



RUGBYWA

**2024 Juniors Finals
Handbook**

Introduction

This handbook has been designed as a quick reference for you as a coach or manager of a team participating in the 2024 finals series.

This handbook is a guide with extracts from the 2024 RugbyWA Junior Competition Rules and Regulations, ARU Law and RugbyWA protocol and procedure for finals.

RugbyWA recommends that you familiarise yourselves with the 2024 Competition Rules regarding the section on finals, ARU Law in U19 Variation- particularly front row requirements and make yourself familiar with the forms and team sheets, etc. that will be required by RugbyWA.

If you have any questions in relation to the Finals series, your first call should be to your Club President for information. If your Club President is unable to answer your question, the question can then be referred by your Club President to RugbyWA.

We wish each team the best of luck for the Finals series.

Finals Format

U15 Girls:

Minor Premierships will be awarded on the competition standings at the conclusion of the scheduled 14 rounds.

- First Semi-Final – 1st placed team (Minor Premier) will play 4th placed team; and
- Second Semi-Final – 2nd placed team will play 3rd placed team; and
- Grand Final – winner of First Semi-Final will play winner of Second Semi Final.

Pennants will be awarded to both Major and Minor Premiers.

U13–U18: Minor Premierships will be awarded on the competition standings at the conclusion of the scheduled 14 rounds.

Major Premierships will be awarded after a final's series between the top four finishing teams. Pennants will be awarded to both Major and Minor Premiers.

U12s will be awarded a Minor Premiership but will NOT be taking part in the Final's Series.

The Finals Series to determine the competition Major Premiership U13 – U18, will be decided by the playing of Semi-Final and Grand Final matches.

- First Semi-Final – 1st placed team (Minor Premier) will play 4th placed team; and
- Second Semi-Final – 2nd placed team will play 3rd placed team; and
- Grand Final – winner of First Semi-Final will play winner of Second Semi Final.

All finals matches will be played at venues, and commence at such times, as determined by RugbyWA.

Finals Format

For any Finals Series matches, if a team is not ready to take the field by the scheduled start time as notified by RugbyWA, that team shall be deemed to forfeit the match.


Where, at the end of a final's series match the scores of the teams are equal, extra time is determined as follows:

- Semi-Finals –NO extra time allowed. The team which entered the match with the higher competition place on the points table shall be declared the winner.
- Grand Finals –an extra five (5) minutes each way shall be played to determine the winner. One minute shall be allowed to change ends at full time and after the first period of extra time.
- Method of restart for each period will be a kick-off at halfway that will be decided by the toss of a coin.

If points scored by teams are equal after playing extra time, no further extra time shall be played and both teams shall be declared joint winners.

In the case of joint Premiers one team will be presented with the Trophy and their pennant will be issued once the subsequent order has been received. The other team shall receive the Premier pennant. Teams are to mutually agree on retaining the trophy for an equal amount of time each.

“In Summary”

- Finals games will be determined by ladder positions as at Round 14
 - 1st plays 4th, and 2nd plays 3rd.
 - No extra time in Semi Finals.
 - 5 minutes each way extra time in Grand Finals, shared premiership if scores are still the same after extra time.
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Team Lists

All teams competing in a Final Series match must submit an official RugbyWA Junior Team Sheet, for the purpose of determining Player Eligibility to the Junior Competition Manager as well as submitting a team list into Rugby Xplorer, **by 10am on the Tuesday prior to the match.**

Both team lists should include:

- List of all eligible players in 'Playing Order (1- 23) including Jersey number, Last Name, First Name,
- Name/s of coaching staff (maximum of two (2)).
- Name/s of medical attendants (maximum of two (2)).
- Name/s of hydration attendants (maximum of two (2)).
- Name of kicking tee attendant.
- Name of Bench Manager.

Clubs must specify on the team's Finals Team Sheet sent to RugbyWA all trained front row players and their trained positions.

"In Summary"

- Team list form **MUST** be submitted by 10am on the Tuesday before each finals match and Monday for Junior Girls.
- If adjustments are made, a new updated team list must be submitted once approved by RugbyWA.



Player Eligibility

A Player is not eligible to play for any Club in Finals matches in any grade unless:

- He/she is registered with a Club competing in the Association's competition; and
- The Club has fulfilled its obligations under policy RWA13 and
- The player has taken the field in a minimum of five (5) games for their nominated team and has played the majority of his/her games in that team or a team in a lower division or a younger age group, for the club.

