

# **Oxfordshire Rugby Football Union**

## **Constituent Body Rugby Development Partnership**

### **Development Plan**

# **APPENDIX**

**2007 – 2009**

## APPENDIX FOR ORFU CBRDP PLAN 2007 - 2009

### Appendix Index

1	Pages 3 - 7	Oxfordshire RFU Stakeholders
2	Pages 8 - 11	Oxfordshire RFU CBRD Organisation Chart
3	Page 13	Oxfordshire School of Rugby Structure
4	Page 14	School of Rugby & Age Group Appointment Committees
5	Page 15	School of Rugby & Age Group County Coaches Kit Budget
6	Pages 16 - 17	School of Rugby Coach Identification and Training Criteria
7	Page 18	Oxfordshire School of Rugby Coaches Advert
8	Page 19	Oxfordshire County Age Group County Appointments Advert
9	Page 20	Oxfordshire Coaching Pathway
10	Page 21	Oxfordshire County Head Coach Job Description
11	Page 22	Oxfordshire County Head Assistant Coach Job Description
12	Page 23	Oxfordshire County Team Manager Job Description
13	Pages 24 – 25	Oxfordshire County management Application Form
14	Pages 26 - 28	County Player Nomination Process
15	Page 29	Sample - County Standardised Player Assessment Process
16	Page 30	County Match Costing
17	Page 31	County Match Opposition Circuit
18	Page 32	RFU Coach Development Pathways
19	Page 33	Oxfordshire RFU Winter Coach Education Programme
20	Page 34	Oxfordshire RFU Summer Coach Education Programme
21	Page 35	ORFU Winter Coach Education Programme Costings
22	Page 36	ORFU Summer Coach Education Programme Costings
23	Pages 37 - 38	Club Coach Coordinators Job Description & RFU Agreements
24	Page 39	Oxfordshire ELRA Referee Award Advert

22.02.07

**Appendix Index Cont'd**

25	Page 40	Oxfordshire Invitation To Join Referee Society Letter
26	Page 41	Oxfordshire handout 'About the Referee Society'
27	Page 42	RFU Toolkit Rugby Compass Project – More Referees
28	Pages 43 – 47	Oxfordshire Schools Age Group Participation Schedules
29	Pages 48 – 50	Oxfordshire Affiliated and Non Affiliated Schools List
30	Pages 51 - 52	Oxfordshire Schools and Clubs Girls Section Schedule
31	Pages 53 - 57	Oxfordshire RFU Sample Welfare Tour Guidelines
32	Page 58	Club Welfare Officer Job Descriptions
33	Page 59	Oxfordshire RFU Player Tracking Form
34	Page 60	Oxfordshire RFU Coach Tracking Form
35	Pages 61 – 66	Oxfordshire Sports College Schools Network Maps
36	Pages 67 – 81	School of Rugby Performance Review Document
36	Pages 82 – 85	Oxfordshire CBRDP Costing Plan
37	Page 86	Abbreviation Glossary

**Appendix 1**

**KEY STAKEHOLDERS**

**CLUBS**

Abingdon RUFC  
Banbury RUFC  
Bicester RUFC  
Blue Boar RFC  
Chinnor RFC  
Chipping Norton RUFC  
Didcot RUFC  
Faringdon RFC  
Gosford All Blacks RUFC  
Grove RFC  
Harwell RFC  
Henley RFC  
Henley Wanderers RFC  
Littlemore RFC  
Oxford RFC  
Oxford Harlequins RFC  
Wallingford RFC  
Wheatley RUFC  
Witney RFC

**SCHOOLS**

See Appendix 14

**FURTHER EDUCATION COLLEGES**

Oxford College  
Abingdon and Witney College  
Henley College

**HIGHER EDUCATION UNIVERSITIES**

Oxford University (Separate CB)  
Oxford Brookes University

22.02.07

**Appendix 1 Continued**

**KEY STAKEHOLDERS CONT'd**

**RUGBY FOOTBALL UNION PERSONNEL**

<b>RRDM</b>	Clive Cashell	
<b>RDO</b>	Jason Bowers	
<b>Student Development Officer</b>	Richard Williams	
<b>Community Rugby Coaches</b>	Richard Williams Andrew Unsworth Gary Morris Tom Butler	(Oxford Brookes) (South) (North West) (Central)
<b>Regional Referee Trainer</b>	Nigel Cowley	
<b>Regional Coaching Development Officer</b>	Gary Townsend	
<b>London Wasps Academy</b>	Academy Manager Assistant Academy Manager	Rob Smith Alun Powell

**Appendix 1 Continued**

**KEY STAKEHOLDERS CONT'D**

**EXTERNAL PARTNERS**

**LOCAL AUTHORITY SPORTS DEVELOPMENT OFFICERS**

Sue Pearson	(Cherwell)
Ben Threadgold	(West)
Kam Raval	(City)
Jo Patterson	(Vale)
Vacant	(South)

**LOCAL AUTHORITY GRANT OFFICERS**

Sue Pearson	(Cherwell)
Ben Threadgold	(West)
N/a	(City)
Lorna Edwards	(Vale)
Vacant	(South)

**PARTNERSHIP DEVELOPMENT MANAGERS**

Margaret Stevens	(Lord Williams)
Carolyn Murphy	(King Alfreds)
Claire Wallace	(Chipping Norton)
Matt Bunsten	(Wallingford)
Carl Hamilton	(Blessed George Napier)

22.02.07

**Appendix 1 Continued**

**KEY STAKEHOLDERS CONT'D**

**EXTERNAL PARTNERS CONT'D**

**COUNTY SPORTS PARTNERSHIP**

Chris Freeman	(Director of CSP)
Richard Beer	(Sports Development Officer)
Michelle Corbett	(Business Development Officer)
Amie Hill	(Marketing and Communications Officer)
Steve Kemp	(Club Development Officer)
Denise Brown	(Workforce Development Officer)

**SPORT ENGLAND**

Alex Copeland

22.02.07

**Appendix 1 Continued**

**KEY STAKEHOLDERS CONT'D**

**OXFORDSHIRE RFU RUGBY DEVELOPMENT GROUPS**

(Club Clusters)

**North West Oxfordshire RDG**

Bicester  
Banbury  
Chipping Norton  
Witney

**Central Oxfordshire RDG**

Gosford All Blacks  
Oxford  
Oxford Harlequins  
Littlemore  
Wheatley

**South Oxfordshire RDG**

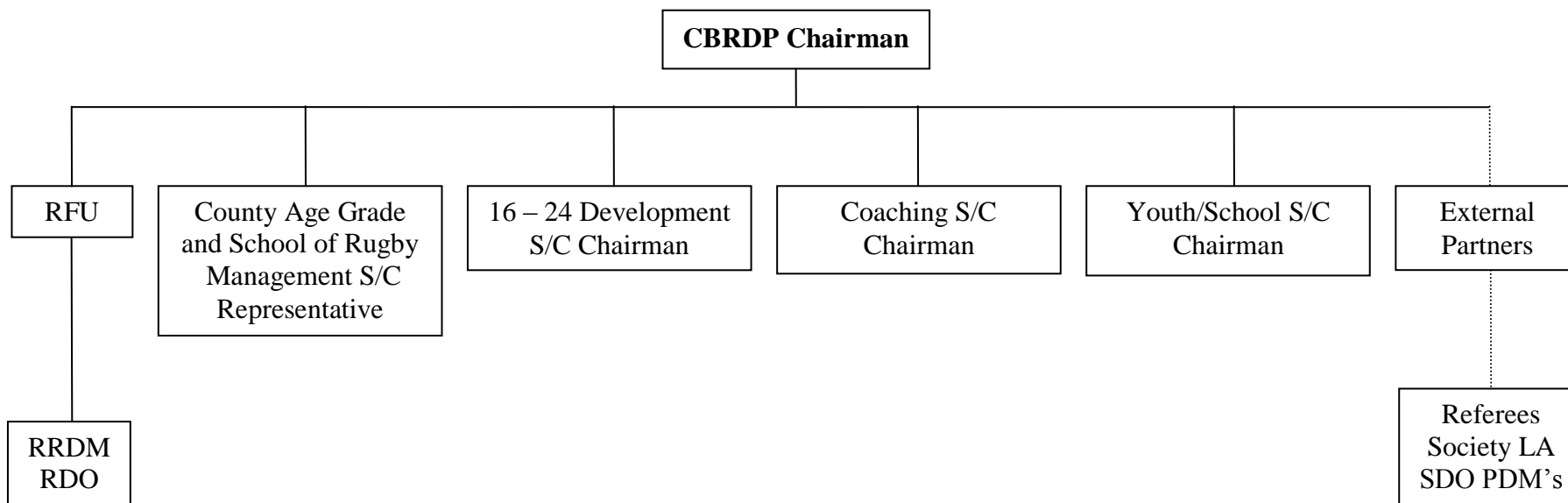
Abingdon  
Henley  
Harwell  
Didcot  
Faringdon  
Grove  
Chinnor  
Wallingford

22.02.07



Appendix 2

### Oxfordshire RFU CBRDP Organisation Chart



**LA SDO** = Local Authority Sports Development Officers

**PDM** = Partnership Development Managers

**S/C** = Sub Committee

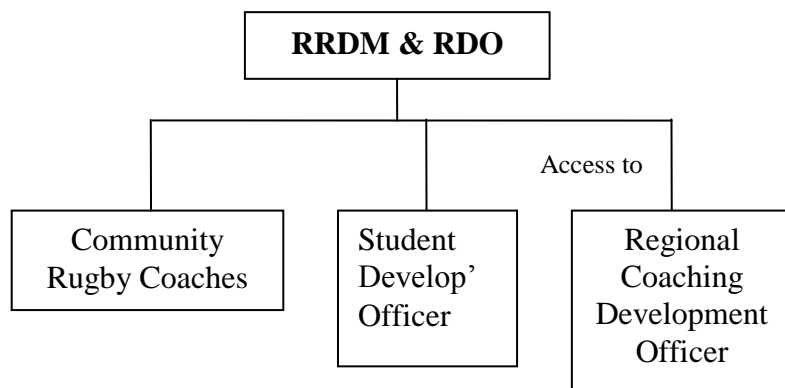
22.02.07

Appendix 2 Cont'd

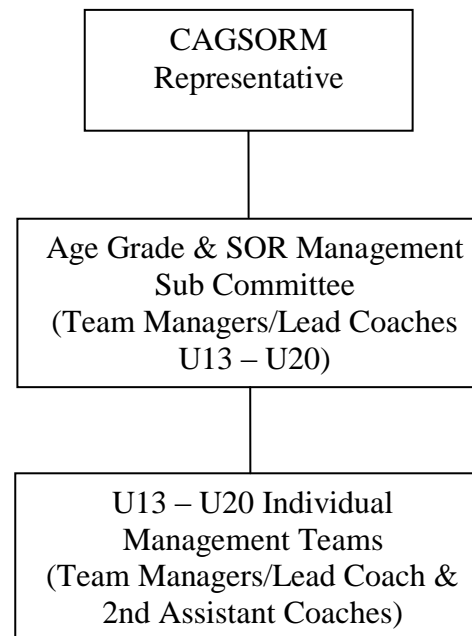
## Oxfordshire RFU CBRDP Organisation Chart

### Committee Pyramids

#### 1. RFU



#### 2. County Age Grade and School of Rugby Management Sub Committee

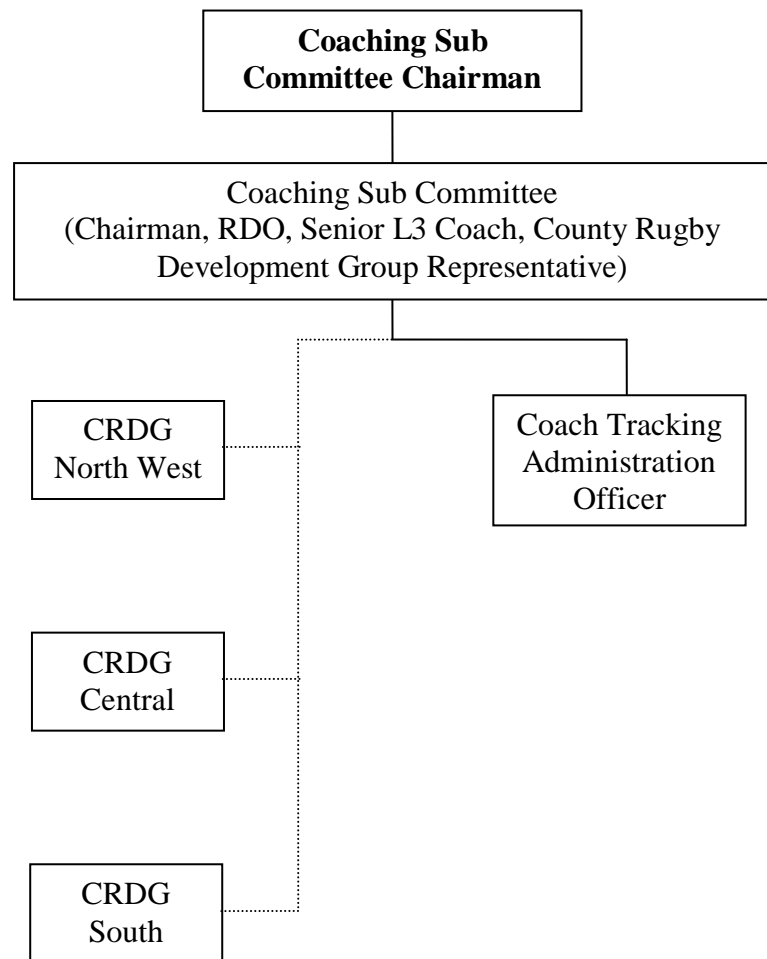


Appendix 2 Cont'd

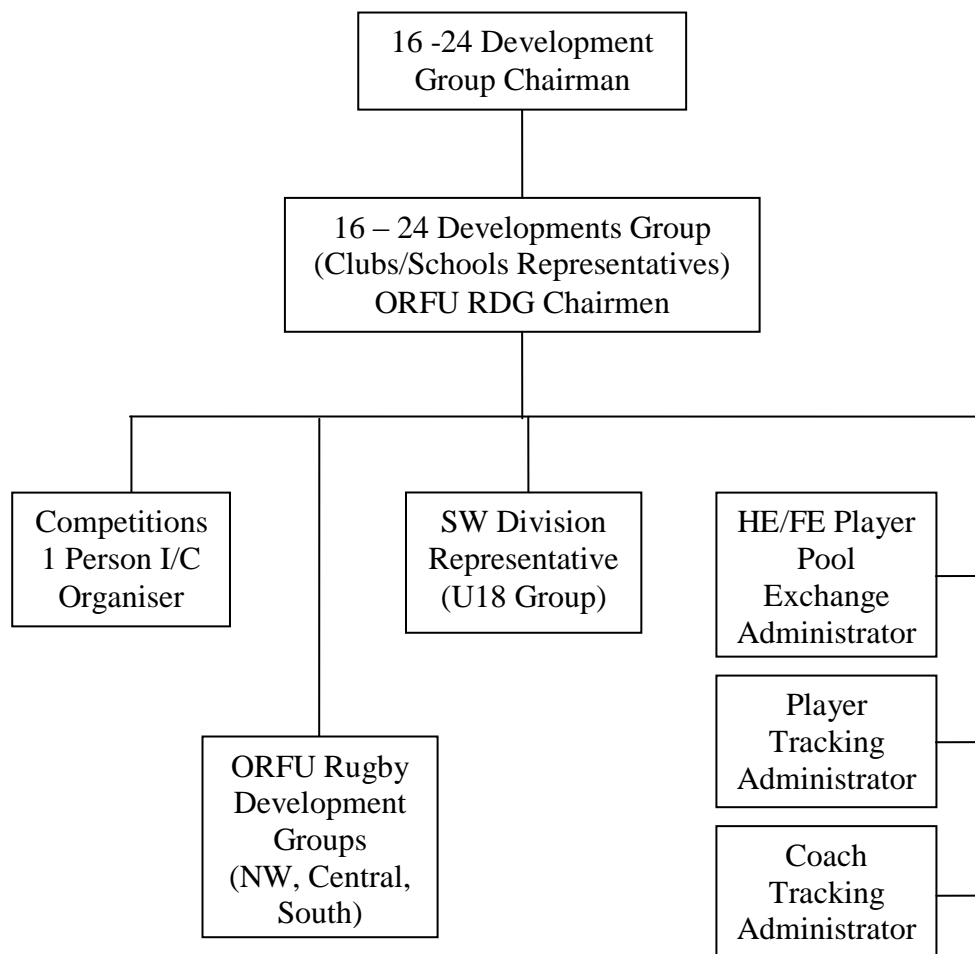
**Oxfordshire RFU CBRDP Organisation Chart**

