



**2024**  
**RUGBYWA**  
**FINALS**  
**BOOKLET**  
***SENIORS***



Western Australian Rugby Union Inc.  
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**Welcome Message:**

Welcome to the 2024 Rugby WA Finals Series. After an incredible season we are now at the pointy end of the season. All the hard work and dedication comes down to this and I wish every team all the best of luck!

In this short information booklet, we will outline everything you need to know about the finals series and information that you need.

Please ensure to read this information very carefully and ensure you are meeting all required deadlines.

Rugby WA wishes all teams the best of luck in the 2024 Finals Series and looks forward to everyone at the Grand Final at Kalamunda on September 7<sup>th</sup> to celebrate season 2024 by crowning the Premiers!

Any concerns in the meantime please do hesitate to reach out via email: [ryan.porter@rugbywa.com.au](mailto:ryan.porter@rugbywa.com.au).

Kind Regards,

Ryan Porter

Senior Competitions Coordinator



## Finals Structure

Premier Finals (60% Conference A 40% Conference B) <https://wa.rugby/competitions/finals>

Wk1 – Knock out Game 1	Wk 1 Knock out – Game 2	Week 2 Game 1 Semi Final	Week 2 Game 2 Semi Final	Wk3 Grand Final
Conference B 1 <sup>st</sup> Place	Conference A 3 <sup>rd</sup> Place	Conference A 1 <sup>st</sup> Place	Conference A 2 <sup>nd</sup> Place	Winner Wk 2 Game 1
vs	Vs	vs	vs	vs
Conference B 2 <sup>nd</sup> Place	Conference A 4 <sup>th</sup> Place	Conference B winner Wk 1	Conference A Winner Wk 1	Winner Wk 2 Game 2

For Finals for Reserve and 3<sup>rd</sup> grade (50% Conference A and 60% Conference B)

Noting that the top three teams of each Conference will contest the finals

Wk 1 Knock out Final Game 1	Wk 1 knock out Finals Game 2	Wk 2 Semi Finals Game 1	Wk 2 Semi Finals Game 2	Wk3 grand Final
Conference A 2 <sup>nd</sup> place	Conference B 2 <sup>nd</sup> Place	Conference A 1 <sup>st</sup> Place	Conference B 1 <sup>st</sup> Place	Winner Wk2 Game 1
vs	vs	vs	vs	vs
Conference B 3 <sup>rd</sup> Place	Conference A 3 <sup>rd</sup> Place	Wk 1 Winner Game 2	Wk 1 Winner Game 1	Winner Wk 2 Game 2

### 1. Changing Rooms

- The hosting clubs will be allocating their changerooms.
- Allocated times are likely to be relatively short and sharp.
- Please observe your respective time slots.

### 2. Ball Boys/Girls

- It is in the interest of all teams to ensure they have at least one person available to assist with maintaining the supply of match balls for the games.



### 3. Alcohol

- The bringing of alcohol to any of the venues is ***strictly prohibited***.
- ***Hosting clubs will contact RugbyWA if any alcohol related breaches are observed.***  
Please ensure **ALL** players, teams, coaches, managers and supporters of your club are informed that **NO** tolerance will be shown to anybody who attempts to bring alcohol to any of the venues. Each of the hosting clubs will have their own arrangements with respect to providing cases of beer/drinks to teams competing at their venues.
- ***RugbyWA encourages all clubs to support the hosting clubs of the finals series matches as well as the responsible serving and drinking of Alcohol.***
- ***Rugby WA hold a major partnership with Healthway promoting the 'Alcohol Think Again Message'.***

### Finals Eligibility & Dispensations:

Qualification to play finals is a third of the season. For each competition this does mean different qualifications based on the number of games in the season. (This does not include general byes). The number of games required to qualify for the per age competition is as follows:

- Prems/ Ressie/ Thirds- 5 Games
- Colts- 4 games\*\*
- Fourth- 4 Games\*\*
- Championship – 5 Games
- Women's Prems – 5 Games
- Women's Community- 4 Games



### **Dispensation requests:**

Dispensation requests will be assessed in line with:

- RWA 18 Finals Eligibility and Dispensation Policy:

Dispensation application to be submitted to completing this form by the deadline below.

