline the hazard, is it a low, medium or high level risk? Who may be at risk and immediate action taken, if any. Compile an action list and timescales for completion.)

.....

.....

.....

**PLAYERS**

Check that the players register is up to date with medical information and contact details. Check that players are appropriately attired for the activity.

Is/are the register(s) in order? Yes ( ) No ( )

(If no, please outline the hazard, is it a low, medium or high level risk? Who may be at risk and immediate action taken, if any. Compile an action list and timescales for completion.)

.....

.....

.....

Are players appropriately attired and safe for activity? Yes ( ) No ( )

(If no, please outline the hazard, is it a low, medium or high level risk? Who may be at risk and immediate action taken, if any. Compile an action list and timescales for completion.)

.....

.....

.....

**EMERGENCY POINTS**

Check that emergency vehicles can access facilities, and that a working telephone is available with access to emergency numbers.

Are emergency access points checked and operational? Yes ( ) No ( )

(If no, please outline the hazard, is it a low, medium or high level risk? Who may be at risk and immediate action taken, if any. Compile an action list and timescales for completion.)

.....

.....

.....



Is a working telephone available? Yes ( ) No ( )  
(If no, please outline the hazard, is it a low, medium or high level risk? Who may be at risk and immediate action taken, if any. Compile an action list and timescales for completion.)

.....  
.....  
.....

**SAFETY INFORMATION**

Check that evacuation procedures are published and posted somewhere for all to see. Ensure that volunteers and staff have access to information relating to health and safety.

Are emergency procedures published and accessible to those with responsibility for sessions in the club? Yes ( ) No ( )

(If no, please outline the hazard, is it a low, medium or high level risk? Who may be at risk and immediate action taken, if any. Compile an action list and timescales for completion.)

.....  
.....

Any other comments:

.....  
.....

Name Of Person Conducting Check: .....

Position: .....

Signed: ..... Date: .....

Name Of Management Committee Member: .....

Position: .....

Signed: ..... Date: .....

Date Presented to Committee:.....

**Useful Contacts**

British Amateur Rugby League Association

West Yorkshire House  
4 New North Parade  
Huddersfield  
West Yorkshire  
HD1 5JP

Tel: 01484 544131  
Fax: 01484 519985  
E-mail: info@barla.org.uk  
Web Site: www.barla.org.uk

Rugby League  
Coach Education Programme

West Yorkshire House  
4 New North Parade  
Huddersfield  
West Yorkshire  
HD1 5JP

Tel: 01484 424335  
Fax: 01484 514297  
E-mail: coaching@barla.org.uk

Sport England

16 Upper Woburn Place  
London  
WC1H 0QP

Tel: 020 7273 1500  
Fax: 020 7383 5740  
Web Site: www.english.sports.gov.uk

The Rugby Football League

Red Hall  
Red Hall Lane  
Leeds  
West Yorkshire  
LS17 8NB

Tel: 0113 2329111  
Fax: 0113 2323666  
E-mail: info@rfl.uk.com

Coachwise Ltd

Units 2/3 Chelsea Close  
Off Amberley Road  
Armley  
Leeds  
LS12 4HW

E-mail: enquires@coachwise.ltd.uk  
Web Site: www.1st4sport.com

Sport England Publications

PO Box 255  
Wetherby  
LS23 7LZ

Tel: 0870 521 0255

Health & Safety Executive

Tel: 08701 545500  
Fax: 02920 859260  
E-mail: hseinformation.services@natbrit.com  
Web Site: www.hse.gov.uk



RUGBY LEAGUE CODES OF CONDUCT

All those involved with Rugby League at every level, whether as a player, match official, coach, club official or spectator have a responsibility to act according to the highest standards of integrity, and to ensure that the reputation of Rugby League, the “greatest game” is maintained.

EQUALITY

The sport of Rugby League is opposed to discrimination of any form and will promote measures to prevent discrimination, in whatever form, from being expressed. All those involved in Rugby League must respect the rights and choices of all human beings, treating everyone equally and sensitively regardless of their gender, ethnic origin, cultural background, sexual orientation, religion or political affiliation.

