

CURUFC Club Rules approved by Board on 28th June 2021

RULES

OF

CAMBRIDGE UNIVERSITY RUGBY UNION FOOTBALL CLUB

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INTRODUCTION

These rules of Cambridge University Rugby Union Football Club (CURUFC) are made pursuant to Article 38 of the Club's Articles of Association. The terms used in these Rules shall have the same meaning as in the Articles of Association. Where there is any inconsistency between these Rules and the Articles of Association, the provisions of the Articles of Association shall prevail.

GOVERNANCE

Aims

The objects of the Club are set out in Article 4 of the Articles of Association. Within these objects, the Club shall have the following specific aims:

- i. to establish and maintain the University as a world leader in student rugby;
- ii. to organise teams to represent the University and arrange fixtures for those teams including the annual men's and women's Varsity Matches against OURFC; and
- iii. to provide members of the teams the opportunity to develop all aspects of their playing talents.

Officers of the Club

The following officers of the Club are elected or appointed in accordance with the Club's Articles of Association:

President
Executive Chairman
Treasurer
Executive Secretary
Men's Captain
Women's Captain
Senior Member

The following shall be additional officers of the Club appointed by the Board to hold office for one year:

Director of Rugby
Head of Commercial
Head of Communications
Head of Development
Head of Operations
Membership Secretary
Steele Bodger and 88s Match Co-ordinator
The (Ground) Trustees
Varsity Match Company Limited Representatives

The following shall be additional officers of the Club elected by certain Resident Player Members:

Men's Team Secretary
Women's Team Secretary

The Captains and the Team Secretaries shall be qualified to play for the Club under the rule below 'eligibility to play'.

More than one of the Offices may be held by one person.

Membership of the Club

In addition to Board Members, Resident Player Members and Life Members appointed in accordance with the Club's Articles of Association who shall be voting members of the Club, the Board may create other classes of membership of the Club, not being voting members of the Club. The current classes of non-voting membership of the Club are set out below. The subscription for, and privileges of, each such class of non-voting member shall be determined by the Executive Committee.

Associate Members

Associate Members shall comprise any person who has paid the appropriate subscription. From 1 September 2000, the Club has no longer appointed new Life Associate Members, but those who held Life Associate Membership as at that date will continue to have the rights already given to them.

Coach members

Coach Members shall be coaches and/or officials who represent the Club in that capacity.

Honorary Members

Honorary Members of the Club shall be persons who have rendered outstanding service to the Club being neither Board Members nor Life Members and who are elected by the Board to be Honorary Members for life.

Honorary Vice Presidents

Honorary Vice Presidents shall be persons who have rendered outstanding service to the Club over a significant period (of at least five years) as a senior officer (President, Executive Chairman, Treasurer and/or Executive Secretary) and who are elected by the Board to be Honorary Vice Presidents for life.

Playing members

Playing members shall comprise any person wishing to play for the Club teams who is not a Resident Player Member.

Supporter Members

Supporter members shall comprise any person who wishes to be such a member.

Volunteer Members

Volunteer Members shall comprise administrators and volunteers who assist the Club who are designated as such by the Executive Committee.

Application form

All applicants for membership of the Club shall be required to complete an application for membership in a form approved by the Executive Committee, in which they agree to abide by the Rules of the Club.

Subscriptions

The Executive Committee may from time to time set the levels of entrance fees and annual subscriptions to be paid by the different categories of non-voting members, provided that the Executive Committee shall use

reasonable endeavours to ensure that the fees and subscriptions set by it are not an obstacle to access to playing membership of the Club. All members shall pay the entrance fees and annual subscriptions set by the Board or the Executive Committee

Season Tickets

All Board Members, Resident Player Members, Life Members, Honorary Members and Honorary Vice Presidents and such additional categories of membership as shall be determined by the Executive Committee shall be entitled to a season ticket which will be issued by the Treasurer under the direction of the Executive Committee. In the case of the loss of this ticket, an application for a new one may be made to the Treasurer. It is the responsibility of those who do not receive a season ticket to apply to the Treasurer for one. Season tickets will only apply to non-ticketed Club matches at Grange Road.

