

Mini & Junior Rugby



Welcome Pack





ORRELL RUFC

POSSIBLY THE FRIENDLIEST RUGBY CLUB IN THE WORLD

Orrell Rugby Union Football Club launched its new mini and junior section on 11th April 2010 with a series of fun, skill development sessions followed by an ever-growing fixture list, and has developed close links with several primary and junior schools in the area.

Training

Training sessions started on 11th April 2010 and are now held every Wednesday during the season at 6pm. The sessions are for boys and girls from year 2 upwards for the mini rugby. We welcome all ages and are in a strong position to offer rugby from 6 years old to 16 in the Junior section, older with the senior squads. We play our matches on Sundays

All players, under the general supervision of Child Welfare Officer, Nola Roberts, will be developed through the age grades and entered into competitive games with local clubs from August 2010. All of our coaches are fully qualified in Rugby Union as well as other sports, fully CRB checked and we have coaches qualified to coach children with a range of disabilities.

Seal of Approval and Club Mark

We were presented with our club mark status and RFU Seal of approval at the beginning of January 2011. It was a fantastic start to the New Year, and a real achievement for all involved in the process.

We strive to be the friendliest rugby club in the northwest as we have been described by a number of visitors. As such we have achieved our first goal, of gaining the RFU Seal of Approval and Club mark. We take our appointment as a community sports club strongly, we welcome everybody to the club, players, parents, spectators, volunteers, and we are planning to organize a number of activities that the community will be involved in.

This WELCOME PACK comprises of the following documents:

- A letter of introduction from the Junior Chairman.
- Club Equity, Child Protection policies and club rules.
- Medical forms, contact details and consent forms for you to fill in and return.
- Useful contacts in the MJS.



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INTRODUCTION BY JUNIOR CHAIRMAN

On behalf of Orrell RUFC I would like to welcome your child and yourself to our club and provide you with some information about our activities. The club provides opportunities for young people between the ages of six and eighteen to receive coaching and compete in local and regional junior leagues. All coaching is conducted by RFU qualified coaches who are trained and have been screened for their suitability for working with young people.

We welcome parents to all training and competitions and value your support. We are keen to try and involve parents in the club and would be pleased to see you at the training sessions where you can meet club members, find out more about the club and perhaps become a valued volunteer. Below is some information about training times and details regarding travel arrangements, kit and club registration.

Training sessions take place every Wednesday from 6pm at Up Holland High School. Winter Training is held at St John Rigby's College. Summer training is held on a Sunday morning at Up Holland High School. Training will start at 11:00. Up Holland High School is also where home games for the junior section are played. After games we have use of the schools facilities to provide after game refreshments and food.

Arrangements should be made for your child to travel to and from training sessions and matches. We would appreciate it if children can arrive and be collected promptly. If you are going to be late or need to contact the club for any other reason, a list of contacts is included in this pack.

The recommended apparel for training sessions consists of boots, tracksuit, and sports shirt. We also have a flood lit, state of the art astro-turf training facility for the dark nights. This can take boots, but we recommend trainers are also available.

We encourage the use of protective headgear, mouthguards and body armour for reasons of safety. The club has an annual membership fee of £10 for each member and £2.50 subs each week to cover food costs.

We would be grateful if you would complete the enclosed Junior Section Membership forms and return them to our registration secretary as soon as possible. For the safety of your child, it is important that the club is informed of any medical condition or allergies that may be relevant should your child fall ill or be involved in an accident while at the club.

We thank you for your cooperation and we look forward to welcoming you at Orrell RUFC- Your Community Club.

Yours sincerely,

Graham Winstanley

Junior Chairman, Orrell Rugby Union Football Club



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GENERAL INFORMATION

TRAINING

Training is held on a Wednesday night at 6pm. During summer and whilst we have lighter nights we train at our home ground of Up Holland High School Playing Fields(WN5 7AL) but throughout Winter we move to the all-weather pitch at St John Rigby College (WN5 0LJ). The team coaches will remind everybody when it is we make the change from one location to the next and confirm times in the event of them altering. We do ask that children are accompanied by an adult as the coaches cannot be held responsible for them.