**Committee Pyramids**

**3. Coaching Sub Committee**



**4. 16 – 24 Development Group**



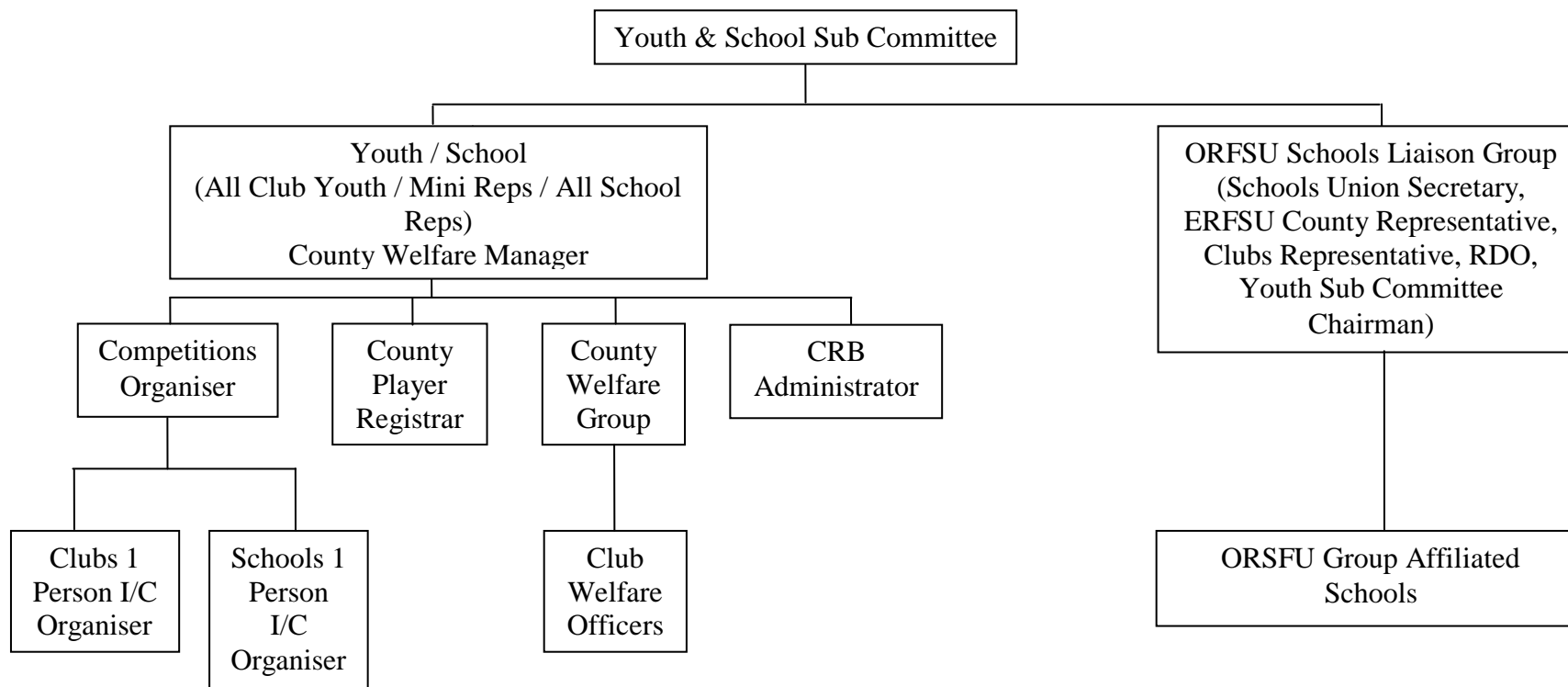
22.02.07

Appendix 2 Cont'd

### Oxfordshire RFU CBRDP Organisation Chart

#### Committee Pyramids

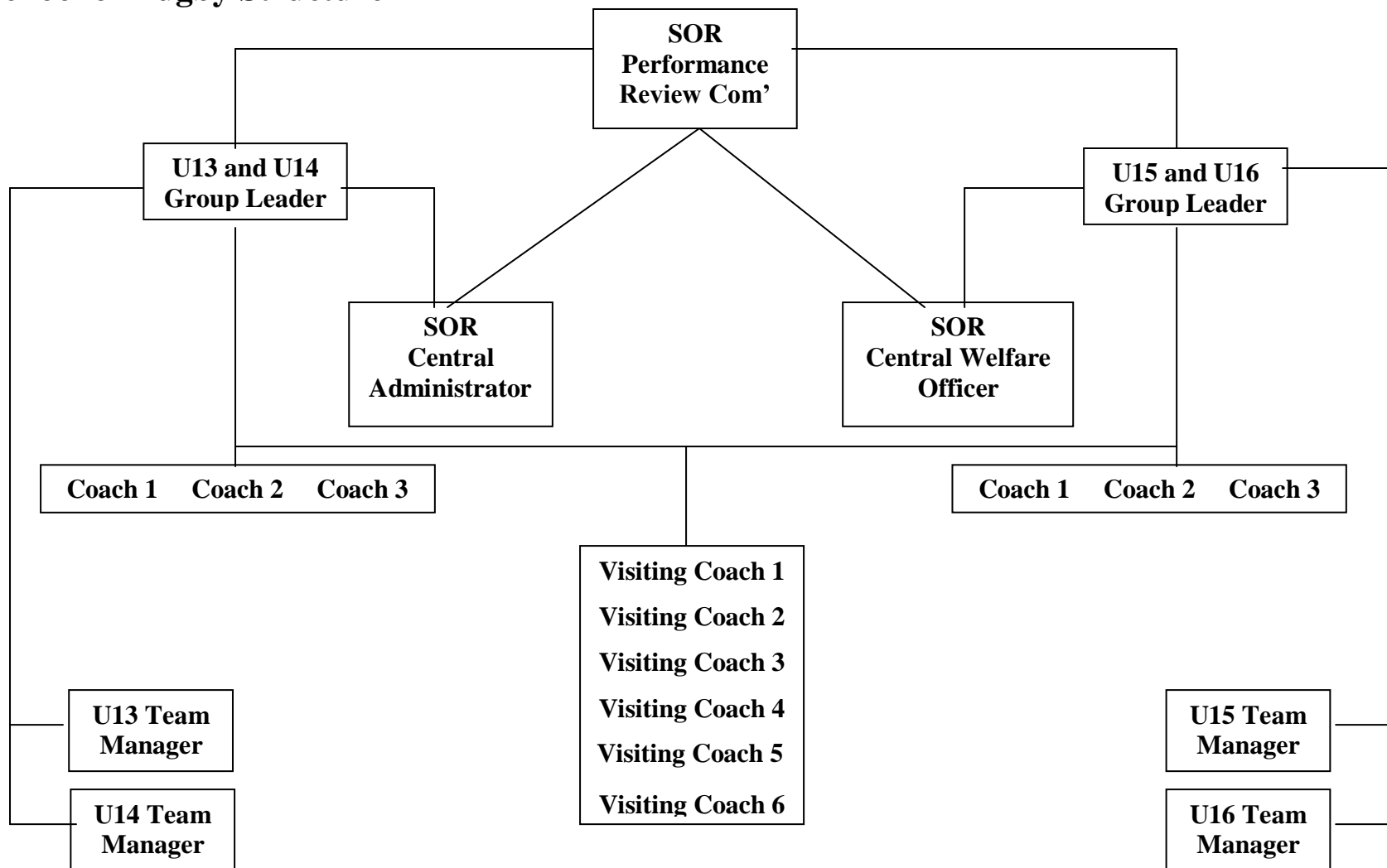
##### 5. Youth & Schools Sub Committee Chairman



Appendix 3

### Oxfordshire RFU CBRDP Organisation Chart

#### School of Rugby Structure



22.02.07

**Appendix 4**

**ORFU SCHOOL OF RUGBY MANAGEMENT AND  
COACH APPOINTMENT COMMITTEE**

RFU Regional Coach Development Officer

London Wasps Academy Manager

Chair of County CBRDP

Oxfordshire RFU RDO (Alternate RFU RRDM)

Oxfordshire Schools Representative

Oxfordshire Coaching Sub Committee Chairman

**ORFU AGE GROUP MANAGEMENT AND COACH  
APPOINTMENT COMMITTEE**

Chair of County CBRDP

Oxfordshire Schools Union Secretary

ERSFU Representative

Oxfordshire Coaching Sub Committee Chairman

Oxfordshire RFU RDO (Alternate RFU RRDM)

County Clubs Representative

22.02.07

**Appendix 5**

**COUNTY SCHOOL OF RUGBY AND AGE GROUP  
COACH KIT BUDGET**

**Year of appointment**

Dress Shirt	£15.00
County Tie	£ 5.00
Coach Wet Jacket and Trousers	£55.00
<b>Total</b>	<b>£75.00</b>

**2<sup>nd</sup> Year**

Polo Shirt	£15.00
Antilles Jacket	£35.00
Kit Bag	£20.00
<b>Total</b>	<b>£70.00</b>

**COUNTY SCHOOL OF RUGBY AND AGE GROUP  
COACH KIT BUDGET**

**Year of appointment**

Dress Shirt	£15.00
County Tie	£ 5.00
Polo	£15.00
<b>Total</b>	<b>£45.00</b>

**2<sup>nd</sup> Year**

Managers Jackets	£55.00
<b>Total</b>	<b>£55.00</b>

22.02.07

## **Appendix 6**

### **School of Rugby Coach Identification Criteria**

#### **CONSTITUENT BODY**

#### **SCHOOLS OF RUGBY**

### **COACHING – IDENTIFICATION AND TRAINING**

#### **BACKGROUND**

The recommended ratio of coach to player across all age groups included in the SoR is 1 – 8, 1 – 10 or, if the session dictates, 1- 12. These ratios allow flexibility but as the emphasis is on elite coaching, they should not be exceeded.

Under 13	possible 4 positions
Under 14	possible 3 positions
Under 15	possible 3 positions
Under 16	possible 3 positions

#### **WHO IS RESPONSIBLE FOR IDENTIFICATION & SELECTION OF THE SoR COACHES?**

The Regional RFU CDO will co-ordinate the process which will have input from Academy Staff and agreed CB representatives.

#### **KNOWLEDGE, SKILLS, QUALITIES & ATTRIBUTES REQUIRED TO COACH IN THE CB SCHOOLS OF RUGBY**

The Coach will:-

- have a player-centred approach in all contact with players, parents and staff
- have empathy with age group players recognising their needs and aspirations
- model good practice in coaching process
- understand and abide by the principles of LTAD
- have in-depth knowledge of rugby techniques and skills. Works within the syllabus of the SoR.
- demonstrate a flexible and problem solving approach in their coaching.
- have an ability to assess players' performance.
- be self-reflective, willing to accept advice and training from RFU, Academy and CB Staff.
- be prompt and conscientious.
- hold a minimum of Level 2 coaching qualification or have the potential to achieve Level 2 within a year of appointment.

#### **IDENTIFYING THE COACHES**

When selecting coaches for Schools of Rugby, it is vital that a group with representation from the RFU, Academy and CB is formed. The RFU to be represented by the Coach Development Officer or RDO.

22.02.07

**Appendix 6 Cont'd**  
**School of Rugby Coach Identification Criteria Cont'd**

Recommendation:

Coach Selection Group

- 1 x CDO
- 1 x Academy Representative
- 1 x CB Representative

**TIMELINE**

ADVERTISEMENTS FOR COACHES – FEBRUARY 07



**COMMITMENT/REWARDS**

It is recommended that, where possible, coaches commit to all SoR sessions. They will also be expected to attend selection, induction days prior to the commencement of the SoR in August. A curriculum will be made available to all coaches.

**THESE POSITIONS ARE UNPAID**

However, the positions will provide an excellent opportunity for coaches to work with the best young players in the country, as well as working alongside other talented coaches in an environment geared towards excellence and achievement. Academy and RFU Staff will offer further training /CPD to all SoR coaches

22.02.07

**Appendix 7**

**Oxfordshire School of Rugby Coach Application Form**

**Oxfordshire RFU Youth Rugby**



**OXFORDSHIRE RFU  
SCHOOLS OF RUGBY (SoR)  
VOLUNTEER COACHING STAFF**

Oxfordshire RFU in association with The Rugby Football Union and London Wasps Academy are looking to appoint rugby coaches to staff the 2007 'Schools of Rugby.'

**About the Job:**

The vision for SoR is to develop and prepare young players to play for England and the broader English game, supported by an effective, well trained workforce of coaches and other personnel, delivered within a strong partnership of CB, club, schools and RFU Academies. The CB Schools of Rugby will be based on geographical districts at U13, U14, U15 and U16 levels.

**About you:**

- Will have a player-centred approach in all contact with players, parents and staff
- Will have empathy with age group players recognising their needs and aspirations
- Will model good practice in coaching process
- Will understand and abide by the principles of LTAD
- Will have in-depth knowledge of rugby techniques and skills. Works within the syllabus of the SoR.
- Will demonstrate a flexible and problem solving approach in their coaching.
- Will have an ability to assess players' performance.
- Will be self-reflective, willing to accept advice and training from RFU, Academy and CB Staff.
- Will be prompt and conscientious.
- Will hold a minimum of Level 2 coaching qualification or have the potential to achieve Level 2 within a year of appointment.
- Will possess a current and valid enhanced CRB disclosure certificate

It is recommended that, where possible, coaches commit to all SoR sessions. They will also be expected to attend selection, induction days prior to the commencement of the SoR in August. A curriculum will be made available to all coaches.

These positions are unpaid, however, an excellent opportunity will be provided for coaches to work with the best young players in the country, as well as working alongside other talented coaches in an environment geared towards excellence and achievement. Academy and RFU Staff will offer further training /CPD to all SoR coaches.

