

**CAMBRIDGE UNIVERSITY AND DISTRICT
RUGBY REFEREES' SOCIETY**



HANDBOOK FOR SEASON 2014 – 15

“Better Refereeing for Better Rugby”
www.cambsref.co.uk



CODE OF RUGBY

Everyone involved in rugby in England, whether as
a player, coach, referee, administrator, parent
or spectator is expected to uphold
the Core Values of our sport.

Teamwork · Respect · Enjoyment

Discipline · Sportsmanship

- Play to win - but not at all cost.
- Win with dignity, lose with grace.
- Observe the Laws and regulations of the game.
- Respect opponents, referees and all participants.
- Reject cheating, racism, violence and drugs.
- Value volunteers and paid officials alike.
- Enjoy the game.

**THIS IS
RUGBY.**

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St Johns Innvoation Centre, Cowley Road, Cambridge, CB4 0WS

FOREWORD



Jon Evans
CUDRRS President 2014-15

Well, where did that year go? It only seems like last week that I wrote my foreword for last years' handbook, and here I am again a year later doing it again. Maybe that is a sign of old age?

In my foreword last year I said that a theme for the society would be the recruitment and retention of more referees. The Management Group and our SMACs (Society Members Assigned to Clubs) have worked hard at this and I can report our numbers are up and continuing to grow. This is bucking the national trend and something we should all be very proud of. If you are considering 'hanging up your boots' why not get in touch?

I also wrote about my commitment to improving the partnership we have with our Clubs. We did a number of

good things throughout the season, not least a workshop at the start to look at the new scrum engagement but we also had a number of difficult matters to deal with. I think some of that comes from having a more open culture, as Clubs felt more able to challenge our policies, and long may it continue.

I have personally noticed that match day is becoming much more like football recently, and we must ensure we all remember the values of Teamwork, Enjoyment, Respect, Discipline and Sportsmanship if our game is to remain how we all want it to be. I played and stayed involved for those reasons and I hope these remain important to you all.

As with any Club, work doesn't stop for the summer. We have a new Communications Manager in Sam Vail and his enthusiasm for the task already sees us with a new website (www.cambsref.co.uk). Go and have a look, and please let us know if you want something included.

We have new kit on order, so watch out for a smartly turned out ref on a pitch near you soon and we have a full and exciting year of training meetings in the pipeline. You are welcome to join us.

Best wishes for a great season, with RWC2015 on the horizon. We need to all make sure we are ready for the additional interest that it will inevitably create and capture all the budding players, referees and supporters we can.

Yours in rugby;
Jon Evans

MEMBERSHIP CHARTER

Success on the Rugby field depends upon teamwork and loyalty. It's the same for Refereeing.

When we join the Society, we make a commitment to help it achieve its aim and objectives and to act with the highest integrity when representing it on or off the field.

Without such commitment, our team, our Society, cannot function effectively nor will it achieve "Better Refereeing for Better Rugby" for local Clubs and schools, our fellow members or for us.

It's true we are unpaid volunteers but nevertheless we have to accept our obligations as members.

What are these obligations? This Charter sets out the fundamental principles we should follow as members of the referees' team.

Of course, there are things in life with a much higher priority than Rugby Football. The level of commitment will vary between individual members. That's natural and acceptable. The Society welcomes and values the contribution of each member.

Everyone in our team is invited to play the fullest part they can. This Charter is our Game Plan.

Aim

The Society is committed to providing Better Refereeing for Better Rugby through the efforts of its own members and in partnership with others.

Objectives

Satisfy all the refereeing needs of affiliated Clubs and schools

Ensure competent officials are appointed for each match

Provide opportunities for all officials to reach their full potential

Adopt best practice on and off the field

Promote a sporting spirit, fair play and respect for the Laws

Develop friendship and fun within the Game.

Principles of Membership

Members who are match officials should

- Always be ready for appointment unless they have given due notice.
- Prepare a Personal Development Plan to support their ambitions.
- Arrive at grounds in good time to complete pre-match preparations.

- Apply the core principles of Safety, Equity and Law in all matches.
- Request an official of each team to report on their performance.
- Assess the Clubs' performances for The Whistlers' Trophy.

All members should

- Be ready to assist with the running of the Society.
- Cooperate with, respect and support the Officers of the Society.
- Behave well and be smartly dressed when representing the Society.
- Attend meetings of the Society or tender their apologies.
- Keep the promises they make to the Society and
- Contribute to the friendship and fun the Society offers.

CUDRRS PRIVACY POLICY

The Society is committed to protecting your privacy. We will only use the information that we hold about you lawfully (in accordance with the Data Protection Act 1998).

We hold information about you for 2 reasons: firstly, to allow you to participate in the Society and secondly, to provide you with the best possible service. This includes your personal access details, your role in the society, reports provided by advisers and held in your secure personal file and if an active referee your level. If a Club then we hold details about the appropriate link officers and their addresses and contact details.

The type of information we will hold about you includes: **your name; your address; your phone numbers; your email address.** We will never collect sensitive information about you without your explicit consent.

The Society may need to disclose the information provided to Member Clubs for Appointments purposes, and to the Rugby Football Union, Constituent Bodies and other organizations associated with Rugby Union Football.

The information we hold will be accurate and up to date.

You can check the information that we hold about you by emailing the Honorary Secretary. If you find any inaccuracies we will delete or correct it promptly.

The personal information which we hold will be held securely in accordance with the law. **(June 2009)**

**CAMBRIDGE UNIVERSITY AND DISTRICT
RUGBY REFEREES' SOCIETY
OFFICERS FOR 2014 – 15**

President

Jon Evans 46 Alexander Chase, Ely, CB6 3SW
(H) 01353 666395 (M) 07771 806425
Email: jevans2001@btinternet.com

Management Group

Honorary Secretary

David Tyrrell Somersby, Wicken Bonhunt, Saffron
Walden, Essex, CB11 3UG
(H) 01799 540985 (M) 07713 139887
Email: davidatyrrell@gmail.com

Finance Manager

Paul Wilson 16 Pedley Lane, Wisbech, Cambs
PE13 1SN
(H) 01945 465534 (M) 07970 908501
Email: paul@optimumpackaging.co.uk

Appointments Manager

James Pepper 73 Grounds Avenue, March, PE15 9BG
(H) 01354 656937 (M) 07761 050874
Email: jamesepepper@sky.com

Assessments and Gratings Manager

Charles Osbourn 24 Gunson Gate, Chelmsford, Essex,
CM2 9NZ
(H) 01245 250031 (M) 07895 842508
Email: cosbourn@btinternet.com

Communications Manager

Sam Vail 36 Histon Rd, Cambridge, CB24 8UD
(H) 01954 250860 (M) 07789 737920
Email: sam@kvgd.com

Training and Development Manager

David Howell 61 Home Close, Histon,
Cambridge, CB24 9JL
(H) 01223 501882 (M) 07948 505725
Email: davidhowell61@hotmail.com

