



ROLE OF THE DUTY OFFICIALS

AND

CODES OF CONDUCT

SECTION 46

18. Role and Responsibilities of Host Club Duty Officials (extract from 2013 Edition of GBJRL Club Handbook)

- a. Duty officials are appointed by clubs to administer the rules and regulations of the GBJRL and act as agents for the Division, the GBJRL and the Club; they have the full support of the GBJRL Management to take reasonable measures to ensure these rules and regulations are enforced, subject to these guidelines.
- b. Clubs must ensure that there are at least two duty officials provided for each game hosted by the club.
- c. Duty officials should set a reasonable standard of dress, including closed in footwear, a high standard of behaviour and conduct and must wear the identifying Duty Official Bib.
- d. Duty officials must not drink alcohol whilst on duty and should decline the role if they have consumed alcohol prior to the game.
- e. Prior to the commencement of the game, duty officials are required to:-
 - I. Arrange for team managers to correctly complete the match report sheets and supervise the NRL Database Photo ID and registration checks as required.
 - II. Adjudicate on any issues regarding the registration process, and if unable to resolve an issue, to refer it to the ground controller or Club Secretary for advice.
 - III. Ensure team managers are aware of facilities including dressing rooms, first aid room, reserve dugout, toilets and sin bin.
 - IV. Check that the ground is set up correctly and that it is fenced or roped appropriately.
 - V. Check that the sin bin is correctly set up and a sign is in place.
 - VI. Liaise with referee to see whether there are any special pre-match requirements.
 - VII. Ensure there are three (3) official match balls available for the game and kicking tee/sand for kicking, if required.
- f. During the game, duty officials are required to:-
 - I. Patrol the sidelines, remaining visible to the referee and follow any instructions from the referee.
 - II. Ensure coaches remain in the dugout if fenced and gated. At those venues where the dugout is not fenced and gated or is too small to adequately accommodate the bench players and coach, the coach must remain within close proximity to the dugout and no further away than two (2) metres.
 - III. Ensure host club team Leaguesafe remain in the dugout or back from the sideline adjacent to halfway. In Junior League games, Leaguesafe may only enter upon the playing field as provided by the GBJRL Rules and NRL On Field Policy.
 - IV. Ensure host club FAOs enter the field of play to attend to injured players in the manner prescribed by the NRL On Field Policy.
 - V. If a player is "sin-binned" by a referee, a duty official must escort the player to the sin bin and must remain with the player during his temporary suspension, ensuring the safety of the player.
 - VI. Time any temporary suspension. The clock is stopped during time out and during the half-time break.
 - VII. Escort any dismissed player to his team's dressing room. The player cannot leave the dressing room until he has changed out of his playing uniform. The player must not return to the playing area.
 - VIII. Be aware of any breaches of the Spectators Code of Conduct.
 - IX. Approach any spectator who is guilty of breaching the code, calmly and avoid confrontational language.
 - X. Refer the offender to the Code of Conduct and refer specifically to where they are breaching it.
 - XI. Ask the offender politely to avoid any further breaches.
- g. In dealing with persons who may have breached the Code of Conduct, Duty Officials must never touch or restrain an offender physically.
- h. If the person persists or becomes aggressive, walk away and seek help from the ground controller or club secretary.
- i. The ground controller, or host club duty official or Management Committee Member is authorized to request the offender leave the grounds. The offender must leave the premises immediately. For the purposes of this instruction the Car Park is part of the premises and offenders must move to outside on the footpath. In the event the offender does not comply - immediately call the Police. These incidents must be reported to the GBJRL Operations Manager within 24 hours.
- j. **Note:** Where the incident occurs in close proximity to the field – the touch judge should be approached to get the referee's attention. The game can be discontinued until the offender leaves the ground.
- k. Remember, as a duty official, you are not a trained security guard or police officer, so if in doubt call for professional help.
- l. At half time and full-time, walk with the referee from the field and remain close by until the referee is ready to resume the game or to leave the ground.
- m. After the game, a duty official is required to check that the match report sheet is correctly completed and signed by the referee and team managers.

