

# **CARLISLE RUGBY FOOTBALL CLUB**

## **YOUTH & JUNIOR SECTION**

### **ADMINISTRATION**

A sub committee who will report directly to the Rugby Committee will administer the Youth and Junior Section of the Club.

The section will be responsible for administering the affairs of that section of the Club in accordance with the relevant Laws, Rules, Regulations and Bye Laws for the time being in force of the Rugby Football Union, the Cumbria Rugby Football Union and Carlisle RFC.

They will be responsible also for ensuring that all the requirements of child protection legislation are adhered to.

Each year, as soon as possible after the Annual General Meeting of the Club, the Youth and Junior Section will hold a meeting to elect a sub – committee to administer the section for the following season.

The Youth & Junior Committee will consist of:

Chairman – to be appointed by the Rugby Committee.

Secretary (who will also be responsible for co-ordinating section fund raising)

Fixture, Match & Referee Liaison Secretary

One representative from each of the following age groups:

U7	U8	U9	U10
U11	U12	U13	U14
U15	U16		

From the membership of the sub – committee, one person will be appointed to be responsible for ensuring that all relevant data and match reports are collated and posted on the official Club website.

No person, who is not a paid up member of the Club will be entitled to sit on the sub – committee, or have any say in the running of the affairs of the Youth & Junior Section.

The Youth & Junior Section will appoint one person from their sub committee to serve on the Rugby Committee.

The sub committee will meet monthly during the season and also in May and July. Such meetings will be on the third Wednesday of the month at 7.30 pm to enable any matters to be reported to the Rugby Committee on the fourth Monday of the month.

The secretary must ensure that an agenda is available for each meeting, after which the minutes thereof must be sent to the Chairman of Rugby and the Club Honorary Secretary.