

# **Danville Oaks Rugby Football Club**



## **Coaching Handbook**

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***Oaks Rugby Mission statement:***

The Danville Oaks Rugby Club's mission is to provide youth in the Tri-Valley qualified instruction in rugby fundamentals and to engender a life-long love of the sport. Teams of varying levels of competition, from recreational (everyone welcome, all play in games) to highly competitive (highest-skilled players selected to play in games) are offered. Play becomes more competitive as players advance in age and ability. Special attention is given to character development, including community service.

***Oaks Rugby Coaching Philosophy:***

We believe that the sport of rugby provides an opportunity for youth of all ages to participate in a sport that actively promotes and develops:

- Fun
- Fitness
- Rugby skill and coordination
- Teamwork
- Good moral and ethical character

We see rugby as an opportunity to teach, mentor, and guide youth and as such have the highest expectations of all adults working with our athletes. We are teachers of youth and as such rugby can be considered to be an extension of the educational experience of our athletes and the rugby field can be considered to be an extension of the classroom.

***Oaks Coaches***

- Danville Oaks Rugby has Head Coaches for each level (U8, U10, U12, Middle School Girls, Middle School Boys, JV, Varsity Girls, Varsity Boys). Sometimes the Oaks will provide a nominal stipend to the Head Coaches of each age level.
- The Head Coach works with the Director of Coaching to identify their assistant coaches and Team Volunteers.
- Head coaches must communicate with the Director of Coaching during the selection of assistant coaches.
- All coaches must submit a Coach Application to the Director of Coaching. The Oaks Executive Board of Directors makes the final approval of all coaching staff should a dispute exist.  
(See Appendix A: Danville Oaks Coach Selection Process).
- All coaches must register with the Oaks as well as USA Rugby.

### ***Selection of Coaches***

- All potential coaches shall be reviewed by the Director of Coaching and the Executive Board prior to each year. All applicants must submit a Coaching Application either by written application or using [this link](https://form.jotform.us/71987650825166) (https://form.jotform.us/71987650825166). The Board will have final approval of all coaches.  
(See Appendix A: Danville Oaks Coach Selection Process)  
(See Appendix B: Danville Oaks Coaching Application)

### ***Coaches' Certification and Documentation Requirements:***

- All coaches must register with and be approved and cleared by USA Rugby before they are allowed to coach and have any contact with players.
- All Coaches must complete Level 100 certification, and it is very strongly recommended that all coaches obtain Level 200 certification.
- First Aid/CPR certification is mandatory for all coaches.
- All coaches must complete any and all other concussion safety and supervision training required by Oaks, USAR or Rugby NorCal before they are allowed to coach and have any contact with players.

### ***Selection of Head Coaches***

(See Appendix A: Danville Oaks Coach Selection Process).

### ***Selection of Assistant Coaches***

(See Appendix A: Danville Oaks Coach Selection Process).

### ***Coaches' Attendance at practices and games***

- Head coaches must be able to commit to attending at least 90% of practices and games (except in urgent situations).
- Assistant coaches must be able to commit to attending at least 50% of practices and games.
- Coaches must communicate with their other coaching staff, Director of Coaching or Vice President of Operations if they are going to be absent from practices or games for any reason. This should be done in a timely fashion.

### ***Coaches' Responsibilities***

Head coaches will be responsible for the following:

- Direct the assignments and duties of assistant coaches and Team Volunteers.
- Provide for the general upkeep and protection of equipment in the program.
- Strive to build good sportsmanship and to develop good public relations in the community.
- Supervise any facility the team is using (this may be assigned to the assistant coach).
- Report scores to the Director of Operations or Age Group Coordinator after each contest.
- Alert any member of the Board to any problematic issues.
- Report any dangerous equipment or field conditions to the Director of Operations.
- Support any and all decisions made by the Board.
- Submit all requests for expenses to the Treasurer.
- Alert the President to any player who has been ejected from a contest, report any major injury, any behavioral issue or any "unusual" circumstances that have occurred at a practice or in a contest on the day of the occurrence.
- Submit to the Director of Coaching a proposed list of assistant coaches for approval before the start of the season. All Assistant Coaches must be Board approved and cleared by USA Rugby prior to coaching and contact with players.
- Communicate regularly with the Director of Coaching regarding player and program development.
- Conduct a complete inventory of the equipment used by the team at the end of the season and work directly with the Equipment Chair and/or Vice President of Operations in issuing and collecting all equipment and uniforms for the team.
- Prepare and submit requests for equipment to the Equipment Chair or Director of Operations as required during the season and in preparation for the following year.