- 19. Role and Responsibilities of Visiting Club Duty Official (extract from 2013 Edition of GBJRL Club Handbook)**
- a. The role of the Visiting Club Duty Official is to support the host club duty officials in the management and control of spectators and supporters, particularly those from the visiting club.
 - b. Each visiting team is to provide an adult person to act as the Visiting Club Duty Official for the duration of their team's match.
 - c. Due consideration must be given to selecting the right person to undertake this role. It is recommended that the Team Manager if suitable, act in this role, as the majority of visiting team parents and supporters will know them.
 - d. A Visiting Club Duty Official has no authority over host club officials.
 - e. The Visiting Club Duty Official should introduce themselves to the host club officials to establish communication and visual recognition.
 - f. A Visiting Club Duty Official is delegated the authority by the Management of the GBJRL to administer the rules and regulations of the GBJRL and to take reasonable measures to ensure the rules are enforced as they relate to the code of behaviour.
 - g. A Visiting Club Duty official should set a reasonable standard of dress, including closed in footwear, a high standard of behaviour and conduct and must wear the approved GBJRL duty official vest to clearly identify them as the Visiting Club Duty Official.
 - h. A Visiting Club Duty Official must not consume alcohol or be under the influence of alcohol whilst on duty.
 - i. During the game, the Visiting Club Duty Official is required to:-
 - I. Remain outside of the playing area but in reasonable proximity to the visiting team dugout and visible to the Host Club Duty Officials.
 - II. Ensure the visiting team coach remains in the dugout if fenced and gated. At those venues where the dugout is not fenced and gated or is too small to adequately accommodate the bench players and coach, the coach must remain within close proximity to the dugout and no further away than two (2) metres.
 - III. Ensure the visiting team Leaguesafe enter the field of play only as provided in the GBJRL Rules and NRL On Field Policy and that visiting team FAOs enter the field of play to attend to injured players in the manner prescribed by the NRL On Field Policy.
 - IV. Act as the point of contact between host club officials and visiting team supporters.
 - V. Be pro-active and take all reasonable non-confrontational steps to ensure visiting team supporters abide by the code of behaviour and if necessary ask an offender to leave the ground.
 - VI. Avoid confrontational language and never physically touch or restrain an offender. Remember as a duty official you are not a trained security guard or police officer so if in doubt call for professional help.
 - j. A Visiting Club Duty Official is not required to escort a player sinbinned or sent from the field of play, this remains the responsibility of the Host Club Duty Official.
 - k. After the game, the Visiting Club Duty Official is required to:-
 - I. Ensure the match report sheet is signed by the visiting team manager before they leave the host club ground.
 - II. If loaned from the host club, return the GBJRL duty official vest to the host club before leaving the facility.

SECTION 4. CODES OF CONDUCT (extract from 2013 Edition of GBJRL Handbook)

INTRODUCTION

The purpose of the Rugby League Code of Conduct is to provide all participants with some simple rules concerning the standard of behaviour that is expected at all matches, functions and events.

4.1 CODE OF CONDUCT - PENALTIES

1. **Clubs are responsible for the conduct of their players, parents/carers of players, coaches, officials and spectators.**
2. No person/s attending a match shall:
 - a. Use offensive or obscene language to any player, coach, referee, touch judge, official or other spectator;
 - b. Enter the field of play during the course of a match without the prior approval of a Host Club Duty Official appointed by the home club and/or league;
 - c. Dispute the decision of a referee or touch judge either during or after a match;
 - d. Assault or act with aggression towards any person/s;
 - e. Behave in a way contrary to this Code of Conduct and/or the spirit of the game;
 - f. Behave in a way which disturbs the enjoyment of the match by any other person/s, or brings discredit to the home club and/or league;
 - g. Act in such a way as to exhibit racial intolerance, by language or other conduct, to any other person/s;
 - h. Refuse to accept the reasonable direction of the Host Club Duty Official and/or League, or official of the team/club that that person/s is supporting.
3. Any person/s contravening these Rules will be reported by the Host Club Duty Official to the Visiting Club Duty Official or Team Manager or other official of the team that person/s is supporting. Where a team does not have a Team Manager present, a request or direction from the Host Club Duty Official to any official of the team or the team's club shall be regarded as a direction to the Team Manager for the purposes of this Code.
4. The Host Club Duty Official and/or Team Manager must advise the offending person/s of the relevant breach of the Code. The Host Club Duty Official must note the details of their report to the Team Manager on the reverse of the Match Report.
5. In the event that the inappropriate conduct continues, the Host Club Duty Official and/or Team Manager may request the offender/s to immediately leave the ground. This should also be noted on the Match Report.
6. In the event the person/s refuses to obey the direction of the Host Club Duty Official and/or Team Manager, the Host Club Duty Official will direct the referee to terminate the match. In the event that the match is so terminated, the GBJRL Operations Manager may declare that neither side shall be awarded competition points for that match.
7. Clubs which do not exercise control over their players, parents/carers of players, coaches, officials or spectators may be called upon by the League to accept responsibility for their actions and penalties will apply (in addition to penalties which may be imposed by the League's Disciplinary and Judiciary Tribunals) as per the following Suggested Penalty Table (4.2) for Officials and Spectator Misconduct.

