

Coaching Manual

The 2012 "How To" Guide for Coaches



2nd Edition, ©February 2012

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Introduction



The first youth rugby team in the State of Iowa was started in 1996 by Bill Reed, a Des Moines Roosevelt High School teacher and wrestling coach who also played rugby for the Des Moines Rugby Club. Playing the fifteen man version of Rugby Union, the number of high school students participating on this U19 Club quickly climbed past 55 players. In 1999, the success in Des Moines led to creation of a Club team in Iowa Falls. Over the next 13 years, youth rugby in Iowa saw mixed results: while seven teams were reported to exist within the State's borders by 2010, four of these teams were members of neighboring Local Area Unions, and less than 50 athletes were compliant with USA Rugby CIPP requirements across 2 youth rugby clubs in Iowa. The number of registered players representing the Des Moines Youth Rugby Club had dropped from just more than 55 players to fewer than 27 players.

With the introduction of The Rugby Foundation supported Central Iowa Rugby Metro League, the sport expanded to areas both within and outside the Des Moines area that had never been exposed to rugby. With the formation of the Iowa High School Rugby Association as a USA Rugby State Based Rugby Organization, the 2011 season saw 243 high school players in the Des Moines area alone and a 20-player All-State team representing the State in the Youth LAU Championships. By Fall of 2011, no fewer than 4 Iowans will be competing for a Division 1 National Championship at top colleges across the United States - from Life University to the University of California at Santa Barbara. In 2012, we will be seeing over 500 players in the Des Moines metro alone, and are projected to see more than 30 teams state wide.

It is our belief that Iowans were made to play rugby: we are smart, hardworking, all-around athletes. With famous Iowans including Tom Billups, the Burlington native and Eagles Head Coach with the highest win percentage; Mark Bokhoven, an Ames native who has become a stalwart on the USA Sevens team; and Paul Emerick, the Pella native and current face of USA Rugby, our athletes have routinely succeeded with fewer opportunities than those available in other states. By the 2016 Olympics, when the United States will be chasing Olympic Gold in the sport of Rugby Sevens, it is our goal to see Iowans filling half of the spots on that team.

To achieve this goal, we must ensure our pathways and opportunities mirror our potential. By 2016, we want to have programs in place that see rugby become an IHSA sanctioned sport and at least 16% of Iowans playing some form of rugby.

By working together, using the proven techniques outlined in this document, Iowa will become the source for our Nation's leading rugby talent.

Christopher H Draper

Interim-Chairman, IAHSRA

Important Contacts

The following contacts should be consulted with any questions regarding their identified areas of expertise. For questions not clearly associated with a following area of specialty, please refer to the Chairman of the Coaches Association.

Coaches Association Chairman	Questions regarding league rules, team regulations, and discipline issues.	Dennis Oliver dennisoliverjr@gmail.com 515 975-3362
Iowa Union Representative	Questions regarding sanctioning, eligibility, and USA Rugby compliance.	Jeremiah Johnson jeremiahkjohnson@gmail.com 515 490-8603
Development Director	Questions regarding community outreach and coach or player training.	Chris Draper chris@iahsra.org 515 210-0214
Medical Director	Questions about approved medical personnel or arranging training support for practices or games.	John Brandt John.brandt@physiocorp.com 515 278-8151
Apparel Director	Question or ordering of jerseys, t-shirts, or other memorabilia.	Mike Draper mike@raygunsite.com 515 288-1323
Fundraising Director	Question or planning of team and league fundraising initiatives.	Jason Buske Jason@acefundraising.net 515 201-3388

Team Management

As a coach, your primary responsibility is to facilitate a safe, fun environment for the student-athletes on your team. To accomplish this objective, there are various individuals who will either already be in place or should be recruited.

The most important thing you can do as a coach is provide a structured environment where people want to participate. When individuals show up, they need to feel like you are prepared; and when they want to help, you need to be ready with a job for them to do.

Faculty Representative

Your faculty representative is your primary point of contact at the school. If you have not met this individual (e.g. the IAHSRA recruited this person and you have not met them yet), your first responsibility is to reach out and introduce yourself. Your faculty representative is there to do the following items:

1. Make any information you are attempting to pass to the team available within the school,
2. Reserve rooms when necessary for team meetings or chalk sessions, and
3. Reach out to the Booster Club or Activities Director if fields or game assistance is necessary.

It is not appropriate to expect the faculty representative to:

1. Actively recruit players,
2. Reach out or coordinate the team's relationship with other coaches, or
3. Track absent players down during school.

In most situations, your Faculty Representative would likely help you identify which players are academically ineligible, or identify contact information for other coaches you will want to reach out to (e.g. the track coach or soccer coach). However, you are still responsible for representing the team to the school through this individual.

Team Parents

Within your team, there will be certain parents who are interested in helping out, while most are just happy that you are looking after their kids. There are many things that an active parent could help you with:

1. Fundraising support (e.g. managing the Blitz Night or coordinating bake sales)
2. Managing a phone tree (e.g. collecting details from all other parents to relay important information or activate team parents when necessary)

3. Coordinating transportation (e.g. not all of your students will be able to drive, meaning you may need parents or other adults to volunteer to drive players to games)
4. Booster Club Liaison (e.g. the school Booster Club is a valuable organization that could help your program if you have a parent willing to attend meetings on the team's behalf, or ideally in conjunction with your attendance)

These are only a few examples of jobs that you could have a parent do. It is important that you create a list of tasks that you think would assist you, and have that on your person at every practice in the event someone comes and offers to help.

Team Managers

Team managers are a great way to add both capability and credibility for a program. A team manager would be responsible for tasks like:

1. Managing water bottles during practices and games
2. Keeping running statistics (e.g. score, assists, tackles) during games
3. Carrying or managing equipment

Team managers are typically students and will be fiends of players on the team. If someone requests the opportunity to be a manager, these are the types of tasks you should be ready to assign them.

Schedule

The season is essentially divided into pre-season and in-season. Allocation of playing time may only consider attendance and performance at practices that occur during either the pre-season or in-season.

Pre-Season: March 12, 2012 through March 30, 2012

Pre-season is comprised of 10 school days, with Spring Break falling on one of the identified three weeks. It is recommended that no less than 10 practice hours – including scrimmage time – be completed during the pre-season.

It is mandatory that no less than 6 hours of practice time occur before the first controlled scrimmage. Controlled scrimmages can be scheduled between teams during the week of March 25, 2012 through March 30, 2012. These scrimmages should feature simulated or controlled contact.

Practices

No practice should last longer than 2 hours, including stretching. For programs that are partnering or allowing dual participation (e.g. track), practices should be designed to last no more than one hour and focus significantly on ball skills. For those who are not in track, conditioning should be made available/completed at the same time as the track practices.

Varsity Games

All Varsity games are expected to be played on Friday nights. Please watch www.iahsra.org for your team's assigned location on each evening.

If your team is not able to make one of the Friday night games, or you would like more games, you may schedule other Varsity matches against other Varsity teams. In order for these extra games to count towards your league standings, each game must feature:

1. Official jerseys,
2. Video of all games that is suitable for identifying individuals and relevant events, and
3. Medical personnel.

The Medical Director must approve any on-site medical professionals, so please contact the Medical Director as soon as you know you will be scheduling an extra game. The home team is responsible for paying all bills associated with extra matches.

