



# ST. PETER'S RUGBY FOOTBALL CLUB



## WELCOME PACK

[www.stpetersrffc.co.uk](http://www.stpetersrffc.co.uk)



## About us



The life of a St Peter's player (aka The Rocks, after the quotation taken from Matthew 16:18 "And I say also unto thee, That thou art Peter, and upon this rock I will build my church; and the gates of hell shall not prevail against it" ) begins as a Pebble in the youngest age group of our mini/junior section and ends as a Fossil in our Crusaders vets team. We are proud to field teams in all the junior age groups from Under 6s up to Under 16 and Youth. We operate two senior sides and occasionally three when the sun is shining. Once again this year we hope to continue fixtures for some of our older Rocks—The Crusaders—one or two should be enough!

At the Rocks, the heart of the club remains with its members and families who continue to enjoy the warmth of the club on & off the field. The management committee of the club would like to thank all its members, who devote so much of their time, both on and off the field to ensure the smooth running of the Club. It is only through the generosity of time and experience that the club continues to thrive.

If you've never been a member of a rugby club then you have just taken your first steps to being part of something wonderful, perhaps for the next 20 years or so! If you have been a member of a rugby club before, welcome to the Rocks. And for all of you we hope this welcome pack will help you get the very most out of being a member here.

We welcome everyone and we're delighted you chose us. We are proud that St Peter's is one of the oldest clubs in Wales and is a successful rugby club with a thriving Mini, Junior and Youth section and strong teams in every year group. The Club is well run, solvent and permanently just a little bit short of cash!

#upparocks





## Your Club

St Peter's Rugby Club is your club. It doesn't operate to make any profit; it is run by its members for its members, and every penny is reinvested in the club for your benefit. All members are equal, own a share of the club, have a say in its running and are protected under our limited company status (as recommended by the WRU). There are about 600 of us, so to ensure the club runs as smoothly as possible we elect a committee each year (you can find their details at the back of this pack in Appendix 3) who then plan and manage our volunteers, facilities and finances. It's important to understand the club ethos and when you join the club you aren't paying a subscription to leave your son or daughter at the gate on a Sunday morning. You become a member and are expected to share in the work and the fun in its fullest sense. Not everyone can give the same time but we ask you to do what you can. We believe you will get back much more than you put in, just ask around. You can find more information on Page 8 , How can I support my club? It's also important to know where your money goes. You may be surprised to learn that you are not paying for the Club to teach your son or daughter to play rugby. That is done by our wonderful team of coaches who are all volunteers. Your annual club membership fee goes to provide the facilities (the pitches and club house) we have here and their upkeep and also provide the training equipment , including floodlights and insurances . We don't own our grounds unfortunately, they are owned by the council with a covenant that allows only rugby to be played here. Part of the agreement that allows us to lease the grounds means we are responsible for maintaining the playing fields which includes grass cutting , line marking and drainage. We do own all the facilities however and are constantly looking to improve them as well as maintain them in good condition. All of our players at any age **MUST** pay the annual club membership as detailed on the membership form at Appendix 2. Some age groups may also have a small weekly/monthly fee they ask parents to pay which goes towards additional kit , tours , parties etc.



## A bit about rugby (at last !!)

Rugby has been played by St Peter's since 1886 and we aim to provide a place where the community can come and play, watch and enjoy rugby for as many years as possible. There are 3 'sections' in the club; Mini's/Juniors, Youth and Seniors.

### The Mini's / Juniors

These include the age groups from under 6 (pebbles) through to under 11. At U6, 7 and 8 tag rugby is played with an emphasis on passing, scoring, movement and having fun. At under 9's contact is carefully introduced with safety a key consideration at all times. All mini age groups play at the club on a Sunday morning between 10am and 12 noon in designated areas. The whole mini section also visits other local clubs and welcomes them here on a regular basis so the girls and boys can play mini matches. Again the emphasis here is having fun. Towards the end of the season the whole minis section get the opportunity to go on tour. It is here both kids and parents alike are introduced to the fun and enjoyment that can only be had on rugby tour.

Juniors start at Under 12 when the players go into High School. At this age they will play 15 a side rugby on a full size pitch. It is also at U12 that our female players are required to join a female team .

