



SPORT HANDBOOK

2011-2012

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SGIS SPORTS

Established 1992/1993

- Set up in accordance to The Swiss Group of International Schools (SGIS) articles of association as of 2007.
Section II Objectives and activities: (Article 4)
- The Association organizes all activities in order to achieve the above-mentioned objectives. These may include:

To promote inter-school sports competition at every level, the SGIS Sports Committee, composed of the member schools' Sports or Athletic Directors, shall be established. The SGIS Sports Committee shall recommend the appointment of one of its members as the SGIS Sports Coordinator to the Executive Committee.

A resignation notice period of at least three months shall be given by a resigning Sports Coordinator.

- **For the election of a new sports coordinator:**
 - Nominations will be sent to the departing Sports Coordinator at least a week prior to the spring general meeting of athletic directors.
 - Presentations by nominees may take place at the general meeting of athletic directors once their nomination has been formally proposed and seconded.
 - The final decision will be made by secret ballot at that general meeting of athletic directors, by majority decision. A second, face-off secret ballot will settle a drawn outcome of the first ballot.
 - The SGIS Executive Committee's duties and functions include in particular:

Appointing the SGIS Sports Coordinator and all Standing Committee Chairs;
Role of the SGIS Sports Coordinator

The SGIS Sports Coordinator is responsible for organising meetings for the SGIS Sports Committee (minimum two; one should be in the first term and the second should be prior to the AGM in the spring)

- The SGIS Sports Coordinator has the power to arrange extraordinary meetings.
- The present SGIS Sports Coordinator is:
Elinor Osborne, Inter-Community School, September 2007- June 2011
Hans Engl, International School Zug and Lucerne, September 2011-
- The SGIS Sports Coordinator has been co-opted onto the SGIS executive board.
- The Head of Sport is expected to submit and present an annual sports report at the Fall Heads of School AGM. The Head of Sport must be able to explain and justify all that went on during the sporting season.
- The Head of Sport is to liaise with the Sports Liaison on the Executive Board when issues arise.
- The Head of Sport has the right to sanction another school if there have been infringements made during a tournament. This, with the approval of the SGIS Executive committee, will be put in writing to the school, and a written response is expected from the Tournament Host, Schools Heads of Sport and School Administration (new as of 17.09.10)...outcome from the SGIS Heads of School meeting.
- The term of the Head of Sport is 3 years; after this time, new candidates need to be considered. The current Head of Sport can nominate themselves to run again. A new vote must always take place after 3 years. Furthermore, this appointment must be approved by the SGIS Executive committee (although this was voted in by sports heads at fall AGM; the SGIS Heads of Schools now have another proposal to discuss that could change this amendment.)
- A resignation notice period of at least three months shall be given by the Sports Coordinator if they plan to leave the post earlier than the three years.
- List of all SGIS Sports competitions, venues and dates will be set by the SGIS Sports Committee and displayed on the SGIS sports web pages before the commencement of the next school year.
- The SGIS Sports Committee is responsible for listing current members, addresses, emails, telephone and fax numbers and displaying this (password protected for all on the list) on the SGIS sports web pages.

SGIS Sports Committee members:

- The sports committee should have a minimum of 5 working members, including the SGIS Head of Sport. There should be no more than 7 members on this committee.
- Changes in sports committee membership will be made at the general meeting of athletic directors. Candidates should be nominated or self nominated from the area of the retiring member, if possible. A secret ballot will take place if more nominations arise than places.
- Members of the SGIS Sports committee should represent all the regions of all the SGIS sports schools when possible.
- When a member of the SGIS Sports Committee leaves the position (no longer going to be head of sport for their school) , then the position becomes available to be filled by any member of the SGIS AGM.

The SGIS Sports Committee is responsible for preparing the contents of the agenda for the SGIS Sports Directors' Meetings (April and September).

- The SGIS Sports Committee advises regarding the type of competition and suitability of host schools.
- “Secretary” position to be taken by Sports Committee member. This will rotate each meeting. The secretary will take minutes and try to keep the meeting moving (maximum time on each issue is 30-40 minutes, unless it is an exceptional item; which will be deemed exceptional by Head of Sport) - new as of 13.09.10.

The present SGIS Sports Committee:

- Elinor Osborne, ICS; Tennis and Swimming
- Moana Whatarau, IS Basel; Volleyball and Badminton
- Betta Hanson, TASIS; Football and Uni-hockey (floorball)
- Jamie Hill, Institut Montana; Athletics and Basketball
- Patrick Macazaga, LGB; Skiing and Cross Country
- Hans Engl, Head of Sport and web pages