Junior Varsity Games

Junior Varsity matches can be schedule at any time between any numbers of teams. JV matches may be refereed by coaches when able. All matches must still conform to the jersey, video, and medical standards identified for Varsity matches.

Costs

The total cost for a Varsity team per season in 2012 is approximately \$2,000. This total is based on the following incremental operational costs per team-night (i.e. the total cost that each team incurs for each night of playing 2 games):

		Cost per team-night
Field	90 /hour	\$30.00
Referee	20 /team-game	\$40.00
Medical	40 /hour	\$13.33
Video	125 /hour	\$41.67
Photographs	30 /hour	\$10.00
Total Cost per Team-Game		\$67.50
Total Cost per Team-Night		\$135.00

In addition to operational costs, each player must be a registered player with USA Rugby. For teams that do not have jerseys or require a new set of jerseys, a team set of 15 jerseys cost \$525, with personalized jerseys costing \$50/player. Due to these costs, the per player registration fees for 2012 are set as follows:

- CIPP: \$30
- League Fees: \$60
- Personalized Jersey: \$50

Players may either pay these fees with cash or check, or the team may implement fundraising opportunities to cover these costs.

Accounting

All payments will be processed by The Rugby Foundation, a 501(c)3 organization based in Des Moines. All payments will be tracked per team, with operational costs paid directly from the Rugby Foundation accounts to league provided suppliers. If a team raises additional funds and wishes to spend them on appropriate expenses (e.g. rugby shorts, team travel, etc), these will be either paid directly by The Rugby Foundation at the direction of the team or reimbursed upon submission of an expense reimbursement request.

Fundraising

Ace Fundraising provides a range of fundraising options that can be tailored to specific communities. The most common type of fundraising opportunity is Casey's Pizza Cards or similar discount cards. Each card provides a net value for each team on the order of \$9/card sold.

Any additional funds collected due to fundraising efforts will be earmarked for expenditure by that team.

Coaching Education and Regulations

Coaches are required to secure the following Certifications or Licenses in accordance with the identified year and longevity of their team.

2012 Coaching Requirements

- ALL Head Coaches must comply with IAHSRA requirements for the 2012 season.
- If the individual has a valid State of Iowa coaching certification, they are required to attend, a minimum of one, coaching courses through the IASHRA.
- If the individual does not have a valid State of Iowa coaching certification, they are required to attend, a minimum of one, coaching courses through the IASHRA. In addition to the required course, they must attend the PREPARE course offered by Physiotherapy Associates and successfully complete the assessment test. The assessment confirmation number will need to be sent to the Coaches Association upon completion.
- All Elite Team coaches are required to be certified through the IAHSRA.

Disciplinary Action:

The penalty for a head coach not being properly certified through the IAHSRA is: —If the head coach has not been properly certified; the coach may not coach or participate in any IAHSRA-sponsored tournament/event until the coach has been certified in accordance with the IAHSRA Coaches Association Guidelines. Coaches in violation of these requirements will be asked to leave the IAHSRA-sponsored tournament/event. It is under the discretion of the Coaches Association to ensure that this certification is properly met.

PROPOSED 2013 Coaching Requirements

- Coaches will be CIPP'd through USA Rugby thus providing background checks for all coaches
- All competing teams in IAHSRA-sponsored tournament/event must have a certified head coach. Teams without a certified head coach will not be allowed to participant in any IAHSRA-sponsored tournament/event.
- All Head coaches must have a valid State of Iowa coaching certification and a valid USA Rugby Level 1 coaching certification. If a coach does not have a valid State of Iowa coaching certification or a valid USA Rugby Level 1 coaching certification they are considered an assistant coach.
- Assistant coaches must have a valid USA Rugby Level 1 coaching certification.
- All Elite Team coaches must have a valid State of Iowa coaching certification and a valid USA Rugby Level 1 coaching certification.

- Head coaches must attend certification renewal meeting
- All individuals must meet one of the coaching requirements, be CIPP'd through USA Rugby, and pass the required background check. If an individual has not met these coaching requirements or passed the background check, they will be asked not to participate or communicate with any IAHSRA-sponsored team.

Disciplinary Action:

The penalty for an individual not being properly certified is: —If an individual has not been properly certified; they may not coach or attend any IAHSRA-sponsored tournament/event until they have been certified in accordance with the IAHSRA Coaches Association Guidelines. It is under the discretion of the IAHSRA Coaches Association to ensure that this certification is properly met. A certified letter recognizing this disciplinary action will be sent to the individual that has failed to meet all IAHSRA requirements. It will be communicated that this individual is not to have contact with an IAHSRA-sponsored team until all certifications are met. This includes communication with players, attending team or individual practices, as well as any team event.

PROPOSED 2014 Coaching Requirements

- Coaches will be CIPP'd through USA Rugby thus providing background checks
- All Head Coaches must have a valid State of Iowa coaching certification and a valid USA Rugby Level 2 coaching certification.
- All coaches must have a valid State of Iowa coaching certification and a valid USA Rugby coaching certification.
 - o If a coach does not have a valid State of Iowa coaching certification, but possesses a valid USA Rugby Level 2 coaching certification they are considered an assistant coach.
 - o If a coach does not have a valid State of Iowa coaching certification or a valid USA Rugby Level 1 coaching certification they are considered an aide.
- Assistant coaches must have a valid State of Iowa coaching certification.
- If an individual does not have a valid State of Iowa coaching certification or a USA Rugby Level 1 coaching certification they are considered an aide. (Please see guidelines for definition of aides)
- All Elite Team coaches must have a valid State of Iowa coaching certification and a valid USA Rugby Level 2 coaching certification.
- Head coaches must attend certification renewal meeting
- All individuals must meet one of the coaching requirements and passed the required background check. If an individual has not met the coaching requirements or pass the background

check, they will be asked not to participate or communicate with any IAHSRA-sponsored team. This includes communication with players, attending team or individual practices, as well as any team event.

Disciplinary Action:

The penalty for an individual not being properly certified is: —If an individual has not been properly certified; they may not coach or attend any IAHSRA-sponsored tournament/event until they have been certified in accordance with the IAHSRA Coaches Association Guidelines. It is under the discretion of the IAHSRA Coaches Association to ensure that this certification is properly met. A certified letter recognizing this disciplinary action will be sent to the individual that has failed to meet all IAHSRA requirements. It will be communicated that this individual is not to have contact with an IAHSRA-sponsored team until all certifications are met. This includes communication with players, attending team or individual practices, as well as any team event.

Definitions

- A coach is a person who holds a coaching authorization or coaching endorsement from the Iowa Board of Educational Examiners and the Iowa High School Rugby Association, and who diagnoses, prescribes, evaluates, assists, or directs student learning of an interscholastic athletic endeavor at a practice session or on the field of competition.
- An assistant coach is a person who diagnoses, prescribes, evaluates, assists, or directs student learning of an interscholastic athletic endeavor at a practice session or on the field of competition. This person may not hold a coaching authorization or coaching endorsement from the Iowa Board of Educational Examiners and the Iowa High School Rugby Association.
- An aide is a person who performs managerial duties (such as timing students, retrieving equipment, recording statistical information, etc.), but does not instruct, diagnose, prescribe, evaluate, assist, or direct student learning of an interscholastic athletic endeavor at a practice session or on the field of competition. An aide does not hold a coaching authorization or coaching endorsement from the Iowa Board of Educational Examiners or the Iowa High School Rugby Association.