### Youth

These include age groups from under 17 through to under 19. It's at this age boys start to play competitive rugby. They enter the league and play league as well as friendly fixtures throughout the season. This is the age when they will start training midweek as well as play on a Saturday afternoon , so no more early Sunday morning wake up calls after a late Saturday night celebrating another Welsh 6 Nations win!! Tours start to go a little farther afield and may even include visits to Europe.





## **Seniors**

St Peter's run 3 senior sides currently; a 1st XV which plays in the WRU Division 1 East Central League, a 2nd XV that play in the WRU East Conference League and we run an occasional vets team 'The Crusaders' for those over 35s or frustrated fathers who have recently hung up their boots !! Fixture details can be found on the club website and we welcome you, friends and family to watch the senior sides play on a Saturday afternoon for a small charge.



## **What kit will my son/daughter need ?**

If you're new to the club, we recommend you don't rush to buy the full St Peter's rugby kit immediately; give your son or daughter a few weeks to make sure they are enjoying themselves. A playing jersey will be provided for the season and once they've settled in you can buy shorts and socks from the club shop which is open Sunday mornings. The kit is reasonably priced and it is important they wear the club kit; being a proud playing member of the club starts early. Your son and daughter will also need a gum shield and boots with kite marked rugby studs. Additional personal kit, such as track suits and all weather tops, are bulk ordered through the club's supplier by each age group. Talk to your coach or manager about this. Layers are important in the cold winter months. Nothing puts children off playing rugby like getting cold, so please make sure they come in warm clothing that can be removed as they warm up and added if they get cold. And please bring a water bottle and or a sports drink; hydration is very important even in the cold. Can we also ask you to take your empty bottles home with you; shredded plastic from the mower is sharp and can be dangerous. All other training kit (balls, cones, pads etc.) are supplied to your age group by the club. In addition, Youth and Senior players are required to wear a shirt and club tie on match days. If you're new to the club again talk to your age group

## Rugby's core values

Rugby's Core Values It is often said that rugby "is a game for animals played by gentlemen" and being a rugby player defines you as a person the way no other sport can. One reason for that are rugby's core values. They are

### **Teamwork**

Teamwork is essential to our sport. We welcome all new team members and include all because working as a team enriches our lives. We play selflessly: working for the team, not for ourselves alone, both on and off the field. We take pride in our team, rely on one another and understand that each player has a part to play. We speak out if our team or sport is threatened by inappropriate words or actions

### **Respect**

Mutual respect forms the basis of our sport. We hold in high esteem our sport, its values and traditions and earn the respect of others in the way we behave. We respect our match officials and accept our decisions. We respect opposition players and supporters. We value our coaches and those who run our clubs and treat club-houses with consideration.

### **Enjoyment**

Enjoyment is the reason we play and support rugby union. We encourage players to enjoy training and playing. We use our sport to adopt a healthy lifestyle and build life skills. We safeguard our young players and help them have fun. We enjoy being part of a team and part of the rugby family.

### **Discipline**

Strong discipline underpins our sport. We ensure that our sport is one of controlled physical endeavour and that we are honest and fair. We obey the laws of the game which ensure an inclusive and exciting global game. We support our disciplinary system, which protects our sport and upholds its values. We observe the sport's laws and regulations and report serious breaches.





## **Sportsmanship**

Sportsmanship is the foundation upon which rugby union is built. We uphold the rugby tradition of camaraderie with teammates and opposition. We observe fair play both on and off the pitch and are generous in victory and dignified in defeat. We play to win but not at all costs and recognise both endeavour and achievement. We ensure that the wellbeing and development of individual players is central to all rugby activity. What does this mean to parents, players, spectators and coaches at St Peter's? Well in short

- ◆ There is a place for everyone at St Peter's – we turn no-one away based on their ability
- ◆ Winning isn't everything – having fun and enjoying yourself is
- ◆ Training is as important as playing matches
- ◆ Discipline is important – we expect you to behave accordingly

**You can find more details in Appendix 1 Our Code of Conduct.**



## How can I support my club ?

As we said in the introduction, this is your club and the more you put into it the more you and your family will get out of it. Here are a number of ways you can contribute