General Information

- Each SGIS member school is responsible for sending a representative to the Spring and Fall SGIS Sports Directors' Meetings.
- Each SGIS Sports tournament director is responsible for confirming their tournament hostings for the next school year at the September SGIS Sports Directors' Meeting.
- Only SGIS affiliated schools may participate in SGIS tournaments.
- All SGIS schools are guaranteed entry of at least one team into a SGIS Sports Tournament. The host school is to get priority for a second team and then it will be based on first come first served in regards to second team requests. Some of the bigger one day tournaments have been expanded to two days in order to make it easier for host schools to accommodate more teams and not lose the quality of the tournament.
- Division two is for all teams not entering an SGIS tournament on the grounds that they don't consider their standard high enough to compete. In the main tournament this can also include B teams. Division two teams cannot be a schools top team.
- Each SGIS member school are obligated to host at least one SGIS Sports tournament each year. If there is a special circumstance, that stops a school from fulfilling this, then the AD must speak to the SGIS Head Sports Coordinator at the Fall AGM. Furthermore, it is possible that schools without facilities can use another schools facility in order to host their tournament.
- By accepting to host an SGIS sports tournament, the responsibility is on the school and the sports director of that school. Hosting schools must be fully committed and prepared to assist visiting school in the following ways:
 - Recommend adequate accommodation for all travelling schools.
 - Supplying suitable refreshments at the sporting facility when possible. If not possible, host schools must give plenty of warning to the attending schools.
 - Providing professional medical/first aid personnel.
- SGIS Sports have a seasonal sporting approach, allowing for stronger competitions. The sports generally fall into the following seasons:
 - Fall:** Soccer (indoor & outdoor CAT D – CAT A), volleyball, cross country and uni-hockey (floorball).
 - Winter:** Basketball, skiing, badminton, swimming, primary indoor football.
 - Spring:** Tennis, golf, track and field (athletics), primary outdoor soccer and volleyball Cat C and D (dance and gymnastics to be reviewed).

The SGIS tournament will happen at the end of the seasons allocated above.

AGE CATEGORIES & ELIGIBILITY TO PARTICIPATE

- Age categories will run for two years with new proposals recommended to the group at the Spring AGM prior to the new school year.
- Once the proposals have been discussed (and adjusted if needed); all AD's will vote via ballot.
- The proposal with the most votes will be followed as of the next school year.
- All competing students must be currently enrolled at an SGIS registered school to be eligible to participate in any official SGIS Sporting Competitions.
- Participants in SGIS events must respect the age groups when competing. However, younger participants may compete in an older age category, at the discretion of the Organiser and the Coach/Athletic Director.
- Older participants are not permitted to compete in any younger age categories. NO EXCEPTIONS.
- It is the responsibility of participating schools to check the age eligibility of their students. During tournaments, coaches must be able to produce proof of age at the organiser's request.
- Female competitors will not be allowed on male teams if there is a female tournament competition event offered. If there is not a female tournament available at that age cat, then this decision could be waived after consulting with the SGIS Head of Sport. No boys on girls teams at all.

Article I. OFFICIAL SGIS AGE CATEGORIES 2011-2013

TEAM SPORTS

Category	Birthdate
A	1.9.1992 - 31.8.1995
B	1.9.1995 - 31.8.1997
C	1.9.1997 - 31.8.1999
D	1.9.1998 - 31.8.2000
E	1.9.2000 - 31.8.2002
F	1.9.2002 - 31.8.2004

INDIVIDUAL SPORTS

(swimming, skiing, snowboarding, track & field, tennis, gymnastics, dance, badminton)

Category	Birthdate
A	1.9.1992 - 31.8.1995
B	1.9.1995 - 31.8.1997
C	1.9.1997 - 31.8.1999
D	1.9.1999 - 31.8.2000
E	1.9.2000 - 31.8.2002
F	1.9.2002 - 31.8.2004

UNIFORMS

- All team sports participants must wear numbered identical uniform shirts, with no repetition in the numbering between participants. Shorts should also be identical within the team, appropriate for the relevant competition and of similar style and colour to the shirts.
- During competitions it is the organiser's responsibility to ensure that coloured training tops are available for competing teams with similar colours.

ACCOMMODATION

- The competition organiser should ensure that there is adequate appropriate accommodation within close proximity to the competition venue.
- Schools using any kind of overnight accommodation for a SGIS Sports tournament must ensure that team members are properly supervised by an appropriate number of adult chaperones.

CONDUCT

- Students are firstly governed by their own school's code of conduct, students should then follow the guidelines set out in this document, "SGIS Competition Policy Guidelines". Lastly, students are also expected to follow any expectations expected from the Competition Organiser.
- Appropriate behaviour is expected at all times during the competition, even when students are not competing.
- The SGIS Sports Competition Organiser has the final authority over all tournament decisions, including the right to dismiss a player, coach or spectator from the area of play for any inappropriate behaviour.
- Disputes should be resolved by a small committee composed of the Competition Organiser and two uninvolved coaches.
- Any appeal resulting from a SGIS Sports Competition must be submitted in writing within one week of the competition finishing. The appeal should be sent to both the competition organiser and the Head of the SGIS Sports Executive Committee.
- Students are not permitted to smoke at any SGIS organised competition including the venue, changing rooms, or cafeteria/restaurant even if the students is of a legal age to smoke.
- All participants and spectators must respect buildings and equipment used during SGIS competitions, including the proper disposal of litter.
- Coaches, chaperones and spectators are expected to be good role models throughout the entire tournament. Any adult unable to be respectful to others at the tournament (other coaches, referees, spectators) may be asked to vacate the tournament by the competition host. Further sanctions could be forthcoming if the competition hosts deems if necessary.