Where a player is eligible for registration in more than one team, the player will be deemed registered in the higher age and/or graded team.

Players can only play in one (1) final playing team for the entire finals series and the club must decide in which team this player is to play.

Playing an unregistered or ineligible player in the Finals matches will disqualify the offending team from all finals matches.



Player Eligibility

A player's eligibility to play in a Finals Series match is determined by their availability to play in competition round matches by either:

Name on a team sheet; or

Name on a team sheet in the case of a Forfeit as available to play; or

Played in the State Championships for their respective regions; and

Was on Representative duties (RugbyWA or ARU).

Note: Suspension or Disqualification does NOT count towards eligibility.

It is the responsibility of the Club to ensure your players are eligible to play.



Finals Directives

No Gold division player is permitted to be nominated into and/or play in a Swan Division Finals Match within that age group.

i.e., if your U13 Swan team makes it to the finals none of the U13 Gold team members are permitted to participate in the U13 Swan team for the Finals Series.

If you are short of players in this instance, you may borrow from the age group below, providing that the ARU two-year window and the Junior Competition Rules and regulations are always adhered to.

This player must have played five (5) games for the finals team OR been granted a Finals Dispensation to play in the team.

- Swan players are permitted to be borrowed to assist Gold Division Teams, as are players from the age group(s) below.

Keeping in mind the RA regulation and Rules, particularly the 90 Min playing time rule. This player must have played five (5) games for the finals team OR been granted a Finals Dispensation to play in the team.



Finals Directives

No player, regardless of where they have been borrowed from, should be taking the place of a player that is/ was originally nominated to the team that has made it to the finals and who is eligible, available, and ready to play.

Front row is the only exception to this rule (i.e., taking the place of another player), and only if the borrowed player is playing in the front row for the whole match.

In this instance, you would be using the borrowed player in the front row as you would be “short” without them and none of the rest of your team are front row trained and able.

“In Summary”

- Take the field (played) 5 games with your team = eligible to play in finals
- No Gold in Swan
- Can borrow from Swan Divisions and age group below.
- Red cards (where suspended), breaches of comp rules, byes and forfeits (if your team forfeited) do not count towards Player Eligibility
- No borrowed player should be taking the place of a player that is ready and able to play who was originally nominated into that team.
- Front row is the only exception to the rule above, and only if that player is playing in a front row position and must have submitted a finals eligibility dispensation and received approval from RugbyWA.

Front Row

Teams competing in the Final Series must include 6 suitably trained front row players and only a maximum of 23 players can be listed on the team sheet.

ARU Law 3.15b regarding number of nominated players and the number of front row players should be adhered to throughout the Finals Series.

RA Law States: For competitions where teams are allowed to nominate 23 players, and for U19 competitions where teams are allowed to nominate 22 or more players:

“There must be sufficient front row players to play at hooker, tight-head prop and loose-head prop who are suitably trained and experienced to ensure that on the first occasion that a replacement in any front row position is required, the team can continue to play safely with contested scrums”.

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.



Front Row

Should a team not have three suitably trained front row players to commence a game with contested scrums, then this team must play with one player 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.

Clubs need to specify on the team's Finals Team Sheet all trained front row players.

This means that any player that has been trained as front row and can play front row, must have this noted next to their name on the team list form.

If you have more than 6 players that are able to play in the front row, then all these players must have the front row noted against their names also. A replacement front-row player may start the match in another position.



Front Row

IRB and ARU in brief Under 19 Law and where applicable reverted back to Senior Law:

When nominating a team with the following numbers of players, please note the number of front row players to be available.

Number of Players	Number of suitably trained and experienced Front Row Players	MUST BE ABLE TO REPLACE AT THE FIRST TIME OF ASKING
15 Or less	3 Players who can play in the Front Row	-
16, 17 or 18	4 Players who can play in the Front Row	Either a prop or a hooker
19, 20, 21 or 22	5 Players who can play in the Front Row	Both a prop and a hooker
23	6 Players who can play in the Front Row	Loose-head prop, tighthead prop & hooker



Bench Management Protocol

Pre-Match

- Meet your teams allocated # 4 and/ or #5 match officials.
- Only the following personnel are permitted within the playing enclosure, the personnel must remain inside the assigned technical area except when required to carry out designated activities:
 - 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

Bench Management Protocol

During Match

All player movements must be done through the #4 or #5 match officials.