**Come** down on a Sunday morning, buy a bacon roll and a cup of tea and watch your son or daughter have fun

**Support** our fundraising events by making the effort to attend any organised functions.

**Stay** for a Sunday lunchtime drink with your rugby friends (the bar is a our biggest source of income)

**Let** the club know (your coach, manager or one of the committee) if you or your employer offer a service that may be useful to the club or other members

**Become** a club or age group sponsor and display you name in lights (well almost!) as well as your commitment to your community

**Pop** down on a Saturday afternoon and watch the seniors play

**Pay** your membership subscriptions on time.

And if you would like to contribute a little more time and energy then

**Volunteer** to help out your age group. Each age group needs

- More coaches (there are never enough!)
- At least one manager (to organise stuff, email parents etc.)
- A web poster (to post match reports etc. on our website)
- At least one qualified first aider (it's a contact sport!)
- At least one WRU qualified referee

Volunteer to support the wider club. Volunteers who run our shop, kitchen, organise tours, arrange referees etc. are always happy to receive a helping hand.





## Club Safeguarding Policy

1. St Peter's RFC acknowledges it's responsibility to safeguard the welfare of all children, young people and vulnerable adults involved in St Peter's RFC from harm. St Peter's RFC confirms that it adheres to the Welsh Rugby Union's Safeguarding Children and Adults at Risk Policy. This policy should be read in conjunction with that Policy and does not replace nor supersede it.
2. A child or young person is anyone under the age of 18 engaged in any rugby union activity. Where a 17 year old player is playing in the adult game every reasonable precaution will be taken to ensure their safety and wellbeing are also protected.
3. The Key Principles of the WRU Safeguarding Policy are that:
  - a. The welfare of the child or young person is, and must always be, paramount to any other consideration
  - b. All participants regardless of age, gender, ability or disability, race, faith, culture, size, shape, language or sexual identity have the right to protection from abuse or harm
  - c. All allegations or suspicions of abuse, neglect, harm and poor practice will be taken seriously and responded to swiftly, fairly and appropriately
  - d. Working in partnership with other organisations, statutory agencies, parents, carers, children and young people is essential for the welfare of children and young people
  - e. Children have a right to expect support, and personal and social development delivered by an appropriately recruited, vetted and managed in relation to their participation in rugby union, whether they are playing, volunteering or officiating in the community or professional areas of the sport.
4. St Peter's RFC recognises that all children and young people have the right to participate in sport in a safe, positive and enjoyable environment whilst at the same time being protected from abuse, neglect, and harm and poor practice. St Peter's RFC recognises that this is the responsibility of everyone involved, in whatever capacity, at the Club.



## **Club Safeguarding Officer (CSO)**

5. The Club Safeguarding Officer and Assistant Safeguarding Officers are published on Club Noticeboards, and in the Contacts and Safeguarding sections of the Club Website. Anyone witnessing or aware of an incident where the welfare of a child, young person or vulnerable adult has been put at risk must in the first instance inform the Club Safeguarding Officer or an Assistant Safeguarding Officer. If an incident involves the Club Safeguarding Officer the Club Chairman should be informed and also the WRU Safeguarding Co-ordinator. The chart in Appendix 3 provides guidance on who to contact and in what circumstances.

## **Disclosure and Barring Service (DBS) Checks**

6. All members of St Peter's RFC who have a regular supervisory contact with children or a management responsibility for those working with children must undertake an WRU Disclosure and Barring Service (DBS) check. It is a criminal offence to work with children unsupervised without such a check. Wondering whether you need a check? In short, if you are working with children or young people more than once per week or 4 or more times in a 30 day period, you need a check. The CSO is responsible for ensuring that all club volunteers requiring DBS are carried out on behalf of St Peter's RFC.

## **Safeguarding Best Practice**

7. St Peter's RFC will ensure that all coaches, volunteers, and officials comply with the Safeguarding Best Practice Guidance as issued by the WRU. In summary, the following are **NOT** acceptable and will be treated seriously by the club and may result in disciplinary action being taken by the club or the WRU:

- a. Working alone with a children or young people
- b. Consuming alcohol or smoking whilst working with children or young people
- c. Failing to comply with the Club's guidelines on phone, email, messaging, internet and online contact with children or young people given in APPENDIX B
- d. Providing alcohol to children or young people or allowing its supply
- e. Humiliating children or young people
- f. Inappropriate or unnecessary physical contact with a child, young person or vulnerable adult
- g. Participating in, or allowing, contact or physical games between adults and children or young people
- h. Having an intimate or sexual relationship with any child, young person or vulnerable adult developed as a result of being in a "position of trust"
- i. Making sexually explicit comments or sharing sexually explicit material.