**Closing date for applications is 28<sup>th</sup> February 2007.**

**Please submit a one page coaching CV and covering letter to [CB details]**

**For further information or an informal discussion please contact [CB details]**

*The Criminal Records Bureau enhanced disclosure process applies to this post.*

22.02.07

**Appendix 8**

**ORFU PLAYER DEVELOPMENT AGE GROUP  
MANAGEMENT AND COACH APPOINTMENT  
PROCESS (inc Adverts)**



**Oxfordshire Rugby Union Development Groups**

**COUNTY U13, U14, U15, U16, U17 and U18 AGE GROUP  
LEVELS**

**COUNTY VACANCIES:**

**County Age Group Team Managers  
(1 per age group)**

**County Age Group Coaches - Head Coaches  
(1 per age group)**

**County Age Group Assistant Coaches  
(2 per age group)**

**We are pleased to invite applications for the various County Coaching and Team Manager positions.**

**Details of which are available from:**

Marilyn Martin  
ORFU Administrator  
45 Kemble Court  
Downhead Park  
Milton Keynes  
MK15 9AX

By Phone: 01908 607 739  
Electronically: orfu@btinternet.com

**All applications must be returned to the Marilyn at the above address.**

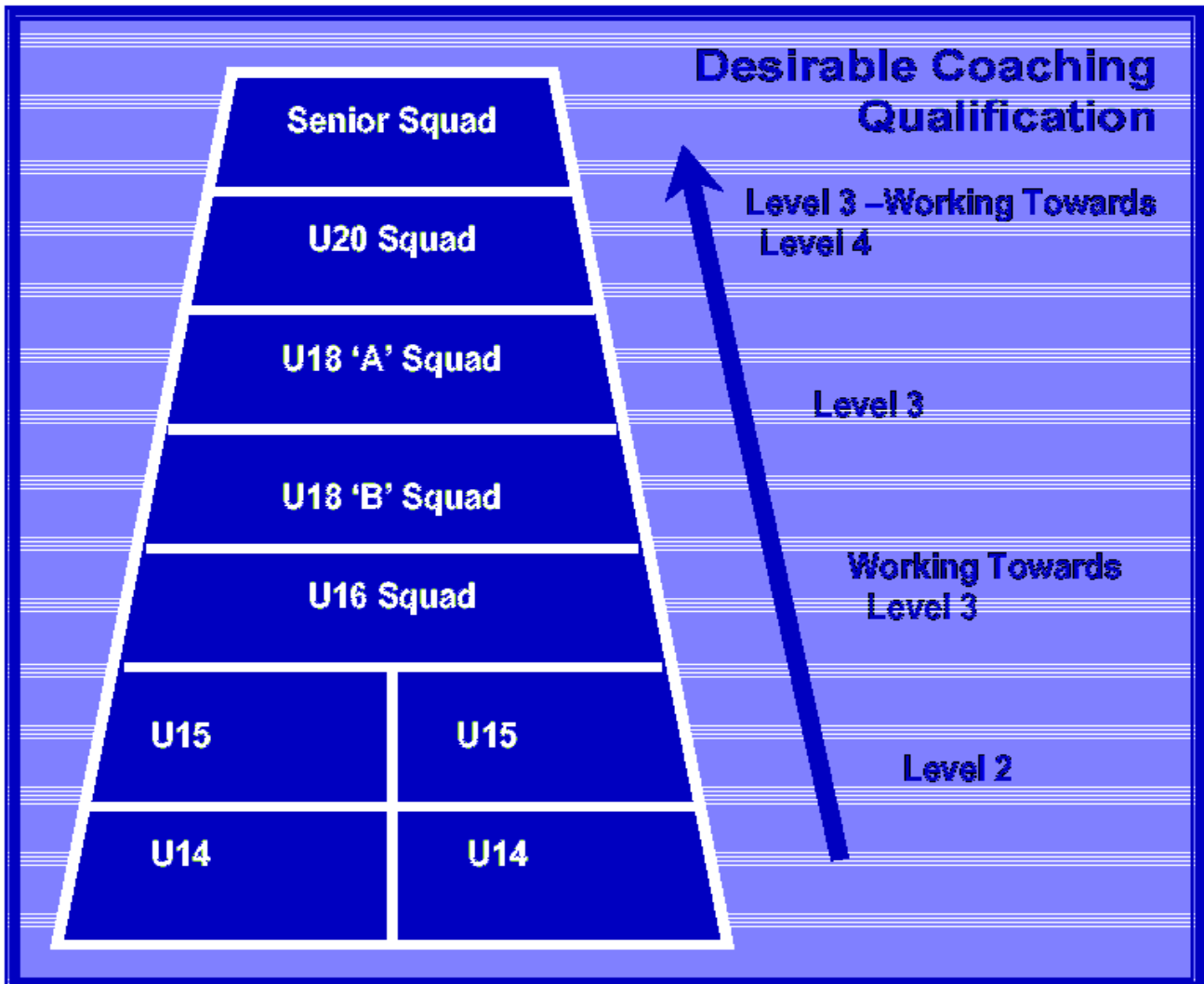
**CLOSING DATE FOR ALL APPLICATIONS IS FRIDAY 30th MARCH 2007**

*N K Robinson*  
22.02.07

*ORFU Rugby Development Committee Chairman*

**Appendix 9**

**THE COACHING PATHWAY WITHIN OXFORDSHIRE**



**Appendix 10**  
**ORFU Development Age Group Head Coach**

**Oxfordshire Rugby Union Development Groups**  
**Head Coach Job Description**

**The Head Coach will lead the coaching team and will report directly to the appropriate School of Rugby Age Band Group Leader, a lead member of the Oxfordshire School of Rugby delivery team.**

**Roles and Responsibilities:**

To **lead** the coaching team responsible for the appropriate age group.

**Plan** the coaching programme for the season in accordance with the RFU Core Skills Curriculum.

**Plan**, prepare and deliver individual coaching sessions for the age group.

**Ensure** that all sessions are designed to develop the skills and understanding of the players in line with the Core Skill Curriculum

**Evaluate** all coaching sessions and games with the coaching team and players.

**Attend** all assessments, coaching sessions, matches and grading meetings involved with the age group.

**Mentor** and advise Assistant coaches and players where appropriate.

The Head Coach must be **committed** to furthering his/her coaching skills and be willing to commit to a programme of professional development provided by the Oxfordshire Rugby Union Coaching Committee.

**Provide feedback** to coaches, players and parents.

**Uphold and implement** the Oxfordshire RFU protocols reflecting the standards required commensurate with the County holding the UK Sport Seal of Approval

**Skills and Qualities:**

**Commitment and Enthusiasm** – This position will require a large time commitment involving evenings and some weekends for development sessions and matches.

**Punctuality** – The Head Coach sets the standards for the coaches, manager and squad.

**Planning** – The Head Coach is directly responsible for planning the coaching programme for the season in accordance with achieving the National Core Skill Curriculum programme. He will be expected to deliver a number of the modules.

**Leadership** – The Head Coach sets an example and standards for the coaching team and group. As such he/she will need to be able to inspire the coaching team and players to ensure all involved maximize their potential. He/she may need to make difficult decisions about selection of players, grades for players, and standards of coaching etc.

**Delegation** – The Head Coach needs to be able to delegate responsibility to the manager and assistant coaches to ensure that they feel valued and their expertise is used effectively.

**Team Work** – The Head Coach needs to be able to work effectively with the players, parents, coaches, manager and the Oxfordshire coaching committee.

**Rugby Knowledge** – It is expected that the Head Coach will have the required level of knowledge to enable the players to achieve their potential. **RFU Level 2** is the expected minimum qualification for a head coach

**Appendix 11**  
**ORFU Development Age Group Assistant Coach**

**Oxfordshire Rugby Union Development Groups**

**Assistant Coach Job Description**



**The Assistant Coach will work in a team led by the age band Head Coach who will, in turn, report directly to the appropriate School of Rugby Age Band Group Leader, a lead member of the Oxfordshire School of Rugby delivery team.**

**Roles and Responsibilities:**

To be a **member** of the coaching team responsible for the appropriate age group.

**Plan**, prepare and deliver individual coaching sessions for the age group in accordance with the RFU Core Skills Curriculum.

**Ensure** all sessions are designed to develop the skills and understanding of the players in line with the National Core Skill Curriculum.

**Evaluate** all coaching sessions and games with the coaching team and players.

**Attend** all assessments, coaching sessions, matches and grading meetings involved with the age group.

The Assistant Coach must be **committed** to furthering his/her coaching skills and be willing to commit to a programme of professional development provided by the Oxfordshire Rugby Union Coaching Committee.

**Uphold and implement the Oxfordshire RFU protocols reflecting the standards required commensurate with the County holding the UK Sport Seal of Approval**

**Provide feedback** to coaches, players and parents.

**Skills and Qualities:**

**Commitment and Enthusiasm** – This position will require a large time commitment involving evenings and some weekends for development sessions and matches.

**Punctuality** – Coaches set the standards for the squad.

**Planning** – The Assistant Coach will work with the Head Coach in planning the coaching programme for the season and will be asked to prepare individual sessions.

**Leadership** – The Assistant Coach sets an example and standards for the whole group, in conjunction with the Head Coach you may need to make difficult decisions about selection of players, grades for players etc.

**Team Work** – The Assistant Coach needs to be able to work effectively with the players, parents, coaches, manager and the Oxfordshire coaching committee.

**Rugby Knowledge** – It is expected that the Assistant Coach will have the required level of knowledge to enable the players to achieve their potential. **RFU Level 1** is the expected minimum qualification for an assistant coach though it would be expected the candidate would be progressing to achieve Level 2 in the year of appointment

22.02.07

**Appendix 12**  
**ORFU Development Age Group Team Manager**

**Oxfordshire Rugby Union Development Groups**

**Team Manager Job Description**



**The Team Manager will work with the coaching team lead by the Head Coach who will report directly to the appropriate School of Rugby Age Band Group Leader, a lead member of the Oxfordshire School of Rugby delivery team.**

**Roles and Responsibilities:**

Work **in conjunction** with the Coaching Team to provide all administrative support to the age group squad.

**Inform** all schools and clubs of dates for assessments, development sessions and matches.

**Maintain** an up to date player database in conjunction with the ORFU Admin Office.

**Inform** all group members of relevant meetings, coaching sessions and matches via letter, Email or telephone where appropriate.

**Liaise** with other team managers on issues such venues, training times etc.

**Liaise** with parents on all administrative matters.

**Manage** the kit and equipment requirements of the group and coaches.

Where appropriate and necessary, **attend** all assessments, meetings, coaching sessions and matches.

**Uphold and Implement** the Oxfordshire RFU protocols reflecting the standards required commensurate with the County holding the UK Sport Seal of Approval

This role will be supported by the information already on file and held within the Oxfordshire Rugby Union administrative offices.

**Skills and Qualities:**

**Organisation** – The smooth running of the development sessions and support mechanisms of the squad will depend on effective administration

**Commitment and Enthusiasm** – This position will require a substantial time commitment involving evenings and some weekends for development sessions and matches.

**Team Work** – The Team manager needs to be able to work effectively with the players, parents, coaches and the Oxfordshire School of Rugby structure. He will need to establish a good working relationship with the SOR Group Leader for his age band

**Planning** – Meeting deadlines will be essential for the squad to function effectively.

**Sense of Humour** – The ability to see the lighter side at times of high pressure would be a great advantage.

**Appendix 13**  
**ORFU Coach / Manager Application Form**

**Oxfordshire Rugby Union Development Groups**



**Oxfordshire Rugby Union Development Squads**

**COACH/MANAGER APPLICATION FORM**

<b>Name:</b> _____	
<b>Address:</b> _____ _____ _____	
_____	<b>Post Code:</b> _____
<b>Tel:</b> _____ _____	<b>Mobile :</b> _____
<b>Email:</b> _____	

<b>Position Applied for: (please tick)</b>	
<b>Head Coach</b> <input type="checkbox"/>	<b>Assistant Coach</b> <input type="checkbox"/>
<b>Manager</b>	
<b>Age Group:</b> _____	
<b>Would you be prepared to work with another age group if asked?</b>	
<b>Yes:</b>	<b>No:</b>

<b>References:</b> Please provide the name and contact details of one referee.	
<b>Name:</b> _____	<b>Position Held:</b> _____
<b>Tel:</b> _____	<b>Email:</b> _____

22.02.07



**Appendix 14**

**COUNTY PLAYER NOMINATION PROCESS (EXAMPLE)**

**Please Reply to:** N K Robinson

The Limes

31 Oxford Road

THAME

OX9 2AJ

Tel(H): 01844 217 900

(B): 01844 213 822

Fax: 01944 213 822

(M): 0775 393 6606

E-Mail : nkrroint@aol.com

Date: February 2007

Dear Head Teacher/Master I/C Rugby/ Current Under16 School Rugby Masters

**OXFORDSHIRE COUNTY U16 RUGBY**

**SEASON 2007/08**

**Ref: Season 2007/08 Representative Pathway U16s**

(This letter concerns boys who were playing U15 rugby this Season currently and who will be U16 as at 1<sup>st</sup> September for the Season 2007/08).

**PLEASE SUBMIT YOUR NOMINATIONS BY Friday 30th March BY  
E-MAIL/FAX/MAIL**

You are invited to submit nominations of highly talented pupils for consideration and assessment with a view to entering the first stage of the Representative Pathway, if successful, for next season. Your players should be of a **high standard** who you feel should be viewed and assessed.

The nomination form enables you to grade your candidates Grade A or B. Please be very realistic about grading your players. **WE DO NOT EXPECT ANYMORE THAN A HANDFUL FROM ANY SOURCE within each grade.** To guide you:

**Section A:** School of Rugby / County Standard and possible Area 6 trialist potential and beyond. High quality players, excellent all round skills and good game understanding.

(Grades are an ability indicator and act as a guide in allocating Assessment Days).

We would not expect to see more than 3 or 4 players being nominated at A standard. PLEASE BE REALISTIC. We regret at this age and level it is not about giving everyone a chance – weak candidates will be found out and their confidence can be shaken. Please be discerning.

The Age Group Team Manager upon receiving your nominations will communicate directly with the pupils/players regarding assessment dates which are expected to be in the spring. You will be notified.

Our thanks are extended for your co-operation in completing and returning **by Friday 30<sup>th</sup> March.**

Yours sincerely

*Kevin Robinson*

**Kevin Robinson  
ORFU County U16 Age Group Coach**

22.02.07

**Appendix 14 Cont'd**

**COUNTY PLAYER NOMINATION PROCESS (EXAMPLE)**

FROM: SCHOOL: \_\_\_\_\_

CONTACT: \_\_\_\_\_

POSITION: HEADMASTER / I/C RUGBY / I/C U16 RUGBY

CONTACT TEL NO: (O) \_\_\_\_\_ (H) \_\_\_\_\_

(M) \_\_\_\_\_ (E-MAIL) \_\_\_\_\_

WOULD YOU LIKE TO BE INVOLVED WITH A COUNTY COACHING TEAM? YES / NO  
(PLS DELETE AS APPLICABLE)

**NOMINATIONS – COUNTY U16 SEASON 2007 - 2008**

<b>SECTION A: OUTSTANDING POTENTIAL – SCHOOL OF RUGBY /COUNTY SQUAD/AREA 6 TRIALIST POTENTIAL</b>					
	<b>FIRST NAME</b>	<b>SURNAME</b>	<b>ADDRESS</b>	<b>HOME TEL.</b>	<b>PLAYING POSITION</b>
1.					
2.					
3.					
4.					
5.					

