

# RUGBY INDIANA ANNUAL ADMINISTRATOR AND VOLUNTEER AGREEMENT



## FOR THE CURRENT USA RUGBY MEMBERSHIP YEAR

Rugby Indiana (RI) Affiliate Clubs/Teams have an ongoing responsibility to comply with the standards and policies that RI sets to ensure that youth rugby in Indiana is safe, fun, accessible, and true to the spirit of the game. As an Administrator or Volunteer who registers in the USA Rugby/RX membership system, I am responsible for ensuring that my actions support these goals and that I comply with RI standards, policies, and procedures for the applicable USA Rugby annual membership year.

By completing my registration and with my acknowledgment and signature below, I apply to participate in Rugby Indiana programs as an Administrator or Volunteer for the USA Rugby annual membership year and I agree to:

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### 1. **Support proper athlete registration**

Support my Club in ensuring that all athletes participating with our Club are properly and fully registered within the RI/USA Rugby registration system for the correct season before practicing or competing, and that all athletes participating in any competition are listed on the team's official match roster.

### 2. **Respect coach training, certification, and registration requirements**

Respect and support RI and USA Rugby requirements that all Club coaches are properly trained, certified as required, and registered and in good standing with USA Rugby, and that only coaches with USA Rugby Level 1 (formerly L200) or higher certification may coach contact/tackle players. I will support a culture in which coaches put the welfare and safety, including SafeSport principles, of the athletes above performance outcomes and complete the required Coach Agreements for each season.

### 3. **Comply with SafeSport, MAAPP, and in-program contact requirements**

Comply with the U.S. Center for SafeSport's Minor Athlete Abuse Prevention Policies (MAAPP) and Rugby Indiana's SafeSport Policy. MAAPP defines "In-Program Contact" as any contact (including communications, interactions, or activities) between an Adult Participant and any Minor Athlete(s) related to participation in sport, including practices, competitions, team travel, team meetings, club events, and other program activities. As an Administrator or Volunteer, if I have in-program contact with players, I understand that I must:

- Be registered with USA Rugby in an appropriate role (Administrator, Coach, Referee, or other USA Rugby-defined role) and be current and in good standing for the applicable membership year.

- Complete required SafeSport training and maintain current status as required by USA Rugby and Rugby Indiana.
- Successfully pass required background screening in accordance with USA Rugby and Rugby Indiana policies.

**1. Appear on club membership lists and, where applicable, team rosters**

Understand that all adults who have in-program contact with players for our program (including administrators, volunteers, board members, referees, and team parents with regular contact) must be registered with their Club in an appropriate role and appear on the Club's annual membership list within the membership system. Only coaches are required to appear on individual team rosters. I will ensure that my own registration, role, and club affiliation are accurate so that I am correctly listed, and I acknowledge that failure of any such adult to appear on the Club's membership list, or of any coach to appear on the appropriate team roster, is a violation of policy, regardless of whether the individual is registered and in good standing with a college, adult club, or other rugby program.

**2. Prioritize player safety, welfare, weather, and concussion management**

Place player safety and welfare at the highest priority and consider weather conditions, environmental factors, and individual player health in all rugby activities in which I participate or assist, including practices, competitions, team travel, and club events. I will support decisions to adjust or suspend activities when heat, cold, storms, field conditions, or other environmental concerns present a risk to player safety.

I will follow and support Rugby Indiana's concussion policy, which is intended to follow World Rugby Regulation 10 and World Rugby/USA Rugby concussion guidance, including "Recognize and Remove" and Graduated Return to Play principles. I understand that any player with a suspected or diagnosed concussion must be removed from play immediately, must not return the same day, and must follow the minimum stand-down and return-to-play requirements established by Rugby Indiana, USA Youth & High School Rugby, and World Rugby before resuming contact rugby.

**3. Support positive behavior and culture**

Conduct myself in a manner that supports a positive culture and compliance with the RI Code of Conduct. I will help ensure that coaches, administrators, athletes, and supporters/spectators behave in ways that reflect RI's values and will support immediate corrective action when violations occur.

**4. Comply with RI Policies & Procedures**

Follow all RI Policies & Procedures (P&Ps) to the absolute best of my ability, and respect rulings made by the Disciplinary Committee, the Executive Director, and/or the appropriate Commissioners Committee if P&Ps are not followed. I will make myself aware of RI Policies & Procedures, including policies governing competition, player safety and welfare, nondiscrimination and diversity, SafeSport and MAAPP compliance, and RI's Youth Variations. I agree that "I didn't know" is not an acceptable reason for non-compliance.

**5. Maintain accurate contact information**

Ensure that my contact information in the USA Rugby/RX membership system is accurate and up to date, including my email address and phone number, and that my club

affiliation and role are correctly listed. I understand that RI and Club leaders will use this information to convey official notices and that if my data is not accurate and up to date, I may miss important information and remain responsible for my compliance.

**6. Sanctions for non-compliance**

I understand that failure to comply with these requirements, and with all Rugby Indiana Policies & Procedures and applicable USA Rugby and World Rugby policies and regulations, including SafeSport and MAAPP obligations, Rugby Indiana's concussion policy, and the registration and rostering requirements for adults with in-program contact, may result in sanctions or other disciplinary action applied to me as an individual, to Club leaders, and/or to the Club.

**Administrator/Volunteer Name (Printed):** \_\_\_\_\_

**Administrator/Volunteer Signature:** \_\_\_\_\_

**Club Name:** \_\_\_\_\_

**USA Rugby Membership Year:** \_\_\_\_\_

**Electronic acknowledgment:**

I understand that this agreement is included in the online USA Rugby/RX registration process and that my electronic acknowledgments, digital signatures, and other marks recorded during registration have the same force and effect as my handwritten signature on this document.