

FEMALE COMPETITIONS OPERATIONS MANUAL 2023



QRL
SOUTH EAST



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1. INTRODUCTION

The Rules of the Queensland Rugby Football League Limited (QRL Rules), as amended from time to time, provide the framework under which all Rugby League is administered within the State of Queensland.

The Rules detailed within this operations manual are to supplement the QRL Rules and to ensure the common interpretation and consistent application across all Rugby League clubs affiliated with the QRL South East Region. These Rules have been written in good faith; however, the South-East Region Board of Directors reserve the right to modify or override any rule that unintentionally hinders or favours any affiliated club, their officials, players and staff.

Should any information within this document conflict or contradict any of the QRL Rules, then the QRL rule as documented within the Rules of the Queensland Rugby Football League Limited (as amended from time to time) will have precedence. Please notify in writing the South East Region Manager of any such issues. All amendments will be issued under covering Region Manager's Memo/Circular. The rules detailed in this document will be operative and enforced for all rulings and proceedings from the date of issue.

This 2023 Operations Manual supersedes all previous versions and is a reference for all persons involved in the day to day management, administration, coaching, playing and officiating of all Senior Women's and Junior Girls Rugby League clubs affiliated with the QRL, South-East Region. This includes management committees, development staff, team coaches, managers, referees, sports trainers and league safe officers, duty officials, players, and spectators.

Reference Documents

[Rules of the Queensland Rugby Football League Limited](#)

[NRL Policies](#)

[NRL Laws of the Game – International Laws/](#)

[NRL Code of Conduct](#)

[SEQ 2023 Female Season Calendar](#)

[SEQ 2023 Quick Reference Guide](#)

2. CONTACTS

SOUTH EAST REGION OPERATIONS

Position:	SEQ Administration Officer
Name:	Josh Vlcek
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LOCAL LEAGUE NOMINATED CONTACTS

League:	Rugby League Brisbane	Rugby League Gold Coast	Rugby League Ipswich
Representative:	Kate Ryan	Katie McAllister	Jen Neal
Mobile:	0432 005 561	0400 775 632	0460 290 853
Email:	k.ryan@qrl.com.au	k.mcallister@qrl.com.au	j.neal@qrl.com.au

SEQ BOARD MEMBERS

Brian Canavan (Chair)	Sharon Hickey (RL Brisbane Chair)
Catherine Beaumont (Female Participation Chair)	Matt Bradford (RL Gold Coast Chair)
TBA (Game Development Chair)	Matt O’Hanlon (School Competitions Chair)
Juanita Maiden (Finance & Governance Chair)	David Lakisa (Independent Delegate)

3. ADMINISTRATION

TEAM NOMINATION PROCESS

Each year affiliated clubs are required to nominate the number of teams in each division using the approved format.

Teams must have minimum number of players registered (*As per quick reference guide*) to nominate a team for the 2023 season

Clubs will be individually invoiced for their team nomination fees through their affiliated Local League

AFFILIATION

For the league to meet its administration obligations a requirement exists for each club to lodge with the league specific information/forms by specific dates within a football year. Failure to lodge specific form by a 'due date' has significant impact on the league's ability to meet its obligations and therefore, any club that fails to meet a nominated due date may be fined.

BECOMING A FEMALE APPROVED CLUB

For clubs wishing to be approved as a female club will need to satisfy the below requirements for their local league to consider endorsing them as a female club to participate in SE competitions.

Click → [Here](#)

Note: Club proposals that rely on existing registered players at other clubs will not be considered.

CHILD PROTECTION

Risk management program / blue card policy

Refer to: www.bluecard.qld.gov.au
www.qrl.com.au

4. PLAYER ELIGIBILITY

4.1 ELIGIBILITY CRITERIA FOR JUNIOR PLAYERS

Refer to [QRL Rule 4.1.3](#)

Where a junior player has attained the age of seventeen (17) years prior to one (1) July, that player may with the consent of the club and their parent or primary care provider, register and play in any Senior Grade competition in that year notwithstanding there is no under eighteen (18) competition in that league.

Age as at 1 January	Eligible age groups	Must not play
10, 11	U12	Above U12
12, 13	U14	Above U14
14, 15	U16	Above U16
16	U18	Senior Women
17	U18	Senior Women

U16 players who apply for special consideration to play in the U18's must be turning 16 in that calendar year. U16 players wanting to apply to play in U18, must do so in writing for Region Manager approval.

4.2 15-MONTH PLAYER REGISTRATION WINDOWS

Participants born from October of calendar year in set age groups have the option to apply to register in the year below, under set parameters (please see below table). It should be noted that in accordance with the policy conditions, player performances in their age group will be reviewed as required. This approval may be withdrawn at any time if it is determined that the policy conditions are not continuing to be met for the best interests of all stakeholders. Players approved to play down an age group are not eligible to play back up in their correct age group. Each age group includes a 15-month registration window via application when registering.

15-Month Registration Guide				
Year of Birth	U12s	U14s	U16s	U18s
Born in 2010 (between October and December)	✓	X	X	X
Born in 2008 (between October and December)	X	✓	X	X
Born in 2006 (between October and December)	X	X	✓	X
Born in 2004 (between October and December)	X	X	X	✓

Note: 15-month registration process will be listed as "18-month" on playrugbyleague.com when registering. Please ensure players check this box and complete under the above guidelines. If this process is not followed, this will delay the players application with the applications to be sent to your local league.

4.3 UNDER 18 COMPETITION ELIGIBILITY

South East QLD will continue to offer an under 18s junior girls' competition, with no players being allowed to play in SEQ female competitions until they have attained the age of 18 years.

4.4 RULES RELATING TO PLAYER ELIGIBILITY

- A) All players correctly registered as per the Rules of the Local League and having an official photograph and proof of age/identity e.g. Birth Certificate, uploaded to the NRL database are eligible to participate in the South-East Region Female competitions.
- B) Any club playing an unregistered player may be fined for the match (or matches) in which the player took part. Loss of competition points may also be applied at the discretion of the League Manager (or nominee).
- C) Where lower division or lower age group players are being used as temporary reserves during fixtures and / or finals, SE Region requires that permanent members of the team take the field first and be used prior to the lower grade or age group player entering the game.
- D) A player will not be eligible to play in two grades of competitions scheduled on the same weekend except where the lower grade team has played earlier than the higher-grade team on that weekend.
- E) Girls who have not attained the age of twelve (12) years are eligible to participate in the playing of Mod-League. Girls who attain the age of twelve years during a football year can continue playing until the end of that season.
- F) NRL Gender policy – Males and Females can participate in Mixed Gender Rugby League Competitions (tackle) up to and including the calendar year (1 January to December 31) in which they attain the age of 12 years. For more information please refer to the following link [NRL-Mixed-Gender-Policy](#).
- G) Dispensations for players to play up a competition must be requested in writing to the SEQ Female Operations Team for approval. Players MUST play the required 1/3 of any competition to be eligible to participate in finals.

5. PLAYER ELIGIBILITY – FINALS SERIES MATCHES

- 5.1 To play in any finals series match, a player must have played at least (1/3) of premiership fixture matches in the current season for their club prior to the completion of the final round of fixtures as well as satisfying other applicable qualification rules. For the purposes of determining the number of games played during the season, only one (1) match in any fixture round or weekend will count; multiple matches in different grades on the same weekend will only count as one match. In this case the lower grade match shall count in determining qualification.
- 5.2 Players who registered late and do not participate in (1/3) fixture matches for their club prior to the finals are not eligible to play in the finals. Please refer [here](#) for injured players.
- 5.3 All players who have met the minimum match requirement will qualify to play in the finals series in the division and/or graded competition where they have played most of their matches. Note: clubs are responsible for recording from completed match reports the divisions and/or age group/s a player participates in during the premiership fixtures to establish what divisions/age group finals a player qualifies to participate in and such

information must be relayed to the coach of the player/team involved.

- 5.4 A player will qualify for each grade (above) by having participated in 1/3 of games throughout the premiership season at any of these grades.
- 5.5 A player will not be eligible to play in two levels of a final series scheduled on the same weekend except where the lower level team has played earlier than the higher-level team on that weekend.
- 5.6 In those instances, where a team was regraded, the matches played prior to regrading will count as matches in the team's new competition grade. For example, if a team is regraded from division one to division two the matches played in the division one competition prior to the regrade will count as division two matches.
- 5.7 A list of eligible players will be provided to all clubs prior to the finals series to ensure all teams are aware of their eligible players.
- 5.8 A higher-level qualified player shall not be eligible to participate in a lower level final series unless she has failed to gain selection in the higher-level team playing on the same weekend. However, if the higher-level team is still competing but has a bye in their relevant final series then players are eligible to play for the lower level team provided, they have played at least one match for the lower level team during the regular season. **This excludes players listed on the core player list.**
- 5.9 Qualification shall commence at the start of each premiership competition and cease upon the completion of each competition's premiership rounds.
- 5.10 In the event of a cancelled match, clubs must submit their team list via MySideline Manager by 12 Midday on the Friday prior to the scheduled game. Failure to do this by the deadline will affect a players finals eligibility.
- 5.11 In the event of a forfeited match the team receiving the forfeit must submit their team list by 12 Midday on the Friday to the scheduled game. **The forfeiting team may not submit a team list.**
- 5.12 The SE region will always exercise discretion in determining finals eligibility. If a player is injured prior to participating in 1/3 of the premiership season, a medical certificate must be received within 14 days of injury to be considered for finals eligibility. A certificate stating the player is fit to return to play, must also be received.
- 5.13 Any team found to play an ineligible player in any finals match may be disqualified from the finals series at the discretion of the SE Region Manager.

6. PLAYER MANAGEMENT

6.1 REGISTRATION/RE-REGISTRATION –

Refer to [QRL Rule 4](#); 4.1.4, 4.1.5, 4.1.6 & 4.1.7

- A) All players participating in rugby league matches administered by SE Region must be registered with a club affiliated with the QRL before participating in training, trial matches and/or SE Region premiership fixtures.
- B) Re - registration of a club's existing players and the registration of new players to the club will be completed online for season 2023.

C) A player who is over forty (40) years of age or is reaching that age during a football year shall comply with QRL Rule 4.1.15 and the League shall ensure clubs apply this rule at registration.