SANCTIONS

- Decisions on matters of tournament policy and enforcement are made by the SGIS Sports' Committee.
- The decision by the SGIS Sports' Committee to suspend a student from future SGIS events should be proportionate to the extent of the infraction. Repeated dishonesty is a serious breach of tournament etiquette. The committee should recognise both the educational as well as the punitive impact of a suspension for a first offence, and ensure that a student can re-enter SGIS events at an appropriate stage of their school career.
- The circumstances of the breach of policy, along with any sanction to be imposed on a student, team or the school as demoted trophy-winners, should be explained in writing to the Director of the school concerned, with a copy of such correspondence to be forwarded to the Chair of SGIS. The school needs to be fully able to explain the situation to parents.
- The Committee is not empowered to make decisions of a disciplinary nature regarding teachers or coaches. It should however provide a full report of any perceived malpractice, in writing, to the SGIS committee and the relevant school; the latter shall be responsible for taking disciplinary action as it sees fit.
- Should a school Director wish to contest a ruling made by the SGIS Sports' committee, a letter should be sent to the Chairman of SGIS outlining the grounds for challenging the decision. The Chairman of the SGIS will constitute an arbitration committee, composed of at least two current SGIS committee members; the decision of this committee will be final.

PRE TOURNAMENT

- Hosting schools should send information about SGIS Sports tournaments to all SGIS member schools at least six school weeks prior to the tournament date, inviting school participation. Schools must send participation registration responses within two school weeks of receiving the information. The host school must clearly indicate the registration deadline date.
- Approximate cost for the tournament should be included in the invitation/tournament registration. If for some reason the cost changes during the weeks leading up to the tournament itself, then the Tournament Director must inform the teams participating prior to the tournament. If the actual cost is much higher than the approximate cost, then the tournament should discuss this matter with the SGIS Sports Coordinator to discuss how to handle the situation. It is possible that if the costs are much higher than the approximate cost, the host school may have to cover the difference.
- Deadlines for inscriptions need to be strictly respected.
- Late inscriptions to tournaments may be accepted at the discretion of the SGIS Sports tournament director and with the approval of the SGIS Sports Coordinator.
- The SGIS Sports tournament director will send a written confirmation to all participating teams within three days of the inscription deadline. All schools that are already attending should respond to this e-mail to confirm attendance.
- At least two weeks prior to the tournament a tournament schedule, arrival and departure times and any accommodation instructions should be sent to all participating schools.
- The SGIS roster form must be downloaded from the SGIS sports web pages and completed by participating schools. It must be returned, signed by the school's SGIS sports representative one week prior to the event. Any adjustments to the roster after this time is expected to be given at the coaches meeting is final. An e-mailed copy from the school's SGIS sports representative is equivalent to a signature. Teams that include ineligible players on their team roster or falsify information forfeit their place and award in the tournament.
- All correspondence concerning SGIS Sports tournaments must be sent to the officially designated SGIS sports contact at the school (see mailing list on SGIS sports web pages), not the coaches attending the event.
- As a matter of courtesy all SGIS Sports correspondence should be answered.
- The person in charge who signs the tournament acceptance form for the SGIS Sports Competition does so knowing that they are committing their school to both financial and participation obligations. The tournament director has the right to charge any withdrawing teams up to the full tournament fee to any team that withdraws up to two weeks prior to a tournament.

- This same person is responsible to the SGIS Sports Committee, for that tournament
- Payment of inscription fees by participating teams is due after the tournament. An approximate cost must be given to all participating schools prior to the tournament. (see number 2 above). Schools will be billed for the inscription fees straight after the tournament. **Please include a detailed invoice and banking details with all billing. This should be within 3-5 working weeks after the tournament.**
- The financial obligation of teams will include cost of awards, professional first-aid personnel, rental of facilities, expenses of referees, extra cleaning.
Any additional costs for food provided to Athletes coaches and special transportation needs must be discussed with the teams involved prior to the tournament.

TOURNAMENT PREPARATION CHECK LIST

Invite: 6 weeks prior

- a. Send email to Elinor Osborne eosborne@icsz.ch so that your tournament registration can go on the SGIS website. <http://www.sgischools.com/sport/events.htm>
- b. Make sure that you clearly indicate the level of the tournament. For example, Category A or B.
- c. Include an estimate of the cost for the tournament.
- d. Include hotel information (if applicable).

Deadline: 4 Weeks prior

- a. Highly recommended to send out a reminder email to all schools reminding them of deadline.
- b. Send a rough draft with a start time and end time to the schools who have registered.
- c. Remind the schools to send in their rosters one week prior to tournament. The roster form can be found on the SGIS website.
- d. Remind the coaches/Athletic Directors that a **final** copy of their roster is due at the Coaches Meeting the morning of the tournament.

Schedule: 2 Weeks prior

Cost of the Tournament

Referees
Medals
Food
First Aid
Facility rental (if applicable)
Extra cleaning (if applicable)
Transportation (if applicable)

Invoices: sent out within 3-5 weeks after the tournament

Tournament Report: sent to Hans Engl (hans.engl@iszl.ch) SGIS Sports Co-ordinator 2 weeks after the tournament.