## **Changing Facilities**

8. St Peter's RFC ensures all its' coaches, parents, officials and spectators are aware that adults must not use the changing facilities at the same time as children, young people or vulnerable adults.
9. Adults must only ever enter the changing rooms when absolutely necessary due to poor behaviour, injury or illness. Adults must only ever enter the changing rooms by themselves in an emergency and when waiting for another adult could result in harm to a child. If children need supervising in changing rooms, or coaches or managers need to carry out a range of tasks in that environment this must involve two DBS checked individuals of the same gender as the children
10. No pressure should be placed on young people who feel uncomfortable changing or showering with others, if this is the case they should be allowed to shower or change at home.

## **Safeguarding Training**

11. St Peter's RFC will provide its coaches and volunteers with the support and safeguarding training required for their position and role. Coaches and Volunteers must ensure they attend this training.

## **Events**

12. Any events held on St Peter's RFC premises must comply with this Policy and if appropriate a Safeguarding Plan specific to that event should be discussed and circulated to those affected.

## **Tours**

13. Any tours, overseas or domestic, undertaken by St Peter's RFC must comply with the relevant WRU Regulations and Guidance relating to tours. All Tours must be notified to the WRU in advance and all overseas tours require WRU approval in advance. Tour organisers should contact the Club Safeguarding Officer in the first instance.

**An electronic copy of this booklet and all relevant policy documents , contacts and forms can be found on the club website at [www.stpetersrfc.co.uk](http://www.stpetersrfc.co.uk) > Home > Welcome Pack**





# Appendix 1



Players representing St Peters RFC and their respective parents/guardians will abide by the following Code of Conduct, taken from the WRU Code of Conduct.



## Code of Conduct for Players

- ❑ Players are expected to be properly dressed for games and training.
- ❑ Learn the laws of the game and abide by them.
- ❑ Never argue with the referee's or your coach's decision.
- ❑ Control your temper on the field of play. Do not over react, do not show any ill feeling and do not take unfair advantage of another player.
- ❑ Work equally hard for yourself and your team – your team's performance will benefit and so will your own.
- ❑ Do not listen to or react to comments from spectators. Concentrate on your own team's performance.
- ❑ Co-Operate with your teammates, coaches and referee, for without them you do not have a game.
- ❑ If the referee or coach disciplines you, accept it without question and carry on.
- ❑ Respect the opposition whether playing in triumph or defeat. Do not gloat if winning and do not be sore losers.
- ❑ Above all, do not use foul and abusive language or bad behaviour

## Code of Conduct for Parents

- ❑ Do not force an unwilling child to participate in rugby.
- ❑ Encourage your child to play by the laws of the game.
- ❑ Teach your child the importance of effort and teamwork.
- ❑ Help your child to improve skills and to learn a positive attitude to the game.
- ❑ Set an example to your child.
- ❑ Applaud good play by our team and by members of the opposing team.
- ❑ Be friendly to parents of the opposition.
- ❑ Do not publicly question the coaches or referee's decisions.
- ❑ Support all efforts to remove verbal and physical abuse.
- ❑ Recognise and value the importance of coaches.
- ❑ Do not come onto the pitch during the game, warm up and half time.
- ❑ Do not enter the team changing rooms unless invited by the coach.
- ❑ Above all, do not use foul and abusive language or bad behaviour

## Code of Conduct for Coaches

- ❑ To develop in players an appreciation of rugby and instil in them the ethos of good sportsmanship.
- ❑ To encourage and deliberately boost the confidence of all players.
- ❑ To never ridicule any player.
- ❑ Ensure coaching sessions are well prepared with the coaching emphasis being placed on the acquisition of skill, decision making and an understanding of the game.
- ❑ Maintain the highest standards of personal discipline and courtesy during matches irrespective of the result and be a role model for all players and parents.
- ❑ Do not force an unwilling child to participate in rugby.