D) [QRL Rule 4.1.15](#)

A Person who has reached the age of forty (40) years or is reaching that age during a Football Year and desires to participate in a game under these Rules must provide to the relevant Registration Unit a certificate or report prior to participating in any game, training session or carnival. The certificate or report must be issued by a Medical Practitioner registered in Queensland stating a). that the Person is medically fit to participate in a body contact sport; and b). such other qualifications, terms and conditions as may be required by the QRL's insurance provider as part of the registration process.

- e) A copy of the document used to establish proof of age must be uploaded to the player's data card and the full Birth Certificate Registration number must be entered on the player's Data Card.
- f) Players who did not register in the preceding year are not covered by insurance and must not be allowed to participate in training, trial matches and SE Region Premiership fixtures until registered with the club.
- g) Strict control measures must ensure that the information contained in the National Rugby League online registration process are not accessible to persons other than the club president, secretary and/or club registrar and the League Manager (or nominee). Any other use must be authorised by the League Manager (or nominee).
- h) A player is deemed to be registered/re-registered with a club and may train and participate in training, trial matches and SE Region premiership fixtures only after:
- The relevant player online reregistration has been duly completed (no missing information), the player and/or the parent/primary care provider has read and understands the statements and information pertaining to the registration/re-registration of a junior player.
 - **A current photograph** and proof of age document of the player has been uploaded to the NRL Database.
- i) A player who is pregnant (or who becomes aware she is pregnant) must obtain, expert medical advice as outlined in the NRL Pregnancy Policy. For more information see the following link – [NRL Pregnancy Policy](#)

6.1 TRANSFERS AND CLEARANCES

- a) Clubs are responsible for collecting registration fees from senior players by June 30 of the football year and paying the required contribution to the League. Clubs shall not play any player who has not paid their registration fee for the football year. Any club which permits a senior player to play in matches when that senior player has not paid their registration fees will be deemed to have paid those fees on the player's behalf and shall carry the financial burden of the unpaid fees.
- b) The player is not currently under suspension by the club or the Local League.
- c) The League may overturn any decision of a club in not approving a request to change clubs if, in the opinion of the SE Region Manager (or nominee), the denial was not for a reason as defined above.
- d) Where an application to change clubs is unreasonably delayed or refused, the transferor club's approval may be dispensed with and approval provided by the League.

6.2 PLAYER PHOTOGRAPHIC IDENTIFICATION

- a) All clubs must upload a recent photograph of every registered player to the NRL Database. Once a photograph is uploaded to the NRL Database, this photograph must not be changed or altered in anyway without permission from the League (severe penalties will apply).
- b) Player Photo ID Checks will be conducted. Player Photo ID Checks will remain in place for all Finals Series Games. These checks will be conducted via direct access to the NRL Database and/or hard copy of relevant player's photographs.
- c) SE Region Management, Staff, or League assigned personnel may at the discretion of League conduct further Player Photo ID checks on a random basis throughout the entire season, commencing from the first round of the Premiership in 2023. Again, these checks will be conducted via direct access to the NRL Database and/or hard copy of relevant player's photographs/photo ID.
- d) ID Photographs on the NRL Database are to be renewed prior to the beginning of every second football season i.e. for 2020, 2022 etc.
- e) A player who does not have their photograph uploaded on the NRL Database will not be eligible to play in any SE Region premiership fixture or Finals Series match.
- f) Any person including without limitation coaches, team managers, parents and club officials found to be complicit in the falsifying of information, including player photographs, on the NRL Database may face penalties of a suspension of up to five years (5) from participating in the game of rugby league. Loss of premiership points and expulsion of the team may also be imposed.

6.3 DUAL REGISTRATION / REPRESENTATIVE PLAYERS

- a) Dual Registration of players will be allowable between clubs/teams that have an affiliation agreement.
- b) Dual registration is not allowable between clubs / teams playing in the same division / grade.
- c) Dual registered players playing down may only play one (1) division down e.g. A Division One player may only play with the affiliated club in the Division Two competition and not in any lower division.
- d) A provision will be in place for individual consideration by the League Management for dual registration of any player, such consideration is to be made in writing and be lodged with the SE Region Manager.
- e) Normal player eligibility will apply for Finals Series matches.
- f) Players allocated to a NRLW or QRLW top thirty (30) will only be eligible to play in the SE Female Competitions Highest Grade (Holcim Cup)
- g) Holcim Cup clubs will only be allowed to register/permit a maximum of three (3) players in a NRLW or QRLW top thirty (30) contract.

6.4 WELLBEING AND EDUCATION

- a) ASADA
The competition and its participants are bound by the Anti-Doping Policy of the Australian Rugby League Commission Ltd. Refer to <https://www.qrl.com.au/>
- b) Player and Club Wellbeing
The QRL are committed to supporting and educating rugby league players – from grassroots to State of Origin, and the rugby league community – parents, coaches volunteers, with on field and off field issues. To get in touch refer to [Wellbeing and Education](#)

6.5 PATHWAYS SELECTION CRITERIA'S

Age Group	Females	
	U13, U14, U15, U16 RISE	U17
Local League Opportunity	Players are to apply online	Selections from Local League competitions and QSSRL
SE Pathways Opportunity	RISE Program <i>Facilitated by Local Leagues</i>	QRLSE Talent Identification Sessions <i>SE teams to be selected</i> South East Regional Carnival
QRL Pathways Opportunity	N/A	Camp & City v Country Fixture <i>Facilitated by QRL Pathways & Performance</i>

7 COACHING STAFF MANAGEMENT

7.1 COACH/ASSISTANT COACH REGISTRATION

- a) The club is required to register all coaches and assistant coaches on the NRL Database online prior to the commencement of training and the competition. All clubs must upload recent photograph of every registered coach to the NRL database.
- b) All coaches are required to be correctly accredited in accordance with the NRL Coach Accreditation Pyramid. Failure by a coach to hold the appropriate current Accreditation will affect the team's involvement in the Finals Series Matches.
- c) All coaches and club coaching directors/coordinators should have a current Blue Card issued by the Commission for Children and Young People and Child Guardian before they can be permitted to run a coaching session.
- d) A coach who has completed their Community Coach e-learning, can coach until they have completed their face-to-face accreditation – this **must** be completed by June 30.

8 VOLUNTEER

All clubs must register all volunteers on the NRL database such as team managers, sports trainers, LeagueSafe, touch judges and other volunteers who hold any official position within the club. All clubs must upload a recent photograph to the NRL database of those volunteers, directly involved with a team.

9 VENUE MANAGEMENT

9.1 FACILITIES – VENUES

- a) The League will review all club playing venues on an annual basis to confirm compliance with these rules, particularly regarding player facilities.
- b) The club shall ensure that the venue nominated to host a competition match is presented in an appropriate manner and has adequate security engaged in the interest of the comfort of the public and the welfare of match officials.
- c) Each venue should aim to provide as a minimum standard the following amenities and services;
 - Appropriate and safe grandstand or spectator viewing facility;
 - Lockable separate home and away team dressing rooms. These dressing rooms shall have toilet and shower facilities that meet Australian Health Standards which shall be made available for access approximately 40 minutes prior to the kick-off;
 - Lockable Match Officials' Dressing Room with access to ice and water. These dressing rooms shall have toilet and shower facilities that meet acceptable Australian Health Standards;

- Medical Officers Room;
- A clearly defined SIN BIN area which must be clearly signed. It must be situated in a position away from the defined alcohol consumption areas and areas where the safety of any sin-binned player would be in question. A duty official must be present at the sin bin while any player is serving time in the sin bin;
- Drug Testing Room - Clubs and Leagues shall comply with QRL Rule Part 4.5 regarding drug testing.
- Designated Media area;
- Provision of an elevated area located on or near the halfway line for videography of matches if required;
- Men's, Women's and Disabled amenities available for public use;
- Separate canteen.

9.2 FIELD EQUIPMENT

- a) Corner posts shall be placed at the intersection of each touch line and goal line. The posts shall be of non-rigid material and shall be not less than 1.25m high.
- b) For the avoidance of doubt spring loaded corner posts and/or those with metal spikes are not permitted for use.
- c) Corner post pads may be no wider than the width of the touch line and shall comply with the Brand guidelines.
- d) Goal post pads shall be a maximum width and depth of 50cm and shall comply with the Brand guidelines. Goal post pads in good condition must be in place on goal posts whenever the field is in use, match days and training, no exceptions
- e) A kicking tee may be used provided it is a product that is licenced and displays the logo of the QRL, NSWRL or NRL. Such tees may be used for kicks at goal and starts or restarts of play from the 50m line. – QRL Major Comps + SEQ League rules.
 - Reliance;
 - Steeden;
 - Darryl Halligan; and
 - Michael De Vere 'Sharpshooter'
- f) Public Address System;
- g) Scoreboard
- h) Digital time piece with match time display and functioning siren

- i) Ambulance access to the area and to the playing field.
- j) The host club shall provide reasonable quantities of ice, water and lockable storage.
- k) The host club must have a designated area where the score is recorded – Team Managers are permitted to sit with the scorer for the duration of the match.

9.3 LIGHTING STANDARDS

The following lighting standards shall be required for training and competition matches:

- a) Ball and physical training 50 Lux;
- b) Club competitions and match practice 100 Lux.

The above information has been extracted from **Australian Standard AS 2560 Part 2.3**.

9.4 PLAYER'S EQUIPMENT

- a) A player must not wear any item that might prove dangerous to other players. If in doubt a player is required to have any such item approved by the match officials prior to the commencement of the match.
- b) A player's normal gear shall consist of a numbered jersey of distinctive colour and/or pattern, a pair of shorts, long socks of distinctive colour and/or pattern and studded boots or shoes.
- c) A player may wear compression garments but may only do so as follows;
 - The length of the garment must not extend below the elbow or knee of the player, outside the neck/collar of the jersey, or the length of the playing sock.
 - The colour of the garment may only be black or an approved colour which shall be the colour of the playing shorts. Branding and or logos, other than the manufacturers' logo is not permitted.
 - The wearing of full-length compression garments is not permitted unless approved by the League Manager (or nominee).
- d) Protective equipment may be worn provided it contains nothing of a rigid nature. Protective clothing refers to shoulder pads, arm bands, rib covering, head gear, hip pads and must not be of a rigid nature. The match officials will make a final decision in areas of doubt relating to what is considered as rigid.
- e) Studs on boots or shoes must be no less than 8mm diameter at the apex and, if made of metal, must have rounded edges.
- f) Jerseys must be manufactured in accordance with the QRL Brand Guidelines. All players must wear the complete uniform – jersey, shorts and socks – as registered by the club and submitted to the Local League Office for approval. Fines may apply at the discretion of the SE Region Manager for those teams not wearing complete uniform.