TOURNAMENT ORGANIZATION

- Every effort should be made by the SGIS Sports tournament director to ensure that the facilities and equipment meet the appropriate requirements.
- All SGIS controlled venues, where possible, are encouraged to be 'NO SMOKING'.
- A tournament organization area should be clearly marked at a location convenient to all participating teams. The table should be manned by an adult or competent student at all times.
- All SGIS Sports tournaments must have comprehensive written guidelines for tournament organization. There should be some consistency between tournaments that are of the same nature in regards to format and sports rules, so that coaches and teams have some form of expectation upon arrival of the different tournaments. (i.e. CAT A indoor soccer, cat C soccer, cat C and CAT A BB, etc). Refer to sport guidelines in handbook.
- SGIS Sports differing by either age category or sex should have similarly structured organizational rules (i.e. basketball, soccer, volleyball, tennis), based on the handbook section for that specific sport. Any exceptions to the guidelines in that sports handbook section must be clearly communicated to the SGIS sports contact person at each participating school.
- All efforts should be made to have weekend tournaments scheduled to end by 15:00/15.30 on a Sunday. The addition of two day tournaments for some events has been done to keep this rule in effect.
- All Coaches are expected to be at the coaches meeting, regardless of their teams starting time in the tournament. If there is no coach in attendance, then the coach may not complain about any issues that were discussed in the coaches meeting prior to the start of the tournament. If there are less than 90% of coaches present, then the organiser may delay the start of the tournament until there are enough coaches to hold a coaches meeting.
- Determining how a team progresses in a competition must be clearly defined in writing prior to the commencement of the tournament.
- Tie Break format must also be transparent.
- If there needs to be a back to back game, or a possibility that a team might be inconvenienced, it should be the host school where possible.
- For all tournaments involving an initial round of pool play, the top two teams from each pool should advance to the finals.

- Where possible senior SGIS Sports tournaments are to be divided up into divisions. Division one is to be the stronger (experienced or SV) and the division two for the less strong (beginners or JV).
- The organising school **must** provide a professional first aid person for every tournament. The cost of this, if there is one, should be factored into the tournament fees for the competing schools.
- For invitationals to be listed on the SGIS calendar/website, hosting schools must follow the SGIS first aid requirements. Otherwise, your tournament cannot be put on the calendar. (see above)

REFEREES

- Proficient referees or umpires must be employed in all SGIS Sports competitions.
- Where possible the SGIS Sports tournament director should refrain from refereeing. However, if this is not possible, another official must be appointed to take over the duties of the tournament organising and handle all matters including disputes, etc.
- Coaches and players must respect the decisions made by the referees. Any official complaint must be made in writing immediately after the game and submitted to the SGIS Sports tournament director.
- Official scoring tables should have adult supervision. Students may be used for scoring tables, but there should be an adult there to oversee them at all times. (this adult may be a staff member, parent or official referee).

INJURIES

- Host schools must provide professional medical personnel to deal with all types of accident and emergencies. The cost of this, if there is one, should be factored into the tournament fees for the competing schools.
- For minor injuries, it is up to the individual school to provide their own travelling medical team first aid kits.
- It is ultimately the visiting coach and the first aid personnel's final decision regarding whether an injured player should continue playing or not, but there should be some consultation with the tournament director as well, once this decision has been made (or is being made).

SUPERVISION / COACHES

- An adult from each school in addition to the coach should be in attendance at SGIS Sports tournaments for aiding with supervision, injuries, etc.
- Positive role modelling is the expected behaviour from all coaches. Athletics Directors especially if the coach is not a member of the teaching staff/faculty.
- Spectators are expected to be respectful and a good role model to all people during the tournament. Any spectator unable to do so may be asked to leave the event.

MEETING OF COACHES

- The SGIS Sports tournament director must state the time of the coaches meeting prior to the start of any SGIS Sports tournament competition. All tournaments must have a coaches meeting prior to the start of the tournament. See tournament information section
- Each team **must do their best** to have a representative attending the coaches meeting. This is the last chance to present any changes to the team roster. Coaches who are not in attendance at the meeting of coaches must accept and follow all decisions and guidelines reviewed. (see tournament information section)

All coaches must have the Tournament Director's contact phone number in case there is an unexpected delay in their arrival.

AWARD CEREMONY AND TROPHIES

- Presentation of the SGIS Sports awards should be made immediately after the completion of the final game at an area announced by the SGIS Sports tournament director.
- No team should leave the competition facilities before the presentation of the awards. Teams unable to follow this request are required to have prior permission of the SGIS tournament director.
- All local teams (w/in 1 hour 30 min of venue) are expected to stay for the awards ceremony.
- SGIS Sports travelling trophies are discretionary for all SGIS Sports tournaments. These trophies remain the property of the SGIS Sports Committee. It is the responsibility of the winning school to engrave the SGIS Sports travelling trophy and to return it in a presentable manner on or before the day of the next SGIS Sports competition.
- For all SGIS individual sports such as skiing, swimming, cross country and track and field, medals will be given for the top three finishers in each event and category (gold, silver, and bronze). A trophy may be awarded to the winning team in each category.
- All SGIS Sports participation certificates and SGIS Sports permanent miniature trophies must be purchased by the hosting school. The costs will be included in the inscription fee for each tournament.
- For division one, an individual trophy should be awarded for the first, place team. For division two there are NO trophies. For division 2 tournaments, medals may be given at the discretion of the tournament organizer but no trophies must be awarded.
- For tournaments of 6 or more teams, medals should be purchased for teams finishing in 1st, 2nd and 3rd places and a trophy must be given to the first place team.

POST TOURNAMENT

- The SGIS Sports tournament director must compile a written account of the SGIS Sports tournament hosted, listing general appreciation, results, financial details, transgressions and availability and setting of the following year's tournament. This report should reach the SGIS Sports Coordinator within 14-20 days of the tournament.
- Should the need arise; the SGIS Sports Committee is responsible for reviewing each SGIS Sports competition.
- The SGIS Sports Committee has the right to change the hosting school if it is in the best interest for SGIS Sports competitions.
- Tournament results should be sent out to participating teams and SGIS sports co-ordinator no later than one week after the tournament has been completed.