12:00pm, Tuesday 13th August for Quarter Finals,  
12:00pm Tuesday 27th August 12pm for Semi Finals  
12:00pm Tuesday 3rd September for Grand Final

- Rugby WA will aim to notify clubs Monday 19<sup>th</sup> August

Applications submitted after this time will not be considered. RugbyWA will assess applications based on a range of factors on a case-by-case basis. If you are unable to provide any medical or supporting evidence, the dispensation is likely to be declined. Applications can be submitted via the form's app: <https://forms.gle/pbhAiMjMa9waEWiT9>

### **Colts & Fourth Grade:**

- Due to the staggered season start dates for the 2024 season the following rule will be applied when assessing player eligibility in Colts and 4<sup>th</sup> Grade.
- When assessing player appearances for Colts and 4<sup>th</sup> grade in regard to finals eligibility. Appearances for Colts and 4<sup>th</sup> Grade will only be assessed in rounds where there were Colts and 4<sup>th</sup> Grade fixtures.
- For example: if a player makes an appearance early in the season in Reserve grade where there was not a Colts or 4<sup>th</sup> grade fixture, that appearance will not negatively affect their Colts or Fourth Grade appearances come season end. That appearances will however count toward finals eligibility in that grade.
- As per point 2, if a player starts at a higher grade in a round where there is a Colts and 4<sup>th</sup> grade fixture, the player will be graded at the higher-grade appearance.



#### 4. Replacements: Tactical – Blood – Injury – Sin Bin

- All replacements must be done through the No. 4 official who has been allocated to your team. Any replacement must be commenced with the submitting of a completed card. (See example below)

**RUGBYWA**  
REPLACEMENT / SUBSTITUTION CARD

TEAM NAME \_\_\_\_\_

PLAYER OFF	PLAYER ON
<input type="text"/>	<input type="text"/>

**REASON:**

SUBSTITUTION / TACTICAL

SUBSTITUTION / BLOOD

REPLACEMENT / INJURY

SIN BIN

TIME \_\_\_\_\_

SIGNATURE \_\_\_\_\_  
(TEAM OFFICIAL)

- **Please be mindful that any player who has been replaced due to injury cannot take any further part in the game.** Also be aware that any player that is substituted for a blood injury must return to the field of play within 15 minutes of leaving the playing area otherwise the replacement becomes permanent.
- With **rolling substitutions**, it is extremely important that the substitution cards are completed correctly. All teams are restricted to the number of rolling substitutions that can take place as per the following:
  - For Women’s Premier, a maximum of **12** movements are allowed.
  - For Colt’s, a maximum of **12** movements are allowed.
  - For 3<sup>rd</sup>, 4<sup>th</sup> & Community grade, a maximum of **12** movements are allowed.
  - For Premier, Championship & Reserve grade, a maximum of **8** movements are allowed.
- There are also **FOUR (4)** situations where temporary movements are allowed that DO NOT COUNT initially as a rolling substitution:
  - To replace a player with a bleeding or open wound.
  - To replace a player who has been Blue carded.
  - Replace a front row player when injured, temporarily suspended or sent off.
  - A player who has been injured as a result of foul play (as verified by the Match Officials).



**NB.** The number of substitutions a team is allowed is determined **according to the Laws of the Game** in conjunction **with team list form** submitted for each game.

**It is expected that ALL teams will nominate at least 23 players for each finals game.**

## 5. Bench Management Protocols

**The following points are not an exhaustive list and other matters will be managed by the #4s (sideline management), and, if required, communicated by either of the #4s to the referee.**

### **EACH PARTICIPATING TEAM PRE-MATCH MUST**

- Nominate a Bench Manager to liaise with the allocated #4.
- Meet your team's #4.
- Provide confirmation that no jersey numbers are duplicated.
- Provide confirmation as to the size of the team's squad for the match. Confirm that the team complies with the minimum number of front row players required for the nominated squad size and to meet the minimum front row replacement obligations.
- Provide to their team's #4 the jersey numbers of all replacements and identify, specifically, the front row replacements.
- Ensure that hydration and kicking tee attendants wear colours easily differentiated from their **team** strip and that hydration and kicking tee attendants are of at least high school age.
- Ensure that only the following persons occupy the benches/space provided within the marked off area in the playing enclosure:
  - A maximum of eight (8) Team replacements
  - -A maximum of two (2) coaching staff.
  - -A maximum of two (2) medical attendants.
  - -A maximum of two (2) hydration attendants.
  - -A kicking tee attendant.
  - -Bench Manager

**ALL** other personnel, including any additional nominated team replacements, are required to be **OUTSIDE** the marked off area in the playing enclosure.