**Appendix 14 Cont'd**

**COUNTY PLAYER NOMINATION PROCESS (EXAMPLE)**

**B GRADE PLAYERS**

FROM: SCHOOL: \_\_\_\_\_

ONLY COMPLETE THE SCHOOL DETAIL IF YOU HAVE COMPLETED SECTION WITH A  
GRADE PLAYERS

CONTACT: \_\_\_\_\_

POSITION: HEADMASTER / I/C RUGBY / I/C U16 RUGBY

CONTACT TEL NO: (O) \_\_\_\_\_ (H) \_\_\_\_\_

(M) \_\_\_\_\_ (E-MAIL) \_\_\_\_\_

WOULD YOU LIKE TO BE INVOLVED WITH A COUNTY COACHING TEAM? YES / NO  
(PLS DELETE AS APPLICABLE)

**NOMINATIONS – COUNTY U16 SEASON 2007 - 2008**

<b>SECTION B: LATE DEVELOPER / PLAYER WITH POTENTIAL</b>					
<b>COUNTY SQUAD POTENTIAL</b>					
	<b>FIRST NAME</b>	<b>SURNAME</b>	<b>ADDRESS</b>	<b>HOME TEL.</b>	<b>PLAYING POSITION</b>
1.					
2.					
3.					
4.					
5.					

22.02.07

## Appendix 15

# SAMPLE OF COUNTY STANDARDISED ASSESSMENT PROCESS

**5 v 2 v 2 v 2**

## SUPPORT PLAY / DEPTH and LINES OF RUN

2 defenders with shields on a line. 2 more 7 m behind on a line and 2 more behind 7m. Channel is between half way and 10 m line. Sets of defenders cannot retreat to help. Allow the attackers to win the ball and keep play going unless it is a mess. 5 attackers in diamond attack the defenders, moving them, popping off, spinning out, shielding for the smuggle for support to take at pace and attack next line of defenders. Look at off loads, clearouts etc. Attackers score at the end. Attackers to keep support diamond, communicate and move ball away from any breakdowns

## KEY ASSESSMENT POINTS

Ball carrier must interest the defender and move him

Ball carrier should use his feet (shimmie etc) 2 – 3 m out from defender

Ball carrier passes flat to fast support runner

Support runner is at pace and is running a line between defenders

Does support runner come from depth or is he just flat and useless at the last defender

Does the support runner arrive at pace

Do they reorganise into diamond to attack D2

Are they successful and effective?

**Scoring**                      1 OR 3 OR 5

Use 1 to identify the hopeless / out of depth and non County Standard players

Use 5 for the very good and potential County A / B standard

Use 5 + for the Excellent – use sparingly

Use 5 and 5- to bench this grade

Use 3 for most of the players and establish your own benchmarks to create 3+ / 3 / 3-

5                                  Skilled / Displays Decision Making / Displays Unit Understanding.

3                                  Has Some Technique / Displays Understanding /

1                                  Very Basic Skill / Out of Depth / Should Not be Here

**BE FAIR BUT REALISTIC**

Try to mark on the decision making and effectiveness as well as his technique in passing and support

22.02.07

**Appendix 16**

**COUNTY MATCH COSTINGS**

**Home Match Costs**

1 <sup>st</sup> Aid Items	£ 5.00
Match Referee	£ 30.00
Match Physio	£ 50.00
Laundry	£ 25.00
Pitch Hire	£ 50.00
Changing Room Hire	£ 30.00
Match Teas (£3 per head)	£150.00

**Total £340.00**

**Away Match Costs**

1 <sup>st</sup> Aid items	£ 5.00
Match Physio	£ 60.00
Laundry	£ 25.00

**Total £ 90.00**

**10's Competitions**

Regional 10's (U14/U15) **£100.00 per team**  
Berks/Bucks/Hants/Oxon

RFU National 10's Festival (U15)  
2 day residential at Rugby School

Physio	£100.00
Coach Travel	£500.00
Laundry	£ 75.00
Polo's	£300.00 *
Player Refreshment	£175.00
Coach Equipment	£ 75.00
1 <sup>st</sup> aid	£ 75.00

**Total £1300.00**

\* Parent contribution £200

**Floodlight Matches**

Floodlight matches are hosted Free of Charge via the CCDP funded clubs.  
Home match Costs prevail less Pitch Hire

22.02.07

**Appendix 17**

**County Match Circuit for ORFU County Schools of Rugby  
and Age Band Development Groups**

Bedfordshire

Berkshire

Buckinghamshire

Dorset and Wilts (Combined at U16)

Hampshire

Leicestershire

Northamptonshire

Staffordshire

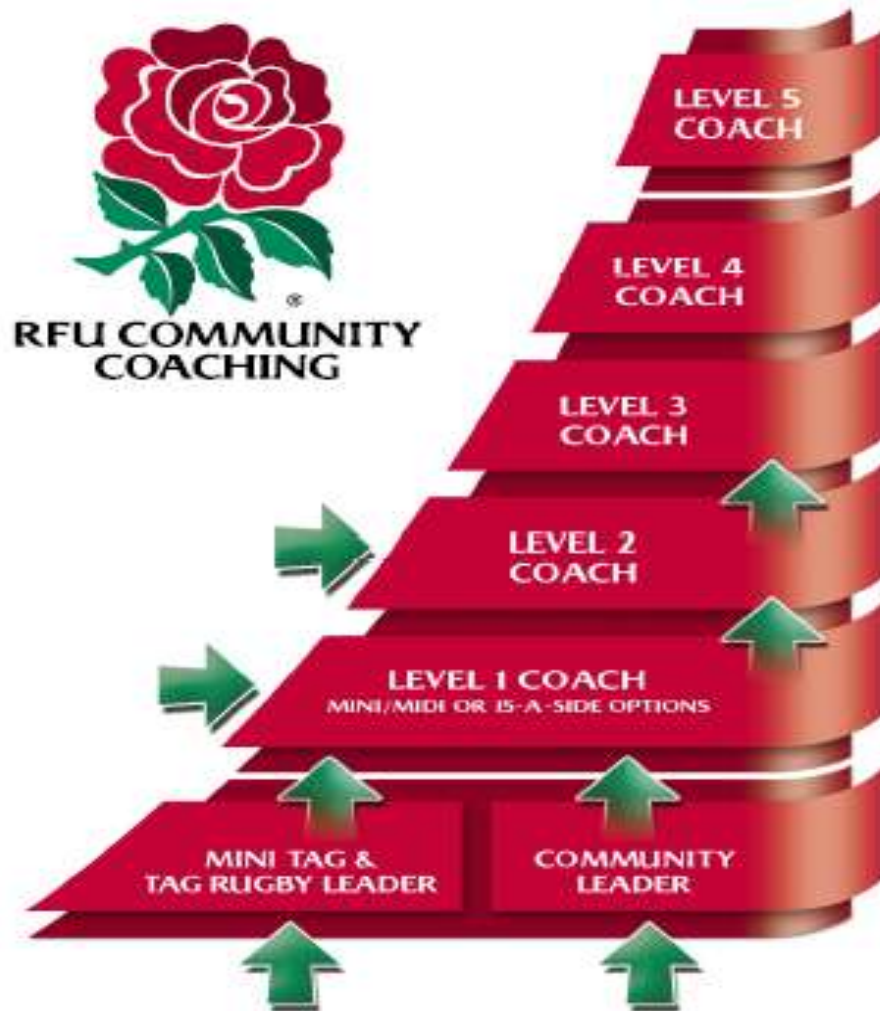
Surrey

Warwickshire

Gloucester Districts – Stroud  
Cheltenham

Appendix 18

**COACH DEVELOPMENT PATHWAY**



**Appendix 19**

**ORFU COACH EDUCATION PROGRAMME**

**COACH EDUCATION EVENINGS  
2006-07 SEASON**



**“Counter Attack”**

Conor O’Shea –Ireland & Director of Regional  
Academies RFU

Monday 2nd October at Chinnor RFC 7.00 - 9.30

**“Building the Scrum”**

Rafael Ibanez – France & Wasps

Wednesday 25<sup>th</sup> October at Chinnor RFC 7.00 -9.30

**“Play from the Lineout”**

**Alex Codling** - England & Director of Rugby Ebbw Vale

Monday 20<sup>th</sup> November at Chinnor RFC 7.00 -9.30

**“Attacking Back Play”**

**Brian Ashton** –England Backs Coach

Wednesday 10<sup>th</sup> January at Chinnor RFC 7.00 -9.30

**“Breaking Defences”**

**Scott Beman** – Leicester Tigers

Monday 5<sup>th</sup> February at Chinnor RFC 7.00 -9.30

**Cost per course £10\***

**Coaching Package 4 courses for £30 for**

**pre-booking only**

To book your place e-mail: orfu-  
admin@dropline.demon.co.uk

For more information e-mail: [martin.hoare3@btinternet.com](mailto:martin.hoare3@btinternet.com) or  
tel:07747 800633

Appendix 20

ORFU COACH EDUCATION PROGRAMME

**SUMMER COACHING CONFERENCE 2006**



**SATURDAY 15th July**  
**St EDWARDS SCHOOL**  
WOODSTOCK RD

*OXFORD*  
10.00am – 4.00pm



*Open to Coaches and Teachers of all Levels*

COURSE TOPICS & PRESENTERS

- ***“How to manipulate defences using various methods of play.”***

**Nigel Melville** – former England International, Wasps and Gloucester  
Director of Rugby

- ***“The kicking game and its affect on the way we play”***

**Jon Callard** – former England International, Bath and current RFU  
National Academy Coach

- ***“The lineout and how to support the jumper”***

**Alex Coddling** – former Harlequins & Montpellier and now Head Coach  
– Ebbw Vale RFC

*All delegates will require indoor and outdoor kit and footwear.*

- *The Oxfordshire Coaching Conference is designed to assist coaches all of age groups to develop new ideas and concepts to better there own coaching.*
- *Oxfordshire is keen to ensure that the coaches in the area have the ability to access good coach education opportunity's to continually develop the county and coaches within the game.*

**Appendix 21****COACH EDUCATION CLINIC COSTINGS****Cost per Coaching Clinic**

Coach Costs	£ 200.00
Club Hire	£ 50.00
Changing rooms	£ 30.00
Players Teas	£ 50.00
Administration	£ 20.00
<b>Total Expenditure Per Clinic</b>	<b>£ 350.00</b>
<b>5 Coaching Clinics Total Cost</b>	<b>£1750.00</b>

**Coaching Clinic Income**

40 delegates x 5 clinics x £10.00 per person	£2000.00
Less	
4 for 3 offer allowance (35 delegate allowance)	£ 350.00
Bursaries to Pathway TOPCO Coaches	£ 350.00
<b>Total Net Income</b>	<b>£1300.00</b>
<b>Net Cost to ORFU</b>	<b>£450.00</b>

**(Cost per Clinic £90)**

22.02.07

**Appendix 22**

**COACH EDUCATION SUMMER CONFERENCE  
COSTINGS**

**Cost for Conference ( Based on 80 delegates and 30 players )**

Coach Costs	£ 1200.00
School Hire	£ 400.00
Delegates Lunch (£5ph)	£ 400.00
Players Lunch (£5)	£ 150.00
Administration	£ 50.00
Polo Shirts £12.50)	£ 1000.00
Video Operator	£ 100.00
<b>Total Expenditure</b>	<b>£ 3300.00</b>

**Coaching Clinic Income**

80 delegates £37.50 per person	£ 3000.00
ORFU Contribution	£ 500.00
Less	
Bursaries to Pathway TOPCO Coaches	£ 175.00
<b>Total Net Income</b>	<b>£ 3325.00</b>
<b>Net Cost to ORFU</b>	<b>£500.00</b>

## Appendix 23

# CLUB COACH COORDINATORS JOB DESCRIPTION AND RFU AGREEMENTS

### CLUB COACHING COORDINATOR

#### MAIN PURPOSE OF ROLE:

THE RATIONALE: The appointment and function of a CCC will provide a one-stop opportunity for clubs and their coaches to have first hand knowledge of, and access to, those courses, programmes and events promoted, delivered or managed by the RFU Coaching Development Department.

#### ACTUAL DUTIES:

- Strongly encourage all coaches within the club to become qualified.
- Advise in the identification of potential coaches to fill coaching posts in the club.
- Recognise, advise on and promote personal development, as well as qualification, opportunities among all the club coaches.
- Promote the RFU Code of Conduct for Coaches and/or, have an aligned club policy.
- Seek support from, and keep in contact with, coaching personnel within the RFU, the CB and scUK.

#### LIAISON WITH:

- The club General/Executive Committee
- CBRDPs, CB Coaching Committee, RDOs, scUK

#### THE POST HOLDER WILL BE RESPONSIBLE TO:

- The Club Chairperson of Playing and Development

#### MEETINGS TO ATTEND:

- Club Playing and Development Committee
- CB Coaching Committee (as required)

#### ESTIMATED TIME COMMITMENT:

- To be agreed between the club and the CCC

#### TERM OF ROLE:

- 2 years with annual review

#### BENEFITS:

- Heightened club profile
- Heightened personal profile
- RFU recognition for a job you are already doing
- RFU corporate clothing
- RFU "needs based" training
- Personal development
- RFU accreditation for competent CCCs
- Enhanced knowledge of RFU Coaching Structure
- Enhanced knowledge of all aspects of coaching
- Enhanced knowledge of RFU Coaching Resource products
- Act as agent to identify and create opportunities for your club's coaches to improve their capabilities for the benefit of all your club players
- Direct link with RFU Coaching personnel
- Better coaching → Better players

#### RECOMMENDED TRAINING:

- RFU Training Course for CCCs

22.02.07

**Appendix 23 Cont.**

**Rugby Union Club Coaching Coordinator Project**

**CCC AGREEMENT WITH THE RFU**

**RFU CLUB COACHING COORDINATORS:**

1. Are expected to develop and maintain good relationships with all the club's coaches.
2. Will endeavour to achieve a **minimum** of two meaningful contacts with each club coach per annum.
3. Will try to attend all (3/4), CCC Development Programme meetings.
4. Will agree to attend one National Workshop per annum.
5. Will agree to keep any activity log that the club deems necessary.
6. Will receive advice and support, if requested, from the RDO and/or scUK, on how to manage difficulties or problems.
7. Should recognise the bond of confidentiality between themselves and the club's coaches.
8. Will acknowledge that as representatives of the RFU and their club, they should act with appropriate efficiency and diligence in the delivery of their responsibilities towards the club's coaches.
9. Will be supported by the RFU in the execution of their work with e.g. corporate clothing and other relevant resources.
10. Will accept responsibility to keep their contact details on Club Pages up to date.

Signed .....

Name (Print) .....

Club .....

Date .....