### ***Coaches' Conduct***

- Coaching for the Danville Oaks is a privilege, not a right. That privilege can be revoked at any time for conduct that is deemed contrary to the Oaks Coaching Code of Conduct or is a safety issue. Repercussions of violations of the Coaching Code of Conduct or safety violations can include, but not be limited to, a verbal warning, a written warning, a temporary suspension from team practice and/or games, as well as removal from the team for the remainder of the season, depending on the severity of the offense or the repeating nature of the conduct. The President, Vice-President of Operations and the Director of Coaching will review cases involving alleged coaching misconduct. Should the alleged misconduct involve coaches that occupy any of the three positions listed above, another member of the Board of Directors will be appointed to review the matter in their place.

- All coaches must conduct themselves in a manner befitting any adult who works as a model and mentor for youth growth and development. Coaches must be supportive of athletes in their efforts to learn and improve their sport.
- The character expectations of respect, responsibility, self-discipline, compassion, integrity and honesty should guide your actions at all times.
- As adult role models for our athletes, the highest standards of behavior and conduct are expected of all Oaks coaches and staff.  
(See Appendix B: Coach Qualities and Expectations)  
(See Appendix C: Oaks' Coaches' Code of Conduct)

### ***Safety and Supervision***

- Safety first!!!
- All suspected traumatic brain injuries/concussions must be reported to the Safety coordinator and Vice President
- Provide Concussion signs and symptoms, concussion protocol, and concussion clearance forms to families whom have a player with a suspected concussion
- Because you are responsible for the wellbeing of athletes, coaches must be present at any scheduled practice or contest, including warm ups. Athletes must be supervised by the coaching staff throughout the event and until they leave the site of the practice or contest.
- Care and responsibility must be taken to ensure that athletes are in the care of a parent or responsible adult following all practices and contests.

### ***Personal safety***

- Do not under any circumstances drive players that are not your own children in your car alone without the express permission of their parents.
- Never be alone with only one player in a confined space. When working with players, always ensure that you have at least one other (players and/or adults) to ensure your personal safety if an allegation of inappropriate conduct is made.

### ***Athletic Clearance***

- All players are required to complete online Oaks Registration prior to any participation in practices or games. If a player wants to try on rugby, both the parent and player must complete a Concussion awareness form as well as a USAR waiver. The player must complete online Oaks registration prior to any participation in contests.
- No player may practice or participate in games until the Registrar or Secretary receives and approves this form.

### ***Player/parent Emergency Contact Information***

- Coaches are required to carry each player's emergency form and health/safety information with them at all times in the Coaches' Binder
- Any active injury reports, concussion protocols, progression to play and Concussion clearance forms must be retained in the Coaches' Binder.

### ***Bullying, Harassment and Hazing***

- Bullying, harassment, and hazing of any form are not acceptable from coaches, players, parents, or anyone else associated with the Oaks Rugby Club.
- It is important that coaches pay careful attention to any situation that could result in accusations of this serious nature.
- Remember that team traditions, team behavior, negative comments, and so on can lead to claims of bullying, harassment or hazing.

### ***Behavior/Citizenship***

- A player shall maintain a satisfactory record of conduct, citizenship and attendance in order to remain eligible to participate.
- With the privilege of representing the Oaks and the community comes the responsibility of upholding the highest standards of the six expected character traits Responsibility, Self-Discipline, Respect, Compassion, Integrity and Honesty.
- The Head Coach or Board may suspend any player who does not meet behavior and conduct expectations from practice and/or games.
- Parents must be contacted in the event of issues of poor player behavior or involvement in serious issues and suspension from practices or games.  
(See Appendix E: Player Code of Conduct)  
(See Appendix F: Player Communication, Participation and Competition Policy)

