

Saskatchewan Rugby

Facility Operators Policy



Date: February 2025

1. DEFINITIONS

- 1.1. **“3rd-Party Facility”** means a venue, facility, or location that is owned and operated by an organization that is not a Member Organization of Sask Rugby.
- 1.2. **“Competition”** means games, divisions, leagues (including associated playoffs), tournaments, and festivals that are sanctioned by Saskatchewan Rugby, Rugby Canada, or World Rugby.
- 1.3. **“Division”** means a competitive level of play corresponding to an age range, gender, or skill level.
- 1.4. **“Facility Operator”** means the rugby organization that is responsible for a venue at which matches take place and incurs costs from having rugby matches take place at their facility.
- 1.5. **“Laws”** or **“Laws of Rugby”** means the Laws of The Game of Rugby Union as published by World Rugby.
- 1.6. **“Match”** means a scheduled game of rugby.
- 1.7. **“Match Official”** means any Referee, Assistant Match Official, Technical Zone Manager, Touch Judges, or any other officials appointed by the host organization for the purpose of officiating a Match.
- 1.8. **“Match Organizer”** means an administrative official appointed for a Match with the duty of ensuring that the Match proceeds smoothly and in line with the Rules of Competition Policy.
- 1.9. **“Member”** or **“Member Organization”** means a rugby organization that has been accepted as Member as defined in the Sask Rugby Bylaws.
- 1.10. **“NSRU”** means the Northern Saskatchewan Rugby Union that is an affiliated Sub-Union to Saskatchewan Rugby.
- 1.11. **“Playing Area”** means the field on which the game is played, including in-goal areas, as defined in Law 1 of the Laws of the Game.
- 1.12. **“Playing Enclosure”** means the Playing Area plus a perimeter area containing team Technical Areas separated from the spectator area, as defined in Law 1 of the Laws of the Game.
- 1.13. **“Pre-Sanction,” “Pre-Sanctioned,”** or **“Pre-Sanctioning”** refers to conditional sanctioning of a Match or Competition. Full sanctioning will follow automatically so long as all proposed activities become compliant with all regulations and bylaws before the activity takes place.
- 1.14. **“RRU”** means the Regina Rugby Union that is an affiliated Sub-Union to Saskatchewan Rugby.
- 1.15. **“Rugby Activity”** or **“Rugby Activities”** means activities undertaken by an organization or participants within an organization that feature movements, skills, and actions that resemble in whole or in part the sport of rugby or are organized for the purpose of improving the rugby performance of the participants.
- 1.16. **“Sanction,” “Sanctioned,”** or **“Sanctioning”** refers to the process by which the Sask Rugby Board, Rugby Canada, or World Rugby determines that a rugby activity (e.g. Match, Tour, or Tournament) is compliant with all regulations and bylaws and has appropriate insurance coverage.
- 1.17. **“SR”** or **“Sask Rugby”** means Saskatchewan Rugby, the Provincial governing body of rugby in Saskatchewan.
- 1.18. **“Sub-Union”** means any Sub-Union or Society affiliated with Saskatchewan Rugby.

- 1.19. "Sub-Union Facility"** means a venue, facility, or location owned, operated, or otherwise managed by a Sub-Union including any facility leased by a Sub-Union or for which the Sub-Union retains first right of booking.
- 1.20. "Team"** means an entry into a Competition, Division, or Match.
- 1.21. "Technical Area"** means a defined area within the Playing Enclosure reserved for substitutes, coaches, and other team staff permitted by this policy.
- 1.22. "User" or "User Group"** refers to an individual, group, Team, Member Organization, or other organization that has booked a facility for rugby activities. A User may simultaneously be a Facility Operator under Sask Rugby's policies.

2. PURPOSE

- 2.1.** This policy defines the quality and safety standards expected of facilities that will host rugby activities sanctioned by Sask Rugby including but not limited to training sessions, games, tournaments, and festivals.
- 2.2.** This policy will differentiate between the standards expected for different kinds of rugby activity, setting a reasonable standard for each type of rugby activity.

