



SA Rugby Union Referees Association

Appointments Framework

Season 2022

Table of Contents

<u>1. Purpose and Scope</u>	2
<u>2. Mission Statement</u>	2
<u>3. Grading and Appointments Board</u>	2
<u>4. Grading and Appointments Board Members</u>	2
<u>5. Grading</u>	2
<u>6. Appointments for the Regular Season</u>	3
<u>7. Appointments for Finals</u>	4
<u>8. Inter-State and Overseas Appointments</u>	5
<u>9. Rugby Australia Appointments</u>	6
<u>10. Dispute Procedures</u>	6
<u>11. Referee Profile</u>	7

1. Purpose and Scope

This document sets out the policy, and other relevant information, that apply to referee appointments, to facilitate appointments made by the Grading and Appointments Board.

This policy applies to all appointments to Senior, Junior and Schools rugby union competitions, and any other rugby union matches sanctioned by Rugby Union of South Australia (**RUSA**).

2. Mission Statement

The Grading and Appointments Board must appoint the most suitable referees, assistant referees (**ARs**), other referee officials (No.4s and No.5s) and referee coaches (as defined within this Appointments Framework) to officiate in RUSA competitions and any other rugby union matches sanctioned by RUSA.

3. Grading and Appointments Board

The Grading and Appointments Board will:

- (1) Grade individual referees and formulate the appointment of such referees.
- (2) Appoint referees, ARs, referee coaches, No-4s and No-5s where required using Rugby Australia (**RA**) software.
- (3) Inform referees by Tuesday of each week of their appointments for the weekend competitions) and, if possible, the further appointments for pathway processes.
- (4) Agree referee panel gradings each month in the competition season and notify the Executive Committee of the South Australian Rugby Union Referees Association (**SARURA**) (**Executive Committee**) of those gradings for dissemination to members of SARURA by the Secretary.
- (5) To facilitate the appointment of developing referees to appropriate games in line with their development program.
- (6) Engage with the Executive Committee and the Referee Development & Coaching Committee to determine which referees are most suited to participate in exchange programs with other referee organisations.
- (7) Support the wider development of referees and referee coaches.

4. Grading and Appointments Board Members

The Grading and Appointments Board shall be appointed by the Executive Committee.

In addition, the Executive Committee shall appoint one (1) member of the Grading and Appointments Board as a Chairperson who shall liaise with the Executive Committee and the Referee Development & Coaching Committee for the purposes of facilitating the purpose and scope set out above.

5. Grading

The grading to be used by the Grading and Appointments Board to rank referees will comprise (4) four panels.

A Panel will be referees who are most capable of refereeing RUSA Men's Premier Grade regularly.

B Panel will be referees who are capable of refereeing RUSA Men's Premier Reserve, RUSA Women's Grade and RUSA U18's games regularly.

Y Panel (Development Panel) will be new referees over the age of 17 with less than 2 years refereeing experience and all junior referees (under 18). These referees will predominantly referee junior matches (U16s or below).

M Panel (Non-Competitive Panel) will be all other referees over the age of 17, who have been refereeing for more than 2 years and are not competing for positions in the A or B Panels.

The Grading and Appointments Board may use all information made available to them, including referee coach feedback and reports regarding a referee's recent performance to rank referees into Panels. A referee's performance against the RA Referee Profile criteria (section 11) may also be considered by the Grading and Appointments Board. These rankings may be reviewed monthly and adjusted to reflect a referee's current capability rather than previous capabilities.