### ***Attendance***

- Head Coaches will determine reasonable expectations for attendance at practices and games to determine eligibility for participation in games  
(See Appendix F: Player Communication, Participation and Competition Policy)

### ***Discipline***

- Coaches are the first level of authority when dealing with necessary disciplinary issues. Unacceptable behavior on the part of players must be addressed immediately.
- Coaches should handle minor behavioral issues such as disruptive behavior, lack of effort, and so on. Coaches should talk calmly with players about their behavior and may apply appropriate disciplinary action such as sitting an athlete out of part of a practice or game.
- Coaches should contact parents to discuss continuous and reoccurring behavioral issues.
- A player may be suspended from practices or games as a consequence for behavioral issues. This suspension may be appealed (see below).
- Any issue involving conflict between players, coaches, and parents must also be reported to the Director of Operations or Age Group Coordinator immediately.
- Because negative player behavior is a reflection of our club as a whole, any issue between our players and those from another club must also be reported to the Director of Operations or Age Group Coordinator immediately.

### ***Review and/or Appeal of Discipline***

- A player or the player's parent/guardian may appeal a player's behavior/citizenship suspension by placing a request in writing to the Age Group Coordinator.
- A review panel will be convened to consider the appeal. The panel will consist of 3 members and may consist of the President, VP of Operations, Age Group Coordinator, other Board member, or other Head Coach.
- The review panel shall convene within five days of the date of the appeal, and when it is convenient for those involved to meet.
- The player and/or parent/guardian shall present their case to the panel.
- A decision by the panel shall be rendered within 24 hours from the conclusion of the review.



### ***Team Meetings & Team Volunteers***

The Head Coach will be responsible for coordinating a parent/player/coach/ volunteer team meeting at the beginning of the season to share information with players and their parents. It is the Head Coach's responsibility to recruit for Team Volunteer positions such as Team manager, Team Parents, Team Volunteer Coordinator, Videographer, Photographer, etc. This meeting will include the following:

- Safety practices and precautions
- Bullying, hazing and harassment rules
- Practice and game schedules
- Expectations of players
- Expectations of parents
- Rules and expectations related to playing time
- Relevant laws relating to rugby
- Relevant Board Rules and policies
- Care of equipment
- Team rules and consequences
- Transportation rules/guidelines
- Volunteer expectations and volunteer assignments

### ***Game and Practice Schedules***

It is the Head Coach's responsibility (may be delegated to the Team Manager) to work with the Vice President of Operations and Age Group Coordinators about game and practice schedules. The Head Coach must ensure that these are posted to the website and shared with players and parents via email.

### ***Rosters***

- It is the Head Coach's responsibility (may be delegated to the Team Manager) to submit the team roster when this is necessary. There are different requirements depending on the age group. Contact the Vice President of Operations and/or Registrar for more specific information.

### ***Transportation***

- The Oaks Rugby Club depends entirely on private vehicles to transport players to and from practices and games.
- Advanced planning is necessary in order to ensure that sufficient parent drivers are available for each contest.
- Coaches should check that all players have the means to get to games. They may delegate this to a specific Team Volunteer like a Team Parent.

### ***Notifications of results***

- It is the Head Coach's responsibility to notify the Vice President of Operations and Age Group Coordinator of team results after every game.

### ***Issuance and Return of Equipment and Uniforms:***

- It is each Head Coach's responsibility to ensure practice and game equipment is returned appropriately to the storage container.
- It is each Head Coach's responsibility to issue and receive returns of equipment and uniforms at the beginning and end of each season.

### ***Player belongings***

- All players should be encouraged to take care of possessions and keep them in a bag if not in use at all times.
- Coaches cannot take responsibility for missing or stolen property but care should be taken to make best efforts to ensure security of belongings as best as is possible.

### ***Hardship Cases***

- While many players possess or have access to financial resources for participation in rugby, there may be players at any level whose families do not have sufficient funds to support their children in playing the game.
- Coaches should be alert to potential hardship situations and should notify the President of these cases. Coaches must be discrete in how they handle these situations.
- The Oaks may provide financial aid; however, the player must still complete all necessary Oaks Registration requirements prior to being registered with Rugby NorCal or playing in any games.