FINANCES

- Each tournament director shall collect from all competing schools, including the host school, a fee that will cover the costs of running the tournament, evenly shared amongst them (for each team participating). This allows SGIS Sports to be an independent organisation.
- At the end of the sporting year a stipend will be given to the Sports coordinator.
- The host school will submit an itemised invoice along with the tournament report within 4 weeks of the end of an event.

This is new as of September 13, 2010:

- The only items to be invoiced for are the following:
 - Venue
 - Referees
 - Samaritans / First aid
 - Cleaning – if needed
 - Extra transport: ie bus to train station (ie, La Chat)
 - Pack lunches – if ordered ahead of time
 - Bibs for ski race or track & field
 - Medals & trophies (ribbons)
- All other items should not be invoiced for, unless you are planning to distribute to the schools that have participated.

- For example: stop watches should not be invoiced... if so, each school that paid for them should receive them at the end of meet / event. (These items should be coming out of school budgets, especially if you are planning to organise event again).
- If you are in need of specific equipment in order to run your event (score boards, etc.), ask those schools that are attending or that you know that have them and borrow, if you are unable to purchase.

MISCELLANEOUS

- All serious transgressions of the above points should be reported immediately to the SGIS Sports Coordinator.
- Any school seeking exceptions to the SGIS Sports Competition Policy Guidelines must do so at least one week prior to the SGIS Sports tournament. All exceptions must be approved by the SGIS Sports Coordinator. **THERE WILL BE NO EXCEPTIONS MADE IN REGARDS TO AGE CATEGORIES AND ELIGIBILITY!!!!**
- The SGIS Sports Committee has the right to amend this SGIS Sports Competition Policy Guidelines manual.
- Any matters that are not able to be resolved at the SGIS Sports Committee meetings are to be brought to the attention of the SGIS Executive Committee.
- A copy of this SGIS Sports Competition Policy Guidelines Manual is to be available for inspection on the SGIS sports web pages.
- Copies of the minutes of SGIS Sports meetings are to be supplied to all SGIS Executive Committee Members.
- The SGIS Sports Committee is not required to pay any outstanding debts that are made in tournaments. Tournaments that are not played and have incurred running costs are to be paid by the host school.

Tournament Cancellation policy Adopted as of December 9, 2008

SGIS Tournament Cancellation Policy

Created by the SGIS Executive Committee, December 5, 2008

Adapted by the SGIS Sports Committee, December 9, 2008

Addition to the SGIS Handbook as of December 9, 2008

- It is unfortunate and regrettable if an event is cancelled at the last minute, though clearly there may be circumstances beyond the control of any organisers, as seems to have been the case with this event.
- The host school should not be liable for non-reimbursable costs incurred by schools (travel, accommodation, unless
 - The host school was in a position to communicate the cancellation at an earlier stage and did not; the liability extending to costs that could reasonably have been saved by such a timely notification
 - the host school was in a position to organise a practical viable alternative, albeit in simplified format, but chose not to.

We have to recognise that hosting schools are providing a service to member schools, and we do not want to deter schools from their important role as organising hosts for fear that they may incur financial penalties (potentially very considerable if a large number of schools are involved and the location is remote, e.g. Lugano). In the regrettable case of an event being cancelled, and no viable alternative being feasible (hosts should be prepared to organise an alternative event wherever realistically possible, e.g. smaller indoor event if outdoor event is cancelled, where such a sport can be relocated within reason - perhaps not shot put!), member schools will have to bear the brunt of any un-refundable costs.

- In cases of dispute between individual schools or a group of schools, the SGIS will establish an arbitration panel, composed of the Chair of the Committee (or designated deputy), a second committee member and the Director of the Sports Committee. The decision of this panel would be final.

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BASKETBALL

FACILITIES

One gym with one or two courts depending number of teams

One clock per court and two scorekeepers per table

3 points line

1 referee per game for round robin, and 2 referees per game during play off

Ball size 6 for girls tournament and boys under cat B, size 7 for boys cat B and A

ROSTERS

12 players maximum per team

AGE CATEGORIES

Age categories will follow SGIS handbook policy

OFFICIAL RULES

F.I.B.A (with exceptions as stated by tournament director)

SPECIAL RULES

Games should be played in 2 halves or 4 quarters. The length of halves should be between 8 and 12 minutes and the length of quarters should be between 6 or 8 minutes.

A stopped clock will be used during all the games. The length of time for each game is dependant on number of teams present, courts available and one vs two days will be decided by the tournament director. If a tournament host is going to make any adjustments to format, they should speak with SGIS Committee member for basketball if they are unsure.

Each team will be permitted 2 timeouts per half or 1 timeout per quarter. 1 timeout during overtime.

After 5 team's fouls during one half, opponent will shoot two free throws. After 4 team's fouls during one quarter, opponent will shoot two free throws.

RESULTS

At the end of one game if the score is tie, play one overtime of 2 or 3 minutes and the stopped clock will be used. At the end of this time, if the game is still tied, they should play another overtime until one team scores.

Games that go into overtime will count as a victory or loss for the teams involved but the point differential for both teams will be zero. Net points differential will not go a maximum of + 20 per game or +30 per game in longer matches.

FOOTBALL-SOCCER

FACILITIES

Full pitch for 11 aside tournament

Half pitch for 7 -9 a side tournament

Indoor games for 5-7 a side tournament

Official referees

ROSTERS

16 players maximum per team for 11 aside tournament

12 players maximum for half pitch tournament

10 players maximum for inside tournament

AGE CATEGORIES

Age categories will follow SGIS handbook policy

OFFICIAL RULES

F.I.F.A/U E F A (with exceptions as stated by tournament director)

SPECIAL RULES

11 aside game, players can only come on the pitch from the halfway line, with the referee's permission. There is a maximum of 5 substitutions allowed during the course of a game. This implies that a substituted player may return to the game. A player is not allowed to leave the pitch without the referee's permission.