4.2 MINIMUM INDICATIVE PENALTIES FOR OFFICIAL, REFEREE, SPECTATOR / PARENT / PRIMARY CARER

| REFERS TO | DESCRIPTION OF MISCONDUCT | ACTION | PENALTY |
|---|--|---|--|
| TEAM OFFICIAL CLUB OFFICIAL MATCH OFFICIALS PARENT / PRIMARY CARER SPECTATOR | Verbal abuse, harassment or racial vilification of a player, duty official, touch judge, referee or other team official. | Charged under QRL Rule 36 | If a parent / primary carer of a player – the player is suspended until parent / primary carer appears before the GBJRL Disciplinary Tribunal. \$500.00 Fine to Club. Minimum One (1) year suspension from attending future matches. |
| TEAM OFFICIAL CLUB OFFICIAL MATCH OFFICIALS PARENT / PRIMARY CARER SPECTATOR | Threatening behaviour towards a player, duty official, touch judge, referee or other team official. | Charged under QRL Rule 36 | If a parent / primary carer of a player – the player is suspended until parent / primary carer appears before the GBJRL Disciplinary Tribunal. \$1000.00 Fine to Club. Minimum Two (2) year suspension from attending future matches. |
| TEAM OFFICIAL CLUB OFFICIAL MATCH OFFICIALS PARENT / PRIMARY CARER SPECTATOR | Assault of a player, duty official, touch judge, referee or other team official. | Charged under QRL Rule 36 Victim/s will be encouraged to report the incident to the Queensland Police Service. | If a parent / primary carer of a player – the player is suspended until parent / primary carer appears before the GBJRL Disciplinary Tribunal. \$2500.00 Fine to Club. Minimum Twenty five (25) year suspension from attending future matches. |

4.3 GENERAL PRINCIPLES

Participants in the game of Rugby League include:

1. Registered players;
2. Accredited persons (coaches, first aid officers, league safe officers, referees and touch judges);
3. Officials (club, League or association staff and volunteers, ground managers and duty officials);
4. Parents/carers of players, sponsor representatives and club supporters;
5. Members of the general public attending as spectators.

Every participant should:

1. Know that children play sport for fun.
2. Discourage all instances of unsportsmanlike behaviour, foul or illegal play or acts of violence, both on and off the field;
3. Respect the rights, dignity and worth of every person regardless of their gender, ability/disability, sexual orientation, cultural background or religion;
4. Condemn the use of recreational and performance enhancing drugs and doping practices; their use endangers the health of players and is contrary to the concept of fair play.
5. The Greater Brisbane Junior Rugby League holds license from the QRL to administer the junior rugby league competition in the greater Brisbane area. Consequently, all persons appointed to a position within an affiliated club and all persons attending games controlled by the GBJRL, do so with the permission and license of the GBJRL.
6. All spectators at GBJRL sanctioned matches must abide by the Spectators Code of Conduct (available at all clubs) or face exclusion from the grounds at which the match is being played. Offenders can face long-term bans from all GBJRL affiliated club grounds.
7. All parents/carers of players who register with the GBJRL agree to abide by the Parent/Carer Code of Conduct.
8. All players, coaches and officials associated with clubs affiliated with the GBJRL must agree to abide by the appropriate Code of Conduct.

4.4 CODE OF CONDUCT - PLAYER

1. Always play rugby league for your own enjoyment and development; never feel pressured to play just for your parents or for the coach.
2. Treat other players and officials, as you would want to be treated. Never engage in disrespectful conduct of any sort including profanity, sledging, obscene gestures, offensive remarks, trash talking, taunting or other actions that are demeaning to other players, officials or supporters.
3. Always respect the referee's decision.
4. Avoid unnecessary confrontation and allow match officials to control the game rather than retaliate against foul play.
5. Never, under any circumstances, enter the field of play to join a fight or melee. Reserves off the bench and players who have been dismissed or sin-binned by the referee, who unlawfully enter the field of play, face maximum penalties under local league rules.
6. Always play the game within the rules and the true spirit of the game of rugby league. Never become involved in acts of foul play including fighting.
7. Care for and respect the facilities and equipment made available to you during training and competition.
8. Remember, you are a representative of the game of rugby league and of your club, both on and off the field. Never behave in a manner that would bring the game into disrepute.
9. Safeguard your health; do not use any illegal or unhealthy substances.
10. Recognise that most officials, coaches and referees in junior rugby league are volunteers who give up their time to provide their services for your enjoyment and development. Please treat them with the utmost respect.
11. Do not bet or otherwise financially speculate, directly or indirectly, on the outcome or any other aspect of a Rugby League match or competition in which you are involved.