Whether a person is an aide, assistant coach or a coach is dependent solely on the duties assumed by that person and not on the person's title or pay or whether the person is under contract to the school or school district. The duty about which there exists the most concern is supervision.

An aide may supervise solely in the sense of passively observing students to ensure, for instance, that no injuries are sustained. An aide may not supervise with a critical eye as students run through drills for the purpose of evaluating their skills. After a coach has demonstrated a given technique, an aide may not observe for the purpose of ensuring that the students are following the coach's instructions correctly. To do so crosses the line from acting as an aide to performing as a coach.

All coaches are subject to all coach-athlete contact rules, as prescribed by Coach-Athlete Contact guidelines.

Mandatory Head Coaches Rules Meeting Attendance

Head coaches in all sport programs sponsored by the Iowa High School Rugby Association in which rules meetings are conducted are required to attend/view a rules meeting annually. The penalty for a head coach not attending/viewing a rules meeting is: —If the head coach does not attend/view a rules meeting, the coach will not coach or attend any IHSRA-sponsored tournament/event in that sport during the school year. They must attend a secondary rules meeting to be reinstated.

Coach Ejection Policy

Additional Penalty: Any coach at any level, grades 9-12 who is ejected from an IHSRA sanctioned event is required to take the NFHS Fundamentals of Coaching elective course entitled —Teaching and Modeling Behavior (To be Determined). This course must be viewed prior to being able to return and coach an interscholastic contest and the certificate of completion must be sent to the IHSRA office. This mandate is in addition to missing the next playing date at the level of competition he/she was ejected from all games in the interim. The cost of the course will be the responsibility of the individual coach.

Emerging Team Policy

Any team that has been formed or is in the process of forming for a period of, no more than 1 year shall be considered an emerging team within the IHSRA. These teams will be subject to a 1 year “emerging team” probationary period in which all coaches are granted a grace period to become certified coaches. Initially all coaches must be CIPP’d with USA Rugby and successfully pass the required background check. During which time coaches must complete the USA Rugby Level 1 coaching certification and successfully complete the State of Iowa coaching certification. Failure to comply with these requirements will result in disciplinary action. A team may have a faculty representative or a coach on staff that has their State of Iowa coaching certification. This person will be considered the Head Coach, while the rugby skilled individual will be considered a Technical Director.

Medical Requirements

Appropriate medical care must be available throughout the season. While all scheduled Varsity games will have medical coverage provided by the IAHSRA, it is the responsibility of the team to provide a suitable level of coverage at all other times. This level of coverage includes (i) document collation, (ii) appropriate training, and (iii) procurement of medical providers.

Documentation

The coach present at any practice or game must have a binder containing the following documentation:

1. Rugby Roster
2. Minor Waiver
3. Medical History Form
4. Player Emergency Contact Information
5. Heads Up Concussion Fact Sheet (signed)
6. Concussion Return To Play Forms (copies)
7. Zurich Rugby Accident Claim Forms (copies)

The forms identified above can be found in Appendix A.

Training

All coaches must either be State Licensed coaches or independently acquire appropriate medical response certifications. While the current requirements for 2012 only identify the PREPARE and Safe Rugby courses as minimum requirements, future seasons will also require CPR training.

Medical Support

For any previously unscheduled game (e.g. Junior Varsity or additional Varsity matches), medical personnel must be on site. These medical personnel must either be:

1. Procured through Physiotherapy Associates with no less than one week of notice, or
2. If procured through an alternative supplier, approved by Medical Director John Brandt prior to contract closing.

Running Practice

The most important part of running a successful practice is planning out what you will do – you must come to practice with your practice plan written on a piece of paper, and you must follow your plan unless there is a clear reason not to. Every successful coach writes down and follows his or her plan.

It is important to note that the typical attention span does not last past 15 minutes. If nothing productive has occurred in a particular drill after 15 minutes, the drill must either be reassessed or the players must be provided an alternative activity. For this reason, it is advised that you plan practices in segments no longer than 15 minutes, accounting for all aspects of the practice from stretching to water breaks.

Pre-Season

Pre-season must consist of no less than 10 hours of practice time. It is advised that contact is phased in over a series of days, with no contact activities occurring until at 3 hours of practice time have elapsed. The following pre-season practice plan is designed for a team that is partnered with a track program (i.e. one hour sessions after track practice):

	Wk1: Mon	Wk1: Tue	Wk1: Wed	Wk1: Thr	Wk1: Fri
0-15min	Active passing circle w stretches	Active passing circle w stretches	Active passing circle w stretches	Active passing circle w stretches	Active passing circle w stretches
15-30min	Two-tag touch	Two-tag touch	Two-tag wrap	Two-tag wrap	Tackle Practice
30-45min	2:1 Introduction	2:1 Suttles	3:X Shuttles	Tackle Intro	Ruck Intro
45-60min	Two-tag touch	Two-tag wrap	Two-tag wrap	Two-tag wrap	Play: TnR
	Wk2: Mon	Wk2: Tue	Wk2: Wed	Wk2: Thr	Wk2: Fri
0-15min	Active passing circle w stretches	Active passing circle w stretches	Active passing circle w stretches	Active passing circle w stretches	Active passing circle w stretches
15-30min	Play: TnR	Play: T+R	Play: T+R+L	Play: Full	Play: Full
30-45min	2:2 Ruck	3:X Shuttles	Scrum Intro	Channel Intro	Channel Recognition
45-60min	Play: TnR	Play: T+R+L	Play: Full	Play: Full	Play: Full

The activities identified in the above table are defined as follows:

Active Passing Circles with Stretching: With all players in a circle facing inward, start by passing to individuals on at least one player away (i.e. not next to that player). Once they have started passing and catching, start having players follow the ball through the middle of the circle and taking the place of the player they passed to. Added elements of complexity can be added, like multiple balls, or requiring every other player to run around the outside of the circle. Each element should be added for the purpose of expanding the amount of thinking and action that each task requires. Run each element for no more than 30 seconds before stretching for a minute.

Two-Tag Touch: T3Rugby (www.iahsra.org/non-contact) – this is a version of tag rugby that is intended to provide a very vertical game with continual positive overloads. Any offensive player may run as far as they want in any direction. If a ball carrier is tagged by an opposition player, he may continue to play but cannot score. If that same ball carrier – before he passes the ball - is tagged again by a different defensive player, a turnover occurs. The ball carrier must put the ball down and retreat at least a meter toward his own side.

2:1 Introduction: The 2:1 is often successfully introduced by identifying how to (i) align the defender, (ii) beat the defender, and (iii) read the defender. The first two elements are often best introduced by setting up a grid where you ask the ball carrier to beat his opposition 1:1. The points of instruction in this segment of the drill are (i) the way the ball carrier initially runs vertically at the defender, (ii) the distance at which the player makes his move to settle the defender, and (iii) the fact that the offensive player accelerates out of his settling move. Once these elements have been introduced, add a supporting player, making a 2:1. The decision of whether to keep or pass the ball must be identified as the defender's feet: if the feet are pointed at the ball carrier, pass the ball; if they are pointed away, keep the ball. More often than not, the lessons "learned" in the 1:1 situation will need to be reviewed. If time permits, identify the benefit of support line acceleration patterns (i.e. when the supporter accelerates to take a ball at pace).

