



DEVELOPING CLUBS INVESTMENT

Season 2022-23



Dear Club Secretary

Developing Clubs Investment Model

To continue to develop and support clubs as we transition out of what has been a challenging two seasons, Scottish Rugby has taken the decision to keep the Developing Clubs Investment Model in place for season 2022/23. The criteria for receiving investment has been updated from last season and will focus on the following two categories;

- **Minimum Operating Standards - £600.00**

Minimum policies, procedures, and practices.

- **Growth and Sustainability - £400.00**

Clubs can access funding for evidencing work in specific development areas.

Under these categories, the focus for the season ahead will be on the following areas:

- Compliance with policies, procedures;
- Player and volunteer welfare;
- Coach Development
- Insurance, regulatory and legal.

The standards enclosed represent specific compliance and operational standards that your club should work to meet for season 2022/23. If your club meets the standards, it will be able to receive up to a maximum funding amount of £1,000 from Scottish Rugby at the end of season 2022/23 (payable in May 2023).

If your club wishes to be eligible for the Developing Clubs Investment Model, please arrange for the Acceptance Form set out below to be signed by you or your Club President and return it to the Rugby Development Department at rugbydevelopmentadmin@sru.org.uk no later than 17 August 2022.

Should you have any queries regarding the attached information, please contact your Regional Manager.

Yours sincerely

Gavin Scott

Director of Rugby Development

Developing Clubs Investment Model Standards

CATEGORY	CRITERIA	EVIDENCE
Minimum Operating Standards - £600		
Demonstrating Good Practice	Player registration at all sessions for all teams	<ul style="list-style-type: none"> Evidence of registration for all teams. Evidence of registration for all club activity.
	Evidence of Facility + Training Risk Assessments completed and recorded	<ul style="list-style-type: none"> Accessible and visible if required.
	100% RugbyRight Compliance	<ul style="list-style-type: none"> All new coaches who have not completed RugbyRight, to complete RugbyRight by 31 October. 100% Coaches registered on SCRUMS.
	Club to actively promote mental wellbeing best practice to support players, coaches, staff and volunteers	<ul style="list-style-type: none"> Evidence of club actively promoting Mental Health and Wellbeing online E-learning module to all Players, Coaches, Match Officials and Volunteers Regional team engagement. Provide a minimum of 1 example of how they supporting members with their mental wellbeing. This should be submitted using https://forms.office.com/r/PmfgCxghEA
Governance	Maintain good standards of governance and submit related documentation when asked to do so by Scottish Rugby	<ul style="list-style-type: none"> Submit the following documents to: rugbydevelopmentadmin@sru.org.uk by 30 September 2022; Evidence of an AGM (most recent). A copy of the Club's most recent Annual Accounts. A copy of the Club's Code of Conduct. Provide a link to the Safeguarding/Child Protection policy that should be on the Club's website.
Player Welfare	Club to ensure compliance with Scottish Rugby Serious Injury Reporting process. This is relevant for training activity as well as fixtures	<ul style="list-style-type: none"> Serious injuries should be submitted on SCRUMS within 24 hours Suspected spinal injury or potential life threatening – immediately All other injury types - within 7 days of date of injury
	Club to adhere to Scottish Rugby Concussion Policy along with implementing the appropriate management, training and education of the policy	<ul style="list-style-type: none"> Record concussions as per injury reporting requirements. Follow return to play protocols and promote uptake of concussion awareness training by players, coaches and parents
Safeguarding	Club to ensure compliance with Scottish Rugby PVG guidelines and safe recruitment process	<ul style="list-style-type: none"> Anyone involved in regulated work (teaching, instructing, supervising children as part of their expected duties) must have a PVG linking them to your club. <p>Roles required to have PVG membership include:</p> <ul style="list-style-type: none"> Youth Rugby Coach Child Protection Officer/Assistant CPO Youth Rugby Physio/Medic First Aider Development Officer Parent Helper S&C Coach Team Manager <ul style="list-style-type: none"> Club must follow safe recruitment practice as outlined in Scottish Rugby Safeguarding Policy and Safe Recruitment/PVG guidance document.