### ***Parent Participation and Team events***

- It is important to create a strong community of parent support for your team. Arranging parent events, and/or parent/player events, such as pasta feeds, often accomplishes this. While these are often held at private homes or restaurants, it must be understood that these are an extension of the team; therefore appropriate behavior must occur at these events.
- Players or coaches at any team event should not consume alcohol.
- Coaches must supervise these events and ensure that appropriate behavior is displayed at all times.

### ***Team/Club Pictures***

- Oaks Rugby will determine each season if player/team pictures will be taken.
- The Head Coach must ensure players and parents are notified of picture day and assist in

organizing the players for pictures.

### ***Team Party***

- Danville Oaks teams have team parties at the end of each season. Coaches should take care to ensure comments they share at banquets are positive and focus on special achievements and unique qualities of players. It is also important for coaches to be sure to remember assistant coaches and parents who have provided extra help, such as, team parents, team managers, team volunteer coordinators, team registrars, team photographers and team videographers, etc.

### ***Trips and tours***

- All trips and tours planned by coaches must have Board approval before going ahead.

### ***Fundraising***

- All fundraising activities planned by coaches and teams in the name of Oaks Rugby must have Board approval before going ahead.
- All money raised by Oaks coaches and teams for team activities must be very carefully accounted for in communication with the Club Treasurer and deposited into the Danville Oaks Rugby account(s) as soon as possible.
- Money should only be kept at coach or parent/player residences if absolutely necessary and only for as little time as possible until it can be passed on the Oak's Treasurer.
- Under no circumstances may money raised by an Oaks fundraiser be deposited into a personal account.

### ***Complaint Process***

Complaints about a coach will be handled in the following way:

1. Parent/player talks with coach.  
Every effort should be made for a face-to-face conversation to resolve disputes and problems.
2. Parent/player talks with Director of Coaching.  
If the issue is not resolved, the parent/player should talk with the Director of Coaching.
3. Parent/player talks with Oaks Board President.  
If the issue is not resolved than the Board President will attempt to facilitate a final resolution and will make any necessary final decisions.  
(See Appendix F: Player Communication, Participation and Competition Policy)

## **Appendix A: Danville Oaks Coach Selection Process**

### **Application Process**

#### **1. Coach applications**

- a. New coaches wishing to be considered for a position as a coach for the Danville Oaks Rugby must submit a completed Oaks Rugby "Coach Application" to the Director of Coaching by the due date.
- b. All coaching positions become open each year.

#### **2. Due date for Head Coach applications**

- a. Applicants for Head Coach for the 15s season must notify the Director of Coaching prior to August 15<sup>th</sup>.
- b. Head Coach positions will remain open until filled in the case of vacancies after August 15<sup>th</sup>.
- c. If Head Coach vacancies occur during the season, the position and a due date for applications will be will be posted.
- d. Head Coach applications for 7s need to be submitted prior to the beginning of the 7s season.

(Note: Current coaches need only inform the Director of Coaching that they wish to coach 7s. New coaches must submit an application).

#### **3. Assistant Coach applications**

- a. Preferably, Assistant Coach applications should be submitted prior to August 15th. However it is understood that Assistant Coaches may apply during the season and will not be excluded if their application is submitted after August 15th.

#### **4. Certification Requirements**

- a. All coaches must be cleared by USA Rugby before they are allowed to coach and have any contact with players.
- b. All coaches must be at least Level 100 certified and they are strongly encouraged to complete Level 200 certification
- c. All coaches must complete any and all other safety and supervision training required by Oaks Rugby before they are allowed to coach and have any contact with players.

### **Selection Process**

1. The Danville Oaks Board will make the final decision about all coaching staff selections.
2. Coaching applications must be received by the due date. Late applications will not be considered in the case of multiple applicants competing for the same coach positions.
3. The Director of Coaching will review and shortlist applicants for all coaching positions (Head and Assistant).
4. The Director of Coaching and VP of Operations will draw up a roster of coaching assignments for the season ahead and present to the Oaks Board for approval.
5. The Board may approve the entire roster of coaches by a simple majority vote in the event

of single applicants for all Head Coach positions.