2:1 Shuttles: Place six cones down to form two, adjacent 5m x 5m boxes. Have a defensive player stay on the line formed by the interior pair of cones, with two offensive players between the cones at one end of the rectangle. The offensive players run from one side of the rectangle to the far end 10m away, passing the defensive player in the middle. Once they reach the other end, they must turn around and head back. Each pair should attack the defender 5 times per set. The need for the ball carrier to preserve space and the ball carrier to run an effective, accelerating support line at the attack line are the keys to this drill.

Two-tag wrap: Same as T3Rugby except: while the first contact can remain a tag, the second contact must be a wrap. To execute an appropriate wrap, the individual must have effective footwork that places the player in a position where a tackle could otherwise occur and they are capable to stop the progress of the ball carrier.

3:X Shuttles: Similar to 2:1 Suttles, but in a grid that is rectangle that is 10m long and 10m wide (goal lines are still 5m from the halfway line where the defense is located), there are three offensive players, and the coach decides on one or two defenders at random.

Tackle Intro: Identify the keys to a safe tackle of (i) alignment (watch the belly button), (ii) power step (near-side foot between the opponent's feet), and (iii) acceleration (start running on impact, don't slow down) – "contact is not the goal; you must end up on the other side of them." Practice 1:1 in close quarters where each step is closely monitored.

Tackle Practice: Working in teams of three, two players are located on either side of the tackler. Each side approaches the tackler in turn, the tackler tackles, resets, and tackles the other player. Each player can get up to 10 reps before swapping out.

Ruck Intro: Place two players one meter away from each other and ask them to push each other over – the one who removes the other wins. After each player starts to move the other, place a ball between the pair and make the goal to get on the other side of the ball. Identify cross over skills between tackle and ruck.

Play: TnR: Live play with tackles, no rucks. Upon each tackle, the defense must get back onto their side of the tackle. The ball carrier cannot play the ball – another player must come and pass it away from the breakdown.

2:2 Ruck: Put players in pairs with their backs to each other approximately one meter apart from their opposition. Place a ball at a random location between the pairs and blow the whistle to start the drill. Players must (i) win the ball if it is available, (ii) tackle if the ball was won by the opposition, (iii) prevent pickup if possible, (iv) ruck if a tackle has occurred.

Play: T+R: Live play with tackles and rucks.

Play: T+R+L: Introduce the IAHSRA lineout (quick lineout) and insert it into the game.

Scrum Intro: Identify the scrum as a means to restart the game, introduce the players in the scrum, and form 3-on-3 scrums with everyone rotating positions.

Play: Full: Full IAHSRA Rules.

Channel Introduction: Introduce the concept of the field divided into three channels, each one-third the width of the field. Introduce the idea that at least one offensive player should be in each channel at any time.

Channel Recognition: Have the offensive players spread across the field with their backs to the defense. The defense clusters in various channels at random. On the whistle, the offense turns around, looks at the defense, recognizes which channel is in overload, and passes the ball to the offensive players in that channel.

In-Season

Once the season starts, because there is XV's practice each Wednesday, it is recommended that a team have its most strenuous practice on Tuesday, a walkthrough/light contact day on Thursday, and leave Monday optional depending on the school.

Partnerships

It is very important that you allow partnerships to exist with track programs where able. It is advisable that you reach out to the track coach, introduce yourself, and offer to work with them to see where friction can be avoided. For programs where the track coach is skeptical or negative towards rugby, it is advisable to ask for a list of all individuals that have committed to track and agree to not allow any of these individuals to play rugby without his/her permission.

It is better to have a rugby program with the second-tier athletes than none at all.

Background: Where we are now....



In the fall of 2010, the Iowa High School Rugby Association (IAHSRA) became the USA Rugby State Based Rugby Organization responsible for the sustainable development of youth rugby within Iowa. As the sanctioning body for all youth competitions in Iowa, the IAHSRA has begun by creating a Coaches Association and Board of Directors responsible for overseeing on-field and business development, realigning its high school strategy with traditional high school-based sports across the State, and developing a development continuum that makes sense for our State's athletes. While much of this is made available to the general public via www.iahsra.org and associated social media sites, this document is intended to be a developing handbook establishing best practices across the State.

It has been proven that the sport development models which work well for other countries rarely translate well to the United States. What makes our professional athletes the best in the world is unique to our culture. The same is true for Iowa: we are a unique State within our country, and the solutions developed and presented in this manual are intended to address our opportunities for success by identifying our inherent characteristics.

Why Iowa Is different

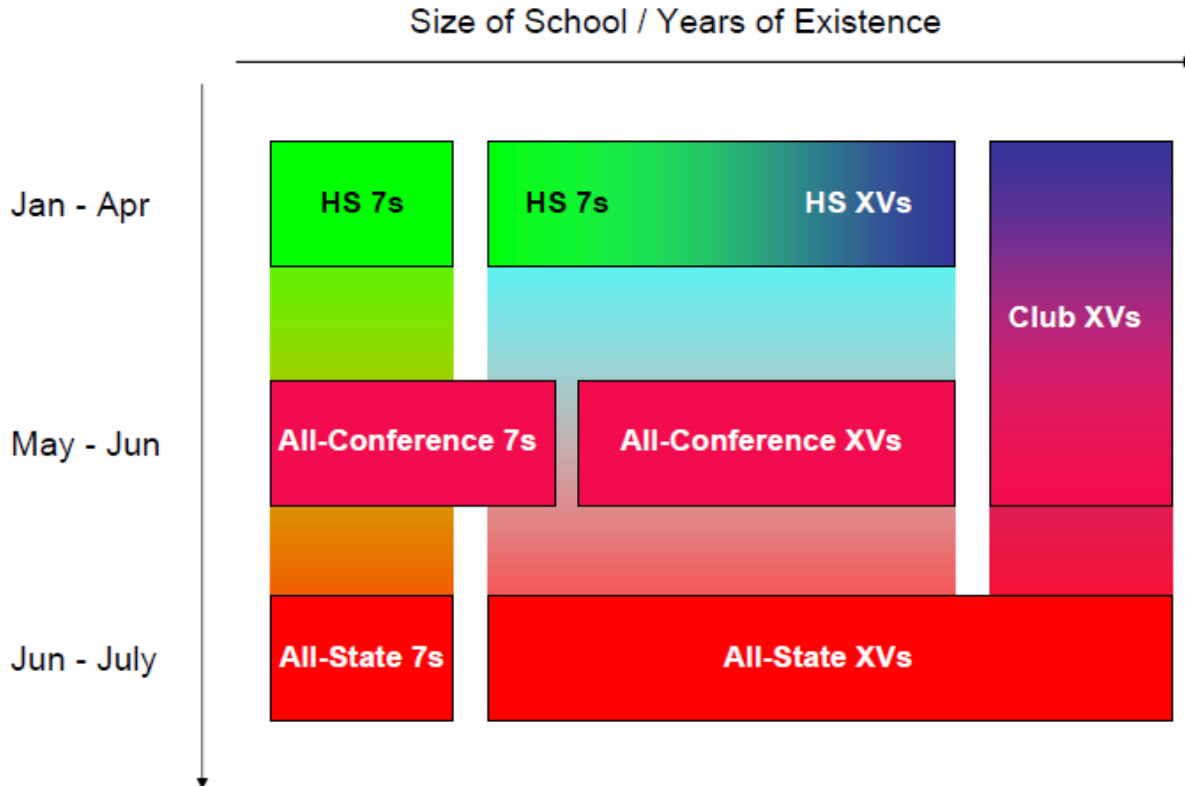
The State of Iowa is unique because it is one of the only States without a major metropolitan area. Because of this, the population distribution across our communities and schools is different. While schools in metropolitan areas of California, New York, Illinois, or Texas routinely reach into the thousands, the median enrollment across the 415 total high schools in Iowa is 219 students.