9.5 DANGEROUS AND PROHIBITED EQUIPMENT

- a) The use of gloves or mittens is prohibited.
- b) All visible body jewellery shall be removed, and non-visible jewellery must be taped prior to the commencement of the match.
- c) Players with beads in their hair must remove them or must wear head gear which covers them.
- d) Players are permitted to wear power bands/wristbands on the field during matches; however, they must be covered by tape so that no part of the band is visible.
- e) The practice of 'knotting' (pulling together and tying a knot in the jersey) or 'bundling' (pulling together in a bundle or tail and taping) as a method for tightening the fit of a Rugby League jersey is prohibited.
- f) Any items of non-standard or modified equipment must first be approved for use by the League Manager (or nominee) before that item may be used by a player in a match.
- g) The referee may order a player to remove any item or any part of their equipment which might be considered dangerous and shall not allow the player to take any further part in the match until the item or equipment is removed.
- h) Such a player must retire from the playing field to remove the offending item if the start or re-start of the match would otherwise be delayed.
- i) The match officials should check all equipment prior to the commencement of each match.

9.6 MEDICAL FACILITIES

- a) Each team dressing room shall;
- b) Contain a table for observing, assessing and treating players with injuries such as minor head injuries, concussion, fractures, lacerations etc;
- c) Provide facilities for adequate disposal of used materials such as syringes, needles, contaminated waste disposal kit etc;
- d) Have unobstructed access for any player taken by stretcher from the field.

9.7 COACHES FACILITIES

During a game coaches are permitted to view the game from their teams' bench or if applicable, in a coach's box. Coach/s must always stay an adequate distance from the field of play.

9.8 ALCOHOL

- a) A designated licensed area for the purchase and consumption of alcohol; (SE Region Management encourages clubs to totally restrict the sale and consumption of alcohol within the confines of the ground where junior games are being conducted).
- b) The sale of alcohol shall comply with the Liquor Act 1992 (Qld) and Guidelines for *Liquor* Licensees as administered by the Office of Liquor and Gaming Regulation. Designated licenced areas shall be clearly marked, clearly identified with appropriate signage, be fully enclosed or roped off and must not be within ten (10) metres of the playing enclosure. There must be a clear passage between the defined area and the playing field area.
- c) Clubs shall have regard to the QRL Memo of 18 August 2009 recommending the sale of low or mid strength alcohol only at matches.
- d) All Clubs must comply with the QRL and Lion (XXXX) partnership requirements as set out in the link below
[QRL's partnership with XXXX / Lion](#)
- e) The bringing of alcohol into any ground is not permitted and the sale or consumption of alcohol in glass containers is prohibited at all grounds and in the dressing rooms. A one thousand-dollar (\$1000) fine may be applied for breaches of this rule.
- f) Alcohol must not be taken into or consumed in dressing rooms.
- g) A designated smoking area in accordance with tobacco laws in Queensland;

9.9 GROUND MARKINGS AND DIMENSIONS

All field/ground markings need to be in accordance with the NRL Preferred Facility Guidelines – [Click Here](#)

9.10 SIDELINE AREA AND BENCH LOCATIONS

Where team benches are located within the playing area (i.e. inside the fence) the following provisions must be adhered to:

- a) Adequate seating shall be provided for each team and placed parallel to the touch line. This seating should be of a resilient nature and located as near to the 50m line as possible.
- b) Personnel on the bench may comprise only those people directly related to the conduct of the match itself (i.e. coaches, interchange players, trainers, team manager, medical officers etc.). There can be no more than twelve (12) persons on the bench from each team.
- c) Under no circumstances “barracking” or “abuse” from the bench will be permitted. This not only refers to abuse, but also to what might be described as offering advice or assistance to the match officials in relation to their performance or how they should be carrying out their duties.

- d) The match officials may request any person on the bench to leave the bench area and may name that person in his/her match report.
- e) Players and officials on the bench must always remain at the bench allocated to their team (except for player warm-ups). Any player(s) warming up must remain at least 1m from the field of play.
- f) Whilst officials are not expected to sit during the entire match, they must not leave this immediate area or approach the field of play under any circumstances.
- g) No player or players may temporarily leave the field of play and subsequently re-enter the field of play without the permission of the referee or a touch judge.
- h) Any team or members of a team who leave the field of play whilst a match is in progress, other than through injury, without the permission of the Referee must be reported in writing to the Local League by the Referee and Host Club Secretary. The Club to which the team/players belong will be subject to disciplinary action and a fine/suspension may be imposed.
- i) Under no circumstances, is a suspended player permitted on the sideline or bench area.
- j) No members of the public or any other unauthorised persons are permitted within the playing area (i.e. inside the fence surrounding the field of play).

10 COMPETITION MANAGEMENT

10.1 GROUND CONFIGURATION REPORT –

At the beginning of each calendar year, each club is required to complete and submit a Ground Configuration Report detailing:

- a) The number and size of the playing fields available at the venue;
- b) The number of games playable at one time;
- c) Any exclusion dates i.e. date when the ground will not be available for fixture matches e.g. show days and school carnivals;
- d) Whether the field lighting has been certified to the minimum standard allowable for night training and/or night fixtures, certification to be supplied to the Local League Office by 28 February 2023.
- e) The facilities available at the ground, e.g. number of dressing sheds; and
- f) Whether the club wishes to be considered for hosting special events e.g. Ted Beaumont Trophy matches, Finals Series Matches and/or Representative Team Selection Trials etc.

11 COMPETITION FORMATS

11.1 THE SE REGION BOARD HAS THE AUTHORITY TO DECIDE:

- a) The format and implementation of competitions, including the number of divisions, times and dates of all playing fixture matches and final series matches.
- b) In 2023 SE Region will offer fixtures in open aged senior women's competitions in a minimum of three divisions, and junior girls u12, u14, u16 and u18's – team nominations will determine the number of divisions.
- c) The SE Region senior women's divisions are competitions for players having attained a minimum age of 18 years. Refer to [QRL Rule 4.1.3. Age Eligibility](#)
- d) Competition points shall be allocated during the season in the following manner:
 - A win shall be allocated two (2) points.
 - A draw shall be allocated one (1) point.
 - A loss shall be allocated zero (0) points.
 - A bye shall be allocated zero (0) points.
 - A team receiving a forfeit shall be allocated two (2) points.
 - The forfeiting team shall be allocated zero (0) points.

11.2 FORFEITS

- a) In the event of a forfeit, the team forfeiting shall be allocated nil (0) points for and thirty (30) points against; the team receiving the forfeit shall be allocated thirty (30) points for the nil (0) points against.
- b) If a club forfeits a match, the club must forfeit the lower division/grade team first.
- c) Clubs having to forfeit games before match day must immediately notify the opposition club and the Local League office by **7.00pm on the Thursday** evening prior to the weekend game.
 - Failure to advise the Local League of a forfeit by 7.00pm on Thursday may attract a \$200 fine. Failure to notify the opposition club of the forfeit may attract an additional fine of up to \$500.
- d) Forfeit confirmation must be emailed to the Local League office by the Secretary of the Club forfeiting the match no later than **8:00am** on the Friday morning prior to the weekend of the game.

- e) The forfeiting team must notify the following:
- **All three Leagues** (Ipswich, Brisbane & Gold Coast) via [email](#), to ensure the applicable Referees Association are notified.
 - **Opposition team.** If the team is a merge of two Clubs, only one Club needs to be notified. That Club is then responsible for notifying whole team and team staff.
- Fines will apply to Clubs whose teams advise forfeits AFTER 7pm on the Thursday prior to match day.*
- f) In the event of a forfeited match the team receiving the forfeit must submit their team list by 12 Midday on the Friday to the scheduled game. The forfeiting team may not submit a team list.
- g) Any team who forfeits three (3) matches during the season may be excluded from the competition in discretion of the SE Region Manager.
- h) Refer to [here](#) for further Forfeit Information

11.3 In the event of a match being washed out, please [click here](#).

11.4 Late player arrivals who name is recorded on the match report must be sighted at the officials' registration table/scorer's table before the conclusion of the half time break of the scheduled game to be eligible to play in that game.

11.5 The minimum number of players per team allowed on the field in a match is nine (9). Should less than nine (9) players – currently participating in a match then, for safety reasons, the match shall be terminated. If this occurs the game shall cease and the score at the time will be recorded on the Match Report form. The South East Region Manager (or nominee) will determine the result. [Click here](#) for more information.

11.6 After the premiership rounds all teams shall be ranked in descending order according to the number of competition points accrued during the season.

11.7 All games must start on time however; the referee can delay the start of play by up to a maximum of ten (10) minutes if a team has failed to appear. If after this time has elapsed a team cannot take the playing field, a forfeit will be declared in favour of the conforming team. Starting times for games shall be as allocated by the league, with the referee having the authority on the day to start (no earlier than the published kick-off time) or end games away from the allocated times to conform to the following rules of precedence:

- a) Mod-league games to take precedence over Mini-league games,
- b) International rule games to take precedence over Mod-league games, and
- c) Senior Club games to take precedence over Junior Club games.
- d) Night games must commence no later than 8.30pm unless approval has been granted by the Local League Manager (or nominee).

- 11.8** Requests for changes to the time, date and venue of any competition fixture match will not be considered except under extenuating circumstances. These circumstances include:
- a) **Safety** – When the condition of the ground where the match originally scheduled, is such that the ground would be unsafe to play on.
 - b) **Unavailability** – When the ground where the match was originally scheduled, is unavailable to play on.
 - c) **Representative Duties** – When a club has three or more players from the game scheduled, involved in a NRL, QRL – LEAGUE representative team and these representative duties clash with that scheduled fixture, a written request from the club concerned will be considered by the League Manager (or nominee).
 - d) Requests for game changes must outline the extenuating circumstances and be **submitted a minimum of ten (10) working days prior to the initial scheduled match.**
 - e) Under no circumstances can individual clubs change a game or appoint a referee, by mutual consent.
 - f) Players in all teams must appear in the registered club uniform of their club, which shall include jersey, shorts, and socks. Clubs with teams failing to have all players in the registered club uniform may attract a fine. Football boots are to be worn by all players.
 - g) A player’s name and NRL ID number appearing on a Match Report form means that player is deemed to have played in that fixture on that date.
 - h) A player’s name and NRL ID number is to be written on the QRL Match Report form prior to the commencement of the game and then the player can participate in that game at any time.