We suggest that brought to training each week is

- A drink (especially during summer or warmer weather)
- Suitable training wear
- Any medication such as inhalers etc.
- Warm clothes especially throughout winter

Matchday

Games are played throughout the north-west region. Fixture lists are available from coaches or our fixture sec, although we do stress that any fixture list is very much subject to change at any point due to weather, opposition.

We do ask that if you are away for any reason that you give your coach/manager as much warning as possible as we have to let opposition teams know.

We ask that on match days you bring:

- U16's **MUST** arrive in White Shirt and Club Tie
- Black Shorts
- Black Socks
- Boots with Rugby Studs (all metal studs)
- Warm up top
- Drink

Suggested Items

- Gum Shield
- Protective Padding (Must be IRB Approved clothing)
- Jacket for cold weather



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EQUITY POLICY

Orrell RUFC is committed to ensuring that equity is incorporated across all aspects of its development. In doing so it acknowledges and adopts the following Sport England definition of **sports equity**.

Sports equity is about fairness in Sport, equality of access, recognising inequalities and taking steps to address them. It is about changing the culture and structure of sport to ensure it becomes **equally accessible to everyone in society**.

The club respects the rights, dignity and worth of every person and will treat everyone equally within the context of their sport, regardless of age, ability, gender, race, ethnicity, religious belief, sexuality or social/economic status.

The club is committed to everyone having the right to enjoy their sport in an environment free from threat of intimidation, harassment and abuse.

All club members have a responsibility to oppose discriminatory behaviour and promote equality of opportunity.

The club will deal with any incidence of discriminatory behaviour seriously, according to club disciplinary procedures.

Mini & Junior Chairman & Committee, Orrell Rugby Union Football Club

SAFEGUARDING

Orrell RUFC is committed to the safeguarding and protection of young people. Under the RFU Child Protection Policy and implementation procedures, all staff and volunteers here at Orrell RUFC who have substantial access to young people under the age of 18 and / or vulnerable adults must apply for disclosure. This process, which is a **MANDATORY REQUIREMENT**, will be facilitated on behalf of the game, both amateur and professional by the RFU who are registered with the CRB.

All coaches, Child Protection Officers, Conditioning Staff, Welfare officers, Development and performance staff, players conducting RU development activities, First Aiders, Physiotherapists, team managers & support staff, assistant managers and match official will require **AN ENHANCED DISCLOSURE**. This process is managed by Graham Winstanley whose contact details can be found in this welcome pack.

FIRST AID

A well-stocked first aid kit is ready at hand for every home game and training session.



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BEST PRACTICE - PARENTS & SPECTATORS

To promote and describe the code of conduct for all spectators associated with Orrell RUFC.

All spectators must:

- 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 form. Remember an Orrell Club official may have to ask you to leave the field of play if you contradict this code.
- Remember the players are taking part for their own enjoyment - not yours. They are not professionals or international gladiators.
- Display respect to the Club officials, players, and coaches of both teams and match officials. Without them there would be no game - and do not behave in a way that will bring the Club into disrepute.
- Acknowledge good performance and fair play by opponents as well as by your own team.
- Condemn the use of violence.
- Do not ridicule any players who make mistakes.

Every parent should:

- Teach their young person to treat everyone equally regardless of their gender, ethnic origin, or cultural background. Support all efforts to remove verbal, racist, and physical abuse from Rugby Union. Teach their young person that effort and teamwork are more important than victory so that the result of each game is accepted without undue disappointment.
- Not force an unwilling young person to take part in Rugby Union.
- Encourage their young person to always play by the rules and to respect match officials.
- **Remember their young person is involved in sport for their own enjoyment not the parents.**
- **Never ridicule or shout at a young person for making a mistake.**
- Insist on fair and disciplined play - do not tolerate foul play, cheating, foul, sexist or racist language and do not behave in a way that will bring the Club into disrepute and do not publicly, question 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 resource to provide recreational activities for your young person(s).**

Disciplinary

Remember an Orrell Club official may ask you to leave the field if you contradict this code. Any parent or spectator that is found to be carrying on with activities or behaviour that is outside this code of conduct may find themselves to be the subject of an internal disciplinary hearing and may also be the subject of sanctions as described in the Club constitution.