Partly because of their size and partly because of our collective culture, our communities are deeply intertwined with our schools. The United States is not a "Club-culture," with the rural nature of our State meaning that Iowans are more invested in their community schools than nearly anywhere else. And with Clubs representing traditional sports like Basketball or Baseball sometimes crippling school competitiveness, our communities and local administrators are hesitant to support any activity that could further diminish the value of their athletic programs.

With a hesitant administration and the unique population distribution of our State, the traditional fifteen-a-side Rugby Union model is not a reasonable entry strategy within the majority of our schools. It must be understood that communities (i.e. schools in this case) have trouble supporting an activity that requires more than 5% of the population to be active participants. Given the fact that a Nationally competitive fifteen-a-side team requires nearly 50 players throughout a season due to injuries and internal competitiveness, it must be recognized that less than 1% of all Iowa schools could support such a program. When that number of required players is dropped to 10, 25% of all Iowa high schools could then support such a team. This is why the IAHSRA has identified Rugby Sevens - the newest Olympic sport - as its most efficient means of bringing rugby to our communities in Iowa.

Developing our Competitions

This stated focus on Rugby Sevens (i.e. Olympic Rugby, as we will begin rebranding it in 2012) at the high school level is neither exclusive nor an expression of any intent on dismantling current Clubs. The IAHSRA has developed a system which supports established fifteen-a-side Clubs, encourages their development, and promotes equal access on All-State teams to all participants in Iowa. This solution is presented in the following figure, which identifies the high school development model as a function of both time of year and school size or years of experience.



Given our unique population distribution, Rugby Sevens is the only version of the game that could be reasonably be supported initially in the majority of our schools. This is not to say that fifteen-a-side teams could not someday flourish at any of our smaller schools: the facts that the Iowa Falls Rugby Club can support over 30 kids every year playing fifteen-a-side rugby when the school district has as few as 206 male students (i.e. nearly 15% of all males in the school) and that the 2011 Van Meter Rugby Sevens team has 23 registered players in a school with only 103 boys (i.e. nearly 25% of all males in the school registered to play rugby in 2011) indicate that a successful program can exceed expected participation values. But these statistical outliers, indicating far greater success than expected, should not form the basis for our plan. The population data indicates that Rugby Sevens must be our entry point to new schools, with their future path dictated by their size and ambition.

Regardless of how a school begins or develops, the IAHSRA feels it is important to funnel students from their school to an All-State team that provides equal access to representation and follows a traditional sports model: All-Conference teams. Following a single-school Sevens or Fifteens season, players will be selected to fifteen-a-side All-Conference teams. At this point in the season, these All-Conference teams will begin to integrate into the schedule of traditional fifteen-a-side Clubs, offering All-State Coaches and Selectors an opportunity to see the breadth of the State's rugby talent head-to-head. From these matchups, All-State Sevens and Fifteens teams called the *Iowa Hawks* will be selected to represent Iowa at Regional and National tournaments. This progression from single-school to All-Conference teams that then integrate with established Clubs and lead to All-State selections aligns with the sports model players and parents are familiar with, as well as future USA Rugby plans.

Developing our Teams

The goal of our development system is to create Nationally competitive teams and Internationally renowned players. This means that every player in Iowa must have access to quality coaching that leads to as many minutes of high quality play as possible. With a plan that could easily lead to hundreds of teams at the high school level alone throughout the State of Iowa, the fact that the current rugby playing population only totals 643 individuals is not sufficient to support current leagues and the growth of our youth rugby programs. For this reason, the IAHSRA has developed a development continuum designed to effectively prepare coaches, administrators, and referees as much as it is designed to offer players access to a development track that will prepare them for the future of International competition.

The Iowa Rugby Development Continuum is predicated on (i) our need to develop coaches, administrators, and referees while (ii) doing so in a manner that promotes fast, open rugby within the State of Iowa. This continuum is presented in the figure below.

	K-3	4-5	6-8	9-12	Adult
Non-Contact	Rookie Rugby	T ₃ Rugby			
Contact (Development)			Tackle, No-Ruck	Iowa Modified Sevens	
Contact (Experienced)		Tackle, No-Ruck	Traditional Rugby Union		

This development model is based on best practices from around the world, combined with an understanding that most of the necessary coaches and referees will not be coming from the current rugby community. In places where USA Rugby has developed a useful product for the Iowa market (e.g. Rookie Rugby), the IAHSRA promotes their adoption. But in areas where the USA Rugby product is not sufficiently developed to promote the goals of the IAHSRA given the development needs of our State

(e.g. Rookie Rugby 7s), these products will be replaced with alternative pathways (e.g. tackle, no-ruck rugby in Junior High leading to the Iowa Modified Sevens rules). This development continuum, and the rules for each item within the continuum, are set by the IAHSRA Coaches Association.

Developing our Participants

The IAHSRA strives to replicate Iowa sporting practices where reasonable and conform to USA Rugby requirements as necessary. For example, the State of Iowa Licensing process for Coaches is a time-tested model for holistic coach/educator developed, an approach that is now in the early stages of replication by USA Rugby. The State of Iowa, whose coaches training and Licensing process is one of the best in the Nation, requires completion of four college courses covering the basics of sports medicine to athlete psychology. Once a coach is Licensed, they are assumed to have the core skills necessary to safely coach any sport, with their aptitude for a specific sport proven by completion of sport-specific rules meetings.

The IAHSRA does not plan to require any coaches to take any USA Rugby Coaching courses, instead planning to require all coaches be State of Iowa Licensed by 2012. Combined with rules meetings either developed by USA Rugby or put on by IAHSRA, we are confident that this process will allow our coaches to receive the appropriate level of recognition from school athletic staff while providing the level of service their players require. Changes to this process and requirements would be made by the Coaches Association.

How IAHSRA Can Help

The IAHSRA can allocate technical and financial assistance to developing teams or conferences. From coaching tools to clinics, and statewide or local sponsorship to USA Rugby grants, the IAHSRA has developed a package of support that is committed to committed programs.

Conclusions

This is a constantly evolving document that will continue to add resources (e.g. start-up organization chart, etc) and fine tune strategies and hints. While this document does not have all the answers, every answer in this document was chosen because it has been proven successful.

As we work to build the players that will win our Nation Olympic Gold, we hope our efforts remain driven by our most important rule of thumb:

Have fun.

Appendix A: Standard Medical Packet Forms



RUGBY PARTICIPANT ROSTER

Club Name _____ Club CIPP # _____

	PLAYER NAME	CIPP #	PHONE	E-MAIL	SCHOOL
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
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31.					
32.					
33.					
34.					
35.					
36.					
37.					
38.					
39.					
40.					