12 TRIAL AND TRAIN ONLY FORMS

- 12.1** Trial and train only forms are available to temporarily register a new player to the game and/or a player new to the geographical area of the club, who wishes to train with a club prior to deciding whether to commit to registering with the club. They are not to be used as part of any recruitment process. A previously registered player from another club must be fully registered by 28 February 2023 prior to training and playing.
- 12.2** Provided the insurance premium has been paid for the team, the form covers a player with normal QRL insurance whilst training or playing in trial matches up until 28 February 2023. It does not cover players for fixture matches. A player must be fully registered to take the field in any league premiership fixture.
- 12.3** Trial & train only forms must be signed by the player/parent/primary carer and submitted to the applicable Local League office. Trial and train forms not signed and/or not lodged within three (3) days with the Local League office will be invalid.

13 TRIALS

- 13.1** For preseason and post season trials, other than intra club trials which may be approved upon application to the local league manager (or nominee), clubs shall refrain from playing games from the 3rd weekend of October to the 2nd weekend in January, inclusive (QRL abeyance period).
- 13.2** Clubs wishing to host a pre-season or post-season trial match against another club within the QRL SE Region must submit a duly completed 'application to tour form' a minimum of two (2) weeks prior to the proposed match. A copy of this form can be found here: [Match Sanctioning Form](#)
- 13.3** Any club wishing to host a trial match against a club from another QRL division or Interstate League or alternatively tour to a club within another QRL Region or Interstate League must lodge a duly completed QRL 'Application to Tour' form a **minimum of eight (8) weeks prior to the proposed match date**. A copy of this form can be found here: [Match Sanctioning Form](#)
- 13.4** Any club wishing to host an overseas club or tour to an overseas club must submit a duly completed QRL 'Application by a Queensland Club to Tour or Host' form a **minimum of six (6) months prior to the proposed match**.
- 13.5** All trial matches shall require the completion and subsequent lodgement of a match report.
- 13.6** Lodge host forms as per below:

Local League	Send to	Email
Brisbane	Kate Ryan	k.ryan@qrl.com.au
Gold Coast	Katie McAllister	k.mcallister@qrl.com.au
Ipswich	Jen Neal	j.neal@qrl.com.au

14 GRADING AND REGRADING OF TEAMS

The SE Region will grade all teams in all competitions.

- 14.5** If applying for a re-grading the club secretary must:
- List all players transferring into the club in that division.
 - List all players transferring out of the club in that division and to which club/s they are transferring.
 - List all players who have left the club in that division and their reason for leaving.
 - Provide all the above information to the League Office prior to the nominated closing day for season grading.
- 14.2** A Grading Committee will convene:
- At the completion of each season to review, the results of all graded competitions and to make a preliminary assessment of where teams should be graded in the following season based on the assumption that all

players/teams will be returning. This pre-assessment will allow the committee to make informed decisions when reviewing each club's list of team nominations for the new season,

- b) Immediately following the cut-off date for team nominations and prior to the commencement of the premierships rounds to finalise initial teams grading and;
- c) After the last premierships round prior to Round 4 to review the results to assess the merits of any further requests for regrading prior to the continuance of the premierships season.

14.3 Guide for Grading/Regrading:

- a) Any club fielding two or more teams in the same Division, must take all reasonable steps to ensure that the teams are graded evenly.
- b) Should a club be deemed to have disregarded such requirement, the club will be asked to show cause with the potential of penalties to teams/club should they be found to have blatantly disregarded this request.
- c) The Region Manager has the authority to alter teams where the results indicate clubs are not adopting the grading of teams evenly, in addition to applying penalties as deemed appropriate to both teams and club.
- d) Any request for a re-grading must be made to the Local League Manager (or nominee) prior to Round 4. These requests will then be reviewed in consultation with the Competitions Committee.

If the regrading is approved:

- e) The team will be ineligible to play finals in a lower division (if re-graded down)
- f) Teams approved to re-grade to a higher division competition will take their premierships points only and not 'For' and 'Against' points.
- g) Teams approved to re-grade to a lower division competition will take their premierships points only and not 'For' and 'Against' points.
- h) All clubs must consider carefully the grade for which they nominate each team as requests for regrades after round 3 will not be considered.
- i) Any regrading that may be required will only be undertaken with the express approval of the Local League Manager (or nominee).
- j) In those instances, where a team is withdrawn from a competition before the end of a complete competition round, all premierships and 'For' and 'Against' points associated with the matches played by the team withdrawn will be nullified.
- k) Once commenced, teams will only be added or withdrawn from a competition in extenuating circumstances and subject to the following conditions:

For teams being added to the competition:

- a) A 'bye' must exist in the relevant competition.
- b) The team nomination fee must be paid before the team will be added to the competition.
- c) Team insurance must be paid before the team is added to the competition.
- d) New teams added to any competition will start with zero points.

With teams being withdrawn from the competition:

- a) In those instances where a team is withdrawn from a competition or premiership and 'For' and 'Against' points associated with the matches played by the team will be nullified.
- b) If any Club withdraws a team from the competition once the Football Year (year 1) has commenced, a bond of \$2,000 may be applied to that club at the discretion of the SE Region. Any bond paid and held by the SE Region shall be returned to the club at the end of the following Football Year (year 2) if a team, from the same Grade as the year 1 withdrawn team, has participated in regular season matches for the duration of the competition held in year 2.

15 GAME DAY MANAGEMENT

15.1 MATCH REPORTS

- a) The home team shall be responsible for the supply of the printed match report.
- b) Team Managers must upload their team list into MySideline Manager by 12pm Friday (midday) prior to the scheduled fixture.
- c) Online changes cannot be made during a match. At least 30 minutes prior to the match commencement, alterations to the online team lists must be made by the Team Manager. If this deadline is missed, the Team Manager of the Club wishing to make an alteration must advise the Host Club who will make the changes on the printed Team Sheet prior to the commencement of the game. These changes must also be confirmed on MySideline Manager by the Host Club.
- d) The Ground Manager shall be responsible for providing a copy of the team lists to the ground announcer.
- e) The Host Club will be responsible for the accurate recording of the match scores and for the completion of all match sheets including notation of dismissed players both temporary and permanent.
- f) Manual record (paper sheets) including tries and goals scored by players, sinbin and send-off are to be kept on printed team sheets for all grades and stored by the Host Club in case of internet or computer failure during

the game.

- g)** A copy is to be forwarded to the League only if the match is disputed or if an incident has been recorded and a paper copy is requested by Rugby League Brisbane/Gold Coast/Ipswich.
- h)** Team Managers should report to the Host Club timekeeper/scorers to confirm the points scorer's names and final score within 15 minutes of the completion of the game.
- i)** Finalised scorers are the responsibility of the Host Club and must be completed online by 5pm on Sunday of that weekends round. Non receipt within these time frames may result in fines being issued to the host club.
- j)** Names of try scorers/conversion scorers are to be recorded during the live scoring of the game on MySideline Manager. This is the responsibility of the Host Club or Team Manager of the Home Team.
- k)** Visiting Team Managers are NOT to mark games as FINAL or live score. Both Team Managers are to agree on the score and scorers at the completion of the game and mark the match as Final.
- l)** Online game sheets must be finalised no later than 5pm on Sunday following the match.
- m)** The manual (paper) team sheets to be verified and signed by a Referee only if a score has been disputed or incident reported.

15.2 WARM UP AREA

The home team shall ensure a safe, secure and suitable area is provided for warm up.

15.3 MATCH TIMES

- a)** Match days and times will be as determined and published by the Local League Office – these can be scheduled on either Friday, Saturday or Sunday.
- b)** Once set, requests for changes to matches may be made up ten (10) working days prior to the scheduled match.
- c)** Any match alterations inside ten (10) working days shall require the approval of the opposition club and the League, which shall not be unreasonably withheld.
- d)** Any additional cost incurred due to granting an alteration shall be the responsibility of the home team.
- e)** Curtain raiser fixtures, or similar, must be scheduled to finish at least 15 minutes before advertised kick-off times.

15.4 GAME DURATION

Clubs shall ensure that all games they host start on time. The League may, in their discretion, impose a fine for any games that start late.

15.5 TIME OFF

- a) There will be NO time off in trial matches for all grades.
- b) There will be NO time off in fixture matches for all grades EXCEPT in the Holcim Cup where there will be time off for injuries only.
- c) There will be time off in Finals matches for all grades for injury only, this will be at the discretion of the Match Official.

Competition	Half-time period	No. Of periods	Period length
SEQG Under 12's	5 minutes	2	20 minutes
SEQG Under 14's	5 minutes	2	25 minutes
SEQG Under 16's	5 minutes	2	25 minutes
SEQG Under 18's	10 minutes	2	30 minutes
SEQW Orange	10 minutes	2	30 minutes
SEQW Green	10 minutes	2	30 minutes
SEQW Premiership	10 minutes	2	35 minutes

15.5 REPLACEMENT RULES (UNLIMITED INTERCHANGE)

Senior Women's Competitions - the nineteen (19) players listed on the official match report form may be interchanged unlimited throughout the duration of the game.

15.6 COIN TOSS AND TEAM RUN-ON

- a) The captains of each team must make themselves available for the coin toss in the presence of the match referee as directed to do so by the match referee. If the captain is unavailable to attend the toss she must appoint and authorise another player from the team to attend in their place.
- b) In all cases the visiting team will take the field first when directed by the match officials, followed by the home team also when directed by the match officials.

15.7 MATCH FOOTBALLS

- a) Only official QRL footballs are to be used during SE Region fixtures. Match balls must be clean with logos visible.
- b) Host Clubs are to ensure they have ready access to footballs on match day.
- c) At the end of each half and each match, match officials will return footballs to the match official's room and ball persons will collect the footballs prior to the commencement of the second half or the next match.
- d) The match officials may check the condition of the match balls prior to the commencement of the match.

15.8 TIMEKEEPING - OFFICIAL MATCH TIME

- a) It should be noted that the match clock on display at the venue does not necessarily accurately represent the official match time.
- b) The home team, in conjunction with the visiting team if they so wish shall be responsible for the keeping of match time. If a visiting team does not nominate anyone for this purpose they must accept the timing of the home team.
- c) All decisions of the official timekeeper(s) shall be final and not open to review or appeal unless the League Manager (or nominee), at his/her absolute discretion, so determines.

15.9 MATCH CLOCKS

- a) Match clocks should be in good working order and showing second hand if analogue or indicating seconds if digital.
- b) A back up system should also be available at all venues.