3. APPLICATION OF THIS POLICY

- 3.1.** This policy applies to all venues and facilities hosting rugby activities sanctioned by Sask Rugby, including those sanctioned on a provisional or implied basis (pre-sanctioned).
- 3.2.** Where a Sask Rugby Member Organization owns, operates, or otherwise manages (including leasing or retaining first right to book the facility) a venue or facility they shall be considered the Facility Operator for the purposes of this policy regardless of the specific User Group who has booked the venue or facility for a rugby activity. For example, the NSRU will always be considered the Facility Operator for the Saskatoon Rugby Fields (so long as the ownership/lease conditions as of January 2025 persist) including when the Saskatoon Rugby Fields are booked by another Sask Rugby Member Organization.
- 3.3.** In the case of a 3rd-Party Facility being used for rugby activities, the Sask Rugby Member Organization who has booked a 3rd-Party Facility for their rugby activities will be considered to be the Facility Operator under this policy for any rugby activities hosted at the 3rd-Party Facility. This policy does not presume to bind a 3rd-Party Facility or 3rd-Party Facility owner. In these cases, the Sask Rugby Member Organization who is proposing to use a 3rd-Party Facility is responsible for ensuring that the chosen 3rd-Party Facility is compliant with this policy and will be held accountable under this and other Sask Rugby Policies (e.g. Rules of Competition Policy) should the 3rd-Party Facility not meet these quality and safety standards.
- 3.4.** Unless explicitly stated within this policy, the Facility Operator retains discretion regarding how they discharge their responsibilities under this policy. For example, a Sub-Union retains the right to create their own policy or procedures that specify the individuals or organizations within the Sub-Union that are responsible for fulfilling the conditions of this policy for any Sub-Union Facility.

4. GENERAL RESPONSIBILITY

- 4.1. Any facility proposed to be used for sanctioned rugby activities, regardless of the type of rugby activity in question, must be compliant with all relevant laws, bylaws, and regulations of Canada, the province of Saskatchewan, and the municipality in which the facility is located. This includes but is not limited to current building codes that may be in effect within a jurisdiction or laws and regulations enacted with regards to public safety (e.g. building capacity limits, public health orders, etc.). Facility Operators are responsible to fulfill any obligations that they may be given within these documents.
- 4.2. Facility Operators have an obligation to ensure that any rugby activities that take place at their facility adhere to all federal, provincial, or municipal laws, bylaws, or regulations. While it is unreasonable to expect Facility Operators to prevent all violations of laws, bylaws, or regulations, Facility Operators have an obligation to report such violations and take reasonable actions to prevent further violations.
- 4.3. Any Facility Operator whose facility sells alcoholic beverages must ensure that there is a proper & valid permit for the sale and consumption of alcohol. Any consumption of alcohol at the facility must be within the terms outlined by the permit (i.e. that alcohol is only consumed in the areas designated on the permit and that no alcohol that is not included on the permit is consumed).
- 4.4. Facility Operators have an obligation to ensure that rugby activities that take place at their facility are properly sanctioned by Sask Rugby and/or Rugby Canada (as appropriate) or are covered by an appropriate form of 3rd-party insurance.

5. FACILITIES HOSTING MATCHES IN SANCTIONED COMPETITIONS

5.1. APPLICATION

- 5.1.1. This section applies to all facilities hosting sanctioned Matches within the Province of Saskatchewan regardless of whether the Match is part of a league Competition, tournament, tour, or exhibition.
- 5.1.2. This section applies regardless of the Division in which the Match is taking place. This section applies equally to all possible age, gender, or skill Divisions.

5.2. REQUIREMENTS

- 5.2.1. **General Safety:** The Facility Operator must ensure that the Playing Area, Playing Enclosure, and other areas of the facility that will be used by participants are safe under the conditions in which the Match will be played. The Facility Operator has an obligation to step in prior to kickoff a Match to prevent the Match from proceeding if they deem the facility to be unsafe (i.e. not leaving the decision to Teams or Match Officials).
- 5.2.2. **Emergency Action Plan:** The Facility Operator must ensure that a copy of the facility's Emergency Action Plan is able to be accessed by any User Group.
- 5.2.3. **Playing Surface:** The Facility Operator will ensure that the playing surface is of a type permitted by the Laws and is compliant with any additional provisions for artificial turf outlined in World Rugby Regulation 22 if applicable.
- 5.2.4. **Field Markings:** The Facility Operator will ensure that the Playing Area is properly marked, including flag posts or reasonable substitute, as required by the Laws. Where the lines of the Playing Area cannot be marked permanently (e.g. by paint or chalk) the Facility Operator will find another means of ensuring that all of the lines and markings specified in the Laws are

clearly identifiable to the participants. The Facility Operator will also mark Technical Areas for Teams participating in the Match.