Coach/Manager Name _____ Phone (____) _____ Email _____

As the **Club Representative**, I verify that I have checked the eligibility of my players and that each of them are in compliance with the Regulations as set forth by my local governing organization and USA Rugby. I understand that if I am found to be in violation of those regulations my team and I will be subject to strict disciplinary sanctions that may include fines, suspension or forfeit of matches.

 Name (print) Position (i.e. coach, captain) Signature Date

- MINOR (PARTICIPANTS UNDER 18) -

USA RUGBY PARTICIPATION AGREEMENT AND WAIVER AND RELEASE OF LIABILITY

PLEASE READ CAREFULLY BEFORE SIGNING. THIS IS A RELEASE OF LIABILITY AND WAIVER OF CERTAIN LEGAL RIGHTS AND ASSUMPTION OF THE RISKS AGREEMENT.

This Participation Agreement and Waiver and Release of Liability is entered into between the undersigned "Parent" or "Guardian" and the minor participant "Participant" and USA Rugby, it's member unions, clubs, organizations, affiliates, partners, sponsors, vendors, directors, officers, employees, volunteers, members, agents, contractors, contracted entities and facilities and the owners and lessors thereof, hereinafter referred to as "USA Rugby" or collectively as "Releasees").

In consideration for the privilege of participation of the Participant in USA Rugby activities, Participant, Parent or Guardian acknowledge and agree as follows:

1. Participation in the activities of USA Rugby, including but not limited to warm-up, training, practice, games, clinics, travel, and social events (referred to herein as the "Activities"), includes participation in a full-contact sport, requires good health and fitness and can be **HAZARDOUS AND PRESENT A DANGER TO PARTICIPANT**. Participant and Parent or Guardian believe the Participant is qualified to participate in Activities, and if at any time the Participant, Parent or Guardian believe conditions to be unsafe, he/she will immediately discontinue further participation in the Activities _____, _____, _____ INITIAL HERE
2. Participation in Activities exposes Participant to **RISKS OF SERIOUS BODILY INJURY, INCLUDING PERMANENT DISABILITY, PARALYSIS AND DEATH**. Risks may arise out of contact and/or participation with other participants, spectators, equipment, field, facility and/or fixed objects; falls, collisions, rough play, and other mishaps; exposure to adverse weather conditions and/or high altitude; flaws and defects in equipment and facilities; irregular field conditions; and negligent field maintenance, negligent officiating, negligent coaching and negligent participation. Risks may be caused by the Participant's own actions, or inaction, the actions or inaction of others participants, the condition of the facilities in which the Activities take place, and/or **THE NEGLIGENCE OF THE "RELEASEES."** Some Risks cannot be predicted or controlled. There may be other risks and social and economic losses either not known to me or not readily foreseeable at this time. _____, _____, _____ INITIAL HERE
3. Assumption of the Risks. **I CONSENT TO PARTICIPATION IN THE ACTIVITIES AND FULLY ACCEPT AND ASSUME ALL SUCH RISKS AND ALL RESPONSIBILITY FOR LOSSES, COSTS, AND DAMAGES** incurred as a result of such participation. _____, _____, _____ INITIAL HERE
4. Waiver and Release of Liability. In consideration for the privilege of the Participant's participation in the Activities, each undersigned hereby **RELEASES, DISCHARGES, COVENANTS NOT TO SUE, AND AGREES TO INDEMNIFY AND SAVE AND HOLD HARMLESS RELEASEES** from any and all liability, demands, losses, medical expenses, lost opportunities, damages or attorneys fees and costs stemming from any or all claims for negligence, expressed or implied warranty, contribution, and indemnity, and/or claims of negligent rescue operations, first aid, and emergency care, to the broadest extent permitted by applicable law, including C.R.S. § 13-22-107, suffered by the Participant, Parent or Guardian or incurred on his/her account with respect to the Participant's personal injury and other injury or harm, disability, and/or death, or property damage, arising directly or indirectly from the Participant's participation in Activities, as caused or alleged to be caused in whole or in part by the Releasees or any of them, and further agrees that if, despite this release, the Participant or any other person makes a claim on the Participant's behalf against any of the Releasees, **THE UNDERSIGNED WILL INDEMNIFY, SAVE AND HOLD HARMLESS EACH OF THE RELEASEES FROM ANY LIABILITY, LITIGATION EXPENSES, ATTORNEY FEES, LOSSES, DAMAGES OR COSTS ANY MAY INCUR AS THE RESULT OF ANY SUCH CLAIM, WHETHER ASSERTED BY THE UNDERSIGNED, THE PARTICIPANT, OR ANOTHER PERSON.** _____, _____, _____ INITIAL HERE
5. Governing Law, Venue and Jurisdiction: The undersigned understands and agrees that this document is intended to be as broad and inclusive as permitted under applicable law and shall be governed by Colorado law. In the event of a dispute, the exclusive venue and jurisdiction for any lawsuit arising out of such dispute shall be the state court of Boulder County, or the federal courts located in Denver, Colorado. _____, _____, _____ INITIAL HERE
1. Severability: If any provision of this document is determined to be invalid for any reason, such invalidity shall not affect the validity of any of the other provisions, which other provisions shall remain in full force and effect as if this document had been executed with the invalid provision eliminated. _____, _____, _____ INITIAL HERE

THE UNDERSIGNED PARTICIPANT AND PARENT AND/OR GUARDIAN HEREBY CERTIFY THAT PARTICIPANT IS UNDER 18 YEARS OLD, THAT I HAVE COMPLETELY READ AND UNDERSTAND THIS AGREEMENT AND ITS TERMS. THAT PRIOR TO SIGNING THIS AGREEMENT, I HAVE HAD THE OPPORTUNITY TO ASK ANY QUESTIONS ABOUT THIS AGREEMENT. I AM AWARE, BY SIGNING THIS AGREEMENT I ASSUME ALL RISKS AND WAIVE AND RELEASE CERTAIN RIGHTS THAT I AND EACH OF MY HEIRS, NEXT OF KIN, FAMILY, RELATIVES, GUARDIANS, CONSERVATORS, EXECUTORS, ADMINISTRATORS, TRUSTEES AND ASSIGNS MAY HAVE AGAINST RELEASEES.

Parent/Guardian Signature Printed Name Date

I AM A PARENT/GUARDIAN OF THE PARTICIPANT, AND I ATTEST THAT I HAVE LEGAL RESPONSIBILITY OVER THE PARTICIPANT, AND, MY SIGNATURE IS SUFFICIENT TO CONSENT TO THE PARTICIPATION OF THE PARTICIPANT IN THE ACTIVITIES AND TO ENTER INTO THIS AGREEMENT FOR AND ON BEHALF OF THE PARTICIPANT.