15.10 MOD-LEAGUE (UNDER 12)

- a) Scores must be recorded (but not for publication) and lodged with the League Office to assist in the grading process.
- b) No Premiership Points will be allocated to Under 12 competitions (Under 12 - NRL Player Development Framework Rules apply).
- c) Players in these age groups should be 'talent' equalised across teams within the age group.
- d) The maximum number of players that can be listed on a match report form is fifteen (15).

15.11 SIN BIN OFFICIALS

- a) Visiting clubs must nominate their personnel for timing of "temporary suspensions" and make themselves known to the home club nominee prior to the start of the match.
- b) If a visiting club does not nominate anyone for this purpose they must accept the timing of the home team sin bin operator.
- c) Operators must be provided with time pieces displaying minutes and seconds by their clubs.

15.12 TIMEKEEPING IN RELATION TO REFEREES

- a) When a referee starts play, he/she will blow the whistle and indicate with one arm above their head and order the ball to be kicked off.
- b) If, for any reason (e.g. an injury or caution), the referee orders time off by indicating with both arms above the head, vertical to the body, timekeepers must immediately stop their watches and time clocks **for matches designated with scheduled time off. See 16.4.1 Time off.**
- c) When play is to recommence, the referee will indicate by waving one arm over the head. Timekeepers must recommence match clocks immediately. This procedure is to be carried out throughout the match.
- d) Timekeepers shall have at least one additional time piece when keeping time for use in the event of the match clock malfunctioning.

15.13 SIRENS

- a) At the completion of each half, the timekeeper must continue to sound the siren until the match referee signals that they have heard it by raising their arm above their head. The referee will indicate a cessation (after the hooter is blown) by blowing the whistle and waving both arms across the body.
- b) In the event of the venue siren failing to operate, the timekeeper shall have a least one standby air horn available as a backup. If for any reason the referee cannot hear the siren, the timekeeper must immediately alert the home team who shall advise the match officials.

15.14 END OF PLAY

- a) In all cases the referee will be the sole judge of when play shall cease after the half or full-time siren has sounded.
- b) The referee may extend the match to award a penalty or to complete the play currently underway at their discretion.

15.15 HEAT POLICY [NRL HEAT GUIDELINES](#)**15.16 CANCELLATION, SUSPENSION, POSTPONEMENT, ABANDONMENT, WASHOUTS**

- a) Emergency circumstances include:
 - A natural disaster such as an earthquake, flood or fire.
 - A situation where the safety of players or match officials is potentially at risk such as lightning, or extreme heat.
 - Where scheduled transport for one of the teams for the playing of the match is delayed or cancelled.
 - Such other circumstances deemed to be an emergency by the League Manager (or nominee).
- b) If any such occurrence arises, the procedure shall be as follows:
 - The League Manager (or nominee), in conjunction with the referee and both team's management will make any decision on the postponing or cancelling of any scheduled game.
 - After the commencement of a competition match, a referee may suspend play if, in his/her view, continuation of play would place the safety of players, match officials and/or spectators at risk.
 - If a game is to be delayed due to severe weather conditions, a decision will be made on the length of delay.
 - If matches are determined to be a washout, the SEQ Female Operations team will convene with the leagues to determine the outcome of the match/round etc
 - Where a game is in progress and is stopped due to an emergency, the following steps must be taken:

- As the emergency is a 'time out', a direction will be given by the referee regarding field position, possession and the number of the tackle, at the time of cessation of play.
- If the game re-commences within a reasonable time, play will continue as with any 'time out' – with the same field position, possession and the next tackle count.
- If the game cannot be continued, the circumstances shall be reported to the Local League Manager (or nominee).
- Competition matches may only be cancelled, suspended, postponed or abandoned with the prior approval of the Local League Manager (or nominee).
- If the referee suspends play and the match is cancelled or abandoned there shall be no replay.
- If the first half of the match has been concluded, the score at the time of the suspension of play in the match will be the result for determining the competition points table. If less than half of the match has been completed, the match shall be declared drawn and two (2) competition points awarded to each of the teams. Each team will be awarded the average of the total for and total against points scored in the completed matches of the round where a cancelled or an abandoned match occurs.
- In the event of the referee stopping a fixture match after the kick off because a team has an insufficient number of players to continue the match, the match shall be deemed a loss by the team with insufficient number of players. Players in the Sin Bin are counted as players. Players dismissed from the field or who have retired from the game due to injury are not counted. Points scored, (for and against) at the time of the abandonment shall stand regardless of which team was leading.
- Any preliminary matches which, due to serious injury or other delay, encroach on the next scheduled game may be abandoned after receiving authorisation from the League Manager (or nominee).
- Where preliminary matches are played under the jurisdiction of a Local League or other governing body the abandonment and procedures of such abandonment will be the responsibility of the League or other relevant governing body.

15.7 DUTY OFFICIALS

[Click here](#) for the role of Duty Officials

- a) The referees have been advised not to commence a match unless two (2) duty officials are in attendance. Where a match is not played for this reason it will be regarded as a forfeit by the home team.
- b) Breaches of this rule should be reported in writing to the League Manager (or nominee).
- c) If a club is found guilty of a breach of this rule it is liable to the loss of its next three (3) home matches. Further breaches may result in the loss of all further home matches for the season.

16 ON FIELD PERSONNEL

Refer to [NRL On-Field Policy](#)

16.1 TEAM OFFICIALS

- a) As a minimum, each team nominated in the SE region competition must have the following team officials:
- An accredited and registered coach;
 - An accredited Leaguesafe;
 - An accredited and registered level 1 sports trainer, or league first aid (please refer to the table below);
 - A registered manager

Age	Minimum Personnel Required for Contact Rugby League	Minimum Personnel Required for League Tag	Minimum Accreditation Required
U6-7	One (1) First Responder for up to four (4) matches being played on an International Field.	One (1) x First Responder for up to four (4) matches being played on an International Field	-League First Aid; or -NRL Level 1 Sports Trainer; or -NRL Level 2 Sports Trainer
U8-9	One (1) x First Responder for up to (3) matches being played on an International Field.	One (1) x First Responder for up to three (3) matches being played on an International Field	
U10-12	One (1) x First Responder per match.	One (1) x First Responder per match	
U13-15	One (1) x First Responder per team for each match.		
U16+	One (1) x First Responder per team for each match.	One (1) x First Responder per team for each match.	NRL Level 1 Sports Trainer; or NRL Level 2 Sports Trainer

The appropriate first responder needs to be present for the game to commence

- b) A team manager may also fulfil one of the roles listed above.
- c) Nominated team officials (First Responders) must nominate for and successfully complete the relevant course prior their teams first fixture (including trials).
- d) Nominated team officials (coach or assistant coaches) must nominate for and complete the relevant online modules prior to their first fixture (including trials). Face to face component of these courses must be completed before June 30 of that year.
- e) A person registered as a nurse or doctor or with qualifications in advanced first aid who wishes to act as a sports trainer for a team may apply for recognition of prior learning. The person must submit a letter of request together with a copy of their relevant qualification certificates to the league manager (or nominee). Each application will then be reviewed to determine if any additional training is required.

16.2 MATCH OFFICIALS

- a) The match officials for the competition will be appointed by the host Local League's Referee's Appointments Board. Each Local League Referees Association will be responsible for the payment of match officials.
- b) Touch judges must be:
 - for seniors, at least eighteen (18) years of age if not accredited or at least sixteen (16) years of age if accredited as a touch judge or junior referee and;
 - for juniors, at least 16 years of age if not accredited or at least fourteen (14) years of age if accredited as a touch judge or junior referee.
- c) All teams are expected to supply accredited touch judges and accredited touch judges will always take precedence, even if this means both touch judges are supplied by the same club or the away side supplies an accredited touch judge if the home side can't supply one.
- d) Touch judges must wear appropriate enclosed footwear.
- e) The home team shall be responsible for providing adequate security for the match official's dressing room, their entry to and exit from the playing field and venue.
- f) Under no circumstances are match officials to be approached, questioned, or harassed in any way by club officials, players or spectators either during, or after a match.
- g) All complaints regarding the performance of the match officials shall be lodged in writing through the complainant's club in the first instance. The club executive will then decide whether to forward the complaint onto the League Manager (or nominee). All written complaints must be lodged in the League Office by close of business no more than two (2) days following the relevant match.
- h) Under no circumstances are written complaints to be sent to the Referee's Association.

16.3 BALL PERSONS

- a) A maximum of four (4) ball persons may be used during each match. Each club shall be entitled to appoint two (2) each.
- b) The visiting club may request the home team to make available a maximum of two (2) persons to act for the visiting club in the role of ball persons.
- c) Ball persons must place and leave the ball on the touchline at the point where the ball crossed the line and next to the touch judge. Ball persons MUST NOT under any circumstances, throw the ball into the field of play or to a player close to the touch line.
- d) Ball persons who enter the field of play to deliver kicking tees may only do so at a stoppage of play and must leave the field of play immediately after its delivery. After the kick has been taken a trainer must remove it from the field.
- e) Ball persons must be a minimum of 10 years of age.

16.4 SPORTS TRAINER / LEAGUE SAFE

- a) All official personnel over the age of (14) years, who enter the field of play must possess an NRL Leaguesafe Certificate of Attendance or an Accredited Sports Trainers'/Trainers' Statement of Attainment, an NRL ID Number and be registered for the current season.
- b) No person other than the abovementioned personnel, or those with NRL acceptance, shall administer first aid or offer advice to an injured/ill player. Personnel with other qualifications must be ratified by the National Safety Education Manager and equate with the NRL SPORTS TRAINER/TRAINER SCHEME, to receive a Statement of Attainment and an NRL ID Number.
- c) All injuries/illnesses and assessments must be recorded on the MySideline Manger Injury feature. [Injury Reporting Online Training](#)
- d) The Accredited NRL Sports Trainer shall always, whilst a game is in progress, be able to respond quickly should an injury/illness occur.
- e) The Accredited NRL Sports Trainer shall have the final say on whether a player should continue in the game and when to resume playing in the game. If a doctor attends the game venue, they shall make this decision. Serious injuries requiring a Medical Clearance prior to training/playing must be presented to the NRL club SPORTS TRAINER.
- f) If the above personnel are not in attendance, the game/s shall not commence under any circumstances until such persons are available.
- g) The most important issue is that no on-field personnel will be allowed on the field of play, at training and or a game, nor manage an injured/ill player, nor provide advice unless trained by the NRL at one of the above levels of accreditation.
- h) In the event of an altercation on and/or off the field of play, accredited *NRL LEAGUESAFE/SPORTS TRAINER/HEAD TRAINER* must not interfere in any way. They must move clear and totally distance themselves from the incident. The control of on/off field behaviour is the duty of the match officials. The only exception would be when an injured/ill player needs shielding from possible further harm.
- i) On-field personnel must not at any time enter the line of sight of a player when they are attempting a kick for goal, or do anything which may in any way interfere with or distract an opposition player whilst they are participating in the match or constitute some disadvantage to the opposing team.
- j) If any on-field personnel abuse their roles or behave in a manner contrary to the NRL On Field Policy, or bring the game of Rugby League into disrepute and/or their team/club into disrepute, they may be subject to sanctions.

