Seal of Approval Program

- An accreditation program as a method of examining, maintaining and improving the provision of rugby in Ontario.
- It is designed to encourage the clubs to develop an infrastructure to provide safe and enjoyable rugby in the community
- As a quality control process to build upon current good practice, the accreditation aims to recognize the effort and achievement of those clubs that reach, maintain and improve on the required standard of a club committed to the provision of a quality rugby experience
- To be rolled out over the life of the strategic plan in stages with compliance for all Ontario clubs wishing to participate in competitive leagues by 2013
- To be administered by the branch unions

RUGBY ONTARIO SEAL OF APPROVAL PROGRAM

ADMINISTRATION

AAA

Item	Mandatory Or Optional	Pts
Emergency Action Plan	Mandatory	5
Risk Management Plan	Mandatory	5
Child Protection Officer	Mandatory	5
Child protection Policy	Mandatory	10
Constitution	Mandatory	5
Incorporated	Mandatory	10
Volunteer Coordinator	Optional	5
Active strategic plan		10
Succession Plan		5
Attendance at RO AGM		5
Active website		5
High school liaison officer		10
Total Possible Points		**80**

AA

Item	Mandatory Or Optional	Pts
Emergency Action Plan	Mandatory	5
Risk Management Plan	Mandatory	5
Child Protection Officer	Mandatory	5
Child protection Policy	Mandatory	10
Constitution	Mandatory	5
Incorporated	Mandatory	10
Volunteer Coordinator	Optional	5
Active strategic plan	Optional	10
Succession Plan	Optional	5
Attendance at RO AGM	Optional	5
Active website	Optional	5
High school liaison officer	Optional	10
Total Possible Points		**80**

A

Item	Mandatory Or Optional	Pts
Emergency Action Plan	Mandatory	5
Risk Management Plan	Mandatory	5
Child Protection Officer	Mandatory	5
Child protection Policy	Mandatory	10
Constitution	Mandatory	5
Incorporated	Mandatory	10
Attendance at RO AGM	Optional	5
Active website	Optional	5
Total Possible Points		**50**

RECREATIONAL

Item	Mandatory Or Optional	Pts
Emergency Action Plan	Mandatory	5
Risk Management Plan	Mandatory	5
Child Protection Officer*	Mandatory	5
Child protection Policy*	Mandatory	10
Constitution	Mandatory	5
Incorporated	Optional	10
Total Possible Points		**40**

* The club must meet these criteria if it has Junior/Minor programs

DEVELOPMENT

AAA

Item	Mandatory Or Optional	Pts
3 certified and registered coaches	Mandatory	5
8 registered Referees	Mandatory	10
Actively involved with all feeder high schools	Optional	5
Actively involved with elementary schools in your area	Optional	10
Total Possible Points		30

AA

Item	Mandatory Or Optional	Pts
2 certified and registered coaches	Mandatory	5
5 registered referees	Mandatory	10
Actively involved with all feeder high schools	Optional	5
Actively involved with elementary schools in your area	Optional	10
Total Possible Points		30

A

Item	Mandatory Or Optional	Pts
1 certified and registered coach	Mandatory	5
3 registered referees	Mandatory	10
Actively involved with all feeder high schools	Optional	5
Total Possible Points		20

RECREATIONAL

Item	Mandatory Or Optional	Pts
1 certified and registered coach	Mandatory	5
1 Registered referee	Optional	10
Total Possible Points		15

PLAYING

AAA

Item	Mandatory Or Optional	Pts
4 senior teams	Mandatory	5
U-20 Junior A team	Optional	5
U-18 program boys or girls	Mandatory	5
U-16 program boys or girls	Optional	5
U-14 program	Optional	5
U-12 program	Optional	5
U-8/U10 co-ed program	Optional	10

Total Possible Points	**40**
Total point available	**150**
Total Required for Certification	**125**

AA

Item	Mandatory Or Optional	Pts
4 senior teams	Mandatory	5
U-20 Junior A team	Optional	5
U-18 program boys or girls	Mandatory	5
U-16 program boys or girls	Optional	5
U-14 program	Optional	5
U-12 program	Optional	5
U-8/U10 co-ed program	Optional	10

Total Possible	**40**
Total point available	**150**
Total Required for Certification	**120**

A

Item	Mandatory Or Optional	Pts
3 senior teams*	Optional	5
U-20 program men's	Optional	5
U-18 program boys/girls	Mandatory	5
U-16 program boys/girls**	Optional	5
U-14 program**	Optional	5
U-12 program**	Optional	5
U-8/U10 co-ed program	Optional	10

* /**Must have one of Senior or Junior Programs

Total Possible	**40**
Total point available	**110**
Total Required for Certification	**90**

RECREATIONAL

Item	Mandatory Or Optional	Pts
1 team (men's or women's)	Mandatory	5

Total Possible	**5**
Total point available	**60**
Total Required for Certification	**50**

SEAL OF APPROVAL PROGRAM TIMELINES

August 2011:

- All Marshall clubs must comply with the core components of the Administration component of the AA Club to participate
- All OWL clubs must comply with the core components of the Administration component of the A Club to participate
- All Branch Premiere league clubs must comply with the core components of the Recreational Club administration component to participate

  Penalty – A 6 (six) point penalty in the standings will be taken against the most senior team in the club (i.e. A Marshall club's first team). A $500 financial sanction

January 2012:

- All Marshall clubs must comply with the Administration and Development components of the AA Club to participate
- All OWL clubs must comply with the Administration and Development components of the A Club to participate
- All Branch Premiere league clubs must comply with the Administration and Development components of a Recreational Club to participate

  Penalty – club will not be invited to participate in the 2012 league and be relegated to the Branch Premier League and when able to meet the required standards can play for promotion

January 2013:

- All Marshall clubs must comply with all components of a AA Club to participate
- All OWL clubs must comply with all components of a A Club to participate
- All Branch Premiere league clubs must comply with all components of a Recreational Club to participate

  Penalty – club will not be invited to participate in the 2013 league and be relegated to the Branch Premier League and when able to meet the required standards can play for promotion

January 2014:

- To participate in the Marshall League, clubs must meet all AAA criteria

  Penalty – club will not be invited to participate in the 2014 league and be relegated to the Branch Premier League and when able to meet the required standards can play for promotion

Recertification

- All clubs must recertify every 3 years by January 31 of the upcoming season

Audit Process

- Clubs must submit the documentation to the Branch Union for review before January 31 of the upcoming season.
- The Seal of Approval Application will be reviewed by the Branch Union according to the Seal of Approval check sheet
- In the event that a Club does not meet the requirements outlined in the Seal of Approval program, the club will have 30 days to make the necessary changes to resubmit. Failure to comply will result in not being awarded a Seal of Approval and possibly affecting which league the club is able to participate in