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CLUB BEST PRACTICE FOR YOUNG PLAYERS

We think that our Club, like any other good Club, should be a place where:

- a. **All players can learn and enjoy their learning without interruptions.**
- b. **All coaches can coach, and respond to their players without interruption. We want all our players to be proud to wear the club colours and we welcome parent's involvement in supporting the Club.**

Sometimes there is a problem when a young person may say, "I was only playing", or "I only did it for a joke" but clearly these are times when we need all young players to be sensible, so that they are safe.

We say that if everyone is happy and smiling, then all is well. If someone is hurt or upset, all is not well and a young players' rule has been broken, so there may be sanctions as a result.

Young players should always remember the following rules:

- We have a right to feel safe.
- We will not become bullies. We will not hurt anyone with nasty words or unkind actions.
- We will tell our coach when we are hurt or feeling sad.
- Amongst each other, there will be no swearing, arguing, name-calling, teasing, kicking, or fighting; we will not even 'toy-fight'.
- We will not leave the playing or training field or Club premises without permission - this can affect our own safety and the safety of others.
- We try to sort out our problems by talking to each other or by asking for help from an adult.
- We remember we are here to learn and our coaches are here to teach.
- We will try to be friendly and try to get on with everyone. We will not spoil things for others by cheek and bad manners.
- We treat Coaches and Assistants with the same respect as our teachers. We treat all adults in our Club with respect.
- We pay attention when our coach is talking.
- We treat each other with consideration and we try to help one another.
- We take good care of all equipment, use it safely, and tell our coach when anything is lost or damaged. We do not touch equipment unless asked to do so.
- We move around our clubhouse or changing rooms only when we really need to, quietly without disturbing others. We walk in the corridors.
- When our parents drop us off, we must wait patiently until taken to the changing rooms or pitch by our coach.
- We must show respect for our Club environment at all times and keep it tidy and a safe place to practice and play Rugby Union.

What happens if we break a rule?

We understand that if we break a rule our coach will tell us what we have done wrong and that we should not do it again. If we carry on breaking rules, our coach may have to arrange for us to go home and that our coach may have to speak to our parents or guardians. If we continue to be really bad, our coach may have to speak to the committee who might want to speak to us and our parents or guardians and may have to punish us by taking away some of our rights to train or play.

Please sign and return to your coach

Name

Signature



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ORRELL RUFC MEDICAL INFORMATION FORM

A hard copy of this form is to be retained by the coach and to be available on match or training days. This should be given to any emergency services that may be attending an accident that concerns this particular player.

A second copy to be forwarded to the junior secretary for record purposes

PARENT/CARER - PLEASE DETAIL BELOW ANY IMPORTANT MEDICAL INFORMATION THAT OUR COACHES/JUNIOR SECRETARY SHOULD BE AWARE OF (E.G. EPILEPSY, ASTHMA, DIABETES, ETC.)

Emergency contact details – to be completed by parent/guardian/carer

Please insert the information below to indicate the person(s) who should be contacted in case of an incident/accident:

Contact name (e.g. parent/guardian):

Emergency contact number:.....Alternative number.....

By returning this completed form, I agree to my son/daughter/child in my care taking part in the activities of the Club and I also agree to allow a Club representative, who is trained in First Aid to administer first aid in the event of an incident.

I understand that I will be kept informed of these activities – for example timing and transport details.

I understand that in the event of any injury or illness all reasonable steps will be taken to contact me, and to deal with that injury/illness appropriately.

Name of parent/guardian:.....

Signature of parent/guardian:..... Date.....



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BEING BULLIED? TELL, TELL, TELL!

Bullying will not be tolerated at any level at the club and the culture we have built at the club should allow everyone to feel happy and secure in the environment that we provide. Anyone found to be bullying will be dealt with according to the seriousness of the incident.

And remember, your coaching staff are there to help, not only as player development, but to help in all areas regarding the club, if they don't know the answer, they will know the person for the job.

Bullying can be:

Emotional- being unfriendly, excluding (emotionally & physically), tormenting (e.g. hiding rugby kit, threatening gestures including sending threatening text messages).