Parent/Guardian Signature Printed Name Date

Witness Printed Name Date

PLEASE PRINT, INITIAL, SIGN AND RETURN TO YOUR AFFILIATED CLUB

HEADS UP: Concussion in High School Sports

The Iowa Legislature passed a new law, effective July 1, 2011, regarding students in grades 7 – 12 who participate in extracurricular interscholastic activities. Please note this important information from Iowa Code Section 280.13C, Brain Injury Policies:

- (1) A child must be immediately removed from participation (practice or competition) if his/her coach or a contest official observes signs, symptoms, or behaviors consistent with a concussion or brain injury in an extracurricular interscholastic activity.
- (2) A child may not participate again until a licensed health care provider trained in the evaluation and management of concussions and other brain injuries has evaluated him/her and the student has received written clearance from that person to return to participation.
- (3) Key definitions:
 - “**Licensed health care provider**” means a physician, physician assistant, chiropractor, advanced registered nurse practitioner, nurse, physical therapist, or athletic trainer licensed by a board.
 - “**Extracurricular interscholastic activity**” means any extracurricular interscholastic activity, contest, or practice, including sports, dance, or cheerleading.

What is a concussion?

A concussion is a brain injury. Concussions are caused by a bump, blow, or jolt to the head or body. Even a “ding,” “getting your bell rung,” or what seems to be a mild bump or blow to the head can be serious.

What parents/guardians should do if they think their child has a concussion?

1. **OBEY THE NEW LAW.**
 - a. Keep your child out of participation until s/he is cleared to return by a licensed healthcare provider.
 - b. Seek medical attention right away.
2. Teach your child that it’s not smart to play with a concussion.
3. Tell all of your child’s coaches and the student’s school nurse about ANY concussion.

What are the signs and symptoms of a concussion?

You cannot see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days after the injury. If your teen reports one or more symptoms of concussion listed below, or if you notice the symptoms yourself, keep your teen out of play and seek medical attention right away.

STUDENTS:

If you think you have a concussion:

- **Tell your coaches & parents** – Never ignore a bump or blow to the head, even if you feel fine. Also, tell your coach if you think one of your teammates might have a concussion.
- **Get a medical check-up** – A physician or other licensed health care provider can tell you if you have a concussion, and when it is OK to return to play.
- **Give yourself time to heal** – If you have a concussion, your brain needs time to heal. While your brain is healing, you are much more likely to have another concussion. It is important to rest and not return to play until you get the OK from your health care professional.

IT’S BETTER TO MISS ONE CONTEST THAN THE WHOLE SEASON.

Signs Reported by Students:

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not “feeling right” or is “feeling down”

PARENTS:

How can you help your child prevent a concussion?

Every sport is different, but there are steps your children can take to protect themselves from concussion and other injuries.

- Make sure they wear the right protective equipment for their activity. It should fit properly, be well maintained, and be worn consistently and correctly.
- Ensure that they follow their coaches’ rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.

Signs Observed by Parents or Guardians:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can’t recall events prior to hit or fall
- Can’t recall events after hit or fall

Information on concussions provided by the Centers for Disease Control and Prevention.

For more information visit: www.cdc.gov/Concussion

Student’s Signature

Date

Student’s Printed Name

Parent’s/Guardian’s Signature

Date

Student’s School



EMERGENCY INFORMATION/ MEDICAL RELEASE FORM

First Name: _____ Last Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Parent/Legal Guardian: _____ Emergency Contact Phone Number: _____

Date of Birth: ____/____/____ Age: _____ American Citizen (Yes/No): _____

In order to compete in rugby, all players **MUST** undergo a physical evaluation and seek health/medical insurance coverage with a requirement of \$100,000.00 as required by the **WAIVER of LIABILITY and ELIGIBILITY FORM**. Rugby is a contact sport and **RISKS OF SERIOUS INJURY DO EXIST** including permanent disability, paralysis and death; these risks and dangers may be caused by a participant's actions or inaction's, action or inaction's of others in the Activity, or the condition in which the Activity takes place. Emergency information provided by the participant and his/her parent or legal guardian is essential in case of an accident or injury. The signature below confirms that all information provided is complete and accurate.

Parent/Legal Guardian Signature: _____ Date _____

Athlete Signature: _____ Date _____

MEDICAL EMERGENCY AND INSURANCE INFORMATION

Name of Physician: _____ Physician Phone Number: _____

Name/Relation of Emergency Contact: _____ Contact Phone Number: _____

Insurance Provider: _____ Group Number: _____

Policy Number: _____ Known Allergic Reactions: _____

Additional Major Medical Concerns: _____

PARENTAL CONSENT AND IDEMNIFICATION AGREEMENT

I, the minor's parent and/or legal guardian authorize and consent to medical, surgical and hospital care, treatment and procedures to be performed by available medical staff and/or a licensed physician when deemed necessary or advisable by appointed representatives in case of my absence. I waive my right of informed consent to such treatment and release from any litigation expenses, attorney fees, loss liability, damage or cost any Releasees may incur as the result of any such claim.

Parent/Legal Guardian Signature: _____ Date: _____

MEDICAL RELEASE FOR RETURN TO ATHLETIC PARTICIPATION FOLLOWING A CONCUSSION OR INJURY

This release is to certify that _____ has been examined
(Student-athlete's name)

due to experiencing the signs, symptoms, and behaviors consistent with a concussion or other injury. Following an examination, it is my medical opinion that he/she:

Following examination, it is my medical opinion that he/she:

_____ **Is unable to return to participation in athletics until further notice.**

Return appointment scheduled on: _____
(Date)

_____ **May return to limited participation in athletics on** _____
(Restrictions are noted below) (Date)

_____ **Following return to limited participation this student needs to return for re-evaluation before being released for full participation in athletics.**

_____ **May return to full participation in athletics on** _____
(Date)

Restrictions: _____

Appropriate Health Care Provider's Name (Type or print) **Date**

Appropriate Health Care Provider's Signature **Phone Number**

Parent's or Guardian's Permission and Release

I hereby give my consent for my son/daughter to return to participation following their concussion or other injury as per the instructions detailed above.

Parent's or Guardian's Signature **Date**

Parent's or Guardian's Home Phone # Parent's or Guardian's Work Phone #

RETURN TO PARTICIPATION PROTOCOL FOLLOWING A CONCUSSION ARE ON THE BACK OF THIS FORM.

RETURN TO PARTICIPATION PROTOCOL FOLLOWING A CONCUSSION (INFORMATION FOR LICENSED MEDICAL PROFESSIONALS)

Return to participation following a concussion is a medical decision. Medical experts in concussion believe a concussed student should meet ALL of the following criteria in order to progress to return to activity. The protocol below will help licensed medical professionals designated by Iowa Code determine when return to participation is appropriate:

- **Asymptomatic at rest, and with exertion (including mental exertion in school), AND have written clearance** from physician, physician's assistant, chiropractor, advanced registered nurse practitioner, nurse, physical therapist or licensed athletic trainer . ***Written clearance to return by one of these licensed medical professionals is REQUIRED by Iowa Code Section 280.13C!**
- Once the criteria above are met, **the student should progress back to full activity following the stepwise process** detailed below. An appropriate health care professional, or their designee, should closely supervise this progression.
- **Progression to return is individualized and should be determined on a case-by-case basis.** Factors that may affect the rate of progression include: previous history of concussion, duration and type of symptoms, age of the student, and sport/activity in which the student participates. A student with a history of concussion, one who has had an extended duration of symptoms, or one who is participating in a collision or contact sport may progress more slowly as determined by an appropriate health care professional, or their designee.

Step 1. Complete physical and cognitive rest. No exertional activity until asymptomatic. This may include staying home from school or limiting school hours (and studying) for several days. Activities requiring concentration and attention may worsen symptoms and delay recovery.

Step 2. Return to school full-time.