Other Officers

Safeguarding Officer:	James Pepper
Cambridge University RFU:	Stuart Graveston
Cambridgeshire RFU:	James Pepper
Central Federation Management Board:	David Tyrrell
Central Federation Match Officials Development Committee:	Charles Osbourn
The Whistlers' Trophy Coordinator:	Steve Cardy
Weekend Youth Appointments Secretary: John Hanlon	Email: john.hanlon@tesco.net
Midweek Schools Appointments Secretary: Ian Reid	(M) 07868 648811
Colleges Appointment Secretary: Stuart Graveston	Email: sfgraveston@hotmail.com
Kit Manager: Mike Daniel	Email: medaniel04@gmail.com
International Ticket Officer:	Charles Osbourn
Honorary Auditor:	David Dobson



CUDRRS referees in action





Whistler's Trophy presentation to Sawston by Ian Robertson at the 2014 Annual Dinner at Christ's College



John Hanlon and Mike Daniel at Cambridgeshire Youth Supper

MEMBERSHIP 2014 - 2015

REFEREES

HONORARY MEMBERS

OTHER FULL and ASSOCIATE MEMBERS

RULES FOR AFFILIATED CLUBS, COLLEGES AND SCHOOLS

1. Before the commencement of each season, affiliated Clubs, Colleges and Schools must provide details of
 - a) all matches they wish the Society to appoint officials for, and
 - b) the names, home address, telephone number(s) and e-mail address (where available) of their Honorary Secretary, Fixture Secretary and any other person(s) who will be their contact with the Society on matters relating to fixtures and the appointment of match officials.
2. These details must be sent to the relevant Officers of the Society which are in the case of
 - a. matches - the Appointments Manager(s) or Appointments Secretary and for
 - b. contacts - the Honorary Secretary.

Following its Annual General Meeting, the Society will inform the affiliated Clubs, Colleges and Schools who the relevant Officers are and the date(s) by which the required information must be received.

3. Each month the Society will send lists of match official appointments to the contact person(s) identified by the Club or School. Separate notification will be provided for University College matches.
If Clubs, College and Schools require officials for additional matches, they must make their requests to the relevant Appointments Manager(s) or appropriate Appointments Secretary as soon as arrangements for

them are completed. The Society reserves the right to turn down any such request made within three days of the proposed match.

4. At least 72 hours before each match, the Club or School must contact the appointed referee to confirm details about the date and place of the match, opponents, team colours and time of kick off.
For Saturday fixtures, this contact should be made by no later than Wednesday evening.
The Society authorises its referees to withdraw their services if they are not contacted as required.
5. Should a match be cancelled, opponents changed or kick off time altered, the Club, College or School FIRSTLY, must inform the Appointments Manager or the appropriate Appointments Secretary and THEN contact the appointed referee.
6. Affiliated Clubs, Colleges and Schools must only request the services of a Society referee through the Appointments Manager or the appropriate Appointments Secretary. The Society may withdraw its service if this requirement is not followed.
7. Affiliated Clubs, Colleges and Schools are expected to welcome appointed match officials upon their arrival at the ground, introduce them to relevant officials and team captains, be cooperative and respectful of their decisions and show them reasonable hospitality after the match.
8. Clubs, Colleges and Schools must ensure that the performance assessment cards handed by referees to their officials are completed and returned to the Society within 7 days.

9. Should a Club, College or School wish to make a formal complaint about the Society or a member of the Society, the Secretary of the Club, College or School must submit the complaint, in writing, to the Honorary Secretary of the Society. The Society will only consider complaints made in this way.
(Reference Society Constitution: Section 6.4).
10. Every affiliated Club or School must pay to the Society the fees charged for the appointment of match officials and the reimbursement of their reasonable expenses by the Society. Based upon the number of appointments requested, payment of these fees will be required in advance for each half of the season, i.e. for September to December and for January to May. Invoices will be sent out in October and January asking for payment to be made to the Society's Finance Manager within 14 days of receiving them.
Separate arrangements are made for collecting fees from University Colleges.
11. The Society will not appoint referees to a Club, College or School that defaults on payment and may even withdraw referees already appointed.
12. Each Club, College or School requesting Society referees must have effective insurance cover for accidental death or disability for referees, touch judges and referee advisers appointed to their matches. They must produce evidence that they have cover under the RFU Accidental Death and Disability Compulsory Scheme or some other insurance policy providing cover at least equivalent to the benefits of the RFU Scheme. They must provide evidence of such insurance to the Finance Manager of the Society annually before 1st September of the current season.

13. The Society has the right to cancel the affiliation of any Club, College or School whose officials or members fail to observe these Rules.

Note: These Rules are intended to ensure that the Society provides a good service to its affiliated Clubs, Colleges and Schools and is able to recruit, train and retain sufficient referees of the quality required for players to enjoy their Rugby at all levels.

Adopted by the AGM 18th May 2008

AFFILIATED CLUBS

ANGLIA RUSKIN UNIVERSITY

Fixture Contact: OLLIE TOOGOOD

Sports Clubs Development Officer

(B) 08451 962555 (M) 07775226859

Email: ollie.toogood@anglia.ac.uk

Ground: Shelford – directions see Shelford Rugby Club

Club Colours: Navy Blue and Gold

CAMBOURNE EXILES RFC

Fixtures Secretary: ANDY SOER

(H) 01954 269281 (M) 07540 059111

Email: andy.soer@aol.co.uk

Chairman: MARK LISHER

(M) 07947 597726

Email: mark.lisher@btinternet.com

Secretary: NEIL INGHAM

(M) 07956 410309

Email: neiljoningham@yahoo.co.uk

Treasurer: MARK GRIFFITHS

(H) 01954 715755 (M) 07835 255562,

Email: markandclaire1993@hotmail.co.uk

Ground: off BACK LANE, Great Cambourne

Directions: From A428 junction south roundabout: turn into Cambourne. At next roundabout take 1st left onto Back Lane, over small bridge. Follow Back Lane, straight ahead at next roundabout. Parking for the Rugby Club is in the Sports Centre car park, off Back Lane, Cambourne, CB23 6FY. There is pedestrian access to the clubhouse alongside the Sports Centre heading towards the rugby posts.

From A1198 (South, Caxton Bypass): Follow School Lane through Lower Cambourne into Great Cambourne. Opposite Primary School, turn left onto Broad St, then right onto De La Warr Way. Turn right onto Back Lane, then as above.

Club Colours: Blue and gold

CAMBRIDGE RUFC

Senior Match / Fixtures Contact: ROLAND WINTER (Director of Rugby)

(M) 07545549799

Email: rowland.winter@crufc.co.uk

Email : fixtures@crufc.co.uk

01223 312437 (ground)

Youth Fixtures Contact: ANTHONY FRAYLING

(M) 07779 257214

Email: myfixtures@crufc.co.uk

Honorary Secretary: ADRIAN CARPENTER

15 Church Road, Teversham, Cambs., CB1 9AZ

(M) 07803 907172

Email: secretary@crufc.co.uk

Honorary Treasurer: JIMMY DORE

C/O CRUFC, Volac Park, Grantchester Road, Cambridge,

CB3 9ED

Email : treasurer@crufc.co.uk

Ground: Volac Park, Grantchester Road, Cambridge, CB3 9ED

Tel: 01223 312437

Directions: Leave M11 exit 12 (A603) to Cambridge. Right into Grantchester Road opposite Wolfson College, ground 300m on right where road narrows.