4.4 CODE OF CONDUCT - COACH

1. Support all efforts to promote a positive and supportive sports environment and remove verbal, racist and physical abuse from junior rugby league.
2. Respect the rights of all players and treat them all equally and sensitively, regardless of their talent, gender, ethnic origin, physical capacity or cultural background.
3. Seek to maximise the participation and enjoyment for all players regardless of ability; avoid the tendency to over-use a talented player.
4. Teach players to play by the rules of rugby league and to follow fair play and ethical guidelines.
5. Teach players that an honest effort and competing to the best of their ability is more important than victory.
6. Maintain a thorough knowledge of the rules of the game and keep abreast of current coaching methods; maintain or improve your current accreditation level.
7. Promote the safety, well-being and protection of all players, ensuring that no training and playing demands are detrimental to the social, emotional, intellectual and physical needs of the individual.
8. Encourage independence of the individual players in accepting responsibility for their own behaviour and performance within training and competition.
9. Remember, young people are involved in rugby league for their own enjoyment and development, not yours.
10. Ensure your coaching reflects the level of the competition being played; do not be a “win at all costs” coach.
11. Never ridicule, shout at or abuse any player for making a mistake. Remember, mistakes are part of the learning process.
12. Never abuse, verbally or physically, players, match officials or spectators in any way, shape or form. The Greater Brisbane Junior Rugby League and its affiliate clubs have adopted a zero tolerance policy concerning this. Avoid confrontation, walk away and report breaches of this code to the relevant authority.
13. Remember that young people learn best by example.
14. Recognise the value of volunteer coaches, referees and officials. Conduct yourself at all times in a manner in all situations, that shows leadership, respect for the game of Rugby League and respect for all those involved in the game – players, officials, parents and supporters.
15. When publicly expressing an opinion on any aspect of the sport, have regard for the best interests of the game of rugby league. Always consider the wider picture in favour of self-interest.
16. Never manipulate rules and regulations solely for personal gain or to obtain an unfair advantage for your club.

NOTE: A coach's behaviour at training and at every junior rugby league match must be above reproach and be a positive example to all others. All coaches have an added responsibility towards maintaining an acceptable level of conduct and behaviour by the players, Leaguesafe and the parents/spectators associated with their team. Coaches are to make this position clear to all the players, team officials and parents/primary care providers of the players within their team, and seek the commitment of all in maintaining a positive and supportive atmosphere at all games.

4.6 CODE OF CONDUCT – MATCH OFFICIALS

1. Be impartial; also be consistent, objective and courteous.
2. Place the safety and welfare of the players above all else; be alert to minimise dangerous physical play, fair or foul.
3. Accept responsibility for all actions taken.
4. Avoid any form of verbal contact with coaches, team officials, parents and spectators during play.
5. Avoid any situation, which may lead to a conflict of interest, both on and off the field.
6. Maintain an appropriate level of fitness for the standard of the game at which you are officiating.
7. Condemn all and every instance of unsportsmanlike, foul or unfair play.
8. Set a good example by the way you dress, speak and act towards players, coaches, officials, parents and spectators.
9. Show concern and caution towards sick and injured players.
10. Officiate to the age and/or experience of the players.

4.7 CODE OF CONDUCT – SPECTATOR / PARENTS & PRIMARY CARERS

1. Abuse, verbal or physical, of players, match officials and of other spectators in any way, shape or form, is not tolerated by the Greater Brisbane Junior Rugby League, or its affiliated clubs.
2. Never, under any circumstances, enter the playing area.
3. At all times, follow the directions of duty officials and other game day officials.
4. Avoid confrontation with other spectators. If necessary, walk away and report any breaches of this code to the relevant authority.
5. Support all efforts to remove verbal, racist and physical abuse from rugby league.
6. Remember that young people learn best by example.
7. Encourage players to play by the rules and to respect opposition players and match officials.
- 8. Remember, young people are involved in the sport for their own enjoyment, not yours.**
9. Never ridicule, shout at or abuse any child for making a mistake. Remember, mistakes are part of the learning process.
10. Encourage both teams for good play.
11. Emphasise the positives in your team's skills and play down any negatives. They will learn through the coaching process.
12. Recognise the value of volunteer coaches, referees and officials. They give up their time to provide recreational activities for your children.
13. Remember, breaches of the above Code of Conduct can result in expulsion from grounds where matches are in progress and offenders may be banned from all grounds under the control of affiliate clubs.