16.5 ON FIELD IDENTIFICATION

- a) Each team may engage and use a maximum of three (3) On Field personnel during a game (one of which must hold a minimum qualification of Level One Sports Trainer).

- b)** The three (3) On Field personnel referred to in clause 25.20 shall be the only On Field personnel permitted inside the playing area.
- c)** In all cases when Accredited NRL Leaguesafe/Sports Trainer/Trainers enter the field of play to attend an injured/ill player, administer water, or deliver messages, they must immediately leave the field once their assigned task has been completed and return to the player's bench.
- d)** At all times, Accredited NRL Leaguesafe/Sports Trainer/Trainers must enter and leave the field of play as quickly as possible (i.e. running). Linger on the field of play will not be tolerated by match officials.
- e)** Great care and diligence must be exhibited when assessing an injured/ill player and removing an injured/ill player from the field of play.

16.6 LEAGUESAFE

- a)** Leaguesafe have access as per the following conditions:
 - When a try has been scored (not during a penalty goal attempt);
 - During a time out called by the referee for an injury;
 - During technical stoppages in play (except scrums). On-Field personnel are not allowed on the field of play after the referee has ordered a scrum;
 - When the referee calls an agreed 'drinks break' option (to be agreed by both coaches and referee prior to kick off);
- b)** Leaguesafe officers are not to engage in any communication with match officials unless about an injured player.
- c)** Leaguesafe officers are not to engage in any communication with any member (players and staff) of the opposition team.
- d)** Leaguesafe officers may walk the interchange players along the sideline to affect the desired interchange, they must not enter the field of play during this process and must return to the dugout area immediately after the interchange has been made.
- e)** Leaguesafe officers must remain in the dugout area at all other times.
- f)** Leaguesafe officers must enter and leave the field of play from an on-side position.
- g)** Duties of the Leaguesafe officer are:
 - To administer water;
 - To assist in the interchange process;
 - To convey messages. Messages must not be given to the team whilst play is in progress.
- h)** If an Accredited NRL Sports Trainer/Trainer is busy attending a player, the Leaguesafe may assist an injured/ill player under the Guidelines of Leaguesafe training until a person of higher training arrives. The Leaguesafe person must report all incidents to the accredited NRL Sports Trainer/ Trainer.

16.7 SPORTS TRAINER

- a) A Sports Trainer must be at least a qualified Level 1 NRL Trainer.
- b) Sports Trainers have unlimited access to attend an injured/ill player and to administer water. They are permitted to carry, convey or deliver messages.
- c) Duties of a Sports Trainer are:
 - To assist by observing and monitoring players who have been removed from the field of play through injury/illness;
 - To assist an injured/ill player on and off the field of play at training and/or a game

16.8 HEAD TRAINER

- a) A Head Trainer must be a qualified Level 2 NRL Trainer.
- b) The Head Trainer shall be the most senior person within the NRL Sports Trainer's team.
- c) The Accredited NRL Head Trainer will make the final decision on a player's welfare in the absence of a medical professional.
- d) Coaches/administrators/players must comply with the decision of the NRL Head Trainer always.
- e) A Head Trainer has unlimited access to attend to an injured/ill player.

Refer to [NRL On-Field Policy](#)

17 FINALS SERIES**17.1 FORMAT**

- a) After the completion of competition fixtures the team leading on the points table shall be number one (1) and the next team number two (2) and so on.
- b) The team at the top of the premiership table will be declared minor premiers.
- c) The following format for a Top Four (4) Finals Series will apply:

**The below finals formats may change depending on competition structures. This will be approved by the SE Manager and communicated to all clubs via a MEMO.*

JUNIORS

Week	Game	Match Name	Team	Team
1	1	Preliminary Final	Team 1	Team 4
1	2	Preliminary Final	Team 2	Team 3
2	3	Grand Final	Winner Game 1	Winner Game 2

SENIORS

Week	Game	Match Name	Team	Team
1	1	Elimination Semi Final	Team 3	Team 4
1	2	Qualifying Semi Final	Team 1	Team 2
2	3	Preliminary Final	Loser Game 2	Winner Game 1
3	4	Grand Final	Winner Game 2	Winner Game 3

- d) SE Region retains the option to alter the format of Semi Finals and of increasing or reducing the numbers of teams eligible to contest Semi Finals. The NRLW and or BHP Premiership may determine a shortened final series for the SEQW Division.
- e) All dates, times and venues for all Finals Series Matches will be determined prior and adequate notification provided.
- f) After the premiership rounds if two (2) or more teams are equal in competition points, the final series rankings will be determined according to the following criteria:
- The greater positive difference between points scored for and against, then if equal,
 - The greater percentage of points scored for and against, being determined by:
 - Points scored for x 100
 - Points scored against x 1
 - then if equal,
 - The most tries scored, then if equal,
 - The most goals kicked, then if equal,
 - The most drop goals kicked, then if equal
 - By the toss of a coin.
 - There will be no play off matches to determine positions in the semi-final's series.

18 HOSTING FINALS SERIES MATCHES

18.1 HOST CLUB

- a) Clubs hosting finals games conduct these games for and on behalf of the SE Region.
- b) The SE Region Board sets an admission fee for these finals, which the host Club collects from all persons that enter the grounds, excepting persons nominated by the League.
- c) Host Clubs as a minimum are to supply the following:
- At least five (5) Duty Officials;

- A public-address system and announcer;
- Gate staff;
- A qualified Level 2 Sports Trainer;
- Persons to carry out the duties of ball and kicking tee return;
- Suitable timekeeping equipment and timekeeper who shall act as the recorder in the event of a drawn match.
- Gate Entry Fee (see [Admission Prices](#)).

18.2 A Hosting fee will be determined for each finals round and communicated to clubs prior to the finals series commencement.

18.3 Entry points are to be well sign-posted and controlled.

18.4 Each club secretary is to take all reasonable action to ensure all club members are aware that a gate entry fee is payable for all Finals Matches. Abuse of gate officials by host or visiting club members and their spectators will not be tolerated. The parent club of a guilty offender could also be subject to a fine.

18.5 Entry for Coach, Assistant Coach, Manager, Sports Trainer and Leaguesafe Officer. Entry to the grounds for team staff of six (6) will be allowed free of charge. Each team staff member's name must be on a list held at the gate. It will be the responsibility of the team staff member to identify himself/herself to the host club's gate official to gain free entry. Details of team staff will be as per 'team list' forwarded by the club to league office prior to the game.

18.6 VISITING TEAM DUTY OFFICIAL

Each team participating in a Final Series matches will be required to supply a duty official to assist in the management of spectators.

18.7 FIRST AID – IMPORTANT

- a) Accredited sports trainers are to be provided by each host club.
- b) A dedicated covered/sheltered area away from spectators is to be provided for the provision of first aid for those players that have an injury that requires treatment off the field.
- c) Clear access for an ambulance is to be maintained always.
- d) The safety and welfare of an injured player comes above all else.

18.8 DUTY OFFICIALS

- a) Host clubs must provide a minimum of five (5) duty officials to meet all game requirements, including:
 - Maintaining a minimum two duty officials inside of the playing field perimeter in front of where spectators are gathered during a match (if possible use four duty officials, two on either side).
 - Conducting the player ID and jersey number check.
 - Official timekeeper.
 - Referee escorts.

- Ground controller.
- b) All persons acting in the role of a duty official must wear the approved League Duty Official bib.
- c) A 'briefing' for duty officials explaining their responsibilities and role/s during the day is to be conducted by a member of the club's executive committee or ground controller prior to the commencement of the first match of the day and prior to any change of those persons undertaking the role and who did not attend the initial briefing.

18.9 REFEREES AND TOUCH JUDGES

- a) Referees and touch judges will be allocated by the host Local League's Referee's Appointment Chairman and/or the QRL SE Region.
- b) Depending on the number of match officials available host clubs may be asked to provide a touch judge; the Local League's Referees Appointment Chairman will notify the host club if this is the case.
- c) In the event touch judges need to be supplied by the host club, a person qualified and registered as a referee will have precedence over a qualified touch judge and a qualified touch judge will have precedence over any unqualified person. The use of unqualified touch judges is to be avoided.
- d) Referees and touch judges are to be escorted on and off the field of play by the duty officials.
- e) A volunteer touch judge must be provided upon request (as Referees Association cannot guarantee appointment)

Volunteer Touch Judge Course are available [online](#).

18.10 MATCH BALLS

Host clubs are to provide a minimum of three (3) QRL official match balls in good condition per game.

18.11 BALL PERSONS

Host clubs are to provide a minimum of two ball-boys/girls for each game dressed in the neutral colours to be readily distinguishable from players, touch judges, sports trainer or Leaguesafe.

18.12 PLAYER ID CHECKS

- a) Player ID checks must be undertaken for each team prior to each match by a host club duty official and/or a League Official.
- b) No photo on the NRL database – NO PLAY – NO EXCUSES – NO EXCEPTIONS**
- c) The player's name must be listed on the team list supplied by League Office.

18.13 GROUND ANNOUNCEMENTS

- a) If available, excerpts from the NRL Code of Conduct Ground Announcement are to be broadcast across the PA system at regular intervals.
- b) No public announcements are permitted whilst a player is preparing, or in the process of, kicking for goal.
- c) No public announcements are permitted in relation to decisions or the performance of the match officials.
- d) No public announcements are permitted which may be considered derogatory to any club, player, official, spectator and/or to the game.
- e) Major sponsor's name, if applicable, is also to be mentioned at every opportunity for example:
 - "Welcome to the 2023 SEQW Holcim SEQW Senior Women's Reserve Grade semi-final between...."
 - "The fulltime score in the SEQW Senior Women's (Competition Name) Preliminary Final is...."