### **EACH PARTICIPATING TEAM DURING THE MATCH MUST**

- Ensure that not more than EIGHT (8) players are used as replacements.
- Ensure that all player movements are managed **in advance** through the #4 via the use of the designated "Replacement Player Cards". These cards will be provided to the Bench Manager prior to the start of each match.
- Ensure that no player movements to and from the playing area are enacted without the permission of the match referee. (Usually permission is delegated to the #4).





- Ensure that “blood” matters, requiring a temporary replacement, are authorised by either the #4, Assistant Referee (AR) or referee BEFORE the replacement takes the field. **NB.** The recovery period is limited to a maximum of 15 minutes actual time, after which the replacement becomes permanent and the replaced player is deemed to have been substituted due to injury. Actual time includes the time elapsed for half-time.
- Ensure that medical personnel are informed that they may enter the playing area at any time to attend an injured player, provided that they do not impede the conduct of the game. They may provide hydration to the injured player **ONLY**.
- Ensure that the two hydration attendants only enter the playing area during a bona fide stoppage (i.e. a stoppage for injury or when a try is scored). A free kick or penalty kick is **NOT** considered a bona fide stoppage.
- Ensure that players are informed that they may come to the sideline to seek hydration or medical assistance at any time but must not leave the playing area.
- Ensure that the kicking tee attendant only enters the playing area when the match referee indicates that an attempt at a penalty goal is to be made, or when a try is scored. Hydration may only be carried by the kicking tee attendant after a try has been scored (i.e. **NOT** at penalty goal attempts)
- Ensure that a player under temporary suspension sits with the #4. Timing of return is controlled by the #4.
- Ensure that the replacement players warm up behind their opponents’ dead ball line.
- **Endeavour to ensure that all parties occupying the benches/space within the marked off area in the playing enclosure remain seated at all times.**

## 6. Team Squads

- Team Squads are required to be entered online for each finals match. ***These need to be done by Tuesday 10.00am prior to each match and submitted to the competition coordinator via email.*** Any changes to these squads after this time need to be notified to RugbyWA.
- Team lists should include the following:
  - List of eligible players in playing order including the following:
    - Playing order 1-23
    - My Rugby ID, Last Name, First Name
    - Coaching staff (Max 2)
    - Medical attendants (Max 2)



- Hydration attendants (Max 2)
  - Name of kicking tee attendant
  - Name of Bench manager
- After the completion of each match, both team managers are required to confirm the score of the match with the match referee and with the number 4 official who has looked after your team during the match as well as any cards issued during the match. It will be assumed that all clubs will have copy of their submitted team list form.

## 7. Playing Numbers

- In accordance with the Laws of the Game (Law 3.8) the table below indicates the numbers of suitably trained and experienced players for the front row when nominating different numbers of players.

Squad Size	Minimum Number of Front Row Players in the squad	Must be able to replace at the first time of asking
15 or less	3	-
16, 17 or 18	4	Either Prop or Hooker
19, 20, 21 or 22	5	Both a Prop and a Hooker
23	6	Loose Head Prop, Tight Head Prop and Hooker

- **NB. Should a team not be able to meet this obligation for any reason during a game, then at the point in the match when the front row replacement is required, this team must play with one player fewer than would otherwise be allowed.**



- **Should a team not have three suitably trained front row players to commence a game with contested scrums, this team must play with one fewer than would otherwise be allowed.**
- If, subsequently, a qualified front rower becomes available (or returns from either blood bin or temporary suspension) so that scrums can be contested then that player will be allowed onto the field and the team may return to the appropriate complement of players.
- If neither team has suitably trained front row players to start a game with contested scrums, the above arrangements do not apply to the game, even if qualified front rowers subsequently become available.
- **Consequently, when completing your team list form, you need to be aware of these requirements with respect to playing numbers.**

## 8. Rules for Finals Series Matches – Conduct & Qualification

- 15.1 At the conclusion of all regular season home and away matches the competition will be decided by the playing of finals series matches between such teams and in such a manner as shall be directed by RugbyWA.
- 15.2 No team from any club which is financially indebted to the Union for any reason will be eligible to participate in any match in a final's series.
- 15.3 No player or official who is financially indebted to the Union for any reason will be eligible to participate in any capacity in any final's series.
- 15.4 The WARURA will notify the Union of the names of all referees appointed to officiate in all matches conducted by the Union in any final's series.
- 15.5 All finals series matches will be conducted at such times and at such venues as shall be determined by RugbyWA.
- 15.6 Rules for finals series matches are available in RWA17 – Finals Series Matches.