Club Colours: Amber and Scarlet

CAMBRIDGE UNIVERSITY RUFC

Match / Fixtures Contact: General Manager: IAN MINTO

c/o University Football Ground, Grange Rd, Cambridge,
CB3 9BN

Tel: 01223 354131 (M) 07742 256557

Email: ianminto@btconnect.com

Ground: University Football Ground, Grange Road, Cambridge

Directions: From M11, Exit 12 (A603) into Cambridge, Barton
Road, turn left into Grange Road opposite Hat & Feathers PH.

Entrance to ground is ½ mile on left.

Club Colours: Light Blue and White

CAMBRIDGE UNIVERSITY LX CLUB

Contacts: as above

Ground: Grange Road

Directions: See Cambridge University.

Club Colours: varies Light Blue and White / Dark Green/
Maroon

CAMBRIDGE UNIVERSITY UNDER 20's and 21's

Match / Fixtures Contact: as above

Ground: Grange Road

Directions: See Cambridge University

Club Colours: Light Blue and White

CAMBRIDGE UNIVERSITY WOMEN'S RFC

Captain: SIAN MCGUINNESS

Email: skm52@cam.ac.uk

Phone: 07921 514556

Fixture Sec: HELEN LAMBERT

Email: hdl23@cam.ac.uk

Phone: 07771 893258

Directions: Various locations to be arranged.

Club Colours: Light Blue and White

CANTABRIGIAN RUFC

Match / Fixtures Sec: JOHN EDMONDS

25 Granta Terrace, Great Shelford, Cambridge, CB2 5DJ

(H) 01223 846224 (M) 07764 268199

Email: johned40@hotmail.com

Honorary Secretary: DAREN SHEWARD

7 High Street, Burwell, Cambridge, CB25 0HB

(H) 01638 743986 (M) 07785 555829

darensheaward@icloud.com

Treasurer: NIGEL FABEN

97 Rooks Street, Cottenham, Cambs., CB24 8QZ

(H): 01954 250698 (M) 07802 737104

Email: nigel.faben@btinternet.com

Ground: Sedley Taylor Road, Cambridge, CB2 8PW

Tel: 01223 516061

Website : www.cantabs.co.uk

Directions: FROM M11

Exit M11 at Junction 11 Take the **A1309** to Cambridge; straight through the first and second set of lights (for park and ride to your left) carry on straight through the next set (junction) traffic lights (Waitrose Superstore on your left hand side) staying in the left hand lane into Cambridge. Pass a Shell petrol station (left hand side) until you come to the second set of (junction) traffic lights with a filter lane. **TURN RIGHT HERE** into **Long Road** (signposted "**Addenbrookes Hospital**" / "**Rosie Maternity**" / "**Cherry Hinton**"). Carry on through the new traffic light system and go up over Railway Bridge. Just beyond the bridge you will need to turn first left into Sedley Taylor Road. The entrance to the ground is on the left approximately 50 yards down Sedley Taylor Road. It is a very narrow lane between two houses just after the speed/width restriction. The clubhouse and car park are at the end of the lane and changing rooms to the right of the car park.

Club Colours: Wide Blue and White hoops

ELY RUFC

Match / Fixtures Sec: MARK EGERTON

(H) 01354 692206 (M) 07709 979285

Email: fixture.secretary@elyruff.co.uk

Youth Fixtures: MARK EGERTON

(H) 01354 692206 (M) 07709 979285

Email: junior.fixtures@elyruff.co.uk

Honorary Secretary: DEBBIE MARSHALL

4, Langham Way, Ely, Cambs., CB6 1DZ

Email: secretary@elyruff.co.uk

Treasurer: RICHARD MISSON

(H) 01353 699585 (M) 07771 738527

Email: richard.misson@btconnect.com

Ground: The Playing Fields, Downham Road, Ely, CB6 2SH

Tel: 01353 662156

Directions: From Ely on A10 ring road exit left at roundabout onto B1411 (Little Downham) Ground immediately on left

Club Colours: Black and Gold

MARCH BEARS RUFC

Fixture Sec: ROBERT WOOLLARD

Wooly1604@gmail.com (M) 07545 856017

Director of Rugby: BARRY FEETHAM

13 Cherrywood Avenue, March, Cambs., PE15 9ST

(H) 01354 656703 (M) 07817 490285

Email: barryfeetham@aol.com

Honorary Secretary: CLAIRICE PEPPER

73 Grounds Ave., March, Cambs., PE15 9BG

(H) 01354 656937 (M) 07739 512574

Email: secretary@marchbearsruff.co.uk

Treasurer: GARY PARMENTER

4 Beech Grove, March, Cambs., PE15 8JS

(H) 01354 656925

Email: ga.parmenter@talk21.com

Youth Teams Contact: TODD WOOLLARD

Toddwoollard4620@hotmail.co.uk (M) 07725 003840

Ground: Elm Road Sports Field, Elm Road, March, PE15 0BH

Directions: Leave town centre on B1101 towards HMP
Whitemoor. Ground on left.

Club Colours: Maroon and White

MILDENHALL RUFC

Fixture Sec: SHIRLEY HUNTER

29 The Green, Worlington, Bury St Edmonds, Suffolk, IP28 8SJ

Email: sa.hunter@btinternet.com

(H) 01638 718052 (M) 07767 470511

Honorary Secretary: SHIRLEY HUNTER As above

Treasurer: contact SHIRLEY HUNTER As above

Alternate Contact: OWEN SOUTHWOOD (M) 07889 704011

Ground: Red Lodge Sports Pavilion, Hundred Acre Way,
Red Lodge, Suffolk, IP28 8FQ

Tel: 01638 551257

Directions: From Newmarket A11 or from Fiveways R/about.

Take B1085 exit to Redlodge. At the r/about take 3rd exit on to
B1085. At next r/about take 1st exit onto Warren Rd. At next
r/about take 2nd exit onto One Hundred Acre Way. Follow the
road through the housing estate. Sports Club is on the left,
opposite the school. It is signposted.

Club Colours: Black and red.

NEWMARKET RUFC

Match / Fixtures Sec: RAY BURT

(M) 07795 414359

Email: rayburt@btinternet.com

Youth Teams Contact: ANDY BALDWIN

54 Drinkwater Close, Newmarket, Suffolk, CB8 0QW

(H) 01638 454907

Email: baronbaldwin@yahoo.com

Honorary Secretary: ROBERT VOSS,

58 King Edward VII Road, Newmarket, Suffolk, CB8 0EU

(H) 01638 669596 (M) 07500 079147

Email: robert.voss@btinternet.com

Treasurer: SHERARD FRANKLIN

21 Akeman Close, Stretham, Ely, Cambs., CB6 3JR

(H) 01353 949626 (M) 07962 155470

Email: shezandjen@yahoo.com

Ground: Scaltback Middle School, Exning Road, Newmarket

Tel: 01638 663082

Directions: Leave A14 at A142 towards Newmarket. Turn right at Tesco's roundabout and follow road to "T" junction. Turn left and after 800m turn right into Elizabeth Avenue then after 100m, left into School.