22.02.07

**Appendix 24**  
**REFEREE ELRA ADVERT**



## **ENTRY LEVEL REFEREE AWARD**



**The aim of the Course is:**

- **To provide those who officiate or would like to referee, with a nationally recognised certificate**
- **To give attendees an understanding of some of the techniques of refereeing – communication and positioning, game management and control.**
- **To give attendees a knowledge of the important Laws**

**Course Fee – £40**

**Course Schedule:**

<b>Course One</b>	Sun 13 <sup>th</sup> May	Phase 1	6 hours
	Sun 20 <sup>th</sup> May	Phase 2	8 hours
<b>Course Two</b>	Sun 17 <sup>th</sup> June	Phase 1	6 hours
	Mon 25 <sup>th</sup> June	Phase 2 pt1	3 hours
	Mon 2 <sup>nd</sup> July	Phase 2 pt2	3 hours
<b>Course Three</b>	Sun 4 <sup>th</sup> Nov	Phase 1	6 hours
	Mon 13 <sup>th</sup> Nov	Phase 2	3 hours
	Mon 19 <sup>th</sup> Nov	Phase 2	3 hours
<b>Course Four</b>	Sun 3 <sup>rd</sup> Feb 08	Phase 1	6 hours
	Sun 10 <sup>th</sup> Feb 08	Phase 2	8 hours

**To book please contact one of the following:**

**Jason Bowers, RDO Oxfordshire**  
**Marilyn Martin**  
(ORFU CB RDP Administrator)

**jasonbowers@rfu.com**  
**orfu@btinternet.com**

**OR**

**Go to [www.community-rugby.com](http://www.community-rugby.com)**

**Appendix 25**  
**REFEREE SOCIETY ELRA INVITATION LETTER**  
**OXFORDSHIRE SOCIETY RUGBY FOOTBALL REFEREES**



Honorary Secretary:  
Nick Jones  
Telephone: 01865 456359  
  
Mobile: 07899 968459  
e-mail: njejones@hotmail.co.uk



Dear,

**INVITATION TO JOIN THE OXFORDSHIRE SOCIETY RUGBY FOOTBALL REFEREES**

1. I am please to have received notification that you have recently qualified as a Rugby Union referee and may wish to join the Oxfordshire Society of Rugby Football Referees. OSRFR would be delighted to accommodate you into the fold and the procedure for joining is as follows:
2. You respond to this letter advising The OSRFR Secretary (whose letter heading I have deliberately used) of your contact details (address, phone number(s) and email address. At this point you should indicate if you wish to be a full-blooded member of the society and be available for all appointments or you might choose to join our "Pool" of junior referees who make themselves available primarily for Sunday appointments, invariable junior/youth matches.
3. In return for your membership commitment you will receive a pair of OSRFR socks along with your yellow and red cards. The Secretary will also then pass your details on to the Appointments Secretary who will then make contact with you and begin to appoint you to appropriate rugby fixtures. You will also be required to undergo CRB checks in order that we can appoint you to fixtures involving U19 players.
4. Should you wish to progress with your refereeing career then further development is attainable however I won't burden you with that level of detail just yet! Regardless at what level you choose to referee we hope that refereeing will provide you with considerable enjoyment through the Rugby fraternity.
4. If you have any questions concerning refereeing within the county then please contact me or our Secretary at the emails listed below. Good luck in your refereeing and I hope it brings you great pleasure.

Yours in Rugby

*Terry Malarky*  
*President OSRFR*

22.02.07

## Appendix 26

### REFEREE DEVELOPMENT – RUGBY COMPASS TOOLKIT PROJECT



**Welcome** to the Oxfordshire Society of Rugby Football Referees (OSRFR) and the Oxfordshire Pool of Rugby Football Referees (OPRFR).

**OSRFR** members referee Adult, Colt and Junior matches at weekends, and those who have flexible jobs also referee University and School matches during the week.

**OPRFR** members referee Cup/League Junior matches on Sundays. OPRFR appointments are run by OSRFR.

#### FAQs:

**Q:** Do I have to join OSRFR or OPRFR?

**A:** No. If you wish to referee Junior friendly matches at your club that will be appreciated by the County and the RFU as a significant contribution to rugby.

**Q:** Does it cost to join?

**A:** No. In fact there are several financial benefits to joining:

Free refereeing socks with logo.

Free wallet with score cards and yellow/red cards.

Free RFU insurance cover.

Subsidised ORFRP shirt for Pool Referees.

Subsidised OSRFR shirt, training top, sweater, tie and polo shirt for Society Referees.

Expenses for travel to matches.

**Q:** Are there any other benefits to joining?

**A:** Yes:

Access to an established mentoring, training and development programme.

The opportunity to referee more challenging matches.

A wider variety of venues and teams.

**Q:** How often will I be appointed to games?

**A:** As often as you indicate you are available.

**Q:** I'm interested in joining or finding out more. Whom should I contact?

**A:** OSRFR key contacts are:

President: Terry Mallarky: 01295 720316; 07909 990102; [terrymallarky@hotmail.com](mailto:terrymallarky@hotmail.com)

Secretary: Nick Jones: 01865 456359; 07899 968459; [njejones@hotmail.co.uk](mailto:njejones@hotmail.co.uk)

Recruitment: Gary Williams: 01993 840573; 07816 632244;

[gary@caegarw1958.wanadoo.co.uk](mailto:gary@caegarw1958.wanadoo.co.uk)

We do hope you will consider joining OSRFR or OPRFR now or at some stage in the future. Above all, whatever you decide, enjoy your refereeing.

Terry Mallarky  
President OSRFR

Kevin Robinson  
Chairman ORFU CBRDP

22.02.07

Appendix 27

**RFU REFEREE TOOLKIT APPLICATION - RUGBY COMPASS PROJECT**  
**RFU RECRUITMENT FUND APPLICATION**

Project Title	Target Number Recruited	Objectives of Project	Plans to achieve these Objectives	Funding Requested	Lead Officers (including contact telephone & email)	Additional Partners Involved
Referee Recruitment	52 New Referees	To recruit, develop and train 12 young officials between 16 and 18yrs and 40 officials between 18 and 30yrs	<ol style="list-style-type: none"> <li>1) Contact all Schools and clubs in Oxfordshire to encourage them to nominate potential candidates, within the 2 age bands</li> <li>2) Utilise the CB database for players to identify potential referee candidates.</li> <li>3) Agree and facilitate the delivery of ELRA course with Regional Ref Do, and Referee Trainers.</li> <li>4) Co-ordinate the appointment of the newly qualified refs to the junior club, lower team club and school matches.</li> <li>5) To Utilise and incentivise the new referees to participate in the CB emerging schools competition.</li> </ol> <p>To provide coordination of the whole project using an admin Officer.</p>	<p>Kit for the New Referees - £1660.00</p> <p>Administration - £500.00</p> <p>Marketing and Launch for Project - £540.00</p> <p>Venue Hire - £300.00</p>	<p>Kevin Robinson 07753 936606 <a href="mailto:nkrroint@aol.com">nkrroint@aol.com</a></p> <p>Marilyn Mcandrew 01908 607739 <a href="mailto:roi@dropline.demon.co.uk">roi@dropline.demon.co.uk</a></p> <p>Graham Ogle 01865 251867 <a href="mailto:gaogle@ntlworld.com">gaogle@ntlworld.com</a></p>	<p>Oxfordshire Schools and Clubs</p> <p>RDO</p> <p>CRC's</p> <p>Oxfordshire Sports Partnership</p>

22.02.07

APPENDIX FOR ORFU CBRDP PLAN 2007 - 2009

Appendix 28

**Schools age group participation schedule**

Type of School	RFU Affiliated	School	Area	Reg Fixtures	Schools Cup	U9	U10	U11	U12	U13	U14	U15	U16	U17	U18
Further Ed	Abingdon College		Vale Area	No	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
Independent	Abingdon School		Vale Area	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No
	Bampton C E Primary School		Vale Area	No	No	Yes	No	No	No	No	No	No	No	No	No
Secondary	Banbury School		North Area	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Secondary	Bartholomew Comprehensive School		Central Area	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Middle	Bayswater Middle School		Central Area	Yes	No	No	No	No	No	Yes	No	No	No	No	No
Secondary	Bicester Community College		Central Area	No	No	No	No	No	No	No	No	Yes	No	No	No
Secondary	Blessed George Napier R C School		North Area	No	Yes	No	No	No	No	No	No	Yes	No	No	No
Independent	Bloxham School		North Area	Yes	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
		BOTLEY PRIMARY	Central Area	No	No	No	No	No	No	No	No	No	No	No	No
	Bruern Abbey School		North Area	No	No	No	No	No	No	No	No	No	No	No	No
Independent	Bure Park Primary School			No	No	No	No	No	No	No	No	No	No	No	No
Secondary	Burford School		Vale Area	Yes	Yes	No	No	No	Yes	Yes	Yes	Yes	No	No	No
Secondary	Carterton Community College		Vale Area	Yes	No	No	No	No	Yes	No	No	Yes	No	No	No

22.02.07

APPENDIX FOR ORFU CBRDP PLAN 2007 - 2009

Independent	Chandlings Manor		Central Area	Yes	No	Yes	Yes	Yes	No	No	No	No	No	No	No
Secondary	Cheney Upper School			No	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
	Chiltern Edge School		South Area	Yes	Yes	No	No	No	Yes	Yes	Yes	Yes	No	No	No
Secondary	Chipping Norton School		North Area	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Independent	Christ Church Cathedral School		Central Area	Yes	No	Yes	Yes	Yes	Yes	No	No	No	No	No	No
Independent	Cokethorpe School		North Area	Yes	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
Independent	Cothill House School		Vale Area	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	No	No	No	No
Independent	D'overbroeck's College		Central Area	No	Yes	No	No	No	No	No	No	Yes	Yes	Yes	Yes
Independent	Dragon School		Central Area	Yes	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No
Secondary	Drayton School		North Area	Yes	Yes	No	No	No	No	Yes	Yes	Yes	No	No	No
Secondary	Faringdon School		Vale Area	Yes	No	No	No	No	No	Yes	Yes	Yes	Yes	No	No
Secondary	Fitzharry's School		Vale Area	No	No	No	No	No	No	No	Yes	Yes	No	No	No
Secondary	Gillotts School		South Area	Yes	Yes	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No
Secondary	Gosford Hill School		Central Area	Yes	Yes	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Greenmere Primary School														
Secondary	Henley College		South Area	Yes	Yes	No	No	No	No	No	No	No	No	No	Yes
Secondary	Henry Box School		North Area	Yes	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
Middle	Icknield Community College			Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes

APPENDIX FOR ORFU CBRDP PLAN 2007 - 2009

		ISIS C.E. MIDDLE SCHOOL	Central Area	Yes	No	No	No	No	No	Yes	No	No	No	No	No
Secondary		JOHN HAMPDEN PRIMARY SCHOOL	South Area	No	No	No	No	No	No	No	No	No	No	No	No
Independent	John Mason School		Vale Area	Yes	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
Secondary		JOSCA'S PREPARATORY SCHOOL	Vale Area	Yes	No	Yes	Yes	Yes	Yes	No	No	No	No	No	No
Independent	King Alfred School		Vale Area	Yes	Yes	No	No	No	Yes	Yes	Yes	Yes	No	Yes	Yes
Secondary	Kingham Hill School		North Area	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Secondary	Langtree School			Yes	No	No	No	No	Yes	No	Yes	No	No	No	No
Secondary	Larkmead School		Vale Area	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No
Independent	Lord Williams School		South Area	Yes	Yes	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Secondary	Magdalen College School		Central Area	Yes	Yes	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Secondary	Marlborough CE School			Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Independent	Matthew Arnold School		Vale Area	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	No	No
	Moulsford Preparatory School		South Area	Yes	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No
Independent		NEW MARSTON PRIMARY SCHOOL		No	No	Yes	Yes	Yes	Yes	No	No	No	No	No	No
College	Overthorpe Prep School For Boys	VERTHORPE PREPARATORY SCHOOL	North Area	No	No	No	No	No	No	No	No	No	No	No	No
		OXFORD COLLEGE OF FURTHER EDUCATION	Central Area	Yes	No	No	No	No	No	No	Yes	No	No	No	Yes
Secondary	Oxford Community School		Central Area	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Independent	Peers School		Central Area	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	No

APPENDIX FOR ORFU CBRDP PLAN 2007 - 2009

Independent	Radley College		Vale Area	Yes	No	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Independent	Rush Common School														
Secondary	Sacred Heart Catholic Primary School														
Independent	Shiplake College		South Area	Yes	Yes	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes
Secondary		SIBFORD	North Area	No	No	No	No	No	No	No	No	No	No	No	No
Independent	St Birinus School		Vale Area	Yes	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
Independent	St Edward's School		Central Area	No	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
Primary		ST. GREGORY THE GREAT	Central Area	Yes	No	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
Secondary	St Hugh's School		Vale Area	Yes	No	No	No	No	No	Yes	No	No	No	No	No
Secondary	Summer Fields School		Central Area	Yes	No	Yes	Yes	Yes	Yes	Yes	No	No	No	No	No
Independent		SUTTON COURTENAY PRIMARY	Vale Area	No	No	No	No	No	No	No	No	No	No	No	No
Primary	The Cooper School		Central Area	No	No	No	No	No	No	No	No	No	No	No	No
Secondary			Central Area	Yes	Yes	No	No	No	No	Yes	Yes	Yes	Yes	No	No
	The King's School														
Secondary	THE ORATORY SCHOOL		South Area	Yes	No	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Secondary	Tower Hill County Primary School		Vale Area	No	No	No	No	No	No	No	No	No	No	No	No
Primary	Wallingford School		South Area	Yes	Yes	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Secondary	Warriner School		North Area	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	No

APPENDIX FOR ORFU CBRDP PLAN 2007 - 2009

Primary	West Kidlington CP School													
	Wheatley C of E Primary School	Central Area	No	No	Yes	Yes	Yes	No	No	No	No	No	No	No
	Wheatley Park School	Central Area	No	Yes	No	No	No	No	No	No	No	No	No	No
	Wood Green School	North Area	Yes	Yes	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
	Woodstock C Of E Primary School	North Area	No	No	Yes	Yes	Yes	No	No	No	No	No	No	No

**Appendix 29****OXFORDSHIRE AFFILAITED AND NON AFFILIATED  
SCHOOLS LIST**

Type of School	RFU Affiliated	School	Area
Further Ed	Abingdon College		Vale Area
Independent	Abingdon School		Vale Area
	Bampton C E Primary School		Vale Area
Secondary	Banbury School		North Area
Secondary	Bartholomew Comprehensive School		Central Area
Middle	Bayswater Middle School		Central Area
Secondary	Bicester Community College		Central Area
Secondary	Blessed George Napier R C School		North Area
Independent	Bloxham School		North Area
		BOTLEY PRIMARY	Central Area
	Bruern Abbey School		North Area
Independent	Bure Park Primary School		
Secondary	Burford School		Vale Area
Secondary	Carterton Community College		Vale Area
Independent	Chandlings Manor		Central Area
Secondary	Cheney Upper School		
	Chiltern Edge School		South Area
Secondary	Chipping Norton School		North Area
Independent	Christ Church Cathedral School		Central Area
Independent	Cokethorpe School		North Area
Independent	Cothill House School		Vale Area
Independent	D'overbroeck's College		Central Area
Independent	Dragon School		Central Area
Secondary	Drayton School		North Area
Secondary	Faringdon School		Vale Area
Secondary	Fitzharry's School		Vale Area
Secondary	Gillotts School		South Area