4.8 CODE OF CONDUCT - CLUB OFFICIALS

1. Accept the special role you have as a representative of your club and the Greater Brisbane Junior Rugby League, by setting an exceptional standard of dress, behaviour and conduct at all times.
2. Establish an environment at your club for junior players that is safe, welcoming and fun.
3. Treat everyone equally and sensitively, regardless of his or her gender, ethnic origin, physical capacity or cultural background.
4. Help to establish a culture within your club that promotes fair play, good behaviour, and respect of opponents, team spirit and the development of technical skills.
5. Ensure that suitably qualified coaches and officials provide proper supervision.
6. Make a personal commitment to keep yourself informed of developments in sound administrative practices and encourage the growth and development of the skills of your club's other officials and coaches.
7. Encourage enjoyment of rugby league for fun and development and downplay the importance of awards.
8. When publicly expressing an opinion on any aspect of the sport, have regard for the best interests of the game of rugby league. Always consider the wider picture in favour of self-interest.
9. Never manipulate rules and regulations solely for personal gain or to obtain an unfair advantage for your club.
10. When developing policies for your club, including player recruitment, be aware of the impact those policies may have on the overall competition.
11. Promote a strong, zero tolerance policy within your club, against abuse, verbal or physical of players, match officials and other visitors to your club.
12. Where alcohol is available at your club, encourage responsible consumption and maintain a strict enforcement of licensing laws.

5. MINIMISING REFEREE ABUSE AND VIOLENT BEHAVIOUR

1. All clubs are responsible for taking whatever action is necessary to minimise/eliminate instances of referee abuse and violent behaviour, both on and off the field.
2. It is estimated that 98% of all spectators are related in some way to a player on the field and thus most are members of (or directly related to) either the host or visiting club. This means they are all subject to the rules of the GBJRL and your club whether at home or at an away venue.
3. Refer to Role and Responsibilities of Host Club and Visiting Duty Officials (refer Items 46.18 & 46.19).
4. On every occasion where, in the referees opinion, spectator abuse has reached an unacceptable level or becomes personal and/or violent behaviour is becoming uncontrollable they have been requested to:
 - a. Call time off; In the case of uncontrollable violence occurring call the game over – refer to item 'f' below.
 - b. Summon the closest (or both) duty official/s to the field and request the duty official/s take action to warn the spectators that any continuance of the abuse will cause the game to be called to an early end. If possible, identify the individual or group of perpetrator/s to the duty official/s.
 - c. Continue with the game only after the warning has been passed to the spectators.
 - d. If the abuse continues or erupts at another time in the match; again call time off, summon the duty officials, both coaches and both team captains and inform them of the intent to call the game to an early end.
 - e. If the identity of the perpetrator/s is known have the duty official/s request the person/s leave the ground. Do not restart the match until control is restored. If necessary, call the game over.
 - f. As with every other instance of a game being called to an early end, complete the Match Report form, ensure the progressive score at the time the game was called is recorded, and notate on the form the reason for the game being called early.
5. From the GBJRL perspective; the following guidelines will also apply in the event of a melee occurring:
 - a. The allocation of win, loss and for and against points for the match will be determined by the GBJRL Operations Manager; if deemed appropriate, premiership points will be deducted from the offending team.
 - b. The host club and visiting club will be directed to conduct an investigation immediately into the incident and report findings.
 - c. The team/s associated with the misconduct will be automatically suspended from the competition pending the outcome of an investigation by the Club and any subsequent GBJRL Disciplinary and/or Judiciary Tribunal Hearing that may take place.
 - d. Any games missed during this suspension will not be replayed. A forfeit will be recorded against the suspended team/s.
 - e. Teams found to be continually involved in on-field violence or associated with unacceptable spectator behaviour will be withdrawn from the competition.
 - f. A review of the findings will be conducted to determine if, under the rules of the QRL, any charge is to be laid against an individual, team and/or club and if necessary, a GBJRL Disciplinary and/or Judiciary Tribunal Hearing will be conducted.
 - g. All reported incidents will be tracked to facilitate identification of repeat offenders. Heavy penalties will be imposed and if necessary, teams will be withdrawn.