6. Appointments for the Regular Season

- (1) The Grading and Appointments Board will make appointments at their regular meetings and will adopt the broad and underlying philosophy of appointing the referees on a round by round match "ranking" basis. As a general rule, this will mean that the highest ranked referees will be appointed to the highest ranked games. In applying this philosophy, the Grading and Appointments Board will take into consideration a number of factors, including:
 - (a) the development requirements of identified referees;
 - (b) the frequency that referees have officiated certain teams and clubs;
 - (c) the suitability of referees to officiate at a particular match;
 - (d) the completion of coaching reports, assessments and GPR reports;
 - (e) the reports and guidance from referee coaches; and
 - (f) the distance referees must travel to officiate games (together **Appointments Criteria**).
- (2) Appointments will be communicated as follows:
 - (a) The Chairperson of the Grading and Appointments Board must inform RUSA of the recommended appointments (either via RA software or email) at least 10 days prior to matches.
 - (b) RUSA is to ensure all appointments loaded into RA software and communicated to referees at least 6 days prior to matches.
 - (c) Referees are to respond to appointments using RA software at least 4 days prior to matches.
 - (d) Late changes, forfeits and unavailability must be notified to RUSA who will use all reasonable endeavours to reappoint referees to games and notify referees of reappointments via RA software.
 - (e) Final Appointments will be emailed to all members 1 day prior to matches.
- (3) Following the publication of the appointments, it is the responsibility of the referee/referee coach to contact RUSA to advise of withdrawal from the appointed game. RA software notification of withdrawal is acceptable up to 4 days prior to the match; thereafter, a telephone call to RUSA is required to advise of withdrawal.

- (4) Referees will be appointed to referee only one game per day, as far as is practicable. Additionally, referees will be expected to officiate as a referee coach, AR or No4 for other matches on the same day, as far as is practicable.
- (5) All referees are expected to be the AR1 and/or reserve referee for the game following their match, unless otherwise advised, and are expected to be on standby to replace the next referee in the event of injury or a 'no show'.
- (6) The referees of the two games immediately preceding Premier Grade will be appointed to be ARs for the Premier Grade match unless other ARs have been appointed to those games.
- (7) All AR appointments are formal appointments, and thus, ARs are to treat them in the same manner as they would a referee appointment. Any referee appointed to be an AR for a match, who then has to withdraw, is required to follow the same notification process as if a referee appointment. No Premier Grade match should proceed without two qualified ARs
- (8) Failure to fulfil an appointment, whether as a referee, AR or referee coach, without a sound reason and appropriate notification to RUSA, may affect a referee's or referee coach's future appointments and grading.
- (9) To be appointed to games played under the jurisdiction of RUSA, all referees must meet the basic accreditation requirements of RA and /or RUSA from time to time. Basic accreditation requirements by RA, on RA Software, comprises Smart Rugby accreditation and a valid Working-With-Children check.

7. Appointments for Finals

- (1) After 75% of regular season games have been completed (round 14 in an 18-game season), the Grading and Appointments Board will prepare a list of referees and ARs suitable for Final's appointments (Initial **List**). The Initial list will be based on the respective performances of referees and ARs to date and input from the referee coaches.
- (2) During the last 4 games of the regular season, the Grading and Appointments Board will appoint referees and ARs on the Initial List to matches

Each individual referee's performance will be measured against the Appointments Criteria (section 6) and the RA Referee Profile criteria (section 11) to determine the grade of the games that referee will be appointed to.
- (3) At the completion of the regular season, the Grading and Appointments Board will determine teams of 3 and these teams will remain in-place through to Grand Finals.

In this team selection process, the Grading and Appointments Board will seek considered opinions, guidance, and input from:
 - (1) the referee coaches appointed in accordance with 7(1) above;
 - (2) any performance reports provided by referee coaches; and
 - (3) any other sources the Grading and Appointments Board deems suitable.

During this process, the Grading and Appointments Board may identify and include other referees not on the Initial List that have performed sufficiently well to be considered for

Final's¹ appointments. Through this process, the Grading and Appointments Board will prepare a Final List of teams of 3 for the Finals series at all grades.

- (4) This Final List will form the basis of appointments for the Finals Series. Each team will stay together for the whole series unless someone drops out. If a referee is injured or unavailable for a game, they may be dropped in ranking within the team of 3.
- (5) After the completion of the Preliminary-Final² matches, the Grading and Appointments Board shall re-rank each referee and make their Grand Final³ recommended appointments on the basis of the teams of 3 already approved.
- (6) In this process of ranking and appointing for the Finals, the Grading and Appointments Board will, at all times, ensure that the most appropriate referee available is appointed to each match.

However, should specific circumstances occur that require the Final's appointment process to be amended, then the Chairperson of the Grading and Appointments Board will consult with the President of the SARURA for the approval of any such changes to the above, Finals appointment process.

Such adjustments may also be required where SARURA is requested to provide referees for representative or interstate fixtures.

- (7) The Executive Committee and RUSA will be notified of the Grading and Appointments Board's appointments to the Grand Finals.