Club Colours: Black and emerald

RENEGADES RUFC

Fixture secretary: DAVE STEWARD

78 King street, Rampton, Cambridge, CB24 8QD

(M) 07734 335933

Email: d.steward3@ntlworld.com

Honorary Secretary: RICHARD COWLEY

18 Mil Rd, Willingham, Cambridge, CB24 5UU

(M) 07710 170774

Email: richard@cambsrfu.co.uk

Treasurer: DAVID LEITH

37 Balland Field, Willingham, Cambs., CB24 5JT

(H) 01954 261109

Email : david.leith@btinternet.com

Ground: Cottenham Village College, Cottenham, Cambridge

Club Colours: Red and black

SAFFRON WALDEN RFC

Fixtures Sec: GRAHAM MARSHALL

23 Newport Rd, Saffron Walden, Essex, CB11 4BS

(H) 01799 501063

Email: graham.marshall2@ntlworld.com

Match Secretary: ANTHONY DAVIES.

Email: digger_davies@hotmail.com

(M) 07970 784938

Mini/Youth Fixture Contact: TABATHA STANTON-STOCK

Email: tabithas@ntlworld.com

Honorary Secretary: STEVE LANGFORD

16 Fairycroft Road, Saffron Walden, Essex, CB10 1LZ

(M) 07836 738452

Email: stevejlangford@googlemail.com

Treasurer: MARTIN CURTIS

New Barn Farm, Lindsell, Dunmow, Essex, CM6 3QH

(H) 01371 870461

Email: m.p.curtis@btinternet.com

Ground: Springgate, Chickney Rd Henham, Nr. Bishops

Stortford Tel: 01279 850791

Directions: The Clubhouse is situated near Henham village, 7 miles south of Saffron Walden. From Saffron Walden High Street, near the war memorial turn left at the mini roundabout onto Debden Road. Follow this road out of the town. Go over the cross roads heading through Debden village. After 2 miles turn right to Henham, follow this road for about 3 miles to the Club.

Club Colours: Myrtle Green and White

SAWSTON RUFC

Match / Fixtures Sec: MARK PICKERING

2 Dumpling Farm Cottage, Cambridge Road, Barton, Cambs., CB23 7UA

Email: mark.pickering@anglia.ac.uk

Honorary Secretary: HAZEL COWAN

Sarsfields, High Street, West Wickham. Cambs., CB22 4SB

(H) 01223 500700

Email: hazelmcowan1@btinternet.com

Treasurer: MICHAEL COWAN

Sarsfields, High Street, West Wickham. Cambs., CB22 4SB

(M) 07754 847591

wisz1@btinternet.com

Ground: Sawston Village College, Sawston Tel:01223 836615

Directions: Leave M11 exit 10 eastwards on A505 towards Duxford village, turn left at roundabout towards Sawston on

A1301, after 2 miles turn right on dual carriageway into Sawston,
take left fork and school is 300m on left opposite telephone box
Club Colours: Blue and White hoops.

SHELFORD RUGBY CLUB

Match / Fixtures Sec: MIKE WHIBLEY

111a Glebe Rd, Cambridge, CB1 7TE

(H) 01223 214070 (M) 07831 090458

Email: mike.whibley@btinternet.com

Youth Rugby Contact: RORY FINLAYSON

2 Burma Road, Duxford, Cambridge, CB2 4QP

(H) 01223 834207 (Evenings) (M) 07711 642182

Email: rory.finlayson@shandrum.co.uk

Honorary Secretary: JULIA PERRY

Longmead, Steventon End, Ashdon, Saffron Walden, Essex,
CB10 2JE

(H) 01799 584835, (M) 07715 041666

Email: juliacperry@btinternet.com

Treasurer: ANNALEAZA FINLAYSON

2 Burma Road, Duxford, Cambridge, CB2 4QP

(H) 01223 834207 (Evenings)

Ground: Davey Field, Cambridge Road, Gt. Shelford,
Cambridge. Tel: 01223 843357

Directions: Leave M11 exit 11 (A1309) to Cambridge. 1st

T/lights turn right. At next T/lights turn right into Shelford Road.

After less than half a mile entrance to ground is on right opposite
Scotsdale's Garden Centre.

Club Colours: Maroon and White hoops

SHELFORD LADIES WRUFC

Match / Fixtures Sec: BERTILLE GLEIZE

(M) 07967 570989

Email: bertille.gleize@matthey.com

Ground and Directions: See Shelford RUFC

Club Colours: Maroon and White

WENDENS AMBO

Fixtures Secretary: JOHN LODGE

4 Common Hill, Saffron Walden, CB10 1JG

(H) 01799 500225 (M) 07758 240332

E-mail: johnlodge@ntlworld.com

Captain: CHARLES GILBANK

163 Cherry Garden Lane, Newport, Essex CB11 3QW

(M) 07507 852810

E-mail: cgilbank@gmail.com

Secretary: FRANK SCHOLFIELD

5 Clays Meadow, Littlebury, Saffron Walden, CB11 4TX

(H) 01799 520306 (M) 07710 146 495

E-mail: anthony.scholfield@btopenworld.com

Minis Contact: CHARLES GILBANK

As above

Treasurer: JOE O'HARA

South House, Littlebury, Saffron Walden, CB11 4TD

(H) 01799 513560 (M) 07764 927711

Email: joe_ohara_uk@yahoo.co.uk

Ground: Carver Barracks CB10 2YA

Directions: Entrance to pitch and changing rooms is via Debden Airfield adjacent to the Carver Barracks. From the north, travel south on the B1383 into Newport and turn left at the Premier Garage (signposted Debden and Carver Barracks). Follow road for around 3.5 miles and airfield entrance is on left opposite large layby – we will endeavour to have a flag at the entrance for you to spot. If you get to the guardhouse entrance to the barracks you have gone too far. Alternatively, field can be approached from the B184 Saffron Walden/Thaxted road (signpost Debden/Newport/Carver Barracks), in which case entrance will be about 2/3 mile on the right. From the south, travel north on the B1383 from the M11 and Bishop's Stortford through Stansted village, Ugley and Quendon into Newport. Turn right at the Premier Garage and then follow as above.

Colours: Black & Red

WISBECH RUFC

Match / Fixtures Sec: DAVID DOBSON,

5 Buckingham Walk, Wisbech, Cambs., PE13 3HL

(H) 01945 461223 (B) 01945 585237 (M) 07999 536688

Email: ddobson283@gmail.com

Mini/Youth Fixtures: MRS JOANNA WILCOX

(H) 01366 381378 (M) 07766 600010

Email: joannawilcox@hotmail.com

Honorary Secretary: DAVID DOBSON,

5 Buckingham Walk, Wisbech, Cambs., PE13 3HL

(H) 01945 461223 (B) 01945 585237 (M) 07999 536688

Email: ddobson283@gmail.com

Treasurer: SIMON BLACKWELL

Terracotta, Barton Rd, Wisbech, PE13 4TG

(H) 01945 738936 (M) 07541 089695

Email: siblackwell@yahoo.co.uk

Ground: Chapel Road, Wisbech Tel: 01945 481500

Directions: From Wisbech by-pass (A47) to town centre, cross bridge over R. Nene into Old Market Place. Turn left into Chapel Road. Ground is 100m on right.