The following codes of conduct must be adhered to at all times to ensure Rugby League can be enjoyed by all.

## Introduction

This code is a Rugby League Coach Education Programme policy within which an accredited Rugby League Coach MUST WORK. It should be used in conjunction with ALL other Rugby League/Coaching policies, procedures or recognised standards as endorsed by the Rugby League Policy Board.

Through this code, coaches who are accredited by the RLCEP accept their responsibility to sports performers and their parents and families, to coaching and to Rugby League Associated Governing Bodies, employers and all other colleagues.

## Humanity

The coach must respect the rights and choices of all human beings, treating everyone equally and sensitively regardless of their gender, ethnic origin, cultural background, sexual orientation, religion or political affiliation.

## Relationships

The good Rugby League Coach is concerned with:

- the safety, well being and protection of all individuals in their charge, ensuring that all training and playing demands are not detrimental to the social, emotional, intellectual and physical needs of the individual
- encouraging independence through guiding performers to accept responsibility for their own behaviour and performance within training and competition
- ensuring their behaviour is not misconstrued or open to allegations of favouritism, misconduct or impropriety, particularly where physical contact between coach and performer is necessary within coaching practice
- ensuring performers and relevant people are aware of their qualifications and experience, respecting the rights of performers to choose to consent or decline to participate within coaching or playing situations
- Refraining from public criticism of other coaches, - the definition of public in this instance means criticism expressed in any branch of the media or in a lecture or seminar.

## Integrity

The good Rugby League Coach:

- abides by the rules of Rugby League
- follows fair play and ethical guidelines
- ensures all practices are suitable and relevant dependent upon the age, maturity, experience and ability of performers
- promotes the prevention and education of the misuse of performance enhancing drugs and illegal substances
- Coaches must accurately present and evidence, upon request, details of their training qualifications and services.

- Coaches claiming an affiliation, sponsorship or accreditation with any organisation should do so in a truthful and accurate manner.
- All coaches must declare, to the appropriate body, any criminal convictions.

### Confidentiality

The coach and performer must reach agreement about what is to be regarded as confidential information.

Confidentiality does not preclude disclosure of information to persons who can be judged to have a right to know. For example:

- Evaluation for selection purposes
- Recommendations for employment
- In matters of disciplinary within the sport
- In matters of disciplinary action by a sports organisation against one of its members
- Legal and medical requirements
- Recommendations to parents/family where the health and safety of performers might be at risk
- In pursuit of action to protect children and young persons from abuse.

### Personal Standards

Rugby League Coaches within the coaching/playing environment must not attempt to exert undue influences and pressures in order to obtain personal benefit or reward.

Coaches must display high personal standards that project a favourable image of Rugby League including:

- Good personal appearance that projects an image of health, cleanliness and functional efficiency
- Coaches should never smoke when in the coaching environment.

Coaches should refrain from drinking alcohol to the extent that it is:

- obvious they have been drinking
- affects their coaching competence
- compromises performers safety.

### Competence

- All coaches must be appropriately qualified as per the requirements of the RLCEP.
- Coaches should regularly seek ways of increasing their personal and professional development.
- Coaches must be receptive to employing systems of evaluation that include self-evaluation and also external evaluation in an effort to assess the effectiveness of their work.

Coaches must be able to recognise and accept when to refer or recommend performers to other coaches or structures. It is the coach's responsibility as far as possible to:

- verify the competence of the performer
- verify the competence and integrity of any other persons or structure to whom they refer the performer

### Safety

Within the limits of their control coaches have a responsibility to:

- establish a safe working environment
- ensure as far as possible the safety of the players with whom they work
- protect children from harm and abuse
- fully prepare their players for the activities and make them aware of their personal responsibility in terms of safety
- ensure all activities undertaken are suitable for the experience and ability of the performers and in keeping with the approved practices as determined by the National Governing Body/Rugby League Coach Education Programme
- Communicate and co-ordinate with registered medical and ancillary practitioners in the diagnosis, treatment and management of their performers' medical and psychological problems.