18.14 OFFICIAL PHOTOGRAPHERS

Refer to [NRL Member Protection Policy](#)

- a) Official photographers/videographers may be appointed by the League. Clubs are free to organise their own photographer/videographer for the day but must not allocate or extend exclusive rights. Any official photographer appointed by a host club must:
 - Hold their own public liability insurance;
 - Hold a valid "Positive Notice Blue Card" issued by the Commission for Children and Young People and Child Guardian.

18.15 TEAM LISTS FOR FINALS SERIES MATCHES

- a) A program will be produced for each ground which will include a list of players and team staff for each team participating. These programs will be available for downloading directly from the League website.
- b) To have sufficient time to produce these programs the teams in contention on the ladder prior to the final game of the Premiership prior to the Finals match is to submit their team list (with core players annotated), in the format prescribed by the League with players listed in jersey number order by the date and time nominated by the League Manager (or nominee).
- c) Only those players listed on the team list are eligible to take part.
- d) Cut-off for semi-finals is 12.00pm on the Tuesday preceding the semi-finals matches.
- e) Cut-off for Preliminary finals is 12.00pm on the Tuesday preceding the preliminary finals matches.

- f) Cut-off for Grand Finals is 9:00 am on the Monday preceding the scheduled matches.
- g) Changes to team lists may be made up to 12:00pm of the Thursday preceding the match however; these changes may not be reflected in the match day program.
- h) Only those players listed on the team list may participate in the match. No exceptions.
- i) Only those players who qualify to take part in finals are eligible. Breaches of the rules relating to player eligibility for finals as defined in the Rules and any deliberate playing of ineligible player/s in lower grades may result in the loss of the match and a maximum fine of \$500.00 per player being issued against the offending club.

18.16 EXTRA TIME

- a) If scores are equal after normal time in any Finals Series match, then in such matches a period of extra time, five (5) minutes – Golden Point, shall follow.
- b) The commencement of the period of extra time shall be determined by the toss of a coin as described under the Laws of the Game.
- c) If no point or points have been scored after this period of five (5) minutes, the referee shall cease play and teams shall immediately change ends. The team that did not kick-off to commence the initial period of extra time, will kick-off to recommence the second period.
- d) Play shall then continue for an unlimited time basis until the first point or points (Golden Point) have been scored to determine the winner of the match.
- e) In such extra time, the first scorer of any point or points (e.g. field goal, penalty goal or try) will immediately be declared the winner.
- f) If a try is scored in extra time the conversion kick will not be permitted.
- g) Special Rules, to be determined, may apply to finals played at Suncorp Stadium or other major venues e.g. due to time constraints.

19 REPRESENTATIVE SELECTION

Refer to [QRL RULE 4.1.16](#)

20 BEHAVIOUR MANAGEMENT

20.1 CODE OF CONDUCT - Refer to [NRL Codes of Conduct Document](#)

20.2 Note: All breaches of the Codes of Conduct are subject to the League Disciplinary and/or Judiciary Tribunal action under QRL Rules Part 5.

20.3 IMPORTANT NOTE: If the Local League Disciplinary Tribunal following investigation determines a game has been terminated because of the conduct of a coach, team staff and/or spectators of a team, that team will be deemed to have forfeited the game irrespective of the score at the time. This will be applied for all Premiership and Finals Series games. In the Finals Series matches, this would have an influence on the makeup of remaining Finals Series matches.

20.4 POSITIVE ENVIRONMENT PROGRAM

Please refer to [QRL Positive Environment Program](#)

20.5 SOCIAL MEDIA CODE OF CONDUCT

Please refer to [QRL Social Media Policy](#)

22.1 Contact with the Media - Refer [QRL Rule 4.4 \(e\) & \(f\)](#)

20.6 ROLE OF DUTY OFFICIALS

- a) All duty officials must have sufficient knowledge of the Local League rules and regulations to be able to complete their duties, or at least have one person appointed as chief duty official (Ground Manager) and have two other persons acting as assistant duty officials on match days.
- b) Each club must appoint duty officials to act as listed below:
 - Each host club shall supply two duty officials who should be of a responsible nature and be over eighteen (18) years of age. The visiting team shall supply one duty official whose main role is the control of the visiting team's spectators. Visiting team duty officials should always support the home team duty officials.
 - These duty officials shall be neatly attired and must, with no exceptions, wear the identification vest supplied by the League and enclosed footwear.
 - These duty officials will be considered officials of League and have the full support of the League Management.
 - The duty officials shall always be clearly visible.
 - The duty officials will ensure the playing area is correctly marked, roped and the goal post pads are in place before play commences.
 - The duty officials will ensure that a suitable area is set aside for the sin bin.
 - One duty official is to be responsible for the sin bin and assisting the referee as required. The other is to control spectator behaviour and all off field incidents and assisting the referee as required.
 - The duty officials if necessary, will ensure that the area set aside for the consumption of alcohol is clearly defined and ensure that alcohol is consumed in this area only.
 - The duty officials are to ensure that both teams complete all team details on the match report before the match and that all other details are completed at

the end of the game. He or she must get the referee, touch judges and an official from each team to sign the match report after the match and must ensure that the Player of the Year point's (where applicable) have been recorded on the match report by the referee. The visiting team must be given their copy of the match report and the other copies must be forwarded to the club secretary for forwarding to the League office.

- The duty officials shall ensure that both visiting and host teams are allocated dressing rooms and advise them of the area set aside for the sin bin. They should also inform team officials of the location of the emergency facilities, i.e. the nearest medical facility and how to contact an ambulance etc.
- The duty officials shall identify themselves to the referee and advise them of their dressing room location and the area set aside for the sin bin.
- The chief duty official (ground manager) should check with the referee before the game to determine if an official touch judge has been appointed for the game and if not arrange for a touch judge to be appointed from each team.
- Spectators shall not be allowed to encroach upon the playing area at any time during or immediately after any game and should not be allowed to shout abuse or obscenities at any player, official or other spectator. The duty officials should control and supervise spectators and supporters. Club officials should support and assist the duty officials in this supervision and control.
- The duty officials will provide a written report of any incident that requires further action. These reports should be lodged with the host club in the first instance.
- The duty officials are to assist the referee and touch judges as required. They should escort the referee and touch judges from the field at half time and full time.
- The duty officials are to ensure that no players, team officials or spectators harass the referee or touch judges before, during or after the game.
- The duty officials will escort players to the sin bin and remain with them until their designated sin bin time has elapsed. They are to ensure that players are not harassed while they are in the sin bin.
- Players in the sin bin can be treated for injuries and/or given assistance by qualified personnel. Players may return to their teams at half time. Half Time and time off does not constitute sin bin time.
- When a player has been sent from the field by the referee, the duty official shall ensure that the player goes directly to the dressing room. The player must not leave the dressing room in their playing gear and is not permitted to return to the players' enclosure for the duration of the match.
- All referees have been instructed not to commence a match unless at least two (2) duty officials (one host club and one visiting club) are in attendance. Where a match is not played for this reason it will be regarded as a forfeit by the host team.
- Duty officials should always be approachable. The best way to defuse most situations is to be non-confronting and understanding to the needs of referees, touch judges, players, team officials and spectators.

20.7 RESPONSIBILITY FOR SPECTATORS

- a) Clubs are deemed to be responsible for the behaviour of their spectators and team members and are expected to follow the NRL Code of Conduct.
- b) A responsible club official must accompany all visiting teams. This official must make him/herself known to the duty officials and club official of the host team prior to the match. The club official from each team will be deemed to be responsible for the behaviour of their spectators at each match.

20.8 DISMISSED PLAYERS – TEMPORARY / PERMANENT SUSPENSION

- a) The match referee has the discretion to suspend for ten (10) minutes or to dismiss a player for 'on field' misconduct.
- b) A player receiving a period of temporary suspension by the referee shall immediately leave the field of play and shall be met at the sideline by an official from the host club and escorted to the designated 'sin bin' area. The player shall remain in that area until the end of the temporary suspension period.
- c) The time of temporary suspension shall be ten (10) minutes and is for playing time only and shall commence after the referee signals time-on and/or when play recommences.
- d) Suspended time does not include the half-time break and shall cease at the end of the first period and resume upon the commencement of the second period.
- e) If more than one player receives temporary suspension from the one incident, the players' temporary suspension shall be equal and shall be entitled to return to the field of play together after the completion of their suspension.
- f) Players re-entering the field of play shall do so from an onside position after reporting to the Touch Judge.
- g) Any player permanently dismissed from the field (i.e. sent-off), must immediately return to their team's dressing room until she has changed out of their playing uniform.
- h) Under no circumstances can a dismissed player return to the players' bench unless it is outside the area bounded by the fence surrounding the playing area.
- i) The referee shall complete a Referees/On Field Incident Report immediately after the completion of the match and shall lodge the form with a nominated representative of the club of the dismissed player.
- j) Any Player who is suspended or disqualified from playing rugby league by the League's Match Review Panel, the League's Judiciary Committee or any other disciplinary body with usual authority to make such determinations, shall not participate in any form, in any match until that suspension has been served or that disqualification has expired and must not enter the playing field or area inside the fence prior to, during or after a match.
- k) Any registered player participating in any competition under the jurisdiction of the QRL (including game sanctioned by the QRL) who is suspended by a Match Review Committee or Judiciary Tribunal must serve out the number of fixture games imposed upon that player in accordance with the Base Penalty Schedule.

If the suspension carries over to the next season, trial matches, (excluding official preseason competitions) are not counted as part of the fixture game suspension and the said registered player will be ineligible to participate in these trial matches. Any residual suspension that carries over to the next season will commence once the player has registered in that subsequent season.

21 TRIBUNALS

21.1 MATCH REVIEW/JUDICIARY (ON FIELD ISSUES)

Refer to [QRL Rules Part 5](#)

- a) An appeal fee of \$200 will apply for any person wishing to appeal their charge or grading of charge. This will need to be paid prior to the hearing.
- b) Judiciary hearings will generally be convened on the Thursday evening after each weekend round of fixtures commencing from 6.30pm at a venue nominated by the Local League.
- c) All players appearing before the Local League's Judiciary Tribunal will have their identity verified against the NRL database.
- d) Referee unavailable to attend judiciary
 - Should a referee, due to extenuating circumstances, be physically unable to attend a judiciary hearing in person and not be contactable by telephone at the time of the scheduled hearing, the Referee must notify the League office by 3.00pm on the day of the judiciary. The League office will inform the player's club that the case is deferred for one (1) week and that the player is able to participate in fixtures until the time of the next judiciary.
 - If a referee fails to appear or make himself/herself available at a judiciary hearing without having lodged a request to have the hearing deferred, the case will be dismissed, and the player is free to play.