Club Colours: Red

AFFILIATED COLLEGES AND SCHOOLS

HILLS ROAD SIXTH FORM COLLEGE

Head of Sport : ANN HEMMING

Sports Administrator: ANNA MOORE

Hills Road Sixth Form College, Cambridge, CB1 8OS

Tel: 01223 270086

Email: amoore@hillsroad.ac.uk

Rugby Coach : RORY FINLAYSON

(M) 07711 642182

Email: rory.finlayson@shandrum.co.uk

Ground: Sedley Taylor Road, Cambridge

Directions: Leave M11 exit 11 (A1309) to Cambridge. 2nd T/ lights turn right into Long Road (Addenbrookes sign) just beyond railway bridge turn left into Sedley Taylor Road. Within 50m, narrow entrance to ground on left between houses

Club Colours: Navy Blue and White hoops

JOYCE FRANKLAND ACADEMY, NEWPORT

(formerly Newport Free Grammar School)

Fixtures Secretary: LEE GAMBLE

Joyce Frankland Academy, Bury Water Lane,

Newport, Essex, CB11 3TR

Tel: (W) 01799 540237 (M) 07773 152634

Email: lee.gamble@nfgs.org.uk

Ground: Joyce Frankland Academy, Newport, Essex

Directions: From Cambridge, take first right as you come into Newport, Essex onto Bury Water Lane. Then second right to the sports hall car park. The playing fields are behind the astro turf. Referees changing facilities are available in the sports hall.

Colours: Gold and blue

KING'S SCHOOL, ELY

Match / Fixtures Contact: JASON BILLOWS

c/o The King's School, Ely, Cambs., CB7 4DB

(M) 07773 067688

Email: jasonbillows@kingsely.org

Ground: Amherst and Campus/Brand School Playing Fields,
Ely

Directions: From A10, take A142 ring road to south side of city towards Newmarket. Turn left at roundabout up Back Hill towards Ely, left at top of hill as road emerges into tree lined Barton Square. Turn immediately left into drive (signposted King's School, Barton Farm). Car park at end of short drive. Ask for Staff Common Room.

Colours: Navy, white and duck egg blue.

LONG ROAD SIXTH FORM COLLEGE

Sports Administrator: MATT PAYNE

Long Road Sixth Form College, Long Road, Cambridge,
CB2 2BX

Tel: 01223 507400 Ask for sports hall

Ground: Long Road Sixth Form College, Long Road,
Cambridge, CB2 2BX

Colours: Green and Black

SAFFRON WALDEN COUNTY HIGH SCHOOL

Match / Fixtures Contact: CHRIS EDWARDS

Saffron Walden County High School, Audley End Road, Saffron
Walden, Essex, CB11 4UH

Tel: 01799 513030 Ext 224 (M) 07720 810380

Email: cedwards@swchs.net

Ground: Audley End Road, Saffron Walden, Essex

Directions: From Cambridge on M11, leave at Junction 10 eastwards on A505. Turn right at roundabout on A1301 to Stumps Cross and take B1303 through Great Chesterford and Littlebury. Pass Audley End House and take second left towards

Saffron Walden. School is on the right just past junction of Audley End Road with London Road.
From South, leave M11(Junction 9) to Stumps Cross and take B1303 through Great Chesterford as above.

Colours: Red/Green

THE LEYS SCHOOL

Match / Fixtures Contact: TOMMY DANN

The Leys School, Cambridge, CB2 8AD

(B) 01223 518523 / 508900

Email: tod@theleys.cambs.sch.uk

Ground: School Playing Fields, Cambridge

Directions: Leave M11 exit 11 (A1309) to Cambridge. After 3rd T / lights, pass Botanical Gardens on right. Main school entrance is on left, 200m after 30mph sign. Ask for Masters Common Room.

Colours: Blue and White hoops

THE PERSE SCHOOL

Head of Rugby: LIAM ST JOHN

The Perse School, Hills Road, Cambridge, CB2 8QF

(B) 01223 403882 (M) 07779121943

Match / Fixtures Contact: LIAM ST JOHN

(W) 01223 403882

Email: LPSJohn@perse.co.uk

Ground: Upper School site, Hills Road, Cambridge, CB2 8QF

Tel: 01223 403800

Directions: Leave M11 exit 11 (A1309) to Cambridge. 2nd T / lights turn right into Long Road (Addenbrookes sign). At end, turn left at T / lights into Hills Road. School entrance 600m on left at pelican crossing with lights.

Colours: Purple, White and Black hoops

WISBECH GRAMMAR SCHOOL

Match / Fixtures Contact: ALEX LAYBOURNE

Wisbech Grammar School, North Brink, Wisbech, PE131JX

(M) 07746 792378

Email: alaybourne@wgs.cambs.sch.uk

Ground: School Playing Fields, Wisbech Grammar School

Directions: **From Peterborough and March**

Follow the A47 to Wisbech from the Guyhirn bridge roundabout. On entering the town, with the River Nene on the left, approach traffic lights with the Clarkson Memorial slightly to the right. Turn left over the bridge and then immediately left again, travelling in the one-way system along the side of the river. At the end of this road, turn right into Chapel Road and then immediately left into the School car park.

From King's Lynn

Follow the A47 into Wisbech. Cross Freedom Bridge after leaving the large roundabout in front of the police station. Turn left immediately after the bridge and continue until you reach Chapel Road on the left hand side. Turn into Chapel Road and then take the second right into the School car park.

From Long Sutton

Follow the A1101 into Wisbech. Continue travelling on the main road and turn right into Harecroft Road, indicated by road markings. Immediately before the road takes a sharp left hand bend, turn right into Chapel Road and then take the second right hand turn into the school car park.

From Downham Market

Follow the A1101 into Wisbech, travelling on the dual carriageway. Cross Freedom Bridge after leaving the large roundabout in front of the police station. Turn left immediately after the bridge and continue until you reach Chapel Road on the left hand side. Turn into Chapel Road and then take the second right into the school car park.

Colours: Red, Navy and Gold Hoops.

CAMBRIDGE UNIVERSITY RUFC
Principal Officers 2014-15

<u>President</u>	Mark Bailey mark.bailey@curufc.com
<u>Chairman</u>	Nick Bennett nick.bennett@curufc.com
<u>Exec Secretary</u>	Nigel Pett nigel.pett@curufc.com
<u>Treasurer</u>	Austin Jessop austin.jessop@curufc.com
<u>Director of Operations</u>	Ian Minto ian.minto@btconnect.com

CAMBRIDGE UNIVERSITY RFU
Principal Officers 2014-15

<u>President</u>	Dr Mark Bailey mark.bailey@curufc.com
<u>Secretary</u>	Deborah Griffin dg430@homerton.cam.ac.uk
<u>Treasurer</u>	Dr Austin Jessop austin.jessop@curufc.com
<u>Chair Discipline</u>	Daniel Pett DPETT@britishmuseum.org or danielpett@gmail.com
<u>College Rugby Administrator:</u>	Dr Philip Oliver po10000@gen.cam.ac.uk
<u>College Rugby Dev. Officer</u>	John Naylor john.naylor@curufc.com
<u>CUDRRS rep.</u>	Stuart Graveston sfgraveston@hotmail.com