- 5.2.5.**Field Dimensions:** The Facility Operator will ensure that the Playing Area falls within the minimum and maximum dimensions specified in the Laws. Where the length of the field of play is less than 100 metres, the distance between the 10-metre lines and 22-metre lines is reduced accordingly. Where the width of the playing area is less than 70 metres, the distance between the 15-metre lines is reduced accordingly. Any dimensions not within the range specified by the Laws must be approved by Sask Rugby in advance of the Match.
- 5.2.6.**Protection:** On fields with goal posts within or on the boundary of the Playing Area, the Facility Operator must ensure that the goal posts are covered with sufficient padding to reduce the risk of injury in the event of a collision. Any other posts or permanent fixtures that are within 2 metres of the Playing Area must be similarly protected.
- 5.2.7.**Barriers:** The Facility Operator may erect permanent or non-permanent barriers as necessary to control the movement of participants and spectators in line with the Laws and Sask Rugby's Rules of Competition Policy. Any such barriers must not prevent access to the Playing Area for participants permitted to be in this area and should seek to prevent access by individuals who are not permitted in the Playing Area or Playing Enclosure. The Sask Rugby Board or Rules of Competition Committee may require a Facility Operator to install such barriers if issues arise that affect the ability of a Match to be played. The Facility Operator is responsible for the costs of installing any such barriers.
- 5.2.8.**Spectator Control:** The Facility Operator is responsible for control and management of any spectators attending the Match, ensuring a positive environment for the Match with no disruption to the ability of the Match to be played. The standard of behaviour that Facility Operators are expected to enforce is contained in the Sask Rugby Code of Conduct. The Facility Operator may take such measures as they see fit to manage spectators including but not limited to the aforementioned barriers, signage re. expected behaviour, or security staff.
- 5.2.8.1.**Spectator Removal:** The Facility Operator has the obligation to remove from the premises any spectators who have been identified to be acting in a manner contradictory to the established standards by the Match Official(s), Match Organizer, Sub-Union Executive (when the Match is played at a Sub-Union Facility), or Sask Rugby Board or Staff. Facility Operators may remove other individuals at their own discretion or for contravention of the Facility Operator's own policy provided that the reasons for removal do not violate the Code of Conduct themselves.
- 5.2.9.**Change Facilities:** The Facility Operator must ensure that there are sufficient change facilities available for the Teams competing in the Match. To be compliant with this policy, any proposed change facilities must offer a measure of privacy for the participants who will use them such that the Users can prevent observation by the public.
- 5.2.10.**Shower Facilities:** The Facility Operator must endeavour to provide shower facilities for the Teams participating in a Match. Where shower facilities cannot be provided, the Facility Operator must inform the competing Teams in a reasonable time such that those Teams can make an informed decision about whether to make alternative arrangements for themselves and inform their participants.

5.2.11.**Match Balls:** The Facility Operator will ensure that there are at least two rugby balls that meet the satisfaction of the Match Official(s) and Team Captains available for every Match. Any such rugby ball that is deemed to be of insufficient quality must be replaced by the Facility Organizer such that there are always two rugby balls available to play the Match. If two Matches are being conducted at the same facility at the same time, two rugby balls must be made available for each Match (i.e. four rugby balls in total).

6. FACILITIES HOSTING OTHER ON-FIELD RUGBY ACTIVITIES

6.1. APPLICATION

6.1.1. This section applies to all facilities hosting sanctioned on-field rugby activities in the Province of Saskatchewan excluding sanctioned Matches or Competitions. Some examples of on-field rugby activities that are not Matches or Competitions are rugby training sessions, selection camps or tryouts, Try Rugby Events, or Minor Program sessions.

6.1.2. This section applies equally to all possible age categories, gender divisions, or skill levels.

6.2. REQUIREMENTS

6.2.1. **General Safety:** The Facility Operator must ensure that any areas of the facility that will be used by participants are safe under the conditions in which the facility will be used. The Facility Operator has an obligation to step in prior to the start of any rugby activity to prevent the rugby activity from proceeding if they deem the facility to be unsafe.

6.2.2. **Emergency Action Plan:** The Facility Operator must ensure that a copy of the facility's Emergency Action Plan is able to be accessed by any User Group.

6.2.3. **Playing Surface:** Best practice will be that the playing surface is of a type permitted by the Laws and is compliant with any additional provisions for artificial turf outlined in World Rugby Regulation 22 if applicable. If the facility's playing surface is of a different type to those permitted by the Laws the Facility Operator will place reasonable limits on the types of activity permitted by the User Group to ensure the safety of participants.