### Complaints Procedure

Any individual or organisation wishing to make a complaint against a Rugby League Coach, within the context of this code should follow the procedure below:

- Report the matter to the employer of the sports coach and to the relevant Rugby League Governing Body responsible for that area of the game.
- NB: (Employer in this instance refers to the organisation who commissioned the coach to do the coaching whether this is paid or unpaid employment)
- Complaints which refer to the protection of children should be dealt with in accordance with the procedures laid down in the Rugby League Child Protection Policy.

The Rugby League Coach Education Programme's Code of Ethics and Conduct closely follows the model produced by the National Coaching Foundation.

## PLAYERS

- Must treat everyone equally and sensitively regardless of their gender, ethnic origin, cultural background, sexual orientation, religion or political affiliation
- Know and abide by the Laws, rules and spirit of the game
- Avoid all forms of gamesmanship and time wasting
- Safeguard the physical fitness of opponents, avoid violence and rough play and help injured opponents
- Accept the decisions of the match officials without question or complaint (let your captain or coach ask the necessary questions) and avoid words or actions which may mislead a Match Official
- Exercise self-control at all times and do not use illegal or dangerous tactics
- Give maximum effort and strive for the best possible performance during a game, even if the team is in a position where the desired result has been achieved
- Learn to accept success and failure, victory and defeat with humility and dignity respectively and without excessive emotional displays
- Abide by the instructions of the coach and club officials provided they do not contradict the spirit of this code
- Treat your team-mates and opponents, coaches, club officials and match officials with respect and consideration at all times - treat them, as you yourself would like to be treated
- Do not attempt to improve individual performance by the use of banned substances or banned techniques
- Do not use foul, sexist or racist language at any time
- Work equally hard for yourself and your team - your team's performance will benefit and so will your own
- Be a good sport, applaud all good performance, whether by your team or by the opponent
- Remember that the aim of sport is to have fun, improve your skills and feel good
- At the end of play applaud and thank your opponents and the match officials.

## SPECTATORS

- Remember the players are taking part for their enjoyment not yours. They are not professional or international gladiators
- Be on your best behaviour. Do not use foul, sexist or racist language or harass players, coaches or match officials
- Verbal abuse of players or match officials is not acceptable in any shape or form
- Show respect for opponents and match officials. Without them there would be no game
- Acknowledge good performance and fair play by opponents as well as by your own team
- Condemn the use of violence in all forms
- Do not ridicule players who make mistakes
- Do not over emphasise the importance of winning.

## PARENTS

- Teach your child to treat everyone equally and sensitively regardless of their gender, ethnic origin or cultural background
- Do not force an unwilling child to take part in Rugby League
- Encourage your child always to play by rules and to respect the match officials
- Young people are involved in organised sport for their enjoyment - not yours
- Never ridicule or shout at your child for making a mistake or losing a game
- Teach your child that effort and teamwork are as important as victory, so that the result of each game is accepted without undue disappointment
- Support all efforts to remove verbal, physical and racist abuse from Rugby League
- Turn defeat into victory by helping young people towards skill improvement and good sportsmanship
- Remember that young people learn best by example
- Do not question publicly the judgement of match officials and never their honesty
- Recognise the value and importance of volunteer coaches and administrators, they give their time, energy and resources to provide recreational activities for your child
- Insist on fair and disciplined play - do not tolerate foul play, cheating, foul, sexist or racist language.