CAMBRIDGESHIRE RFU
Principal Officers 2014-15

<u>President</u>	Max Pocock New House, Old Bank, Prickwillow, Ely, CB7 4UT (H) 01353 688307
<u>Chairman</u>	Alasdair Bovaird 30 Beeches Close, Saffron Walden, Essex, CB11 4BT (H) 01799 523578 (M) 07711 484582
<u>Hon. Secretary</u>	Clairice Pepper 73 Grounds Avenue, March, Cambridgeshire. PE15 9BG (H) 01354 656937 (M) 07739 512574
<u>Hon. Treasurer</u>	Martin Curtis New Barn Farm, Lindsell, Dunmow, Essex, CM6 3QH (H) 01371 870461

EASTERN COUNTIES RFU
Principal Officers 2014-15

<u>President</u>	John Taylor 32, High Street, Stetchworth, Newmarket, CB8 9TJ (H) 01638 507483
<u>Chairman</u>	John Phoenix 5 Temple Rd, Stowmarket, IP14 1AX (M) 07775 817437
<u>Hon Secretary</u>	Roger Pierson 10 Long Road, Framingham Earl, Norwich, Norfolk, NR14 7RY (H) 01508 493085 (M) 07974 619114
<u>Hon Treasurer</u>	Pamela Clarke, 162, Angel Road Norwich, NR3 3JB (M) 07775 523689
<u>Chairman</u> <u>Referees</u>	Graham Cross Manor Farm, Roydon, Diss, Norfolk, IP22 5QS (H) 01379 642345 (M) 07850 642345
<u>Chair Discipline/</u> <u>President Elect</u>	Huw Davies Waterloo House, Bedingfield, Eye, Suffolk, IP23 7LQ (H) 01728 628259 (M) 07963 808907

LEAGUE STATUS OF AFFILIATED CLUBS

NATIONAL 2 SOUTH (L 4)

Bishops Stortford
Cambridge
 Canterbury
 Chinnor
 Clifton
 Cornish All Blacks
 Dings Crusaders
 Dorking
 Henley Hawks
 Lydney
 Old Elthamians
 Redruth
Shelford
 Southend
 Taunton Titans
 Worthing Raiders

VARIOUS FIXTURES (L7)

Cambridge Dev.

'ZOO SPORTS' DIVISION 2 (L 7)

Bishops Stortford 2
 Bury St Edmunds 2
 Chichester 2
 Dorking 2
 Hammersmith & Fulham
 London Irish Wanderers
 Old Elthamians 2
 Richmond Saxons
Shelford Dev
 Westcombe Park 2

EAST MIDLANDS BOMBARDIER LEAGUE (L9)

Amphill 3
Cambridge Wanderers
 Kettering 2
 Leighton Buzzard 2
 Luton 2
 Old Northamptonians 2
 Peterborough Lions 2
Shelford 3
 Towcestrians 2
 Wellingborough 2

LONDON 2 NE (L 7)

Basildon
Diss
Braintree
Campion
Chelmsford
Enfield Igns
Holt
Norwich
Old Cooperians
Rochford Hundred
Saffron Walden
South Woodham Ferrers

LONDON 3 NE (L 8)

Beccles
Billericay
Cantabrigian
Clacton
Harlow
Lowestoft & Yarmouth
Old Brentwoods
Stowmarket
Sudbury
Upminster
Wanstead
West Norfolk

EASTERN COUNTIES
ONE (L 9)

Crusaders
Ely
Ipswich YM
Mersea Island
Newmarket
Southwold
Swaffham
Thetford
Thurston
Wisbech
Woodbridge
Wymondham

EASTERN COUNTIES
TWO WEST (L 10)

Bury 3
Cambridge Exiles
Cantabrigian 2
Haverhill
March
Mildenhall R L
Renegades
Saffron Walden 2
Sawston
Shelford 4

EASTERN COUNTIES 3
NORTH (L 12)

Beccles 2
Broadland 2
Crusaders 2
Diss 3
Holt 3
Lowestoft & Yarmouth 2
North Walsham 2
UEA 1
Wymondham 2
Wisbech 2

EASTERN COUNTIES 3
WEST (L12)

Cambourne Exiles
Cantabrigian 3
Ely Dev
Newmarket Dev
Saffron Walden 3
Shelford 5
St Ives 2
Wendens Ambo

EQUIVALENT LEVELS OF TEAMS

SENIOR TEAMS

Levels are given with the league affiliations.

2nd XVs are generally considered to be 3 levels below their First team.

3rd XVs are generally considered to be 5 or 6 levels below their First team

CLUB YOUTH

Under 17	Level 10
Under 15	Level 11
Under 14	Level 13
Colts	Minimum Level 9

CAMBRIDGE COLLEGES

Division 1	Level 9
Division 2	Level 10
Division 3	Level 12

INTER – SCHOOLS

Under 18	Level 6 – 9
Under 16	Level 10

GUIDANCE ON DISCIPLINARY PROCEDURES

PLAYER SENT OFF

You may have to send a player off at some time in your refereeing career. Therefore, you should prepare yourself for the event. **If you do send someone off, you MUST ALWAYS report it.**

The following guidelines are intended to assist you to prepare your report satisfactorily.

1. Note that the sending off report must be completed and dispatched to the appropriate Constituent Body or Bodies or the RFU within 48 hours. Copies of report forms can be obtained from the Honorary Secretary. Alternatively, you can download a form from the Society's or the RFU websites.

2. The form should be filled in whilst the facts of the incident are fresh in your mind. If you are in any doubt about who to send copies of the report to, then ask the Honorary Secretary. Take care in completing the front page of the report, in particular, the full name(s) of the player(s) involved which you should get confirmed by a Club official after the game.

3. The prime purpose of your report is to give the Disciplinary Panel a clear picture of the relevant facts leading up to, during and after the incident. Be clear in your own mind what happened and convey that clarity to

the Panel. The report is read out to the Panel, so **avoid long and complex explanations.**

4. It is not necessary to provide a lengthy description of the incident if the facts are straightforward. Avoid vagueness. Be clear. For example, instead of saying “he struck an opponent several times” you should say how many times, where the blows landed, how violent they were and whether they caused an injury. Mention whether “the victim” required medical treatment and carried on playing or whether there was provocation.

5. You must provide a fair and balanced account and not seek to secure a conviction in every case. It is not weakness to mention any mitigating factor or to admit that you may not have seen something prior to the incident which led up to it or on reflection to consider that you acted too hastily in sending the player off.

6. We recommend that you read your report to an experienced colleague before you dispatch it so that any possible ambiguity or omission can be identified and any questions anticipated. This precaution may avoid the necessity for the Constituent Body Disciplinary Secretary to seek clarification from you. Attend the hearing if possible. Your attendance may affect the outcome.

7. You should never advise the Disciplinary Panel about what it should do about the report. Never use such phrases as “I think the sending off was sufficient”.

8. There is a different procedure for the sending off of schoolboy players. An additional copy of the report must

be sent to the Headteacher of the offending player's school. The Constituent Bodies of the RFU have delegated responsibility to Headmasters for holding the hearing and taking disciplinary action unless there are exceptional circumstances.

9. Clarity and brevity are essential for a good report. Seek advice if you have any doubt about what to say or about the administrative procedures. **Senior society members and the Hon Secretary are available to help.** If you are satisfied that you were right to send the player off, be content with that and do not concern yourself about the level of punishment imposed. You have done your job.