22.02.07

APPENDIX FOR ORFU CBRDP PLAN 2007 - 2009

Secondary	Gosford Hill School		Central Area
	Greenmere Primary School		
Secondary	Henley College		South Area
Secondary	Henry Box School		North Area
Middle	Icknield Community College		
		ISIS C.E. MIDDLE SCHOOL	Central Area
Secondary		JOHN HAMPDEN PRIMARY SCHOOL	South Area
Independent	John Mason School		Vale Area
Secondary		JOSCA'S PREPARATORY SCHOOL	Vale Area
Independent	King Alfred School		Vale Area
Secondary	Kingham Hill School		North Area
Secondary	Langtree School		
Secondary	Larkmead School		Vale Area
Independent	Lord Williams School		South Area
Secondary	Magdalen College School		Central Area
Secondary	Marlborough CE School		
Independent	Matthew Arnold School		Vale Area
	Moulsford Preparatory School		South Area
Independent		NEW MARSTON PRIMARY SCHOOL	
College	Overthorpe Prep School For Boys	VERTHORPE PREPARATORY SCHOOL	North Area
		OXFORD COLLEGE OF FURTHER EDUCATION	Central Area
Secondary	Oxford Community School		Central Area
Independent	Peers School		Central Area
Independent	Radley College		Vale Area
Independent	Rush Common School		
Secondary	Sacred Heart Catholic Primary School		
Independent	Shiplake College		South Area
Secondary		SIBFORD	North Area
Independent	St Birinus School		Vale Area
Independent	St Edward's School		Central Area
Primary		ST. GREGORY THE GREAT	Central Area
Secondary	St Hugh's School		Vale Area

22.02.07

APPENDIX FOR ORFU CBRDP PLAN 2007 - 2009

Secondary	Summer Fields School		Central Area
Independent		SUTTON COURTENAY PRIMARY	Vale Area
Primary		THE CHERWELL SCHOOL	Central Area
Secondary	The Cooper School		Central Area
	The King's School		
Secondary	THE ORATORY SCHOOL		South Area
Secondary	Tower Hill County Primary School		Vale Area
Primary	Wallingford School		South Area
Secondary	Warriner School		North Area
Primary	West Kidlington CP School		
	Wheatley C of E Primary School		Central Area
	Wheatley Park School		Central Area
	Wood Green School		North Area
	Woodstock C Of E Primary School		North Area

**Appendix 30****SCHOOLS AND CLUBS WITH GIRLS RUGBY**

Type of School	RFU Affiliated	School	Area	Girls
Further Ed	Abingdon College		Vale Area	
Independent	Abingdon School		Vale Area	
	Bampton C E Primary School		Vale Area	
Secondary	Banbury School		North Area	No
Secondary	Bartholomew Comprehensive School		Central Area	Yes
Middle	Bayswater Middle School		Central Area	U13
Secondary	Bicester Community College		Central Area	
Secondary	Blessed George Napier R C School		North Area	
Independent	Bloxham School		North Area	No
		BOTLEY PRIMARY	Central Area	
	Bruern Abbey School		North Area	
Independent	Bure Park Primary School			
Secondary	Burford School		Vale Area	yes, mixed
Secondary	Carterton Community College		Vale Area	No
Independent	Chandlings Manor		Central Area	No
Secondary	Cheney Upper School			yes, 13-18
	Chiltern Edge School		South Area	yes, U12-U15 No teams but interest
Secondary	Chipping Norton School		North Area	Yes
Independent	Christ Church Cathedral School		Central Area	
Independent	Cokethorpe School		North Area	Yes
Independent	Cothill House School		Vale Area	no
Independent	D'overbroeck's College		Central Area	No
Independent	Dragon School		Central Area	No
Secondary	Drayton School		North Area	No
Secondary	Faringdon School		Vale Area	no
Secondary	Fitzharry's School		Vale Area	No
Secondary	Gillotts School		South Area	Yes, Clubs
Secondary	Gosford Hill School		Central Area	Yes, Tag teams

22.02.07

APPENDIX FOR ORFU CBRDP PLAN 2007 - 2009

	Greenmere Primary School			
Secondary	Henley College		South Area	No
Secondary	Henry Box School		North Area	No
Middle	Icknield Community College			No
		ISIS C.E. MIDDLE SCHOOL	Central Area	Yes
Secondary		JOHN HAMPDEN PRIMARY SCHOOL	South Area	
Independent	John Mason School		Vale Area	Yes
Secondary		JOSCA'S PREPARATORY SCHOOL	Vale Area	No
Independent	King Alfred School		Vale Area	yes
Secondary	Kingham Hill School		North Area	Yes
Secondary	Langtree School			Yes, Developing
Secondary	Larkmead School		Vale Area	No
Independent	Lord Williams School		South Area	Yes, U14, U16, U18
Secondary	Magdalen College School		Central Area	No
Secondary	Marlborough CE School			yes
Independent	Matthew Arnold School		Vale Area	Yes, training
	Moulsford Preparatory School		South Area	no
Independent		NEW MARSTON PRIMARY SCHOOL		No
College	Overthorpe Prep School For Boys	OVERTHORPE PREPARATORY SCHOOL	North Area	
		OXFORD COLLEGE OF FURTHER EDUCATION	Central Area	Yes
Secondary	Oxford Community School		Central Area	
Independent	Peers School		Central Area	No
Independent	Radley College		Vale Area	no
Independent	Rush Common School			
Secondary	Sacred Heart Catholic Primary School			
Independent	Shiplake College		South Area	no
Secondary		SIBFORD	North Area	
Independent	St Birinus School		Vale Area	No
Independent	St Edward's School		Central Area	no
Primary		ST. GREGORY THE GREAT	Central Area	No

22.02.07

APPENDIX FOR ORFU CBRDP PLAN 2007 - 2009

Secondary	St Hugh's School		Vale Area	Yes
Secondary	Summer Fields School		Central Area	No
Independent		SUTTON COURTENAY PRIMARY	Vale Area	
Primary		THE CHERWELL SCHOOL	Central Area	
Secondary	The Cooper School		Central Area	No
	The King's School			
Secondary	THE ORATORY SCHOOL		South Area	No
Secondary	Tower Hill County Primary School		Vale Area	
Primary	Wallingford School		South Area	Yes Starting
Secondary	Warriner School		North Area	no
Primary	West Kidlington CP School			
	Wheatley C of E Primary School		Central Area	
	Wheatley Park School		Central Area	
	Wood Green School		North Area	No
	Woodstock C Of E Primary School		North Area	Yes, 7-11 taught; 9-11 teams

## Clubs with Girls Sections

Chinnor

Witney

Henley

Oxford

Grove

22.02.07

## Appendix 31

# OXFORDSHIRE RFU WELFARE TOUR GUIDELINES - SAMPLE

## OXFORDSHIRE RFU

### CHILD / YOUNG PLAYER PROTECTION POLICY COUNTY GUIDELINES

- The following guidelines are directed at County Representative Coaches / Team Managers and Constituent Body Member Clubs.

#### RECRUITMENT OF STAFF, COACHES AND VOLUNTEERS

- All coaches, volunteers and club members who are in contact with young players should complete a membership application and **Self Declaration form See attached**
- A copy of the Self Declaration Form **must be lodged with the County Secretary**.
- Application forms should elicit information re the applicant's past career and to establish any criminal record.
- A Standard Self Declaration Form is shown in Appendix 11.
- Consent for Police and Social Services checks should be included.
- Where appropriate two references should be taken up.
- Information gained must be treated hi confidence and Clubs must have effective measures to ensure this.

#### POLICY AND PROCEDURES

Every Club Should have a policy to ensure children are protected and kept safe from harm. A possible example of such a policy is shown on Appendix IV from Glossop RFC. Clubs should adjust to suit.

#### TRAINING

- The County views the adequate training of Age Group Leaders as of the utmost importance and will adopt the following policy.
- By September 2002 there will a requirement for any Age Group Leader at Club level or any Lead Coach at County Representative level to have attended a Child Protection Course.

#### SUPERVISION

- Coaches, volunteers and club members must be sensitive to any concerns about abuse and act upon them immediately.

#### COMPLAINTS

- All clubs should appoint a central, Protection Liaison Officer to co-ordinate complaints. It is hoped all Clubs will put in hand an established complaints procedure and that parents and children will have access to such a procedure. Any complaint up held must be notified to the County Secretary.

**Appendix 31 Cont.**

**OXFORDSHIRE RFU**

**CHILD / YOUNG PLAYER PROTECTION POLICY**

**REGULATIONS AND GUIDELINES TO ALL CLUBS IN MEMBERSHIP**

Every Club is recommended to adopt the promotion and best practice policy in respect to Child Protection. The County RFU therefore wishes to advise the following Guidelines and Regulations.

**REGULATIONS IN RESPECT TO AGE GROUP CONTROL UNDER 18 YEARS TOURS**

**TOURS**

- A **Tour** is defined as a County or Club Fixture outside the County boundary encompassing a minimum of one over night stay in pre arranged accommodation.
- All proposed **Tours** by a County Representative Team or Club Junior/Mini Age Group whether abroad or within the United Kingdom **will require Constituent Body approval.**
- Application to **Tour** must be made on the appropriate County Form.
- Approval must first be granted by the County Youth Section for County Representative Teams and by individual Club Management Committees for Club Tours.
- Approval forms should be sent to the County Secretary for County approval.
- Applications must be submitted at least 8 weeks in advance and County approval / non approval will be notified to concerned parties within a 2 week period.
- Details of the Person in Charge and Accompanying Adults must be included and may be subject to Police and Social Service checks.
- The ratio of adults to Young player must be at least **1 adult to 7 players.**
- Every Youth player and parent should sign a Tour Code of Conduct Policy Statement outlining expected standards of behaviour, dress code and statement on the use of alcohol and drugs.
- The Code of Conduct Statement should include **provision for the exclusion** of any person whilst under the supervision of County or Club thus providing cover for the termination of the Tour for any individual who violates the Code of Conduct.
- The Lead Coach and at least one other supervisor must hold the Enhanced Criminal Records Disclosure Certificate.

**DAY FIXTURES**

- A **Day Fixture** is defined as lasting in excess of 6 hours including travel. Transportation may be by coach or car and may include occasions where the player's parent is absent.
- Application for all **Day Fixtures** must be made in writing on the approved County ORFU Form and submitted to the individual **Clubs Management Committee** who shall approve or otherwise the application.
- A copy of the form, with Club approval, must be lodged with the County secretary at least 14 days prior to the Fixture date.
- The ratio of adults to Young player must be at least **1 adult to 7 players.**
- The ORFU reserve the right to countermand the Club approval.

**AGE GROUPS UNDER 9 AND BELOW REGULATIONS**

- There shall be no Tours **permitted** at County or Club level for these Age Groups
- The County **recommends** no Day Fixtures involving more than 6 hours duration.
- The ratio of adults to young player must be at least **1 adult to 7 players.**

**Appendix 31 Cont.**

**OXFORDSHIRE RFU**  
**MINI / JUNIOR RUGBY TOUR AND DAY FIXTURE (Over 6 Hours)**  
**APPLICATION FOR PERMISSION**

THIS APPLICATION SHOULD BE COMPLETED AND RETURNED TO THE OXFORDSHIRE RFU  
 SECRETARY THROUGH YOUR CLUB/ COUNTY YOUTH SECTION SECRETARY

NAME OF CLUB/ CB AGE GROUP \_\_\_\_\_

TEAM MANAGER (Person In Charge) \_\_\_\_\_

ADDRESS \_\_\_\_\_  
 \_\_\_\_\_

TEL No. H): \_\_\_\_\_ B): \_\_\_\_\_

POSITION IN CLUB/COUNTY	REGISTERED RFU COACH Yes / No	
ACCOMPANYING ADULTS		
NAME	1.	2.
ADDRESS	_____	_____
	_____	_____
TEL: (H)	_____	_____
POSITION IN CLUB/COUNTY		
REGISTERED RFU COACH	YES / NO	YES / NO
RFU COACH ID No.	_____	_____
NAME	1.	2.
ADDRESS	_____	_____
	_____	_____
TEL: (H)	_____	_____
POSITION IN CLUB/COUNTY		
REGISTERED RFU COACH	YES / NO	YES / NO
RFU COACH ID No.	_____	_____

COUNTRY / COUNTY TO BE VISITED \_\_\_\_\_

DATES: FROM: \_\_\_\_\_ To: \_\_\_\_\_

IF A DAY FIXTURE \_\_\_\_\_ DURATION OF DAY (inclusive of travel) \_\_\_\_\_

HOST CLUB / UNION/ CONSTITUENT BODY \_\_\_\_\_

NRD/AM/01 Page 1 of 2

**Appendix 31 Cont.**

**OXFORDSHIRE RFU**

**MINI / JUNIOR RUGBY TOUR AND DAY FIXTURE (Over 6 Hours)**

(Con't)

MATCHES TO BE PLAYED	DATE	VENUE
	DATE	VENUE
	DATE	VENUE
	DATE	VENUE
	DATE	VENUE

COMPOSITION OF PARTY

PLAYERS \_\_\_\_\_ OFFICIALS \_\_\_\_\_ PARENTS \_\_\_\_\_

WHAT IS THE RATIO OF QUALIFIED RFU COACHES TO PLAYERS \_\_\_\_\_

TRAVEL ARRANGEMENTS COACH / TRAIN / AIR / MINI BUS / CAR  
Other please specify \_\_\_\_\_

ACCOMMODATION HOTEL / SCHOOL / HOST PARENTS / CAMPING  
Other please specify \_\_\_\_\_

CODE OF CONDUCT ATTACH THE CLUB / COUNTY POLICY STATEMENT  
HAS / WILL EVERY PARENT AND PLAYER SIGN THIS: YES / NO

PERSON IN CHARGE \_\_\_\_\_

SIGNED \_\_\_\_\_

EITHER \_\_\_\_\_ OR \_\_\_\_\_

APPROVED BY CLUB CLUB SECRETARY \_\_\_\_\_ APPROVED BY ORFU YOUTH SECTION  
AGE GROUP COACH \_\_\_\_\_

SIGNED \_\_\_\_\_ SIGNED \_\_\_\_\_

DATE \_\_\_\_\_ DATE \_\_\_\_\_

APPROVED BY COUNTY COUNTY SECRETARY \_\_\_\_\_

SIGNED \_\_\_\_\_

DATE \_\_\_\_\_

**Appendix 32**

**CLUB WELFARE OFFICER JOB DESCRIPTION AND TERMS OF REFERENCE**

To promote the implementation and monitoring of the RFU child Protection procedures

To assist their Clubs within the mini / junior and youth sections in the recognition and development of Protection and Welfare Plans

To Promote RFU Codes of Ethics and Good Practice to all those working with young people

To monitor and record all reported cases within their Club and ensure all details are forwarded to the CB Welfare manager and the RFU Ethics and Equity manager

To develop and implement Codes of Conduct for all players, coaches and parents for those working with young people within their Club

Promote the positive aspects of rugby within their club

Promote and implement Criminal Record Bureau Checks on all key personal working with young people

Liaise with the Oxfordshire CRB Coordinator to ensure all applications are tracked and followed through and recorded.

**Appendix 33**

**OXFORDSHIRE PLAYER DATABASE TRACKING**

**OXFORDSHIRE RUGBY FOOTBALL UNION: PLAYER DATABASE**

Year: 20.....

Data Input Form: (PLEASE COMPLETE THE FORM AS MUCH AS POSSIBLE IN CLEAR PRINT)

Age Group: (Pls Circle) U20 / U19 / U18 / U17 / U16 / U15 / U14 / U13

**SURNAME:**..... **Forenames:**.....

**HOME ADDRESS:**..... **E-MAIL:**.....

..... **D.O.B.:**.....

..... **Post Code:**.....