- ❑ Encourage the players to play by the laws /rules
- ❑ Teach the players the importance of effort, teamwork and respect for teammates and opponents.
- ❑ To never ridicule any player.
- ❑ Be fair and consistent in your appraisal of all players' efforts and encourage at all time with words and actions.
- ❑ Make yourself approachable to all players and parents alike.
- ❑ Above all, do not use foul and abusive language or bad behaviour

# Appendix 1

## Social Media

- ❑ Do not post negative or inappropriate comments on group or individual accounts. Stop and think before you post.
- ❑ Photos' can be posted, but without names as to protect player.
- ❑ If you do not wish photos of your child to be posted on social media, please inform your coach / team manager.

## Additional

- ❑ No parents are to take any rugby based extra-curricular activities including organising games or trainings with players registered to St Peters RFC without permission of age group coaching team.

## Half a Game Policy

- ❑ St Peters RFC have signed up to the 'Half a Game' policy. This will involve all players in the squad will receiving equal playing time on the field. This may be doable each Sunday depending on squad size numbers but for larger groups may involve players playing alternate weeks. Your coach will ensure that all players get equal playing time.

## Team Tactics/Selection

- ❑ Matters relating to team tactics are the sole responsibility of the coaches and should not be up for public criticism from players / parents or non-participants. The coaching team will be responsible for the team selection with the Head Coach having final say.

## Players Performance

- ❑ Regardless of a player's performance any shows of public disapproval from parents or spectators should not occur. No parent should put any undue pressure on his or her own child or any other players in the team. If you cannot say anything positive then please do not say anything! The game is played for your child's enjoyment and to build self-confidence, negative comments do not help.

## Discipline

- ❑ All matters relating to team and individual discipline both on and off the field in a match and during training are the sole responsibility of the coaching staff.

## Training / Availability

- ❑ All training will be organised by the coaching team, parents will only get involved if asked to do so by the Head Coach. As parents, the club does not insure you if an accident occurs unless you are being supervised by a qualified coach and have been asked to assist. Each individual group will have its own policy regarding non-attendance at training and playing on a Sunday. Your coach will explain the policy, which they will adhere to fairly and consistently.

## Grievance Procedure

If you feel you have a grievance with your respective squad, you must inform the team manager in writing within 7 days of the incident/event occurring.

The team manager will respond, in writing, within 7 days acknowledging receipt of the complaint.

The team manager will endeavour to deal with the complaint within 11 days of the original complaint.

However, if you feel that your complaint has not been dealt with sufficiently and the aforementioned process has been exhausted, it then becomes an issue for St Peters RFC Committee, whose decision is final.

Failure to comply with any of the above could result in a player being removed from the squad.

I agree for my family to abide by the rules and regulations within this document.

Parent/ Guardian Name (Print) \_\_\_\_\_ Sign: \_\_\_\_\_

Player Name (Print) \_\_\_\_\_ Sign: \_\_\_\_\_

Coach Name (Print) \_\_\_\_\_ Sign: \_\_\_\_\_

## Appendix 2



### **ST PETERS RUGBY FOOTBALL CLUB**

Members of: WRU National Leagues  
The Glamorgan County RU. The East District RU.  
The Cardiff & Vale District RU