10. A Disciplinary Panel has powers to inquire into and inflict punishment where a player has been dismissed from the field of play by the referee or cited for foul play or has been reported for misconduct in the playing enclosure. This includes abuse of the referee returning from the pitch to the clubhouse after a match.

DISCIPLINARY REPORTS

A copy of all Reports should be sent to the Hon Secretary: **davidatyrrell@gmail.com** and the appropriate Constituent Body within **48 hours** of the sending off. Note that failure to do this may result in the Society incurring a fine.

Copies of Reports relating to players of **Eastern Counties** Clubs should be sent to:

David Broughton: d.broughton@btinternet.com

Copies of Reports relating to players of **Cambridge University and its Colleges** should be sent to:
Daniel Pett (Chairman of Discipline Committee):
danielpett@gmail.com and **Ian Minto (General Manager):** **ian.minto@btconnect.com**

Copies of Reports relating to players of **Hertfordshire Clubs** should be sent to:
Roger Johns: roger.johns@hotmail.co.uk
Tel : 020 8366 8950

Copies of Reports relating to players of **East Midlands Clubs** should be sent to :
Bish Seymour: pb.seymour@emru.co.uk
(M) 07540 704936

Copies of Reports relating to players of **Warwickshire Clubs** should be sent to :
Kim Challis: kim.challis@btinternet.com

Copies of Reports relating to players of **Essex Clubs** should be sent to :
Simon Wakefield: simon@yellowadmiral.co.uk

DEALING WITH VERBAL ABUSE

INTRODUCTION

This advice to referees is a simple four-level approach to use when dealing with verbal abuse that often starts on the field with a player disputing a decision. The approach suggested does not allow players to have four "goes" at a referee before they get sent off. If, at any time during the match, a referee considers that what a player has said to him/her, and the manner in which it was said, is unacceptable, the referee should send that player off immediately. This advice applies equally to verbal abuse of the referee from a coach or spectator. The authority of the referee, respect for the Laws of the Game and the disciplined behaviour of both teams must be preserved.

A referee has a duty to the Game and to other referees. Therefore, verbal abuse must not go unchecked.

1. What constitutes verbal abuse?

To an extent, this is a subjective judgment. A seasoned campaigner might choose not to hear a remark that could prove unsettling and off-putting if made to a novice referee.

For the purposes of this guidance note, verbal abuse is taken to mean

- Vocal criticism about a referee's decisions that may, or be intended to, undermine his/her authority
- Insulting, contemptuous or coarse speech directed at the referee.

2. What to do about it.

Before the match

- Develop self-confidence and effective communication skills.
- Practice in advance what you will say when you admonish, caution or dismiss a player.
- Be prepared to take a little criticism as part of the game.

- Get to know how much to take by asking senior referees for advice.

In your pre-match briefing, stress to the captains that you would like them to explain to their team and Club officials that no verbal abuse will be tolerated during this game. Remind them also that there are RFU rulings being implemented by Disciplinary Committees intended to eliminate the Abuse of Referees. Tell the captains that they are responsible for maintaining the discipline of their players. Say something like *"If I have problems with your players, I will look to you for assistance"*. Get them to buy into this agreement by promising you their support and keeping dissent under control.

During the match

Start controlling dissent / verbal abuse by using whichever of the following levels of action you feel is appropriate. Take into account the tone and content of what was said and the temper of the match. Deal with it effectively without going OTT.

First level - Reprimand

- Blow the whistle and call the captain and offender to you.
- Remind the captain about the pre-match agreement and his promise.
- Be firm with the player concerned and make eye contact when giving a "friendly" warning not to repeat the criticism.
- *and/or* give a penalty kick. (PK).

Second level – Severe warning

- Penalise the offender. (PK)
- Warn the captain and the player about the future conduct of the player and the team.
- Tell the captain that if any member of his/her team offends in a similar manner you will consider it to be *"repeated infringement"* and will penalise accordingly.
- Send player away but continue to speak with the captain.

- Talk firmly but nicely to him/her reinforcing the above warning and reminding him/her of the consequences of a repetition.

Third level – Formal action

More effective measures are called for if dissent is repeated or verbal abuse is unacceptable.

- Remain cool and calm. “*Captain and offender please*”.
- Caution (Sin Bin) the perpetrator of the abuse
- Award a penalty kick (PK) against him/her.

When suspended player returns to the field of play warn him/her about his future conduct and make it clear that any more such trouble *will* result in a dismissal (*Red Card*).

Fourth Level – Disciplinary action

Enough is enough. You must be effective. Assert your authority but still remain cool and calm.

- Dismiss the dissenting / abusive player.
- Record details: name, position, time etc
- Restart with penalty (PK) against offending team.
- Report incident in writing within 48 hours. Be concise – report verbatim.

Note that the sending off report must be completed and dispatched to the appropriate Constituent Body or Bodies or the RFU within 48 hours. A copy must also be sent to the Honorary Secretary of our Society from whom you should obtain copies of report forms before the start of the season to avoid delay. Alternatively, you can download a form from the Society's or the RFU websites.

After the Match

Referees must report to their Society any verbal abuse they receive after the match from players / coaches / Club officials / spectators so that informal or formal action can be taken to prevent a recurrence.

This applies to abuse that is made on the pitch, off the pitch, in the changing rooms or clubhouse.

If the game has gone well and there has been no dissent or verbal abuse, thank the captains and players and compliment them on their good behaviour.

At home later on, assess how well you managed the match and dealt with any problems.

Discuss your performance with your mentor. Seek advice if you need it.

THE WHISTLERS' TROPHY

The Whistlers' Trophy is the prize competed for each season by Clubs affiliated to the Society and Cambridgeshire RFU.

The trophy is a large silver whistle, 25cm x 12cm, mounted on a wooden plinth, and is awarded by the Society to the Club that has provided the best support to it during the past year.

The competition started in 1994-95 aims to encourage Clubs to support the recruitment and retention of referees by

- making referees feel welcomed, appreciated and valued,
- showing respect for match officials on and off the field,
- helping the Society to raise the standards of refereeing.

Referees assess Clubs' performances after each match and report back to the Society.

The assessment criteria have been revised over the years and now concentrate on respect and hospitality. These are the two most important factors that determine whether match officials enjoy their Rugby at the Club and look forward to returning there.

RESPECT FOR MATCH OFFICIALS

10 points are awarded to the Clubs if their captains, players, coaches and supporters show respect for and cooperate fully with the match officials in getting the match started and completed.

Points are deducted, as indicated in brackets, if the Club team should:

- fail to provide a touch judge when asked, (1)
- fail to line and flag the pitch correctly, (1)
- fail to give their full cooperation in pre-match preparations, (2)
- dispute any of the match officials' decisions, (2)
- blatantly disregard the Laws of the Game, (3)
- be cautioned (yellow card) (3)
- be sent off (5)
- abuse the referee (10)

CLUB HOSPITALITY

Up to 10 points may be awarded as indicated in brackets to reflect the degree of hospitality shown by the Home Club to the match officials.

- Club confirmed full and correct match details to the referee well in advance. (1-2)
- Changing and washing facilities acceptably clean and adequate. (1-2)
- Drink and meal offered to match officials. (1-2)
- Match officials feel they are made welcome, appreciated and valued. (1-4)

The Society's Executive Committee then considers other factors such as

- practical help given by the Club for referee training,
- hosting of Society meetings at the Club,
- Club support of referee recruitment and retention measures,
- prompt payment by the Club of charges made for appointments,
- prompt response by the Club to correspondence from the Society and
- discipline on the field.

