



National Registration Policy

V2.3

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Endorsed By:



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1. PURPOSE

The purpose of the introduction of National Online Registration is to:

- a. Achieve consistency and accuracy of data collection
- b. Ensure compliance in reporting statistics
- c. Improve communication between the NRL/Governing Bodies and participants
- d. Deliver a national registration system for participants at all levels of the game (including volunteers)
- e. Improve timeliness of data capture
- f. Reduced workload and pressure on volunteers and paid administrators to have data entered within specified timeframes
- g. Acceptance of National Terms, Conditions and NRL Policies for every participant within the database

2. SCOPE

The policy applies to all participants registering to play, officiate, coach or participate as a sports trainer and/or volunteers at all clubs/Leagues/Associations

3. REGISTRATION PERIOD

A Participant may be registered to a club/association on the NRL National database from the first working day in November for the duration of the season unless

- a. A clearance is requested within that season and prior to 30 June (Refer Online Clearance Policy)
- b. The State/Governing body has in its rules a specific cut-off date/round number to accept registrations

4. DE-REGISTRATION OF PLAYERS

Once a registered player takes part in a match or any part of a match they shall remain registered for the remainder of the season even if they do not participate in any more matches throughout the season.



5. REGISTRATION OF PLAYERS

A player must be registered on the NRL National database where practical before he or she can participate for a club.

By registering and accepting the Terms and Conditions a player agrees to abide by all NRL and State League Policies, which may be amended from time to time.

The registration is completed as follows:

- a. *A player returning to the club with whom they were registered in the previous season* must use the online platform to complete the self-registration process
- b. *A player registering for the first time with a Rugby League club*, must use the online platform to self-register. At which time the identification that will be produced to the club shall be scanned and attached to the form. The player's registration will remain in a 'Pending' status until:
 - i. The player provides confirmation of the details entered online by producing a birth certificate, or current/valid passport or driver's licence to the club prior to participating in matches.
 - ii. Once the club is satisfied with the players identification the system administrator will approve the pending player as a club participant for the season
- c. *A player clearing from a club from which they were registered in a previous season* must authorise the club to initiate a clearance on his/her behalf
 - i. The Player must provide the club with evidence of name and age by producing a birth certificate, or current/valid passport or driver's licence.
 - ii. The player will receive notification of approval by email. The email will contain a link to the online registration form, which must be completed by the player, accepting the national terms and conditions.
- d. Other manual options may be implemented by State Governing bodies in remote and regional areas where access to online forms are limited.



6. REGISTRATION OF COACHES

Registration of a coach is mandatory once he/she has been appointed by the club regardless of whether the person is accredited or the accreditation is current.

By registering and accepting the Terms and Conditions a Coach agrees to abide by all NRL and State League Policies, which may be amended from time to time.

- a. Registration must be completed through self-registration via the online platform to the NRL National database
- b. The system administrator must assign the registered coach to the relevant team/s
- c. If a coach is unaccredited or the accreditation has expired, a course must be completed. (Refer to National Accreditation Policy) by no later than 30 June in the year in which he/she is coaching. Failure to complete the training to become an accredited coach may lead to sanctions by the relevant League.

7. REGISTRATION OF SPORTS TRAINERS

Registration of all Sports Trainers (including League Safe personnel) is mandatory.

By registering and accepting the Terms and Conditions a Sports Trainer agrees to abide by all NRL and State League Policies, which may be amended from time to time.

- a. A Sports Trainer must have completed an accreditation prior to registering. (Refer to National Accreditation Policy)
- b. Registration must be completed through self-registration via the online platform to the NRL National database.

8. REGISTRATION OF MATCH OFFICIALS

Registration of all match officials (Referees) is mandatory.

By registering and accepting the Terms and Conditions a Match Officials agrees to abide by all NRL and State League Policies, which may be amended from time to time.

- a. A match official must have completed an accreditation prior to registering and officiating in a match. (Refer to National Accreditation Policy)

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- b. Registration must be completed through self-registration via the online platform to the NRL National database.

9. VOLUNTEERS

The purpose of registering volunteers is to record and understand the volunteer workforce operating in rugby league. Knowing who our volunteers are allows the game to provide benefits such as insurance, communication, retention, education and rewards

Registration of volunteers is optional. Volunteers are defined as non-accredited (unpaid workforce) Office Bearers of a Club/League/Association

- a. Registration may be completed through self-registration via the online platform to the NRL National database.

10. DATA COLLECTION CUT OFF

For the purpose of national statistics the cut off for collection of data is 31 July of each season.

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