Physical- pushing, kicking, hitting, punching, or any use of violence.

Racist- racial taunts, graffiti, gestures.

Sexual- unwanted physical contact or sexually abusive comments.

Homophobic- because of, or focusing on the issue of sexuality.

Verbal- name-calling, sarcasm, spreading rumours, teasing.

Children and young people have described bullying as:

Being called names,

Being teased,

Being hit, pushed, pulled, pinched, or kicked,

Having their bag, mobile or other possessions taken,

Receiving abusive text messages,

Being forced to do things they don't want to do,

Being ignored or left out,

Being attacked because of religion, gender, sexuality, disability, appearance or ethnic or racial origin.

As a player/parent I understand that I/my child will be fully supported if I report any form of bullying (to myself or to a fellow player) I also understand that no form of bullying is acceptable at the club and if I am found to be bullying, I accept the appropriate consequence of my actions.

Signed: (player) Date:

Signed: (parent/guardian) Date:



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ORRELL CONTACT INFORMATION FORM

We are very pleased to welcome you to Orrell RUFC

To ensure that we have the correct contact details for you, please insert the information requested below and return this form to the junior Club Coordinator. If you are under 16 please also ask your parents or guardian to sign the form before it is returned.

We will also use this information to ensure that you are kept informed about Club events.

Personal details

Name:(player) (Parent/ carer/ guardian)

Address:

Postcode:

Home telephone number:

Mobile: email:

Date of birth: Gender: Male ☐ Female ☐

In order to help the Club monitor its membership can you please tick one of the following boxes to identify your ethnic group:

White	<input type="checkbox"/>
Mixed	<input type="checkbox"/>
Asian or Asian British	<input type="checkbox"/>
Black or Black British	<input type="checkbox"/>
Chinese or other ethnic group	<input type="checkbox"/>

Do you consider yourself to have a disability? Yes ☐ No ☐

If yes, what is the nature of your disability?

Sporting information

Have you played Rugby before? Yes ☐ No ☐

If yes, where have you played the sport: (please indicate below)

Primary school ☐ Secondary school ☐ Which School?

Local authority coaching session(s) ☐ Club ☐ County ☐ Other (please specify): Bottom of Form



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ORRELL RUFC CONSENT FORM

FOR THE USE OF PHOTOGRAPHY AND RECORDED IMAGES

I (parent/carer/guardian)
consent to the photographing/ videoing and publication of images of
.....(name of young player) under the RFU's Child Welfare
and Best Practice guidelines and I confirm that I am legally entitled to give this consent.

I also confirm that(name of young player) is not under a
court order.

Signature:

Date:

.....
I(name of young player) consent to the
photographing, videoing and publication of images of my involvement in rugby union under
the RFU's Child Welfare and Best Practice guidelines.

Signature:

Date:

Please return this form to your team manager or your coach.



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ORRELL RUFC MEMBERSHIP FORM 2012/2013

The annual subscription for the season 2012/2013 is £10.00.

All subscriptions are due by the 1st September 2012. Your membership card and a fixture list will be sent to you once your subscription has been paid. Please fill in the subscription payment form at the base of this form.

Please complete the Gift Aid section if you wish to make a Donation in addition to your subscription. Please note that as the Club is a Community Amateur Sports Club (CASC) all Donations will be treated as Gift Aid and the Club should obtain at least another 25% of any Donation.

ORRELL RUFC Membership Season 2012-2013

Forename	
Surname	
DOB	
Address Line 1	
Post Code	
Tel No	
Email Address	
Occupation/School Attended	

Membership Amount:
£10 Cheque/ Cash
Date:

Junior Waterproof Jacket
£14 Cheque/Cash
Date: Size:

ALL JUNIOR JACKETS MUST BE TRIED ON BEFORE ORDERING AS MISTAKES CANNOT BE RECTIFIED AFTERWARDS DUE TO THE BRANDING.

Please make cheques payable to: ORMJS

Return to:
Registration Sec

Please treat the enclosed gift of £_____ as a Gift Aid Donation

You must pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April one year to 5 April the next) that is at least equal to the amount of tax that Orrell RUFC will reclaim on your gifts for that tax year.