The Trophy is awarded to the Club that attains the highest level of performance over all these criteria and factors.

The winners of the Trophy so far have been

1994-95	Sawston
1995-96	Newmarket
1996-97	Saffron Walden
1997-98	Wisbech
1998-99	Wisbech
1999-2000	Saffron Walden
2000-01	Saffron Walden
2001-02	Saffron Walden
2002-03	Cantabrigian
2003-04	Wisbech
2004-05	Wisbech
2005-06	Wisbech
2006-07	Cantabrigian
2007-08	Wisbech
2008-09	Wendens Ambo
2009-10	Wendens Ambo
2010-11	Renegades
2011-12	Ely
2012-13	Renegades
2013-14	Sawston

Note:

Referees should provide the reports to the competition coordinator, Steve Cardy, at least monthly using email. (steve.cardy@btinternet.com)

SOCIETY MEMBERS ASSIGNED TO CLUBS (SMACS)

The purpose of these assignments is to foster good relations, effective communication and mutual support between the Society and the Clubs affiliated to it. In particular, SMACs serve to promote within the Clubs a general and genuine feeling of goodwill and hospitality towards referees and refereeing. They encourage the Club to support and cooperate with the Society and try to win The Whistlers' Trophy.

The following members have volunteered to represent the Society:

**Ross McEwan at Cambourne RUFC
David Howell at Cambridge RUFC
Stuart Graveston at Cambridge Univ RFC
Andrew Harper at Cantabrigian RUFC
Jon Evans at Ely RUFC
James Pepper at March RUFC
John Hanlon at Mildenhall RUFC
Cy Philp at Newmarket RUFC
Sam Vail at Renegades RUFC
Phil Donohoe at Saffron Walden RUFC
Justin Curtis at Sawston RUFC
Noel Woodgate at Shelford RUFC
David Tyrrell at Wendens Ambo
Jim Kennaway at Wisbech RUFC**

GENERAL INFORMATION

1. Society Website

The Society website is under development and will be used increasingly – please make the effort to familiarise yourself with the resources that it contains. The address is:

www.cambsref.co.uk

2. Monthly Meetings 2014 - 2015

Monthly meetings will be held on the first Tuesday of each month at Shelford Rugby Club. However, the dates and venues may vary.

Please check the web site for details of venues, dates and the topics for each meeting.

Members are asked to make every effort to attend these meetings because they are important for the development of good fellowship and better refereeing.

3. Appointments/Reappointments Hotlines

After appointments lists have been issued, if referees are unable to fulfil the appointment, they must contact the relevant Appointments Manager **IMMEDIATELY**. Similarly, Clubs must contact the relevant Appointments Manager if fixtures or match details are changed. The “Hotlines” operate through mobile telephones.

The number for Senior Club matches in the County is:
07914 539960 (James Pepper)

For Cambridge University College matches:
07450 246212 (Stuart Graveston)

For midweek schools matches
07868 648811 (Ian Reid)

For Sunday youth matches.
07917 314661 (John Hanlon)

4. League and Cup Regulations

Referees should ensure that they are familiar with the regulations for the matches to which they are appointed, particularly relating to substitutions and uncontested scrummaging.

There are several variations depending on the competition and some cup competition regulations are not available in time for this handbook. Specific regulations may apply to national and county cups and the Schools Daily Mail Trophy games. If in doubt contact the Society Hon Secretary for information.

For the 2014-15 season there has been a re-structuring of the Eastern Counties Leagues. The following regulations are pertinent to referees.

a) In EC1 & EC2, all games are to be played by teams of 15 a side. Each side may have up to three replacements (which must include at least one player capable of playing

in the front row), and may make up to eight interchanges of players. Once these have been used, no further replacements may be made. In the event of a match having to be played wholly or in part with uncontested scrums the other relevant regulations of the National Leagues will apply. **Note: Referees are reminded that the 'man off' regulation applies to uncontested scrummaging in all National League and EC1 and EC2 matches.**

b) EC3 & EC4 - Clubs should not call off games due to shortage of players without first consulting with the opposing Club. Clubs are encouraged always to provide players for opposing sides in order to fulfil each fixture. If there is a shortage of players, games should be played with no side starting with a numerical advantage of more than one. This situation should only change as a result of injury or a sending-off. If there are insufficient front row forwards then the matches should be played with uncontested scrums. In either of these situations the result and score will stand.

c) EC3 & EC4 - interchanges will only be permitted in games where both sides start with 15 players. Where this condition is satisfied, teams may make eight interchanges, using up to eight players.

d) EC3 and EC4 - In the event of players being loaned to the opposition – during the match, these players may be swapped for others, and will count as interchanges to the side receiving the new player.

e) EC3 and EC4 - If, in the event of injury or other circumstances, the team loaning a player becomes numerically disadvantaged, players may be "reclaimed", and return to their original team.

f) EC3 and EC4 -Prior to the match, and only if both Captains agree, and inform the referee, the number, and the use of, replacements may be changed. This can allow more than eight interchanges, or the use of "rolling" replacements

5. Local Kick Off Times

In line with the London leagues, EC Competitions Committee has adopted an identical rule for all EC Leagues

Sept, Oct, March, April : **15:00**

Nov, Feb : **14:30**

Dec, Jan : **14:00**

However, for cup games kick offs will be 30 minutes earlier to allow for extra time. Home Clubs should give the Society's Appointments Officers and the appointed match officials prior notice of at least three days if there is any variation from these standard times. **Referees should make sure to check the kick off times with the Clubs when matches are confirmed.**

6. Referees' Post Match Duties

After each match, referees are expected to:

- a) complete The Whistlers' Trophy reports and return them by post or email to Steve Cardy, and
- b) give the two teams the opportunity to provide verbal or written feedback on the referees performance to the referee or the Society's Assessment & Grading manager.

7. Recruitment

Our best recruitment agents are those active members of the Society who are seen to enjoy their refereeing. Always be prepared to chat with anyone interested in learning more about the part referees play in the Game. However, the Society is not solely responsible for recruiting referees. It is a responsibility that must be shared by Clubs and Schools.

Clubs and Society members should let the Honorary Secretary or the Training and Development Manager know should they meet anyone who is interested in becoming a referee or who wishes to join the Society.

8. Member Subscriptions 2014 - 2015

Annual subscriptions are due by 1st November each year.

Subscription levels for **2014-15** are:

- Full/Probationary Members £20
- Associate Members £10
- Student Members £ 5

Cheques should be made payable to “Cambridge University and District Rugby Referees’ Society” or cash should be paid to the Finance Manager as soon as the season begins.

9. Change of Address etc.

Members are requested to inform the Honorary Secretary without delay if any of the details about them contained in this handbook are incorrect or are changed.

10. Errata.

If you find any mistakes in this handbook, please inform the Honorary Secretary so that corrections can be notified to others.

NOTES

Application for Membership

If you are interested in becoming a Cambridge Rugby Referee application forms for membership can be downloaded at the Society website or obtained from the Hon Secretary.

The Society appreciates the sponsorship given by:

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