Step 3. Low impact, light aerobic exercise. This step should not begin until the student is no longer having concussion symptoms and is cleared by the treating primary health-care provider or concussion specialist for further activity. At this point the student may begin brisk walking, light jogging, swimming or riding an exercise bike at less than 70% maximum performance heart rate. No weight or resistance training.

Step 4. Basic exercise, such as running in the gym or on the field. No helmet or other equipment.

Step 5. Non-contact, sport-specific training drills (dribbling, ball handling, batting, fielding, running drills, etc.) in full equipment. Weight-training can begin.

Step 6. Following medical clearance*, full contact practice or training.

Step 7. Normal competition in a contest.

NOTE: Generally, each step should take a minimum of 24 hours. If post concussion symptoms occur at **ANY** step, the student must stop the activity and their health care provider should be contacted. If any post-concussion symptoms occur during this process the student should drop back to the previous asymptomatic level and begin the progression again after an additional 24-hour period of rest has taken place.

References: "Suggested Guidelines for Management of Concussion in Sports," NFHS Sports Medicine Advisory Committee 2009; "Consensus State on Concussion in Sport 3rd International Conference in Sport Held in Zurich, November 2008," Clinical Journal of Sports Medicine, Volume 19, Number 3, May 2



**ZURICH AMERICAN INSURANCE COMPANY
PROOF OF CLAIM- ACCIDENT MEDICAL EXPENSE**

Mail claims to:

Zurich American Insurance Company

P. O. BOX 968041

Schaumburg, IL 60196-8041

Telephone Number: 877-287-4805 Fax Number: 866-255-2962

PART A TO BE COMPLETED BY THE PLAYER

Policy Number: MCB 4380444		Policyholder: USA Rugby		
Name of Claimant (Please Print):		Date of Birth:		
Name of Rugby Club:		Social Security No.:		
Complete Mailing Address (Number)	Street (Lot or Apt. No.)	City	State	Zip Code
Home Telephone Number:		Cell Telephone Number:		
Describe Injury and Body Part:		Have you ever injured this body part before? Yes <input type="checkbox"/> No <input type="checkbox"/>		
		When?		
Do you have any other health and/or accident insurance plan (other than this plan)? Yes <input type="checkbox"/> No <input type="checkbox"/>				
If yes, who is the Policyholder? And what is the Policy Number?				
Name of other health and/or accident insurance company		Address		Policy Number

(AUTHORIZATION MUST BE COMPLETED BY CLAIMANT (OR PARENT OR GUARDIAN IF CLAIMANT IS A MINOR))

I AUTHORIZE any physician, medical practitioner, hospital, clinic or other medical or medically-related facility, insurance or reinsuring company, or employer, having information available as to diagnosis, treatment and prognosis with respect to any physical or mental condition and/or treatment of claimant and any other non-medical information of claimant to give ZURICH AMERICAN INSURANCE COMPANY or its legal representative, any and all such information. I UNDERSTAND the information obtained by use of this Authorization will be used by ZURICH AMERICAN INSURANCE COMPANY to determine eligibility for insurance and eligibility for benefits under any existing policy. Any information obtained will not be released by ZURICH AMERICAN INSURANCE COMPANY to any person or organization EXCEPT to reinsuring companies, or other persons or organizations performing business or legal services in connection with my application, claim, or as may be otherwise lawfully required or as I may further authorize. I KNOW that I may request a copy of this Authorization. I AGREE that a photographic or photo static copy of this Authorization shall be as valid as the original. I AGREE this Authorization shall be valid for the duration of the claim

Signature of Claimant Date

**PART B
TO BE COMPLETED BY COACH/OFFICIAL**

Date & Time of Accident:	Place of Accident / Facility Name:
Describe the Accident:	
What part of the body was injured?	Was this a Game or Practice?
At the time of the accident, was the injured person involved in an activity sponsored and supervised by the policyholder? Yes No	
Name of the Coach/Official Printed:	Was he / she a witness to the accident? Yes No
Coach/Official Signature:	Title:
Telephone Number:	Date:

ATTENDING PHYSICIAN'S STATEMENT

Complete section below in full or attach a complete itemized statement of charges and statement of diagnosis.

Patient's Name: _____ Date of Birth _____

1. Diagnosis including ICD.9 code(describe nature of injury). _____

2. Is condition the result of Illness Accident What date did accident occur? _____

If injury, how do you understand accident occurred? _____

3. Has the patient had treatment for the same or related condition before? Yes No If yes, when and by whom?

4. On what date were you first consulted for this condition? _____

Give dates of treatment: Office: _____

5. If hospitalized, give name and address of hospital and dates of confinement:

Name	Address	Dates - From/To

6. If surgery performed, please describe: _____

7. Prognosis: _____

Doctors' Name Printed: _____

Signed _____
(Degree) (Social Security or Tax ID No.)

Date _____ Phone _____ Fax _____

Address _____
(City) (State) (ZipCode)

FRAUD STATEMENT

ALASKA: "A person who knowingly and with intent to injure, defraud, or deceive an insurance company files a claim containing false, incomplete, or misleading information may be prosecuted under state law."

ARIZONA: "For your protection Arizona law requires the following statement to appear on this form. Any person who knowingly presents a false or fraudulent claim for payment of a loss is subject to criminal and civil penalties."

ARKANSAS: "Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison."

CALIFORNIA: "For your protection California law requires the following to appear on this form: Any person who knowingly present false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison."

COLORADO: "It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policyholder or claimant for the purpose of defrauding or attempting to defraud the policyholder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado division of insurance within the department of regulatory agencies."

DELAWARE: "Any person who knowingly, and with intent to injure, defraud or deceive any insurer, files a statement of claim containing any false, incomplete or misleading information is guilty of a felony."

WASHINGTON D.C.: "WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim were provided by the applicant."

FLORIDA: "Any person who knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or an application containing any false, incomplete, or misleading information is guilty of a felony of the third degree."

IDAHO: "Any person who knowingly, and with intent to defraud or deceive any insurance company, files a statement containing any false, incomplete, or misleading information is guilty of a felony."

INDIANA: "A person who knowingly and with intent to defraud an insurer files a statement of claim containing any false, incomplete, or misleading information commits a felony."

KENTUCKY: "Any person who knowingly and with intent to defraud any insurance company or other person files a statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime."

LOUISIANA: "Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison."

MAINE: "It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits."

MINNESOTA: "A person who files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime."

NEW HAMPSHIRE: "Any person who, with a purpose to injure, defraud or deceive any insurance company, files a statement of claim containing any false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud, as provided in RSA 638:20."

NEW JERSEY: "Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties." Substantially similar language must be approved by the DOI.

NEW MEXICO: "Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties.

NEW YORK: "Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation."

OHIO: "Any person who, with intent to defraud or knowing that he is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud."

OKLAHOMA: "WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony."

OREGON: "I understand that any person who knowingly and with intent to defraud any insurance company or other person files a statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact or material thereto commits a fraudulent insurance act which is a crime and such person may be guilty of insurance fraud."

PENNSYLVANIA: "Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties."

TENNESSEE: "It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits."

TEXAS: "Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison."

VIRGINIA: "It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines and denial of insurance benefits."

WASHINGTON: "It is a crime to knowingly provide false, incomplete, or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits."

WEST VIRGINIA: "Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison."