



DEVELOPING CLUB INVESTMENT PROGRAMME

Season 2024-25



Dear Club Secretary

I hope you and everyone involved with your club enjoyed some time off over the summer and are looking forward to the season ahead.

Similarly to previous seasons, the Developing Club Investment Programme criteria is designed to support clubs with minimum standards of club development and governance, safeguarding and player welfare, among other standards. Clubs meeting these criteria and who have returned a signed copy of the acceptance form at the end of this document will be eligible for funding.

The makeup of this season's Developing Club Investment Programme has been reviewed and is aligned to Scottish Rugby's Rugby Development emerging department strategy. The total amount of direct investment into clubs for 24/25 will be more than it has been in recent years through a combination of the Club Investment Fund, Developing Club Investment Programme, Growth & Participation, Facility and Development Officer funding. How these funds are allocated is slightly different from previous years.

We are increasing our funding towards growth in the game and an increased spend in state school, women and girls, development environments and facilities through the Growth and Participation fund.

To continue your participation in rugby in Scotland and to be eligible for funding, your Club must meet the standards set out below and accept and comply with the terms and conditions attached to those standards.

If your club wishes to accept the relevant terms and conditions, please arrange for the Acceptance Form (at the end of this document to be signed by your Club's President and Secretary. Then return it to the Rugby Development Administration Team by e-mail no later than 31 August 2024: rugbydevelopmentadmin@sru.org.uk.

Yours sincerely

Gavin Scott
Director of Rugby Development

DEVELOPING CLUB INVESTMENT PROGRAMME STANDARDS

With the support of Scottish Rugby's regional teams, Clubs will receive £1,000 for adhering to the Club Development and Governance standards set out in the table below. These are standards that all Clubs should aspire to achieve throughout season 24/25.

Club Development and Governance Standards		
CATEGORY	CRITERIA	EVIDENCE
Player Welfare	Serious Injury Reporting	Clubs follow the Serious Injury reporting procedure, which can be accessed here: PLAYER WELFARE ACTION PLAN
	Concussion Management	<ul style="list-style-type: none"> Clubs follow the Concussion reporting procedures. Follow and actively promote the Return to Play protocols. Resources found here: CONCUSSION HUB
	First Aid Cover & Equipment	For all Matches & Training, there must be: <ul style="list-style-type: none"> First Aid cover & equipment Access to a telephone Clear access for an ambulance
	Age Banding	<ul style="list-style-type: none"> Clubs must follow and promote Scottish Rugby Age Banding policies and process. Click here for AGE BANDING
Safeguarding	Safe Recruitment	<ul style="list-style-type: none"> Club must sign up to the new PVG process and return the relevant paperwork. 100% of people in regulated work (teaching, instructing, supervising children as part of their duties) must have the appropriate rugby PVG in place. Club must follow safe recruitment practice OUTLINED HERE.
	Child Protection Officer	<ul style="list-style-type: none"> Any Club with Youth activity must have a Child Protection Officer (CPO) registered on SCRUMS and visible on Club website/social media. Club must ensure the CPO performs Scottish Rugby's required processes and procedures. Click here for the CPO HANDBOOK The Club Child Protection Officer completes safeguarding training every 3-years.
	Safeguarding Policies	<ul style="list-style-type: none"> Clubs must operate and have an easily accessible Safeguarding Policy visible via their website. Templates can be found here: SAFEGUARDING POLICY Newly appointed Committee/Board members should complete sportscotland Child Wellbeing & Protection in Sport e-learning module. FOUND HERE

CATEGORY	CRITERIA	EVIDENCE
Coaching	Active Coaches	<ul style="list-style-type: none"> 100% of Active Coaches (of contact rugby) are Qualified (or within 4-months of becoming active on SCRUMS) 100% of Active Coaches are registered on SCRUMS
	RugbyRight	<ul style="list-style-type: none"> 100% of Active Coaches complete RugbyRight
Match Officials	Match Official Recruitment	<ul style="list-style-type: none"> Positively support the recruitment of new match officials through promotion of the 'same game, different shirt' campaign. Actively train new match officials each season via the FREE Introduction to Match Officiating course. (BOOKING VIA SCRUMS) Create a welcoming environment for incoming match officials. Positively engage with the local Referee Society. All match officials are qualified before taking charge of a match.
Club Development	Club Governance	<ul style="list-style-type: none"> Club maintains good standards of governance by keeping records of the following documents: <ul style="list-style-type: none"> AGM Minutes Audited Accounts Code of Conduct Up to date Constitution
	Club Development Planning	<ul style="list-style-type: none"> Club engages positively with their Scottish Rugby regional team members Club has a live and accessible 'Club Development Plan' in place. Capture and submit high level Club Membership data of playing and non-playing members at the end of the season.
	Equality, Diversity and Inclusion	<ul style="list-style-type: none"> Structure of Club Governance and Constitution ensures practical commitment to equality, diversity and inclusion (EDI). Club governance structure and guidelines have been reviewed and are fit for purpose in respect to EDI.

APPENDIX – ACCEPTANCE FORM

FAO: Admin team
Rugby Development
Scottish Rugby Limited
Company Number SC132061
Scottish Gas 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 Programme** for season 2024-25.

Our Club understands and accepts that the receipt of investment, benefits and support from Scottish Rugby during season 2024-25 is dependent upon our Club complying with the terms of Scottish Rugby's **Developing Clubs Investment Programme** 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"/>
Secretary's Name	<input type="text"/>	
Secretary's Signature	<input type="text"/>	Date <input type="text"/>

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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