21.2 ON FIELD INCIDENT REPORT, INCLUDING RACIAL, RELIGIOUS AND SEXUAL VILIFICATION

Refer to [QRL Rule 4.4. \(j\)](#)

- a) When a referee is approached by a player with a complaint regarding an on-field incident, the referee should:
 - Establish the nature of the complaint.
 - Establish the identity of the alleged offender.
 - Call out the alleged offender, both captains and a touch judge, and advise that a complaint has been made and that the complainant is required to assist the referee and complete an 'On Field Incident Report' directly after the match.
- b) The referee shall complete the report only if the complainant or club official arrives to complete the complaint within 15 minutes of the completion of the game.
- c) If the complainant goes ahead, the referee completes the form and gives a copy to the complainant advising him that he/she is also required at the judiciary, and

a copy to the duty official to be given to the alleged offender.

- d) The referee then lodges the 'On Field Incident Report' or 'Card' as per the normal send-off card, and the judiciary procedure is as for a normal send-off charge.
- e) The referee's part in the hearing is to identify the two players involved and relate any evidence of a visual or audible nature to the judiciary panel. Once this is completed and the panel has no further questions of the referee, then the referee can be discharged, and the case continued.
- f) The QRL Rules and Guidelines shall apply for all Judiciary procedures, Appeals and Disputes. Refer to [QRL Rules Part 5](#).

22 TRIBUNALS – DISCIPLINARY – (Off Field Issues)

Refer to [QRL Rules Part 5](#)

League Disciplinary Tribunal Hearings will generally be convened on Thursday evenings.

23 COMPLAINT / DISPUTE / INCIDENT PROCESS

Complaints/Disputes on the day need to be addressed with the Host Club Ground Manager or Official/s.

Any complaints after the fact need to be submitted via the Positive Environment Program Incident Report Form – [PEP Incident Report Form](#)

23.1 RESOLVING THE PROBLEM

- Remember, most of the coaches, managers and officials in our game are volunteers. Approach minor issues calmly. The problem may have been caused by an honest mistake or lack of knowledge.
- Do not be confrontational or accusatory when trying to reconcile a minor problem. Avoid arguments and walk away if it is obvious the problem cannot be resolved at this level.
- Take the dispute to the next level as quickly as possible and explain the reasons the problem could not be resolved.
- If it appears that the dispute will not be resolved quickly, document your actions as soon as possible so you have an accurate record for future reference.

24 HEALTH AND SAFETY GUIDELINES

24.1 HYGIENE

- a) Players should be made aware of the potential danger of transferring infectious diseases, e. g. Hepatitis A, B and C and HIV.
- b) No spitting is permitted, except in specified controlled areas.
- c) Contaminated and blood-stained articles and dressings are to be placed in appropriate 'contaminated waste' disposal bags.

- d) Dressing room floors should be cleaned and swept prior to the team leaving the room.
- e) layers must not share drink containers. Each player should have their own drink container. Shared drink containers may transmit meningococcal disease.

24.2 BLEEDING PLAYERS

- a) The following procedure will apply in all cases where a player is bleeding or their person, clothing or equipment has been contaminated by blood.
- b) If the referee notices a bleeding or blood contaminated player, he/she will immediately stop play and call 'time-out' and signal to the team trainer to attend to the player. The team trainer will immediately enter the field of play to assess whether the player can be quickly treated on the field or whether she will require treatment off the field.
- c) If the trainer advises that the player can be treated on the field, the referee will instruct the player to drop out behind play for that purpose and the match will immediately recommence.
- d) If the trainer advises the referee that the player will have to be treated off the field, the match will not restart until the player has left the field.
- e) The player may be interchanged, or alternatively the team can elect to temporarily play on with 12 players. (Note: other than for the initial assessment, the match will not be held up while the bleeding player receives treatment or is interchanged).
- f) If the referee stops play twice for the same player and the same wound, the player must be taken from the field for treatment and either interchanged or the team may elect to play on with 12 players until the bleeding player returns.
- g) The referee will hold the game up to replace a bleeding player, but a trainer must first advise the referee that an interchange is going to take place.
- h) If a bleeding player has left the field for treatment and is not interchanged, she may return to the field of play at any time provided she does so from an on-side position. If the bleeding player has been interchanged, she may only return to the field through the interchange official as a normal interchange player.
- i) A bleeding player returning to the field of play, who has not been interchanged, is not to be regarded as a replacement/interchange player and therefore may take a kick for goal. Conversely, a bleeding player returning to the field of play who has been interchanged may not take a kick for goal at that time.

24.3 STITCHING / STAPLING

- a) Any player who is bleeding and requires treatment by way of either stitches, stapling or otherwise, must be taken to the team dressing room or shared medical facility so this procedure can be conducted out of the view of the public.
- b) After the treatment, the wound must be bandaged or covered to protect the injury, to eliminate the risk of further bleeding and to prevent the potential risk of transmission of blood-borne infectious diseases.

24.4 CONTAMINATED CLOTHING

- a) In any case where a player's person, clothing or equipment has been contaminated by blood, whether through a wound to themselves or through contact with a wounded player, the referee shall direct the team trainer to enter the field of play to attend to that player by taking immediate steps to ensure that the player is free of any blood contamination before that player shall be permitted by the referee to re-join play. Until those steps have been taken, the player shall, at the minimum, drop out behind play.
- b) Minor occasions of contaminated clothing and/or equipment should be treated with a solution of 15mls of household detergent and 17mls of household bleach.
- c) All but minor occasions of contaminated clothing or equipment will require the replacement of such clothing or equipment prior to the player re-entering the field of play.

24.5 CONCUSSION MANAGEMENT

- a) Head Injury Assessment (HIA) - [Concussion Resources](#)
- b) All suspected concussions MUST be recorded on the MySideline Manager Injury feature.
- c) All players MUST follow the NRL/QRL Concussion Guidelines for return to play.

25 FINANCIAL MANAGEMENT

25.1 ADMISSION PRICES

- a) SE Girls regular season matches will be free of charge across all Leagues
- b) SE Women's regular season matches may incur an admission fee of no more than \$10.
- c) All age groups may attract an admission fee for Finals Series matches at the discretion of the SE Region Manager.
- d) Aged, invalid and service pensions shall be recognised by all clubs throughout the season. Eligible holders of these pensions shall be permitted entry into general admission areas for all matches free of charge.
- e) Children seventeen (17) years and under shall be permitted entry into general admission areas for all matches free of charge.
- f) QRL season passes shall be recognised by all clubs during premiership rounds only. Entry shall be subject to the terms and conditions printed on the passes.

25.2 FORFEITS

- a) Failure to advise the Local League of a forfeit by the cut-off time will attract a **\$200** fine.
- b) If a match is forfeited **on game day**, the forfeiting club shall pay a fine up to a maximum of **\$700** to the SE Region. Half of the fine (**\$350**) will be retained by the SE Region and the remaining half (**\$350**) will be available to be paid to the host club by the SE Region to cover all unavoidable costs incurred for the forfeited game on the day (e.g. food and drink purchased).

- c) The SE Region has the discretion to choose not to apply the rules of forfeiture in the interests of developing participation in the game of rugby league.
- d) All three Leagues (Ipswich, Brisbane & Gold Coast) must be notified of a forfeit via [email](#), so that the applicable Referees Association are notified.

25.3 SCHEDULE OF FINES

OFFENCE	PENALTY
Playing an unregistered player or using an unregistered mini-mod referee	\$500 fine and \$500 bond and automatic forfeit for the game
Playing an ineligible player	\$300 fine and \$500 bond and automatic forfeit of the game
Failure to list player's original grade on match report when playing in a higher grade	\$50 fine and \$100 bond
Failure to notify of a forfeit (Local League)	\$200 fine and \$400 bond
Failure to notify the opposition club of the forfeit.	\$500 fine
Forfeited on game day	Maximum \$700
Withdrawal of player or teams from the field of play	\$250 fine and \$500 bond and loss of premiership points
Poaching players	\$500 fine and \$1000 bond and/or suspension from the game of rugby league
Noncompliance of field standards	\$100 fine for each offence and /or loss of home games
Clubs with teams failing to have all players in the registered Club uniform	\$100 fine for each breach

26 INSURANCE

Refer to [QRL Rule 7.1](#)

- 26.1 The club shall hold at least the minimum cover of insurance for each team that participates in the competitions as outlined in the QRL Insurance Handbook.
- 26.2 The club shall hold a valid certificate of currency for public liability insurance to the value of not less than \$20 million.
- 26.3 Any players or officials injured and making an insurance claim, must make claims on the prescribed form available for download from the Arthur J. Gallagher website; <https://www.ajg.com.au/>.
- 26.4 Non-profit organisations can apply for an exemption that excludes the payment of Queensland Government Stamp Duty on insurance premiums.
- 26.5 Team insurance premiums must be paid for prior to 28th February each year or before the team plays a game, either by lump sum or by a funding agreement with the insurer.

27 QUICK REFERENCE GUIDE

*The SE Region's decision to not allow scrums for the Under 14s will accommodate for more time in play, ensuring the ball returns to play quicker than scrums. This also allows this age group to focus their development on other areas of the game whilst not having to spend time on learning safety in scrums.

Quick links to NRL Policies – [Click here](#)

Description	Under 12	Under 14	Under 16	Under 18	SEQW Community Grades	SEQW Reserve Grade	SEQW Holcim Cup
Minimum # of players in order to submit a team <i>(required to be fully registered on the NRL Database)</i>	13	15	15	15	15	15	15
Maximum # of players allowed to be registered before a new team or a combination team must be registered in the competition.	18	24	24	24	30	30	30
Players on field	11	13	13	13	13	13	13
Players on match sheet	15	19	19	19	19	19	19
Lateral movement of players across teams in the competition	✓	✗	✗	✗	✗	✗	✗
Unlimited Interchange	✓	✓	✓	✓	✓	✓	✓
Game Duration (Minutes)	2 x 20	2 x 25	2 x 25	2 x 30	2 x 30	2 x 30	2 x 35
Half-Time period	5 minutes	5 minutes	5 minutes	10 minutes	10 minutes	10 minutes	10 minutes
Field Size	Mod - 80 x 48	Full International	Full International	Full International	Full International	Full International	Full International
Time off for Injuries	✗	✗	✗	✗	✗	✗	✓
Scrums	✗	✗	✓	✓	✓	✓	✓