Register of members

Separate registers of all categories of members shall be kept by the Membership Secretary of the Club.

The Board

Unless the Board shall otherwise decide, the Board shall normally comprise the ex officio directors and the additional directors appointed by the Board as set out below:

President
Executive Chairman
Treasurer
Executive Secretary
Board Secretary
Men's Captain
Women's Captain
Senior Member
Women's Team Manager
Men's Life Member Representative
Women's Life Member Representative

Committees and Divisions

The committee and divisional structure of the Club, reporting directly or indirectly to the Board, shall be as set out below. Each division has a person responsible for that area of club business and they sit on and report to the Executive Committee.

Executive Committee

The Executive Committee shall be responsible for the day-to-day running of the Club. Its membership shall include, but not be limited to, Executive Chairman, Treasurer, Executive Secretary, Director of Rugby, Head of Development, Head of the Communications, Head of Commercial, Head of Operations and the Women's and Men's Captains (or their representatives).

Ground Trust Committee

The Ground Trust Committee shall oversee the joint ground trust (with CUAFC). Its membership shall include the President, the Treasurer, the Executive Secretary and the (Ground) Trustees.

Health & Safety Committee (i/c Chair of H and S with Executive Secretary reporting to the Executive)

The Health and Safety Committee will oversee all aspects of the health and safety of the Club. It will comprise the Chair of the H and S Committee, the Executive Secretary, the Head of Operations, the Head of Performance, the Safety Officer, the Colleges Rugby Manager, the Administrative Officer and the Grounds Manager.

Commercial Division (i/c Head of Commercial)

This Division is responsible for obtaining and maximising Sponsorship of various forms and any other non-ground related income.

Communications Division (i/c Head of Communications)

This is responsible for the production, oversight and delivery of an annual communications plan. The plan should have as its aim to increase membership. It will also run appropriate events to encourage stronger relationships between the club and its membership.

Development Division (i/c Head of Development)

This is responsible for all fundraising initiatives.

Finance Division (i/c Treasurer)

This is responsible for the financial oversight of the Club. This will include ensuring appropriate accounting systems are in place and undertaken effectively.

Operations Division (i/c Head of Operations)

This is responsible for the day to day running of CURUFC. In particular all matches including the Varsity Matches and associated events, the fields, the stadium and the offices

Playing Division (i/c Director of Rugby)

This is responsible for setting a strategy for, and overseeing all aspects of, the playing activities of the Club.

The committees and divisions of the Club shall be supported by a number of sub committees and working groups as set out below:

Players' Committee

The Players' Committee shall ensure the smooth running of the club from the players' perspective. Its membership shall include, but not be limited to, the Director of Rugby (Chair), the Women's and Men's Captains, Team Secretaries of first and second teams, Social Secretaries, Media Officers and Welfare Officers.

Bursary Sub Committee

The purpose of the Committee shall be to agree the distribution of bursaries. Its membership shall include, but not be limited to, the Director of Rugby (Chair), and the Women's and Men's Captains.

Recruitment working parties

These will be under the direction of the Director of Rugby and be responsible for seeking to attract high quality players to apply to the University.

Steele Bodger and 88s Working Parties (i/c Steele-Bodger and 88s Match Co-ordinator reporting to the Head of Operations)

These shall coordinate all aspects of the respective matches. Their membership shall include, but not be limited to, those individuals that are nominated by the Head of Operations as being responsible for commercial activities including public tickets, ground match day administration including Health and Safety, team arrangements, ticketing for Committee and membership, and entertainment for club guests including University representatives.

Election of Team Secretaries

Men's Team Secretary

The Men's Team Secretary shall be elected each Lent Term by all those Resident Player Members who have Blues. The election shall take place at a meeting summoned for that purpose by the President (or in his absence, any director) giving ten days' notice in writing to each of the people entitled to attend, whether in residence or not, at the same time notifying them of their right to vote by post. The election shall be held by private ballot of the eligible persons present at the meeting and of any person absent who is entitled to vote whether he is still in residence or not, who shall have sent his vote in writing to the President (or the relevant director). Only those persons specified in this rule may have anything to do with their deliberations. If during the calendar year a vacancy occurs as Men's Team Secretary, a similarly constituted meeting to that describe for the initial election, shall be held as soon as possible, but not during a University vacation, for the purpose of filling the vacancy and any consequential vacancies.