6. The Board will hold interviews in the event of multiple candidates competing for the same position.
7. The President will hold the casting vote in the event of any split decisions.
8. Coaches holding positions on the Board may vote for all coach positions, except for the position for which they are applying (i.e. conflict of interest).
9. The Director of Coaching will notify all applicants.

### **Coach Selection Criteria**

The Board will refer to the following criteria in making their decisions about coaching staff:

1. Prior rugby coaching experience (with Oaks and other clubs),
2. Rugby season evaluations by players and parents,
3. Rugby playing experience,
4. Other sport coaching experience or work with youth,
5. Application and interview process demonstrating:
  - a. Planning and organization
  - b. Leadership
  - c. Knowledge of the game of rugby
  - d. Coaching methods/approaches
  - e. Relationships and rapport
  - f. Player/team development
  - g. Safety
  - h. Character and conduct

## Appendix B: Danville Oaks Coaching Application

Name: \_\_\_\_\_

Email: \_\_\_\_\_

Cell Phone number: \_\_\_\_\_

What age level are you interested in coaching? *(Circle all that apply and underline first priority)*

- |   |  |
|---|--|
| <input type="checkbox"/> U8                 | <input type="checkbox"/> Middle School Girls |
| <input type="checkbox"/> U10                | <input type="checkbox"/> JV Boys             |
| <input type="checkbox"/> U12                | <input type="checkbox"/> Varsity Boys        |
| <input type="checkbox"/> Middle School Boys | <input type="checkbox"/> Varsity Girls       |

If interested in more than one age level, please list your 1<sup>st</sup>. preference

1. What coach level are you interested in? *(Circle all that apply and underline first priority)*

Head Coach    Assistant coach    other coaching role (please explain)

2. Are you currently CIPPd with USA Rugby (USAR)?

3. What, if any, coaching certification do you hold with USAR? Briefly describe your coaching experience and/or work with youth (6-18 years).

4. Briefly describe your experience as a rugby player or player of other sports

5. Explain your philosophy of coaching.
6. Briefly describe your strengths or special qualities as a coach.
7. Briefly explain why we should select you as a coach for Oaks Rugby.

8. Head Coaches only: Attach a sample practice plan for a 1-2 hour practice for the age group you wish to coach.

9. Head Coach Applicants: Can you commit to attending at least 90% of all of practices and games and tournaments?

**Yes**                      **No**    (circle one)

10. Assistant Coach Applications only: Can you commit to attending at least 50% of all team practices, matches & tournaments?

**Yes**                      **No**    (circle one)



## **Appendix B: Danville Oaks Coach Qualities and Expectations**

### **PLANNING AND ORGANIZATION**

- \*Organizational skills (game scheduling, uniforms, facilities, parties, etc.)
- \*Demonstrates care and understanding of budgets and spending (if applicable)
- Takes care of facilities and equipment
- \*Provides proper planning and supervision to his/her practices and formal contests

### **LEADERSHIP**

- \*Guides and takes responsibility for all players and coaches
- Participates in club activities
- Promotes and supports ALL levels of the club
- Understands and follows League, Section, and State by-laws and rules
- Attends outside clinics and conferences

### **KNOWLEDGE OF THE GAME OF RUGBY**

- Knows rugby specific concepts
- Communicates and demonstrate rugby specific ideas to players
- Understands the laws of the game

### **COACHING METHODS/APPROACH**

- \*Creates written practice plans, reviews these with team, and shares with staff
- Is knowledgeable and innovative in coaching methods/style
- Motivates and inspires players
- Maintains team and individual athlete discipline and control
- Establishes the fundamental philosophy, skills, & techniques to be taught

### **RELATIONSHIPS AND SUPPORT**

- Fosters communication and mutual respect with athletes
- \*Works well with and helps develop coaching staff
- Works well with other club coaches, officials, medics, etc.
- Fosters communication with parents
- \*Works cooperatively with Team Volunteers, Director of Coaching, Age Group Coordinator and VP of Operations – keeps them informed
- Is cooperative in sharing facilities

### **PLAYER/TEAM DEVELOPMENT**

- Builds skill, fitness, self-esteem, and character in all players
- Builds the values of the team over individual(s) success