Cash  
Cheque  
S / O

#### **MEMBERSHIP APPLICATION FORM**

**Adult £60 (£5.00) / Family-Couples £90 (£7.50) / Senior Citizen or Youth or Student £30 yearly**

**Name:** Adult Name **D.o.B:**  / /

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Post Code:** \_\_\_\_\_

**Home Tel:** \_\_\_\_\_ **Mobile:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

#### **Additional Members**

**1. Second Adult, if appropriate** **D.o.B:** \_\_\_\_\_

**2. Children** **D.o.B:** \_\_\_\_\_

**3.** **D.o.B:** \_\_\_\_\_

**4.** **D.o.B:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

To \_\_\_\_\_ Bank

#### **STANDING ORDER MANDATE**

Postal Address \_\_\_\_\_

Please pay

for the credit of

the sum of

commencing

|                        |                      |   |                                    |                      |                                      |
|------------------------|----------------------|---|------------------------------------|----------------------|--------------------------------------|
| Bank                   |                      | Branch Title (not address)                        |                                    | Sorting Code Number  |                                      |
| <b>Allied Irish</b>    |                      | Retail Business<br>PO Box 52496 London NW3<br>9ED |                                    | <b>23-85-86</b>      |                                      |
| Beneficiary's Name     |                      | Account Number                                    |                                    | Quoting Reference    |                                      |
| <b>St. Peter's RFC</b> |                      | 3 4 0 5 0 6 4 9                                   |                                    | Surname: First Name  |                                      |
| Amount                 | Amount in words      |   |                                    |                      |                                      |
| £                      |                      |   |                                    |                      |                                      |
| Date of first payment  | and thereafter every | Due date and frequency                            | Until further notice in writing or | Date of last payment | and debit my/our account accordingly |
|                        |                      |   |                                    |                      |                                      |

**PLEASE CANCEL ALL PREVIOUS STANDIN ORDER/ DIRECT DEBIT MANDATES IN FAVOUR OF**

**UNDER REFERENCE NUMBER**

Name of Account to be debited

Sorting Code

Account number

**Signature(s)** \_\_\_\_\_ **Date** \_\_\_\_\_

**Banks may decline to accept instructions to charge standing orders to certain types of account other than current accounts.**

**Note:** The bank will not undertake to:

- A. ~~Make any reference~~ to value added tax or pay a stated sum plus V.A.T., or other indeterminate element.
- B. Advise remitter's address to beneficiary.
- C. Advise beneficiary of inability to pay.
- D. Request beneficiary's banker to ~~advise~~ advise beneficiary of receipt.



## Appendix 3

| ROLE                             | NAME            | CONTACT DETAILS                      |
|----------------------------------|-----------------|--------------------------------------|
| CHAIRMAN                         | ANDY CHANDLER   | andrew.chandler1302@ntlworld.com     |
| SECRETARY                        | CHRIS NEWTON    | chrisgnewton725@hotmail.co.uk        |
| TREASURER                        | JOHN COOPER     | john.cooper.1886@gmail.com           |
| MEMBERSHIP SECRETARY             | MARK PARSONS    | mjparsons3@virginmedia.com           |
| JUNIOR SECRETARY                 | MATTHEW SWEENEY | matthew_sweeney@hotmail.com          |
| CHILD SAFEGUARDING OFFICER       | NEIL POWELL     | neiljpowell@gmail.com                |
| ASST. CHILD SAFEGUARDING OFFICER |                 |                                      |
| WRU SAFE GUARDING CO-ORDINATOR   | CLIVE CHARD     | CChard@wru.wales                     |
| HEAD COACH                       | DAI GRIFFITHS   | contact@davidgriffithmortgages.co.uk |
| YOUTH COACH                      | LEE SMITH       | lee.smith6@ntlworld.com              |
| U16 COACH                        | EURIG WILLIAMS  | running.rugby@sky.com                |
| U15 COACH                        | DENFA DAVIES    | denfa.splott@gmail.com               |
| U14 COACH                        | TONY BUCHANAN   | tony@aperformance.co.uk              |
| U13 COACH                        | OWEN RUTTLEY    | rutts9@hotmail.com                   |
| U12 COACH                        | JON WELCH       | clementwelch@hotmail.co.uk           |
| U11 COACH                        | CLAIRE FAHY     | claire.fahy@btinternet.com           |
| U10 COACH                        | MICHAEL CAREY   | michael.carey@veolia.com             |
| U9 COACH                         | MARK PARSONS    | mjparsons3@virginmedia.com           |
| U8 COACH                         | MARK Mc DONOUGH | markmcdonough1979@hotmail.co.uk      |
| U7 COACH                         | DAVE MORAN      | dave-moran@hotmail.co.uk             |
| PEBBLES COACH                    | PAUL O'BRIEN    | pmaobrien@hotmail.com                |



We hope you found this welcome pack useful and look forward to welcoming you down the rocks , if you need anymore information then don't hesitate to contact us or visit the website and other social media sites

[www.stpetersrfc.co.uk](http://www.stpetersrfc.co.uk)



St Peters RFC



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@stpetersrfc



Harlequins Playing Field, Minster Rd. Cardiff. CF23 5AS. Tel: 029 2046 0461