The Men's Team Secretary shall hold office from the beginning of the Lent Term in the year of his election until date of election of the succeeding Men's Team Secretary in Lent Term in the following year.

Nominations for the office of Men's Team Secretary must be sent to the Executive Secretary not less than ten days before the date set for each election. The Executive Secretary or in his absence another director shall ensure that all nominations, together with any supporting material for the nomination, are sent to all resident men's Blues *in statu pupillari* not less than five days before the date of the election.

Women's Team Secretary

The Women's Team Secretary shall be elected each Easter Term by all Women Resident Player Members. The election shall take place at a meeting summoned for that purpose by the President (or in his absence, any director) giving ten days' notice in writing to each of the people entitled to attend, whether in residence or not, at the same time notifying them of their right to vote by post. The election shall be held

by private ballot of the eligible persons present at the meeting and of any person absent who is entitled to vote whether he is still in residence or not, who shall have sent his vote in writing to the President (or the relevant director). Only those persons specified in this rule may have anything to do with their deliberations. If during the calendar year a vacancy occurs as Women's Team Secretary, a similarly constituted meeting to that describe for the initial election, shall be held as soon as possible, but not during a University vacation, for the purpose of filling the vacancy and any consequential vacancies.

The Women's Team Secretary shall hold office from the beginning of the Easter Term in the year of her election until the date of election of the succeeding Women's Team Secretary in Easter Term in the following year.

Nominations for the office of Women's Team Secretary must be sent to the Executive Secretary not less than ten days before the date set for each election. The Executive Secretary or in his absence another director shall ensure that all nominations, together with any supporting material for the nomination, are sent to all Women Resident Player Members not less than five days before the date of the election.

PLAYING

Eligibility to play

The eligibility of resident members of the University to play for the Club in the Varsity Matches is controlled by agreement between the Club and Oxford University Rugby Football Club.

Selection of players, coaching and training

The selection of the first teams is the responsibility of the respective Captains, whilst selection of the other teams is the responsibility of the Playing Committee.

In January each year, the Playing Committee will undertake a review of the preparations of the teams for their forthcoming Varsity Matches. Recommendations are then made to the Executive Committee concerning the playing structure, the coaching structure, and the medical team required for the next twelve months. The Executive Committee then decides these matters. The Playing Committee in conjunction with the Treasurer and Executive Secretary ensure the appropriate appointments are made to complete the team of coaches and medics.

Appropriate training schedules for the various teams are arranged by consultation between the respective coaches and Captains. This process is overseen by the Playing Committee and coordinated by the Playing Group.

Award of Blues

The Men's Captain shall award a Blue to each player who takes part in the men's Varsity Match and the Women's Captain shall award a Blue to each player who takes part in the women's Varsity Match provided that the other requirements of the Blues Committee with respect to the award of Blues to the women's Varsity Match team are satisfied.

Fixture and Club books

The Club shall be responsible for seeing that a Fixture and Club Book be kept in which shall be entered the results of all matches played and the names of the players representing the Club in them.

POLICIES

Child Protection and the Protection of Vulnerable Adults

The Club accepts RFU Regulation 21 on Safeguarding and requires all members to accept such regulation as a condition of membership.

Equality of opportunity

The Club is fully committed to the principles of equality of opportunity and is responsible for ensuring that no member, volunteer, employee or job applicant receives less favourable treatment on the grounds of age, gender, disability, race, ethnic origin, nationality, colour, parental or marital status, pregnancy, religious belief, social status, sexual orientation or political belief, nor will he or she be disadvantaged by any other conditions or requirements which cannot be shown to be relevant to performance.