8. Inter-State and Overseas Appointments

From time to time, opportunities for interstate and overseas referee/referee coach appointments may become available (including as part of exchange programs) with other referee organisations.

The Grading and Appointments Board will:

- (1) consult with the Executive regarding suitable candidates. Subject to availability of candidates for the appointment dates, the Chairperson and Executive shall identify at least three (3) potential candidates and provide:
 - (1) availability of the candidates to fulfill the appointment;
 - (2) possible benefits for the appointment for the candidates; and
 - (3) ability of the candidate to fund costs.
- (2) The Grading and Appointments Board will decide on the most suitable appointment and make a recommendation to the Executive Committee. For interstate opportunities, when identifying and making any recommendations, a clear distinction shall be made between inter-state appointments that:
 - (1) primarily benefit officials and the SARURA from a community rugby perspective, and
 - (2) those that are made to assist the development of officials at a national level. In the latter cases, these recommendations will be in close consultation with RA.

¹ Finals are held in the first week of the finals series.

² Preliminary Finals are held in the second week of the finals series.

³ Grand Finals are held in the last week of the finals series.

Overseas and inter-state opportunities must be part of a referee/referee coach's ongoing development given the significant benefit it has shown to have on the standard of officiation in SA.

- (3) The Executive Committee must review and consider all nominations made by the Grading and Appointments Board under item (2). The Executive Committee will only reject a Grading and Appointments Board nomination after consultation with the Chairperson but may only do so in circumstances where the Executive Committee gives written reason to the Grading and Appointments Board as to why the nomination was rejected.
- (4) Any funding related to these appointments will be at the Executive Committee's sole discretion and subject to available funding
- (5) Prior to confirmation of any inter-state or overseas appointment, the nominated candidate (in conjunction with the Executive Committee) will complete the travel nomination form as required by RUSA.
- (6) Every candidate that completes an inter-state or overseas appointment will produce a report for the Executive Committee to review within 4 weeks from the date of their return. This report should include the benefits gained by the candidate aligned to their development program. This Section shall not apply for officials that are appointed under a RA panel or committee.

9. Rugby Australia Appointments

Notwithstanding the Policy stated in Section 8 [*Inter-State and Overseas Appointments*], where RA requests nominations for officials to attend National Championships, RA managed 7s Tournaments, national education courses and conferences, the same SARURA processes and procedures shall be followed regardless of any SARURA funding arrangements.

Where the RA requests the local appointment of sideline officials (No-4s and No-5s) to National Rugby Competition (NRC) and National Championships matches based in SA, the Chairperson shall convey these appointments through RUSA and the SARURA Secretary for onward transmission to RA.

These appointments shall satisfy both the need to maintain the integrity of the role and to provide development opportunities.

10. Dispute Procedures

In circumstances where a referee or referee coach disagrees with their appointment, grading or ranking, the following process will be followed:

- (1) an aggrieved referee or referee coach should consult with an Executive Committee member.
- (2) the relevant Executive Committee member, must consider and discuss with the referee or referee coach their claim against the criteria outlined in this Appointments Framework.
- (3) if the matter is not resolved, then a meeting must be convened with both the Chairperson of the Grading and Appointments Board and the President or Vice-President of SARURA.

11. Referee Profile

The RRA Referee Profile may be used to inform gradings and ranking referees into panels. In summary, this system grades each component (Decision Making, Empathy, Change Behaviour and Personal Attributes) of the profile, using the scale below:

5 - Always demonstrates a very high level of knowledge and understanding of the full range of skills and attributes.

4 - Consistently demonstrates a high level of knowledge and understanding of a range of skills and attributes.

3 - Mostly demonstrates a sound level of knowledge and understanding of the basic skills and attributes.

2 - Occasionally demonstrates a limited knowledge and understanding of the basic attributes and skills.

1 - Rarely demonstrates a very limited knowledge and understanding of the basic attributes and skills.

These scores will assist referee coaches to give feedback on areas that require improvement by a referee. It is the responsibility of each referee to drive their own development and discuss their progress against the referee profile score with coaches and mentors.

Referee: {Name}

	Rarely	Occasionally	Mostly	Consistently	Always
Decision Making	1	2	3	4	5
Empathy	1	2	3	4	5
Change Behaviour	1	2	3	4	5
Personal Attributes	1	2	3	4	5

Total	/20
-------	-----