



# NSW COUNTRY RUGBY UNION

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The Secretary  
NSW Country Rugby Union  
Affiliates & Zones

Dear Sir/Madam

Attached is a copy of a memo circulated to NSW Country Rugby Union Affiliates and Zones on 6 April 2006 advising the implementation of a "Review Panel System" to work in conjunction with the Two Year Window Disclosure Policy.

The NSW Country Rugby Union Board's reasoning behind the introduction of the Review Panel System was to assist zones in view of the shortage of Level II Coaches in some Country Zones.

The system was introduced in good faith, but it has now been brought to the attention of the Board that there have been several instances where the system has been misused, and in some cases, abused.

As a result of these instances, the Country Board has reviewed the introduction of the system, and has elected not to withdraw the "Review Panel System", but to implement the following amendments:

- The original of the Disclosure Form to be used at all times during the course of the player assessment.
- The practice of Disclosure Forms being faxed from one party to another is not acceptable.
- The original Disclosure Form with the original signatures of the respective parties (Parent/Legal Guardian, Level II Coach and Competition Manager) must be passed from one party to the other.
- Level II Coaches must be accredited; those undertaking Level II accreditation are not authorised to sign off Disclosure Forms.
- Competition Managers are the officials permitted to sign off Disclosure Forms on behalf of the zone; this authorization is not transferable.
- The Competition Manager is the Zone Official who co-ordinates and conducts the competition in which the player will participate.

- The original Disclosure Form must be processed and retained by the Competition Manager prior to the player participating in a match.
- Details of dispensations must be advised in writing to all clubs participating in the respective competition prior to a dispensation player being permitted to participate in a match.

The Board has also reviewed the number of age windows a player is permitted to be cleared to play up, that being a maximum of one two year window.

- Example - A player eligible to play in the Under 13's, may only be granted a dispensation to participate in the Under 15's.

It is hoped the aforementioned amendments to the Review Panel System will overcome the serious issues which have occurred, and zones will utilize the system as it was originally intended, that being to assist with the development of players.

Zones/clubs/individuals found to be in breach of the Two Year Window Disclosure Policy will be dealt with in terms of the Australian Rugby Union Code of Conduct.

Yours faithfully



**Terry Woodward**  
**Executive Officer**