For half pitch tournament and inside tournaments, rolling subs are allowed during the game. Players can re-enter the game. A player can only sub in from his defensive half. He does not need to ask referee's permission.

On receiving a yellow card, a player will be given a 5 (maximum) or 2 (minimum) sin bin sanction (depending the length of the game). If a player receives 2 yellow cards in the same game or a direct red card, he is excluded immediately from that game and also from the following game. If a player receives the same sanctions again in a later game during the same tournament, he is immediately suspended from playing in any further games (including the current one) within that tournament.

Modification of F I F A rules for half pitch and inside tournament

- Distribution by goalkeeper over half line is not allowed
- Offside is applied only inside the penalty area
- The goalkeeper is not allowed to handle a back pass

RESULTS

In the case of a three-way tie in division play the following process shall be used. Net goals differential (with a maximum of 7 per game) will determine divisional placing.

During playoff game, if necessary, the game will go into overtime of 3 - 5 minutes. After one overtime, teams will shoot penalties (between 5 per team).

VOLLEYBALL

FACILITIES

One gym with one or two courts depending number of teams

One scorekeepers per court

1 referee per game

ROSTERS

12 players maximum per team

AGE CATEGORIES

Age categories will follow SGIS handbook policy

OFFICIAL RULES

F.I.V.B (with exceptions as stated by tournament director)

SPECIAL RULES

It could be best 2 out of 3 or best 3 out of 5, depending on number of teams present

25 points to win a set with 2 points difference. When a tie breaker set needs to be played, the set is always to 15

Each team has one timeout (30 s) per set and 2 time outs of 30 seconds during the tie break

Referees can give:

- ◆ a warning;
- ◆ a yellow card (1 point for opponent);
- ◆ and red card (the player is excluded immediately for that game and the next game)

UNI HOCKEY

FACILITIES

One gym with one or two courts depending number of teams

GOAL H=120cm l=180cm profondeur = 60 cm

1 referee per game

ROSTERS

10 players maximum per team, 4 players on the field + the goalkeeper

AGE CATEGORIES

Age categories will follow SGIS handbook policy

OFFICIAL RULES

F.S.U.H (with exceptions as stated by tournament director)

SPECIAL RULES

Game should be played in 2 halves of 6 minutes, running clock

Subs are allowed during the game. Players can re- enter the game. A player can only sub in from his bench. He does not need to ask referee's permission.

At the end of one game if the score is tied, play one overtime of 2 or 3 minutes. After that, it goes into penalty shoot out. Team can shoot 3 penalties shots with 3 different players.

RESULTS

Games that go into overtime will count as a victory or loss for the teams involved but the point differential for both teams will be zero.

Net point differential will not go a maximum of + 10 per game

SKIING

FACILITIES

A giant slalom

ROSTERS

Minimum 4 and maximum 6 racers per team for team competition

One school can sign up less than 4 racers but only for the individual competition

AGE CATEGORIES

Age categories will follow SGIS handbook policy

OFFICIAL RULES

F.I.S (with exceptions as stated by tournament director)

SPECIAL RULES

The results will be determined following two runs of the giant slalom course

RESULTS

CAT C-F, the individual scoring is based on the faster time of the two runs, regardless of whether a competitor does not complete one of the runs.

CAT A-B, the individual scoring is based on the combined times of the two runs

ADDITION DES 4 MEILLEURS PLACES DES COUREURS D'UNE MEME EQUIPE, LE PLUS PETIT SCORE REMPORTE LE TROPHEE EQUIPE.

(lowest time is better)

CROSS COUNTRY

FACILITIES

Distances for races

Cat F 1.5-2 KMS

Cat E 1.5-2 KMS

Cat D 3.5 KMS

Cat C 3.5 KMS

Cat B 5 KMS

Cat A 5 KMS minimum

ROSTERS

The number of entries by a school in each gender age category should be limited to 10.

The scoring team shall comprise of the first four runners in each gender age category

AGE CATEGORIES

Age categories will follow SGIS handbook policy

OFFICIAL RULES

I.A.A. F (with exceptions as stated by tournament director)

SPECIAL RULES

Spiked shoes may be worn if the surface allows

Plan the course in advance

RESULTS

4 places for a team event.

Ties in team scoring will be resolved in favor of the team whose fourth runner finishes nearer to first place.

TENNIS

FACILITIES

Tennis courts inside or outside

ROSTERS

Dependent on the organization of the tournament and tournament host

AGE CATEGORIES

Age categories will follow SGIS handbook policy

OFFICIAL RULES

F.I.T (with exceptions as stated by tournament director)

SPECIAL RULES

Players will call their own lines and keep score.

Players must report to the scorer's desk when their match is called and also when their match is over to report the score.

Coaches will be allowed to consult briefly with their players at changeovers.

All protests must go to the tournament Director

RESULTS

All matches will be played to an 8 game pro set. The first to win 8 games is the winner

Games will be scored in the normal way except at 40-40 or deuce, the next point wins the game

A tie break will be played at 7-7; with the first to 7 winning...no need to win by two.