### **SAFETY**

- Is constantly alert to and prepared for safety issues e.g. concussion
- Communicates with Medic/Trainer about athletes safety and injury concerns
- Communicates with parents about athletes safety and injury concerns

**Follows required protocols for concussions and other head injuries**

## **CHARACTER AND CONDUCT**

Is a positive role model for all youth playing rugby

Develops respect by example in appearance, behavior, language, and conduct

Keeps things in perspective, is ethical, and demonstrates integrity

Displays enthusiasm for what he/she is doing

\* Head Coach only

## Appendix C: Danville Oaks Coaches' Code of Conduct

### **Danville Oaks Rugby Football Association**

#### **Coaches' Code of Conduct**



6. Provide a safe environment for training and competition
  - Adopt appropriate risk management strategies to ensure that the training and/or competition environment is safe.
  - Ensure equipment and facilities meet safety standards.
  - Ensure equipment, rules, training and the environment are appropriate for the age, physical and emotional maturity, experience and ability of the players.
  - Show concern and caution toward sick and injured players.
  - Allow further participation in training and competition only when appropriate.
  - Encourage players to seek medical advice when required.
  - Provide a modified training program where appropriate.
  - Maintain the same interest and support toward sick and injured players as you would to healthy players.
7. Protect your players from any form of personal abuse
  - Refrain from any form of verbal, physical or emotional abuse towards your players.
  - Refrain from any form of sexual or racial harassment, whether verbal or physical.
  - Do not harass, abuse or discriminate against players on the basis of their sex, marital status, sexual orientation, religious or ethical beliefs, race, color, ethnic origins, employment status, disability or distinguishing characteristics.
  - Any physical contact with players should be appropriate to the situation and necessary for the player's skill development.
  - Be alert to any forms of abuse directed towards players from other sources while in your care.
8. Follow all guidelines of the Danville Oaks' RFC and it's governing bodies.
  - This includes but is not limited to, Rugby NorCal and USA Rugby.

I agree to the foregoing Code of Conduct and acknowledge that the Danville Oaks organization may enforce these and other rules of participation and conduct in a manner that could involve the suspension/termination of my privilege of participating in the Danville Oaks Rugby Football program.

## **Appendix D: Danville Oaks Player Code of Conduct**

### **Danville Oaks Rugby Football Club Player Code of Conduct**



As Oaks RFC players, we agree to the following:

1. We will set a good example for all our rugby players. We will show respect for all involved in the game including, coaches, players, opponents, opposing fans, and game officials at all times.
2. We will accept rulings by the referees without demonstration or argument. The respectful request for clarification of rulings from the referee is from the captain only.
3. We will refrain from making negative comments about the referees and game officials.
4. We respect our Captain's decision on and off the field.
5. We respect the tradition of sportsmanship and will ensure we play the game in a sportsmanlike manner.
6. We will play as a team, giving support and encouragement to one another and acknowledging successes and achievements without showing off.
7. We will adhere to both the letter and spirit of the Laws governing rugby.
8. We will be cheerful and gracious in our acceptance of victory and defeat.
9. We will shake hands with opposing team members at the end of the game.
10. We will not accept foul play or misconduct on or off the pitch.
11. We will not use alcohol, tobacco, e-cigarettes, vaping products, illegal drugs (including any and all marijuana products) or prescription drugs in amounts not prescribed for our use by a doctor.

## **Danville Oaks Rugby Football Club Player Code of Conduct**



12. At all times we are mindful that we are representatives of our country, schools, our parents and our club. We know our actions will have a direct bearing on how people view us as individuals, our country, our schools, our parents and the club. While traveling and playing as Oaks players, we will conduct ourselves in a manner that is consistent with high moral standards while being courteousness and respectful of others and their property.

## **Appendix E: Danville Oaks Player Communication, Participation and Competition Policy**



### **Danville Oaks Rugby Football Club Player Communication, Participation and Competition Policy**

#### **Purpose:**

The purpose of this policy is to provide clear expectations for players, coaches and parents regarding the Danville Oaks policies regarding player participation and the proper communication channels for the different age groups and levels of competition offered by the Danville Oaks.