6.2.4. **Marking & Protection:** The Facility Operator must ensure that any abnormal, permanent structure that impedes on the area to be used by the User Group for a rugby activity is clearly marked and protective measures have been taken to reduce the risk of collision or the risk of injury in the event of a collision. For the purposes of this section, abnormal will be considered to be any structure that would not be reasonably expected to be found at that type of facility (e.g. goal posts on a soccer, rugby, or football field would not be considered abnormal but a sewer culvert in the middle of the field would be considered as abnormal). A structure or object that is outside the area to be used for rugby activities does not need to be marked or protected.

6.2.5. **Removal of Individuals:** The Facility Operator has the obligation to remove from the premises any individuals who have been identified to be acting in a manner contradictory to the Sask Rugby Code of Conduct by the User Group or Sask Rugby Board or Staff. Facility Operators may remove other individuals at their own discretion or for contravention of the Facility Operator's own policy provided that the reasons for removal do not violate the Code of Conduct themselves.

7. FACILITIES HOSTING OTHER OFF-FIELD RUGBY ACTIVITIES

7.1.APPLICATION

7.1.1.This section applies to all facilities hosting sanctioned off-field rugby activities in the Province of Saskatchewan. Some examples of off-field rugby activities that are covered by this section include team meetings or training, education, professional development opportunities for participants relating to rugby. This section does not apply to activities that are covered by another organization's insurance policy (e.g. a group of participants from a Member Organization attends a group fitness class at a gym or training facility carrying its own insurance).

7.1.2.This section applies equally to all possible age categories, gender divisions, or skill levels.

7.2.REQUIREMENTS

7.2.1.**General Safety:** The Facility Operator must ensure that any areas of the facility that will be used by participants are safe under the conditions in which the facility will be used. The Facility Operator has an obligation to step in prior to the start of any rugby activity to prevent the rugby activity from proceeding if they deem the facility to be unsafe.

7.2.2.**Emergency Action Plan:** The Facility Operator must ensure that a copy of the facility's Emergency Action Plan is able to be accessed by any User Group.

7.2.3.**Removal of Individuals:** The Facility Operator has the obligation to remove from the premises any individuals who have been identified to be acting in a manner contradictory to the Sask Rugby Code of Conduct by the User Group or Sask Rugby Board or Staff. Facility Operators may remove other individuals at their own discretion or for contravention of the Facility Operator's own policy provided that the reasons for removal do not violate the Code of Conduct themselves.

8.COMPENSATION & REMEDIATION

8.1.This policy recognizes that Facility Operators will incur costs relating to hosting Matches or rugby activities and complying with this policy.

8.2.Where a Team or Member Organization books a facility to host rugby activities (i.e. where the Team/Member Organization is not the Facility Operator), the Facility Operator may charge user fees or membership dues to the booking Team/Member Organization to cover the costs of operating the facility.

8.3.Where a Team forfeits a Match in a Sask Rugby-sanctioned competition the Facility Operator may be entitled to a portion of any fine paid by the forfeiting Team. Any amount that the Facility Operator is entitled to will be determined by the Sask Rugby Rules of Competition Policy.

8.4.Except for Matches in Sask Rugby-sanctioned Competitions - which are addressed above - a Facility Operator may specify and collect any cancellation deadline or cancellation fee as it deems appropriate.

9.REPORTING

9.1.Any individual is empowered to report that a facility does not meet the standards contained in this policy to Sask Rugby.

9.2.Any report should be directed to the Sask Rugby office and Sask Rugby Staff will direct the report to the proper Committee, Board, or process. For example, a deficiency in a facility that

prevents a Match from being played in a Sask Rugby-sanctioned Competition may be referred to the Rules of Competition Committee while a complaint that a spectator has violated the Sask Rugby Code of Conduct will be directed through the process outlined in Sask Rugby's Discipline and Complaints Policy.

10. PENALTIES

- 10.1.** Facility Operators who do not comply with this policy may be barred from hosting future rugby activities at their facility including any Matches that have already been scheduled.
- 10.2.** Where a 3rd-Party Facility is found to be deficient, future rugby activities that are proposed to be held at said facility may not be sanctioned by Sask Rugby, Rugby Canada, or World Rugby. Any activities already scheduled to take place at said facility may lose their sanctioned status even if previously sanctioned.
- 10.3.** Where a deficiency in a facility results in a Match in a Sask Rugby-sanctioned Competition not being played (i.e. postponed or abandoned), the Facility Operator may be fined. Fines may be imposed to recoup the costs of finding a replacement venue or may be punitive in nature to encourage future compliance.
- 10.4.** Facility Operators who do not comply with this policy may be penalized further at the discretion of the Sask Rugby Board of Directors.