BADMINTON

FACILITIES

Official badminton courts

Tournament can be organized per group and the best 2 players per group will play off, or you can use a match scheduling system. Tournament hosts choice.

ROSTERS

Maximum 6 players per school per category

AGE CATEGORIES

Age categories will follow SGIS handbook policy

OFFICIAL RULES

F.I.B (with exceptions as stated by tournament director)

SPECIAL RULES

Players will call their own lines and keep score.

Players must report to the scorer's desk when their match is called and also when their match is over to report the score.

Coaches will be allowed to consult briefly with their players at changeovers.

All protests must go to the tournament Director

RESULTS

All matches will be played to one set.

21 points to win a set with 2 points difference

At 24-24, the next point wins the game

Track & Field Regulations

Track and Field Championships are in the Spring Season

Minimum Requirements:

- Official events must have at least 5 track events (including a sprint and middle distance event) and 3 field events (at least 1 throw and 1 jump).
- At the discretion of the team coach, an athlete may participate in up to a maximum of 4 events (including relays) in one day.
- Awards are to be given for 1st, 2nd, and 3rd place finishers in each event and in each division for both genders.
- Genders must be recorded separately and there should be a Senior and a Junior Division for each.
- There must be at least 4 lanes on the track and appropriate facilities for field events.
- Two officials are required for every field event and a Chief Field Event Judge ensures correct practice and arbitrates disputes in field events.
- Enough timers are required to provide accurate times for each runner. A Chief Track Judge (and assistant where required) decides finishing positions and times are matched to positions. The Chief Track Judge also acts as arbiter in the case of a dispute or complaint.

<i>Points by finish position</i>	1st	2nd	3rd	4th	5th	6th
Individual Events	8	6	4	3	2	1
Relay Events	12	10	8	6	4	2

FIELD EVENTS:

- No practice trials are permitted once officiating has begun.
- Pits are to have clearly defined opening and closing times.
- Warnings are to be called out when 30 minutes remain, 10 minutes remain, and 5 minutes remain.
- Open pits are recommended to allow athletes to compete in multiple events
- In the event of a timetable clash, athletes should prioritise track events. An athlete should not be disqualified from competing in a field event to attend a track event. However, he / she should report to the field event judge first or send a messenger to declare the intention to compete once the track event has finished.
- In field events (other than high jump), athletes must be given a minimum of 3 trials. At the discretion of the organisation, 4 trials may be given. Where time permits, 3 trials may be given to all competitors and a further 3 trials to the 6 athletes who recorded best 6 performances after 3 trials. However, to maintain consistency, the same number of trials should apply to all events.
- **Throwing events should be supervised by suitably experienced staff in all cases.**

DISCUS

Discus Weights: Senior Boys' – 1.5 kg
Senior Girls' – 1 kg
Junior Boys' – 1 kg
Junior Girls' – 1 kg

Throws: A minimum of 3 throws (up to 6 depending on time available)

Throw Form:

- An athlete shall not leave the circle or runway until the implement has touched the ground. If, after throwing, the athlete touches the ground outside the circle, the throw shall be deemed illegal.
- Once the implement has landed, exit from the circle must be from the rear half of the circle, behind the bisecting line.
- It shall be a failure if, in contacting the ground when it first lands, the implement touches the sector line or the ground outside the sector line.

Measurement:

- The tape measure should be pulled from 0 cm at the point of contact to the spot which marks the centre of the throwing circle.
- Measurement is taken from the point where the tape measure bisects the inside edge of the circle to the first point of contact of the discus.

JAVELIN

Throws: A minimum of 3 throws (up to 6 depending on time available)

Javelin Weights: Senior Boys' – 800 g
Senior Girls' – 600 g
Junior Boys' – 600 g
Junior Girls' – 600 g

Throw Form:

- To register a legal throw, the athlete must release the javelin behind the throw line.
- If the athlete touches or crosses the throw line, the throw is illegal.
- The javelin does not need to stick into the ground to be a legal throw. However, the tip of the javelin must land first. If the tail of the javelin lands first or the javelin lands flat, the throw is illegal.

Measurement:

- Measurement is taken from the centre of the throwing line to the first point of contact of the javelin.
- The tape measure should be pulled from 0 cm at point of contact to the mark in middle of the runway 8.00m back from the throwing line.
- Read off the distance at the point where the tape measure bisects the inner edge of the throwing line.
- If the javelin falls after sticking in the ground or does not stick, the measurement is made where the tip of the javelin makes contact with the ground.
- It shall be a failure if, in contacting the ground when it first lands, the implement touches the sector line or the ground outside the sector line.

SHOT PUT

Throws: A minimum of 3 throws (up to 6 depending on time available)

Shot Weights: Senior Boys' – 5kg
Senior Girls' – 4kg
Junior Boys' – 4kg
Junior Girls' – 3kg

The put:

- To register a legal put, the athlete must push the shot one-handed from the region of the neck close to the chin. The shot must not be taken behind or below the line of the shoulders. (A bent wrist throwing action is legal but not recommended as it causes undue strain on the wrist).
- An athlete shall not leave the circle or runway until the implement has touched the ground. If, after throwing, the athlete touches the ground outside the circle or the top of the stop board, the throw shall be deemed illegal. (Touching the inside of the stop board is LEGAL).
- Once the implement has landed, exit from the circle must be from the rear half of the circle, behind the bisecting line.
- It shall be a failure if, in contacting the ground when it first lands, the implement touches the sector line or the ground outside the sector line.