Safeguarding	Clubs to ensure compliance with Scottish Rugby Safeguarding Policies	<ul style="list-style-type: none"> Any club delivering youth activity must appoint a Child Protection Officer and display their name and contact details on the club website/social media and register on SCRUMS. Operate and maintain a Child Protection Policy in respect of the Club that is easily accessible to all Club members (and prospective members) via their website (as a minimum) and other social media channels. Any newly appointed Club Board/Committee members complete sportsScotland Child Wellbeing and Protection in Sport (CWPS) Board and Committee Member Training (e-learning module) within 3 months. <p>Ensure that the Club's Child Protection Officer:</p> <ol style="list-style-type: none"> completes safeguarding training as required by Scottish Rugby. maintains complete and accurate PVG Records in respect of the Club. accurately completes and signs the Secondary Organisation Form for Disclosure Scotland (for all clubs who process PVGs through Scottish Rugby). adheres to Disclosure Scotland's requirements to make a Referral should the relevant criteria be met. reports all safeguarding concerns or cases that arise to Scottish Rugby Safeguarding Team (safeguarding@srug.org.uk) without delay. <p>All Clubs with youth players or participants, or who undertake youth activity, or who maintain a youth section must register your club and engage with the 'Child and Wellbeing in Sport' online assessment tool by the end of season 2022/2023 childwellbeingandprotectioninsporttool.sportscotland.org.uk</p>
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Growth & Sustainability - £400

Club Development Plan	Clear and concise "Club Development Plan" in place or working towards developing a plan, to show the short-term and long-term plan for a sustainable club	<ul style="list-style-type: none"> A working document regularly updated amended to reflect current situation. Clear outcomes defined with short and long term plans for a sustainable club. Member engagement if new CDP. Engagement with Regional Manager.
	Demonstrate progress against "Club Development Plan" or progress towards completing plan	<ul style="list-style-type: none"> Clear outcomes defined and progress against them updated quarterly. Evidence of formation of Club Development Plan.
Coach Development	75% of club coaches qualified	<ul style="list-style-type: none"> Club to have an accurate and up-to-date active coach list on SCRUMS. 75% of all coaches of contact rugby (P4-Adult) to hold a coaching qualification (Essentials/UKCC Level1, Aspiring/UKCC Level 2, Advanced/UKCC Level 3) that has been verified on SCRUMS.

APPENDIX – ACCEPTANCE FORM

FAO: Admin team
Rugby Development
Scottish Rugby Union Limited
Company Number SC132061
BT Murrayfield
Edinburgh
EH12 5PJ

Date as postmarked

Dear Scottish Rugby,

We confirm that our club has read and understands the terms of Scottish Rugby's **Developing Clubs Investment** for season 2022/23.

Our club understands and accepts that the receipt of investment, benefits and support from Scottish Rugby during season 2022/23 is dependent upon our club complying with the terms of Scottish Rugby's **Developing Clubs Investment** and that failure to do so may result in Scottish Rugby, at its discretion, exercising its right to withhold the available funding.

Club Name	<input type="text"/>	
President's Name	<input type="text"/>	
President's Signature	<input type="text"/>	Date <input type="text" value="/ / 2022"/>
Secretary's Name	<input type="text"/>	
Secretary's Signature	<input type="text"/>	Date <input type="text" value="/ / 2022"/>

Data Protection

To the extent that any information provided to us constitutes 'personal data' Scottish Rugby will use and process that information in accordance with its privacy policy, which can be found at www.scottishrugby.org/privacy-policy

The information you provide us will be held on file, which may be paper and/or electronic. We will use this information to process applications and grants, to prepare statistics and to monitor and evaluate the effectiveness of investments.



SCOTTISH RUGBY

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