To ensure player movements are carried out correctly, you must provide a player movement card and take the player to the #4 or #5 match officials prior to the player movement.

Player movements to and from the playing area will only be enacted when the ball is “dead” and authorised by the #4 or #5 match officials.

“Blood” matters requiring temporary replacement must be clearly authorised by a match official BEFORE the replacement takes the field.

The player with the “blood” injury can only return once bleeding has ceased and the wound is covered.

The temporary replacement for “blood” is 15 minutes of actual time, when this time expires the replacement becomes considered a permanent movement.

Team medic may enter the playing area at any time to attend an injured player provided they do not impede the conduct of the game. They may provide re-hydration to the injured player ONLY.

Bench Management Protocol

The two hydration attendants may only enter the playing area during an injury stoppage or when a try is scored.

Hydration and kicking tee attendants must wear colours easily differentiated from their club strip. i.e., vests.

Hydration and kicking tee attendants must be of at least high school age (12 years and older).

A player can come to the side-line to seek hydration or medical assistance at any time but must not leave the playing area.

The kicking tee attendant may only enter 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.

N.B the kicking tee attendant can carry hydration during penalty kicks, but for the penalty kicker ONLY.

A player under temporary suspension will sit with the #4 & #5 match officials.

Coaches and team management along with replacement players **MUST** stay in the marked tech zone boxes always allocated to their team, unless consulting the #4 & #5 match officials.

Ensure all parties on the bench always remain seated.

Before the Match

For any Finals Series matches, if a team is not ready to take the field by the scheduled start time as notified by RugbyWA, that team shall forfeit the match.

Each field will be allocated the #4 and #5 match official - one of these will each be assigned to the teams on that field. A quick hello and discussion about any expectations these officials have regarding player movements (as outlined in the bench management protocol) and the match in general is recommended.

A word to your players as to how the team (Captain only) should address the referee and general behaviour and conduct is expected.

Likewise, parents and other participants- abusive language, abuse of any kind, directed at anyone, inappropriate behaviour etc will strictly NOT be tolerated. RWA Staff will, at their discretion, call off any match that this occurs in.




Before the Match

Please be advised that any Red Cards or Code of Conduct cases will need to be heard by the Judicial Panel before the player is able to play again. If a suspension period is given by the Judiciary, that player will miss out on the remainder of the Finals series. No exceptions or dispensations are made regarding this.

If you have any concerns about your team on the day(s), or regarding any other matters, please see RugbyWA staff immediately.

“In Summary”

- Be on time for matches!
 - Meet and chat with your #4 or #5 match official.
 - Remind players of general behaviour and conduct and red card consequences.
 - Remind other participants of expected levels of behaviour.
 - See RWA staff immediately with any questions or concerns on the day.
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During the Match

Please see Bench Management Protocol and adhere to them.

A team sheet must be filled out and submitted on Rugby Xplorer for each match with all details filled out. You will (as usual) record the players taking the field, the score, and any incidents etc.

U13 to U16

- When Yellow card is issued, player is sent off for 5 minutes.
- When either Red or Yellow card is issued, player CANNOT be replaced.

U18

- When Yellow card is issued, player is sent off for 10 minutes.
- When either Red or Yellow card is issued, player CANNOT be replaced.

After the Match

You will need to confirm the match details you have inputted on Rugby Xplorer with:

- The Referee
- Both Assistant Referees
- The opposition Coach
- Your Coach

Once the above has been done and all parties have agreed on the results of the game. You are to 'submit' your score on Rugby Xplorer.



Grand Final Day Information

Presentations will be done at the conclusion of matches. The match timings for the day will allow for this. Please ensure your players promptly arrange themselves for Premiership Cups, Pennant and Medallion presentations by RugbyWA staff and representatives.

An opportunity for photos will be accounted for.

A Change Rooms Roster for Grand Final day will be sent to all participating clubs and put on the change room doors. Change rooms are only to be used before the match commences.

NO personal/ team belongings to be left in the change rooms.

Change rooms should be left clean, empty, and tidy for the next teams use.