**HOME PHONE:** Area Code:...../..... **Country of Birth:**.....

**MOBILE No.:**..... **County of Birth:**.....

**WORK:** Area Code:...../.....

**Usual Playing Position:**.....

**Alternative Positions:**.....

**Any known medical conditions?**.....

**SCHOOL TYPE:** Independent: Day/Border: Secondary/Grammar **Name of School:**.....  
(delete as appropriate)

**COLLEGE/UNIVERSITY:**..... **Start Date:**.....

**Digs Address:**..... **Digs Phone No.:**...../.....

..... **Post Code:**.....

**CLUB DETAILS:**..... **Club:**.....

**Address:**..... **Post Code:**.....

**Club Tel. No.:**...../..... **Club Contact:**.....

**Previous Clubs played for (pls give dates):**.....

**ORFU Playing Registration No.**.....(To be completed by ORFU)

**PARENTS:** Mother **SURNAME:**..... **Father SURNAME:**.....  
(If Different from Player) (If Different from Player)

**Forename:**..... **Forename:**.....

**Address:**..... **Address:**.....

.....

**Contact No.:**..... **Contact No.:**.....

.....

**Signed:**..... **Date:**.....

**Please return to:**

Marilyn McAndrew, ORFU Administration Office, 76 Colesbourne Drive, Downhead Park,  
MILTON KEYNES, MK15 9AP Tel: 01908 606665 Fax: 01908 696071 e-mail: orfu-admin@ntlworld.com

**Copies:**  
White: ORFU Admin. Yellow: Team Manager Pink: Player

**Appendix 34**  
**OXFORDSHIRE COACH DATABASE TRACKING**

**OXFORDSHIRE RUGBY FOOTBALL UNION: COACH DATABASE**

Year : 20 .

Data Input Form: (PLEASE COMPLETE THE FORM AS MUCH AS POSSIBLE IN CLEAR PRINT)

Coaching Age Group: (PLS CIRCLE) U20 / U19 / U18 / U17 / U16 / U15 / U14 / U13

ACTIVE/NON ACTIVE CLUB / SCHOOL / COUNTY / AREA / DIVISION (PLS CIRCLE)

SURNAME : ..... Forenames:.....

HOME ADDRESS: ..... E-MAIL: .....

..... D.O.B.: .....

..... Post Code: ..... Country

HOME PHONE: Area Code: ..... / ..... Of Birth : .....

MOBILE: ..... CRB Cert No. : .....

WORK: Area Code: ..... / ..... RFU Coach No. ....

Specialist Coaching Fields: FORWARDS / BACKS / BOTH

(delete as appropriate) ATTACK / DEFENCE / BOTH

(delete as appropriate) LINEOUT / SCRUM / KICK / ATTACHING PLAYS / DEFENSIVE PLAYS

If coaching a school state SCHOOL TYPE: Independent / Day / Boarding : Secondary/Grammar

Name of School: ..... (delete as appropriate)

If a club coach: CLUB DETAILS: Club: .....

**COACHING QUALIFICATIONS:**

	Venue	Date	Pass
Level 1	.....	.....	YES / NO
Level 2	.....	.....	YES / NO
Level 3	.....	.....	YES / NO
Towards Level 3	.....	YES / NO	Current Module Level 3: .....
1 <sup>st</sup> AID QUALIFIED	YES / NO	Date : .....	Certified by : .....

CHILD PROTECTION COURSE ATTENDED: YES / NO Date: .....

**NCF COURSES ATTENDED:**

Course	Date

**COACHING COURSES/SEMINARS/CLINICS/ CONFERENCES ATTENDED IN PAST 12 MONTHS**

Course	Date

Signed: ..... Date: .....

Please return to:

CB RDP Administration, 31 Oxford Road, Thame, OX9 2AJ  
 Tel: 01844 213 822 : Mobile 07753936606 : email: nkroint@aol.com

Any data held on computer is in accordance with the Data Protection Act

Copies:  
 White: ORFU Admin, Yellow: Coach Pink: Coach Registrar

22.02.07

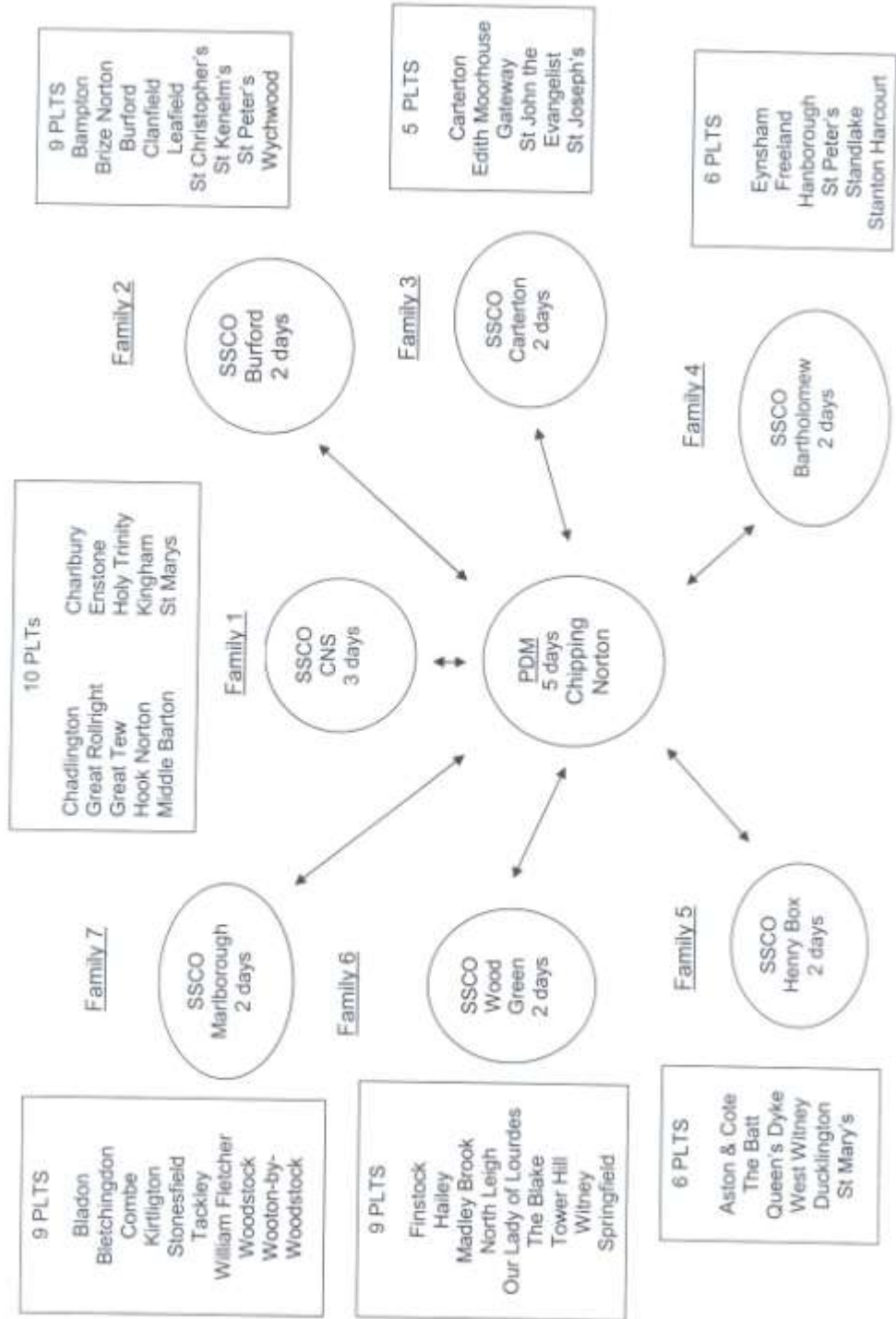
**Appendix 35**

**Sports College Schools Networks**

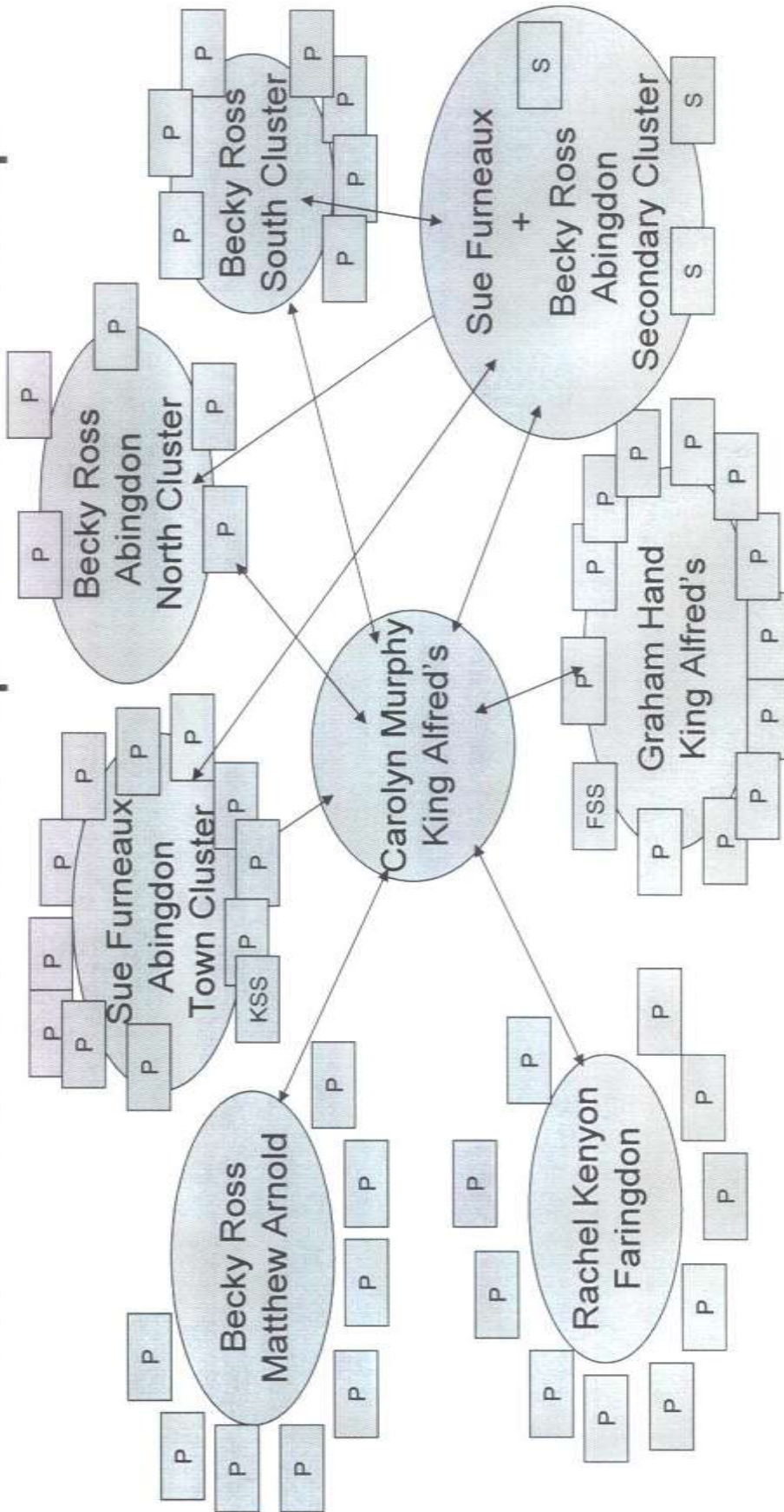
- 1) Chipping Norton**
- 2) King Alfreds**
- 3) Blessed George Napier**
- 4) Lord Williams**
- 5) Wallingford**

Appendix 35 Cont'd

Appendix 19 – Sports College Schools Network Stage 2 Partnership September 2006



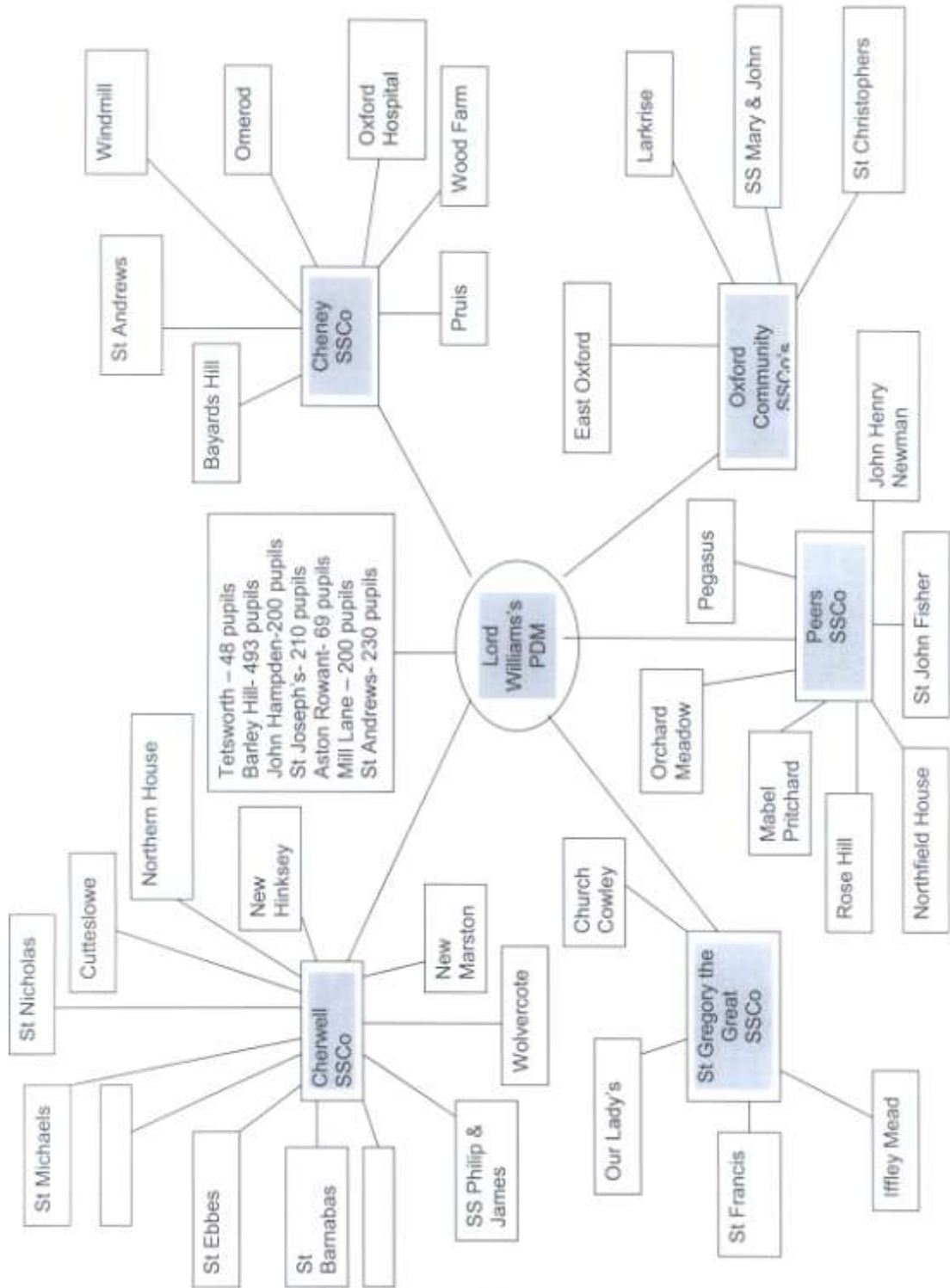
# The Vale PE and Sport Partnership



Blessed George Napier Sports College  
School Sports Coordinator Programme – Phase 1  
Appendix 19 Sports College Schools Network



APPENDIX FOR ORFU CBRDP PLAN 2007 - 2009



School 22.02.07	School	School	School
--------------------	--------	--------	--------

APPENDIX FOR ORFU CBRDP PLAN 2007 - 2009

<b>Wallingford</b>	<b>Wheatley Park School</b>	<b>Didcot Girls School</b>	<b>St Birinus School</b>
Benson CE School	Beckley CE Primary	All Saints CE Primary	Chilton County Primary
Brightwell Cum Sotwell	Garsington CE Primary	Blewbury Endowed CE	Greenmere Primary
Cholsey Primary	Great Milton CE Primary	Ladygrove Park Primary	Hagbourne Primary
Crowmarsh Gifford CE	Horspath CE Primary	Long Wittenham Primary	Harwell Primary
Fir Tree Junior	Little Milton CE Primary	Manor Primary School	Northbourne CE Primary
St Johns Primary	Marsh Baldon Primary	Stephen Freeman	South Moreton Primary
St Laurence's CE	Sandhills Primary		
St Nicholas CE Infants	Wheatley CE Primary		
	John Watson School		

**5. Wallingford Schools Network.**

**Appendix 36  
School of Rugby Performance Review Document**

22.02.07

# School of Rugby OXFORDSHIRE RFU



## PERFORMANCE

## REVIEW

September 2007

## **Purpose of the Review**

The biannual review acts as part of the ongoing process to support the Schools of Rugby in the development of their elite players. The SoR acts as a mechanism to provide a seamless transition from local player development programmes, run in conjunction with CB development squads and existing clubs and schools. The SoR prime function is to deliver the RFU Core Skills Curriculum and act as an ongoing talent identification tool for progression onto EPDG and Regional Academy development programmes. .