PLEASE RETURN TO YOUR TEAM MANAGER /TEAM COACH OR ANY COMMITTEE MEMBER

RUGBY FOOTBALL UNION

YOUNG PLAYER REGISTRATION FORM

RFU Registration Number (if known)

This form should be completed for all players within the club who have **NOT** previously registered with the **RFU**, are re-registering or have data amendments.

Please complete each section in **BLOCK CAPITALS** and return to your Club Registration Officer along with **TWO** passport size photographs.

Please tick where appropriate ☐ **New Registration** ☐ **Re-registration** ☐ **Data Amendment** ☐ **Club Transfer**

First Names:		Surname:		D.O.B.:	
Home Address:					
Postcode:					
Male/Female		Home Tel:		Mobile Tel:	
Email address:					
Ethnic Origin (Please tick (✓) where appropriate):- <div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"> <input type="checkbox"/> White: British <input type="checkbox"/> White: Irish <input type="checkbox"/> White: Other <input type="checkbox"/> Chinese </div> <div style="width: 50%;"> <input type="checkbox"/> Mixed: White & Black Caribbean <input type="checkbox"/> Mixed: White & Black African <input type="checkbox"/> Mixed: White & Asian <input type="checkbox"/> Mixed: Other </div> <div style="width: 50%;"> <input type="checkbox"/> Asian and Asian British: Indian <input type="checkbox"/> Asian and Asian British: Pakistan <input type="checkbox"/> Asian and Asian British: Bangladesh <input type="checkbox"/> Asian and Asian British: Other </div> <div style="width: 50%;"> <input type="checkbox"/> Black or Black British: Caribbean <input type="checkbox"/> Black or Black British: Africa <input type="checkbox"/> Black or Black British: Other <input type="checkbox"/> Other Ethnic Group </div> </div>					
<div style="border: 1px solid black; padding: 5px; min-height: 30px;"> Previous Rugby Club (if any) </div>		Representative Playing History (please give dates etc., using a separate sheet if necessary)			
Playing Position: <input type="checkbox"/> Unspecified <input type="checkbox"/> Front Row <input type="checkbox"/> Forward <input type="checkbox"/> Back Plays at school: <input type="checkbox"/> Yes <input type="checkbox"/> No					
Medical Conditions/allergies (Asthma, Epilepsy, Allergic to penicillin) Please give full details using separate sheet if necessary: (Completing this section is not obligatory but the RFU in the interests of child safety strongly recommend that you do so).					
Name of Parent/Guardian:-				D.O.B.	
Address of Parent/Guardian (if different from above):					
Postcode:					
Contact Telephone Number:			Email address:		
School/Education Establishment Name and Address:					
Contact Number:			Postcode:		
DATA PROTECTION The RFU is fully aware that some people will only want to receive information from the RFU on rugby issues and, therefore, you can ensure that you only receive this type of information by ticking the appropriate boxes below. However, some people will want to receive other information and, therefore, there are three options set out below. If you do or do not wish to receive certain types of data, you should tick the appropriate box below; the RFU may also use such personal data for the following purposes: <ul style="list-style-type: none"> to send you by electronic mail (including email, SMS or image messages, etc) information about our official sponsors, their associated companies and their products and services which may be of interest to you. Tick here if you do wish to receive such information <input type="checkbox"/> to send you by electronic mail (including email, SMS or image messages, etc) other information about RFU tickets, products, special offers, opportunities and related service which may be of interest to you e.g. TEL, RFU Travel, The Rugby Store etc. Tick here if you do not want to receive such information <input type="checkbox"/> to pass your details to our official sponsors, who may use them now or in the future and to keep you informed by post of their products and services and to compile market research information and statistics, e.g. Nike, O2, Ford, etc. Tick here if you do not wish to receive such information <input type="checkbox"/> 					
I declare that the above is correct. In signing this form I agree that the above named player can be bound by the laws and resolutions of the Rugby Football Union and its constituent body and the rules of:					
..... Rugby Football Club PLEASE STATE CURRENT CLUB					
Signed (player):			Date:		
Signed (parent / guardian):			Date:		
Countersigned (Club Official):			Date:		