



# National Registration Policy.

<b>TYPE OF POLICY</b>	Participation
<b>EFFECTIVE DATE</b>	5th February 2019
<b>LAST REVISED</b>	August 2018
<b>NEXT REVIEW</b>	November 2019
<b>POLICY OWNER</b>	Australian Rugby League Commission
<b>POLICY CONTACT</b>	NRL Participation & Game Development Operations Manager

## A. REASON FOR POLICY

The reason for this policy is to ensure all participants of the game of Rugby League have a current registration within the competition season.

## B. POLICY STATEMENT

The intent of this policy is to ensure that participants have an awareness of the obligations of their registration and that the game of Rugby League can communicate with those participants.

## C. SCOPE

This policy applies to all participants registering to play, officiate, coach or participate as a sports trainer and/or volunteers at all Clubs/Divisions /Groups /Leagues/Associations.

## D. DEFINITIONS

<b>PARTICIPANTS</b>	Players, match officials, coaches, sports trainers and volunteers
<b>NATIONAL ONLINE REGISTRATION</b>	NRL Registration platform that facilitates the registration of participants
<b>SEASON</b>	Any game that occurs as part of a competition including trials and other pre (and post) season games





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## E. POLICY HISTORY

PARTICIPATION POLICY IDENTIFICATION NUMBER	VERSION	RELEASE DATE	AUTHOR
P004	2.4	5th February 2019	National Participation Policy Committee

## NATIONAL REGISTRATION POLICY

### 1.0. PURPOSE

The Australian Rugby League Commission has implemented a Registration platform that facilitates the online registration of participants. The purpose of the National Online Registration platform is to:

- Achieve consistency and accuracy of data collection of registered participants
- Ensure compliance in reporting statistics
- Improve communication between the National body, State bodies and participants
- Deliver a national registration system for participants (players, match officials, sports trainers, coaches and volunteers)
- Provide an efficient mechanism to assist club volunteers to have data collected in a specified timeframe
- Ensure acceptance of National Terms, Conditions and NRL Policies for every participant within the database

### 2.0. SCOPE

This policy applies to all participants registering to play, officiate, coach or participate as a sports trainer and/or volunteer at all Clubs/Divisions / Groups /Leagues/Associations.

### 3.0. REGISTRATION PERIOD

A participant may be registered to a Club/ Divisions / Groups /Leagues/Association on the NRL National database from November 1 until June 30 unless:

- A player registers to play for a club after June 30 in a non- competitive age group and does not require a clearance from another club.
- A competition is conducted outside of winter competition season.

### 4.0. DE-REGISTRATION OF PLAYERS

A registered player can be de-registered in a season if they do not take part in any one game or any part of one game in that season (includes trials, pre-season or in season games)





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## 5.0 REGISTRATION OF PLAYERS

A player must be registered on the National Online Registration platform, where practical, before he or she can participate in a trial or competition game for a club. In registering as a player, the player accepts the Terms and Conditions including abiding by all NRL and State League Policies, which may be amended from time to time. The registration is completed as follows:

- a. A player returning to the club with whom they were registered in the previous season must use the online platform to complete the self-registration process;
- b. A player registering for the first time with a Rugby League club, must use the online platform to self-register. The player's registration will remain in a 'Pending' status until:
  - i. The player provides confirmation of the details entered online by producing a birth certificate, or current/valid passport or driver's licence to the club prior to participating in matches.
  - ii. Once the club is satisfied with the players identification the system administrator will approve the pending player as a club participant for the season
- c. A player seeking a clearance from a club from which they were registered in a previous season must authorise the club to initiate a clearance on his/her behalf, or complete the on-line clearance request form.
  - i. The player must provide the new club with evidence of name and age by producing a birth certificate, or current/valid passport or driver's licence.
  - ii. The player will receive notification of approval by email. The email will contain a link to the online registration form, which must be completed by the player, accepting the national Terms and Conditions.
- d. Other manual options may be implemented by State Governing bodies in remote and regional areas where access to online forms are limited. These registrations must be entered on line by the governing body according to designated timelines.

## 6.0 REGISTRATION OF COACHES

Registration of a coach is mandatory once he/she has been appointed by the club regardless of whether the person holds a current coaching accreditation.

By registering and accepting the Terms and Conditions a coach agrees to abide by all NRL and State League policies, which may be amended from time to time.

- a. Registration must be completed through self-registration via the online platform to the NRL National database
- b. The system administrator must assign the registered coach to the relevant team/s
- c. If a coach is unaccredited or the accreditation has expired, a course must be completed (refer to National Coach Accreditation Policy) by no later than 30 June in the year in which he/she is coaching. Failure to complete the training to become an accredited coach may lead to sanctions by the relevant League.





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## 7.0 REGISTRATION OF SPORTS TRAINERS

Registration of all sports trainers (including LeagueSafe personnel) is mandatory.

By registering and accepting the Terms and Conditions a sports trainer agrees to abide by all NRL and State League policies, which may be amended from time to time.

- a. A sports trainer must have completed an accreditation prior to registering (refer to NRL On-Field Policy)
- b. Registration must be completed through self-registration via the online platform to the NRL National database.

## 8.0 REGISTRATION OF MATCH OFFICIALS

Registration of all match officials (referees) is mandatory.

By registering and accepting the Terms and Conditions a match official agrees to abide by all NRL and State League Policies, which may be amended from time to time.

- a. A match official must have completed an accreditation prior to registering and officiating in a match.
- b. Registration must be completed through self-registration via the online platform to the NRL National database.

## 9.0 VOLUNTEERS

The purpose of registering volunteers is to record and understand the volunteer workforce within Rugby League. Knowing who our volunteers are allows the game to provide benefits such as insurance, communication, improved retention, education and rewards.

- a. Registration of volunteers is compulsory for office bearers:
  - President
  - Vice President /s
  - Secretary
  - Treasurer
  - Registrar
- b. Registration is optional for all other volunteers who are defined as non-accredited (unpaid workforce) office bearers of a Club/League/Association
- c. Registration may be completed through self-registration via the online platform to the NRL National database.