## MATCH OFFICIALS

- Must treat everyone equally and sensitively, regardless of their gender, ethnic origin, cultural background, sexual orientation, religion or political affiliation.
- Be consistent, objective, impartial and courteous when applying the rules of the game
- Compliment both teams on good play when the opportunity arises
- Use common sense to ensure that the spirit of the game is not lost
- Encourage both teams to play within the rules and the spirit of the game
- Try to ensure that the game is allowed to flow with only as many stoppages as is necessary
- Show patience and understanding towards players who may be learning the game
- Make every effort to prepare fully for a match, both physically and mentally. On a physical level, a referee must be able to keep up with the speed of the modern game, and be alert and close enough to take correct decisions from credible locations on the field of play
- Not be afraid to take decisions. A referee should be fair and firm and must resist any possible influence from protests on the part of players, team officials or spectators
- Show respect towards players and team officials
- Be honest and completely impartial at all times, irrespective of the teams, players or team officials involved in the match
- Decline to be appointed to a match if not completely physically or mentally fit to referee that match (because of illness, injury, or for family or other reasons)
- Inform the person or body directly responsible if unable to referee a team or teams for any reason
- Refrain from requesting hospitality of any kind, or accept any hospitality offered and considered to be excessive
- Always have regard to the best interests of the game, including where publicly expressing an opinion on the game or any particular aspect of it, including others involved in the game
- Not tolerate foul, sexist or racist language from players and/or officials
- The powers of a referee must be used with wise judgement and care. Authority and a firm approach must be combined with respect
- A referee should have regard to protecting the players
- A referee should show due respect when speaking with the players, even in the event of infringements
- In reports, a referee should set out the true facts and not attempt to justify any decisions
- It is necessary for the referee's authority to be protected, not only for the sake of the game, but also in the interest of fellow referees, touch judges, reserve referees and in-goal judges. This protection should, however, not influence the over-riding regard for protection of the players
- A referee should refrain from publicly expressing any criticism of fellow referees, touch judges, reserve referees or in-goal judges
- A referee should assist with the development of less experienced referees and assistant referees
- A touch judge should give his total support to the referee, but without undue interference or insistence.



## CLUB OFFICIALS

- Must treat everyone equally and sensitively regardless of their gender, ethnic origin, cultural background, sexual orientation, religion or political affiliation
- Accept the special role that you have to play in the establishment of standards by setting a good example of behaviour and conduct at all times
- Do not manipulate the rules in order to benefit yourself personally or your club
- Encourage all players and coaches to abide by the rules and spirit of the game
- Do not use foul, sexist or racist language
- Use your official position to take action against spectators who harass, abuse or use foul, sexist or racist language towards players, match officials or coaches
- Ensure that proper supervision is provided by suitably qualified coaches and officials who are capable of promoting good sporting behaviour and good technical skills
- Ensure all equipment and facilities meet safety standards
- Respect the rights of other clubs
- Show respect to match officials, coaches, players and others involved in the game
- Not endeavour to influence the result of a game by any actions that are not strictly within the rules of the game
- Remember sport is enjoyed for its own sake - play down the importance of awards
- Always have regard to the best interests of Rugby League, including where publicly expressing an opinion of the game and any particular aspect of it, including others involved in the game
- Resist all illegal or unsporting influences, including banned substances and techniques
- Promote ethical principles
- Accept the decisions of the Match Official without protest
- Avoid words or actions, which may mislead a Match Official.

## Incident/Accident Report Form

NAME OF CLUB.....

1. Site where incident/accident took place: .....

2. Name of person in charge of session/competition: .....

3. Name of injured person: .....

4. Address of injured person:.....

5. Date and time of incident/accident:.....

6. Nature of incident/accident:.....

7. Give details of how and precisely where the incident/accident took place. Describe what activity was taking place, eg training game, getting changed, etc.

8. Give full details of the action taken including any first aid treatment and the name(s) of the first aider(s):

9. Were any of the following contacted:

Police:	Yes	No
Ambulance:	Yes	No
Parent/guardian:	Yes	No

10. What happened to the injured person following the incident/accident? (eg went home, went to hospital, carried on with session)

11. All of the above facts are a true and accurate record of the incident/accident.

Signed: ..... Date: ..... Name:.....

This form should be retained by the club and submitted to BARLA on request.



THE BRITISH AMATEUR RUGBY LEAGUE ASSOCIATION  
WEST YORKSHIRE HOUSE  
4 NEW NORTH PARADE  
HUDDERSFIELD  
WEST YORKSHIRE  
HD1 5JP

TEL: 01484 544131 FAX: 01484 519985  
E:MAIL: [INFO@BARLA.ORG.UK](mailto:INFO@BARLA.ORG.UK)