#### **Guiding Principles:**

The Danville Oaks Rugby club was founded on the principle of providing a safe and fun athletic option for youth in Danville and the surrounding communities. The objective of the club is to help youth build character and learn positive life lessons while participating in the great sport of rugby. Sportsmanship, integrity, effort and respect for teammates, opponents and officials are our guiding principles.

#### **Communication Policy:**

Coaches, parents and club administrators are expected to follow the following communication policy:

- A team meeting will be scheduled at the beginning of each season where expectations for parents and players will be clearly communicated.
- These expectations will include at a minimum player and parent code of conduct, playing time policy and parent volunteer assistance.
- The head coach of each team will be responsible for communicating these expectations at the beginning of the season and for providing reminders or clarification to the team during the season if these expectations are not being met.
- Players at the middle school and high school level are expected to speak to their coach directly for clarification if they are not clear on coaching instructions or decisions. If further clarifications or concerns still exist, the player's parents should ask for a meeting with the head coach of that team. If the issue remains unresolved, the parent should request a meeting with the Age Group Coordinator to resolve the issue.
- A person should be designated at each age level and for each team to be responsible for providing weekly communication and updates to the team. This communication should be provided via email and the team page on [danvillerrugby.com](http://danvillerrugby.com) at a minimum.



## **Danville Oaks Rugby Football Club**

### **Player Communication, Participation and Competition Policy**

#### **Player Participation Policy:**

- The head coach of each team is ultimately responsible for determining the playing time of each player.
- Attendance and participation at practice along with the skill of the player will be the primary factors in determining playing time for each game.
- Coaches are expected to provide as much playing time as possible for players who have attended practice, given the constraints of available game time and competitive considerations.
- Coaches at the Youth Level (U8, U10 and U12) are expected to make an effort to provide equal playing time for all players who are regularly attending practice.
- Coaches at the Middle School, Junior Varsity B/C and Varsity B/C levels are expected to make an effort to provide equal playing time for all players who are regularly attending practice.
- Coaches at the Junior Varsity A and Varsity A level are expected to attempt to involve all players selected as much as possible. However, this may not always be possible given the level of competition at this level.
- As a demonstration of respect for the game and for our opponents, coaches should always attempt to refrain from running up the score against an opponent by involving reserves as early as possible if it becomes apparent that the level of competition is out of balance.
- If players have questions or concerns about their playing time, they should approach their coaches before or after practice and ask for constructive feedback regarding what they can do to gain more playing time.
- If a player still has questions after discussing with his coach, the player should ask his parents to schedule a conversation with the player's coach.
- If questions or concerns remain, the player or parents should schedule a conversation with the coach and the Age Group Coordinator for that team.

#### **Competition policy:**

- The method of division of Youth teams may vary from week to week depending upon the level of completion and the numbers of the Oaks and the opponents.
- Middle School, JV and Varsity will be divided into A/B/C [teams, etc.] The objective of the [A] team at these levels will be to compete at the highest level in Northern California within that age group. Players selected to the [A] teams at these age levels may be expected to have a greater amount of participation than players on





## **Danville Oaks Rugby Football Club**

### **Player Communication, Participation and Competition Policy**

[B/C] teams. These expectations may include additional practices, pre-season conditioning or extra conditioning during the season and occasional travel to games and tournaments outside of Northern California. Additional costs may also be required to pay for this travel.

- Players may or may not be selected to play at the A level over the course of the season at the coach's discretion.
- The [B & C] teams at the Middle School, JV and Varsity level will place a greater emphasis on providing equal playing time. These teams will also be considered as developmental teams and players may be promoted at any time during the season at the coach's discretion.

#### Code of conduct

- Coaches, parents and players will be expected to sign a code of conduct prior to each season.
- If any player, parent or coach is believed to be in violation of the code of conduct, the Danville Oaks Disciplinary Committee will take that person's eligibility into consideration.
- The opportunity to play rugby for the Oaks is a privilege and not a right. The Oaks organization reserves the right to ask any player, parent or coach not to participate if that person is unable to conform to the code of conduct.
- From time to time, players and parents may be asked to sign another code of conduct specific to behavior expectations for a tour or similar opportunity which may include travel and involvement with other organizations such as tournaments or all star teams.