## **Review Group**

London Wasps Academy Manager  
CBRDP Chair  
Regional CDO

## **Report Structure**

The 07/08 review will provide feedback against the following areas:

1. Staffing lists
2. Quality of coaching environment
3. Evidence to illustrate the planning and delivery of Core Curriculum
4. Evidence of SOR programmes in all areas to support (3) above.
5. Financial Review
6. Observations / Recommendations
7. Performance Rating

**Appendix 1** provides the feedback received from respondents to the player questionnaire sent to all England supported academy players at the club.

### 1. Staffing lists at September 2007

Title	Name	Contact Details	CRB No.
Group Leader			
Group Leader			
Coach 1 – U13			
Coach 2 – U14			
Coach 3 – U15			
Coach 4 – U16			
Other Coaches			
Manager – U13			
Manager – U14			
Manager –U15			
Manager –U16			
Welfare Officer			
Administrator			
Physiotherapist			

### 2. Coaching Environment

Venue(s)	Session Dates	Contact Details

## Available Resource 1

(COUNTY)	Sept 2007 - Comments
( Venue)	
Location	
Parking	
Floodlights	
Clubhouse	
Changing Rooms	
Conference Room	
Rubber Crumb Area	
First Aid Room	
Facility Management	
Equipment	
Catering	
Parent Provision	
Contract Agreement	
EPAS access	
AV equipment	

## Available Resource 2

(COUNTY)	Sept 2007 - Comments
( Venue)	
Location	
Parking	
Floodlights	
Clubhouse	
Changing Rooms	
Conference Room	
Rubber Crumb Area	
First Aid Room	
Facility Management	
Equipment	
Catering	
Parent Provision	
Contract Agreement	
EPAS access	
AV equipment	

### Available Resource 3

(COUNTY)	Sept 2007 - Comments
( Venue)	
Location	
Parking	
Floodlights	
Clubhouse	
Changing Rooms	
Conference Room	
Rubber Crumb Area	
First Aid Room	
Facility Management	
Equipment	
Catering	
Parent Provision	
Contract Agreement	
EPAS access	
AV equipment	

### 3. Evidence to illustrate the planning and delivery of Core Skills Curriculum

For each 'School of Rugby' session provide evidence to illustrate the planning and delivery of Core Skills development programme. These should include:

- Schedule of Coaching
- Coaches session planner – before – during - after
- Player logbook
- Feedback Records
- Assessments

## **4. Evidence of programmes in all areas of support to support (3) above**

- (a) Provide evidence of 'School of Rugby' programmes to support (a) above in the areas of Core Skills Curriculum, technical development, off field communication and functionality
- Handling
  - Tackling
  - Contact
  - Mental skills
  - Notational analysis
  - Administration
  - EPAS record keeping
  - Nutrition/diet planning
  - Mentoring/life skills

## **5. Financial Review**

### **Schools of Rugby Financial Review –**

The books and records of the Schools have been made available for presentation and examination of the London Wasps Liaison Group – Sept and May meetings.

For performance rating, please see section 8.

## **6. Observations / Recommendations**

### **Observations**

### **Recommendations**

- partner.

## 8. Performance Rating

### **SCHOOL OF RUGBY CORE SKILLS CURRICULUM - RATING**

Evaluate the (County) School of Rugby performance in terms of its Core Skills Curriculum Delivery

Programme:

- **Expectations exceeded**  **5**
- **Expectations fully met**  **4**
- **Expectations mainly met, but could be improved**  **3**
- **Below expectations**  **2**
- **Does not meet expectations**  **1**

**Comment**

### **SCHOOL OF RUGBY COACHING STRUCTURE - RATING**

Evaluate the (County) School of Rugby overall Coaching Structure in terms player/coach ratio and

level of Coaches involved.

- **Expectations exceeded**  **5**
- **Expectations fully met**  **4**
- **Expectations mainly met, but could be improved**  **3**
- **Below expectations**  **2**
- **Does not meet expectations**  **1**

**Comment**

.

22.02.07

**FACILITY / SERVICE PROVISION - - RATING**

Evaluate the (County) School Of Rugby) overall performance in terms of facility / service provision

and Administration:

- Expectations exceeded  5
- Expectations fully met  4
- Expectations mainly met, but could be improved  3
- Below expectations  2
- Does not meet expectations  1

**Comment**

**PLAYER WELFARE - RATING**

Evaluate the (County) School of Rugby overall performance in terms of player welfare:

- Expectations exceeded  5
- Expectations fully met  4
- Expectations mainly met, but could be improved  3
- Below expectations  2
- Does not meet expectations  1

**Comment**

**FINANCIAL REVIEW - RATING**

Evaluate the (County) School of Rugby overall performance in terms of the financial audit:

- Expectations exceeded  5
- Expectations fully met  4
- Expectations mainly met, but could be improved  3
- Below expectations  2
- Does not meet expectations  1

22.02.07

**OVERALL ACADEMY PERFORMANCE RATING**

Evaluate the ( County) School of Rugby overall performance:

- **Expectations exceeded**  **5**
- **Expectations fully met**  **4**
- **Expectations mainly met, but could be improved**  **3**
- **Below expectations**  **2**
- **Does not meet expectations**  **1**

**Summary**

## Appendix 1 – Player Questionnaire Report

### School of Rugby Questionnaire ( County )

#### Player/Parent information

xxx out of xxx players/parents responded

#### 1. To which School of Rugby are you attached?

Oxford      Bucks      Middx

#### 2. How long is your journey to the SOR training venue

VENUE 1 -	Less than 1 hour	More than 1 hour
VENUE 2-	Less than 1 hour	More than 1 hour
VENUE 3 -	Less than 1 hour	More than 1 hour

#### 3. Which rugby playing age group are you in?

U13      U14      U15      U16

#### General Information

#### 4. How do you rate the effect of the School of Rugby on:

<i>Your development as a rugby player</i>	<i>Excellent</i>
	<i>Very Good</i>
	<i>Good</i>
	<i>Satisfactory</i>
	<i>Poor</i>

<i>Quality of care and support received</i>	<i>Excellent</i>
	<i>Very Good</i>
	<i>Good</i>
	<i>Satisfactory</i>
	<i>Poor</i>

Further Comments –

22.02.07

## **Personal Goals**

**5. Do you have a clear understanding of your short term goals?**

*Yes No*

Comments

**6. Do you have a clear understanding of your long term goals?**

*Yes No*

Comments

**7. Do you regularly discuss you personal goals with you School of Rugby Coach?**

*Yes No*

Comments

**My School of Rugby Coach**

22.02.07

**8. How do you rate your Coach (NAME) on**

Technical Knowledge	<i>Excellent</i> <i>Very Good</i> <i>Good</i> <i>Satisfactory</i> <i>Poor</i>
Tactical Knowledge	<i>Excellent</i> <i>Very Good</i> <i>Good</i> <i>Satisfactory</i> <i>Poor</i>
Approachability	<i>Excellent</i> <i>Very Good</i> <i>Good</i> <i>Satisfactory</i> <i>Poor</i>
Making it Fun and Enjoyable	<i>Excellent</i> <i>Very Good</i> <i>Good</i> <i>Satisfactory</i> <i>Poor</i>
Concern about my development outside the game	<i>Excellent</i> <i>Very Good</i> <i>Good</i> <i>Satisfactory</i> <i>Poor</i>
Comments	

**9. How do you rate your Coach (Name) on**

Technical Knowledge	<i>Excellent</i> <i>Very Good</i> <i>Good</i> <i>Satisfactory</i> <i>Poor</i>
Tactical Knowledge	<i>Excellent</i> <i>Very Good</i> <i>Good</i> <i>Satisfactory</i> <i>Poor</i>
Approachability	<i>Excellent</i> <i>Very Good</i> <i>Good</i> <i>Satisfactory</i> <i>Poor</i>
Making it Fun and Enjoyable	<i>Excellent</i> <i>Very Good</i> <i>Good</i> <i>Satisfactory</i> <i>Poor</i>
Concern about my development outside the game	<i>Excellent</i> <i>Very Good</i> <i>Good</i> <i>Satisfactory</i> <i>Poor</i>
Comments	

**10. How do you rate the medical support provided in the School of Rugby**

Excellent  
Very Good  
Good  
Satisfactory  
Not Good

### **Coaching/Performance Lifestyle/Welfare**

**11. Do you know who can advise you about managing your performance lifestyle (eg time management, etc)?**

Yes      No

Comments

**12. Do you know who to approach regarding welfare issues.**

Yes      No

Comments

**13. Is the Welfare Officer available at every session and approachable.**

Yes      No

Comments

**14. Are you regularly filmed in practices and in matches?**

Yes      No      Sometimes

Comments

**15. Do you receive regular feedback on training?**

Yes      No      Sometimes

Comments

**16. Are you clear about what behaviour, attitude and personal responsibilities are expected of you as a School of Rugby player?**

Yes      No

Comments

**17. Do you believe that selection to this School of Rugby has been important in your career?**

Yes      No

22.02.07

Comments

- 18. In your own words please explain what improvements you would like to see made in the service that this School of Rugby offers?**
  
- 19. Please feel free to comment on any further issues not covered in this questionnaire?**

**Appendix 36****CBRDP COSTING SCHEDULES****1. School of Rugby Development Costs**

Coaches Kit	£ 450
Team Manager Costs	£ 200
Visiting Coach Costs	£ 250
Coaches Expenses	£ 4300
Match Costs	£ 2400
Session Catering Costs	£ 2700
Session Venue Costs	£ 2700
Nomination Process Costs	£ 100
Assessment Process Costs	£ 200
Budget Monitoring Costs	£ 250
Quarterly Review Meetings	£ 100
EPAS Administration Costs	£ 750
Performance Review Costs	£ 100
<b>Total</b>	<b>£14500</b>

**2. ORFU Age Group Development Rugby Plan Costs**

Coaches Kit	£ 1275
Appointment Adverts	£ 20
Nomination Process Costs	£ 250
Assessment Process Costs	£ 250
Development Sessions	£ 3075
Match Costs	£ 2080
10's Competition Costs	£ 1750
U18 Nominations	£ 50
Talent ID Project	£ 200
Monitoring Costs	£ 50
<b>Total</b>	<b>£ 9000</b>

22.02.07

**Appendix 36 Cont'd****CBRDP COSTING SCHEDULES****3. Coaching Development Costs**

Repco	£ 250
Topco	£ 300
Level 3 Grants	£ 200
County Clinic Programme	£ 500
Coaches Seminar	£ 500
Repco / Topco Kit	£ 150
Coach Tracking Programme	£ 100
Development Costs	£ 50
Club Coach Co Ordinators Training	£ 50
Player Registration Costs	£ 200
CRB Costs	£ 200
Appointment Costs	£ 100
Recruitment Costs	£ 50
Education Grants	£ 200
Coach Database project	£ 450
Seal of Approval	£ 200
<b>Total</b>	<b>£ 3500</b>

**4. Women's Rugby Development Costs**

Opportunity Programme	£ 100
Team development	£ 100
Advets	£ 50
Coaching Grants	£ 150
<b>Total</b>	<b>£ 400</b>

22.02.07

**Appendix 36 Cont'd****CBRDP COSTING SCHEDULES****5. Youth and Schools Development Costs**

Girl Development	£ 200
New Junior Section Support	£ 200
Social Rugby Projects	£ 500
Player Registration Costs	£ 400
Welfare Promotion	£ 500
Insurance Promotion	£ 250
Welfare Meetings	£ 300
CRIB Tracking	£ 300
Cup and Competitions Costs	£ 1200
Academy Support	£ 50
EPDG Costs	£ 50
Wasps Admin	£ 50
<b>Total</b>	<b>£ 4000</b>

**6. 16 – 24 Development Costs**

FE Liaison Officer	£ 200
Player Exchange Costs	£ 100
Directory Costs	£ 100
Team Development Costs	£ 150
Outreach Project	£ 200
Ethnic Development Project	£ 300
FE Player Pool	£ 150
Voucher Scheme	£ 200
ELRA Referee Development	£ 400
Referee Rugby Compass Project	£ 700
Social Rugby Project	£ 300
Referee Rewards / Incentives	£ 700
<b>TOTAL</b>	<b>£ 3500</b>

22.02.07

## Appendix 37

### Glossary of Abbreviations :

<b>CB</b>	Constituent Body
<b>CBRDP</b>	Constituent Body Rugby Development Group
<b>CCC</b>	Club Coaching Co-Ordinators
<b>CRC's</b>	Community Rugby Coaches
<b>CRIB</b>	Criminal Record Investigation Bureau
<b>CSLA</b>	Community Sports Local Authority
<b>EPDG</b>	England Player Development Group
<b>ERFSU</b>	England Rugby Football Schools Union
<b>FE</b>	Further Education
<b>HE</b>	Higher Education
<b>LA's</b>	Local Authorities
<b>N/A</b>	Not Applicable
<b>ORFU</b>	Oxfordshire Rugby Football Union
<b>RDO</b>	Rugby Development Officer
<b>RDG</b>	Rugby Development Groups
<b>RFU</b>	Rugby Football Union
<b>RFUW</b>	Rugby Football Union for Women
<b>RRDM</b>	Regional Rugby Development Manager
<b>REPCO</b>	Representative Coaches
<b>SOR</b>	School of Rugby
<b>SOA</b>	Seal of Approval
<b>TOPCO</b>	Top Coaches
<b>UKCC</b>	United Kingdom Coaching Certificate

22.02.07