Health & Safety

It is the policy of the Club to ensure, so far as is reasonably practicable, the health, safety and welfare at work of all staff and students having access to the Club and of other persons using or visiting the premises and facilities, within the framework of the University's revised statement on general health and safety matters (REPORTER 7 August 1996 p1031 and REPORTER 11 February 1998 p382) and the Fire Safety and Safety of Places of Sport Act 1987.

Aims

The Club aims to ensure, so far as is reasonably practicable, that:

- equipment and systems of training and work are safe;
- safe arrangements for the use, handling and storage of articles and substances are used;
- information, training and supervision for employees, students and visitors is available;
- premises are well maintained and the Comber Stand possesses a Safety Certificate; and
- a safe working environment is encouraged.

Responsibilities of Employees, Students and Visitors

- All employees, students and visitors to the Club are expected to take care of their own health and safety whilst on the premises;
- Everyone at the Club is expected to co-operate in maintaining a safe and healthy working environment for all. This includes obtaining adequate information and advice before using equipment and techniques and reporting promptly any defect, accident or incident that is liable to affect health and safety; and
- The Director of Rugby is responsible for monitoring day-to-day observance of Club safety requirements.

Safety of Students

- Students have a responsibility for their own safety and that of others, but the Club is bound to ensure that all reasonable precautions are taken;
- The attention of students should be drawn to their responsibilities regarding safety matters, and to any specific instructions, by induction courses, safety information leaflets and word of mouth;
- Undergraduate students should not normally train alone;

- The Club will provide key safety information to students undertaking activities under its supervision;
- The Club will draw the attention of students to the situation regarding insurance against accident and illness.

Provision of alcohol on Club premises

At all times, the supply and consumption of alcohol on Club premises shall be in accordance with rules determined from time to time by the Board and the conditions of any applicable licences and all members shall abide by the terms of those rules and licenses.

FINANCES AND PROPERTY

Club expenditure

No director, officer, member or employee of the Club shall commit the Club to any item of expenditure not included in the annual budget (as approved by the Board) without the prior agreement of the Treasurer.

Club funds

All monies received on behalf of the Club shall be paid to the Treasurer or Finance Officer and be lodged in a bank account in the name of the Club.

Club property

No equipment, vehicles or other property belonging to the Club may be used at any time for any purpose other than those of the Club without the permission of the Executive Chairman or the Treasurer.

COLOURS

The Club Colours shall be :

- i. A Cambridge Blue Cap with silver tassel and braid;
- ii. A Cambridge Blue Flannel Blazer with a lion rampant and the letters C.U.R.F.C. in Old English under the lion, all embroidered in red, on the pocket;
- iii. A White Wool Sweater with Cambridge Blue Wool trimming at the neck and waist and a small red lion rampant on the front with the letters C.U.R.F.C. in Cambridge Blue Wool;
- iv. A Cambridge Blue Flannel Scarf;
- v. A Jersey with alternate horizontal stripes of Cambridge Blue and White, each stripe approximately one and a half inches wide, and a white collar with a lion gardant embroidered in red on the left breast;
- vi. A pair of White Shorts;
- vii. A pair of Cambridge Blue Woollen Stockings with a white stripe approximately one and a half inches wide through the centre of the turnover top.

The only persons entitled to wear these colours are those to whom a Blue has been awarded. . Those persons who are invited to play for the Club but who have not been awarded Blues may only wear the jersey (without lion) and white shorts.

The Club shall have a XX Club tie, a LX Club tie, a Playing Members tie, a general Club tie (available for use by all voting and non-voting members of the Club) and such other ties as may be determined by the Board. The design of such ties and the eligibility criteria for the wearing of such ties shall be determined by the Board.

GENERAL PROVISIONS

These Rules shall not be amended or revoked except by a resolution of the Board.

Should there be any dispute about the interpretation of these Rules, the point at issue shall be referred to the Board whose decision shall be final.

These Rules are the only valid Rules of the Club and supersede and cancel all previous Rules of the Club.

A copy of these Rules will be made available on the Club website and the attention of new members will be drawn to the Rules.