Measurement:

- The tape measure should be pulled from 0 cm at the point of contact to the spot which marks the centre of the throwing circle.
- Measurement is taken from the point where the tape measure bisects the inside edge of the circle or the inside edge of the stop board.

LONG JUMP

Jumps: A minimum of 3 jumps (up to 6 depending on time available)

Take Off:

- To register a legal jump, the athlete must take off from behind the line of the take-off board that is nearest the sand.

Measurement:

- Measurement is taken from the line of the take-off board nearest the sand pit to the nearest mark in the sand. This should be the shortest line between the two points.
- The tape measure should be pulled from 0 cm at the point in the sand closest to the take-off board and the measurement read off at the front line of the board.
- If the athlete has fallen or stepped backwards after landing, measurement is from the nearest point on the take-off board to the nearest mark in the sand.

n.b. It is essential that the sand be raked smooth after each jump and ideally the sand should be wet to keep the breakage of sand clean when landing.

TRIPLE JUMP

Jumps: A minimum of 3 jumps (up to 6 depending on time available)

Take Off:

- To register a legal jump, the athlete must take off from behind the line of the take-off board that is nearest the sand.
- The jumper must land on only one foot during each part of the jump (The sequence is Hop – Step – Jump)

Measurement:

- Measurement is taken from the line of the take-off board nearest the sand pit to the nearest mark in the sand. This should be the shortest line between the two points.
- The tape measure should be pulled from 0 cm at the point in the sand closest to the take-off board and the measurement read off at the front line of the board.
- If the athlete has fallen or stepped backwards after landing, measurement is from the nearest point on the take-off board to the nearest mark in the sand.

n.b. It is essential that the sand be raked smooth after each jump and ideally the sand should be wet to keep the breakage of sand clean when landing.

HIGH JUMP

Jumps: 3 possible attempts at each height to clear it

Starting Heights: Senior Boys' – 1.40 m
Senior Girls' – 1.20 m
Junior Boys' – 1.20 m
Junior Girls' – 1.10 m

Take Off:

- To register a legal jump, the athlete must take off from one foot and the bar must remain in place until the athlete has left the landing mat.
- If a jumper makes 3 approaches without jumping, it is counted as a missed attempt
- If a jumper crosses the plane of bar it is considered an attempt, even if no contact is made with the bar.

Measurement:

- The plate attached to the support stanchion should be placed level with the height stated to the athletes. Normally, the bar is raised at 5cm intervals.
- A clearance is recorded with the mark O. A failure is recorded with the mark X.
- If two athletes fail all three attempts at the same height but have cleared the previous height, it is the athlete who has recorded the fewest previous failures who takes the higher overall placing.

HURDLES

110 m Heights: Senior Boys' – .91 m
Senior Girls' – .76 m
Junior Boys' – .76 m
Junior Girls' – .72 m

400 m Heights: Senior Boys' – .76 m
Senior Girls' – .72 m
Junior Boys' – .72 m
Junior Girls' – .60 m

TRACK EVENTS

- For races of 800 m or more, the start command is "on your marks" and then the shot of the gun (or clap of the starter's blocks)
- For races 400 m or less, the start command is "on your marks," "set," and then the shot of the gun (clap of the starter's blocks)
- Each runner is allowed two false starts before being disqualified
- The timer stops when a runner's torso crosses the line (not the other body parts)

Long distance events (3000m):

- Boys and girls may run together but only within the same division (Sr. or Jr.).
- A waterfall start is used with no lane assignments.
- The winner is determined solely by the runners' times.

Middle distance events (800m & 1500m):

- A waterfall start may be used.
- In the 800m, runners may be asked to start in lanes and after the first 100 m they may come for the inner lanes.
- Where multiple heats are required, the winner is determined solely by time.

Sprint events (80m, 100m, 110m, 200m and 400m):

- **The 400m should be run in the Senior category only.**
- Runners run in lanes for the entire race and lanes should be drawn before the race. Runners should not run on the white lines at either side of the lane
- For the 200m and 400m, staggered starts are used.
- Starting blocks are optional.
- If multiple heats are required, the winner is determined on time. In the 80m and 100m, a final should be held with the top runners (4-8 depending on track size) unless time constraints prevent this. A final is optional for other sprint events, though not recommended for the 400m.

Relay events (4 x 100m, 4 x 400m):

- Starting blocks are optional.
- In the 4 x 100m runners run in lanes for the entire race and the lane draw should be made prior to the race.
- In the 4 x 400m, the first lap and first bend of the second lap are run in lanes, after which teams should move to the inside lane. The 4x 400m staggered start lines must be used.
- The baton must be passed from runner to runner without the baton losing contact with at least one athlete.
- The exchange of baton must take place within the marked lanes and judges should be allocated to adjudicate this.
- If the baton is dropped or a runner runs out of lane, the team is disqualified. This includes running on the white line at either side of the lane.
- On finishing, the runner must hold on to the baton. Throwing the baton into the air and down on the ground is dangerous and will result in disqualification.
- **4x400m relay will only be for the senior level competitors.**

Health and Safety:

- The event organiser is responsible for overseeing health and safety considerations and it is he / she who decides if weather conditions will allow events to be held without undue risk to health and safety.
- It is imperative that throwing event officials are properly trained and experienced to supervise the event safely.
- The organiser can expect assistance from visiting schools in order that he/ she can place suitably experienced officials in key positions.
- It is the responsibility of team coaches and officials to keep athletes and spectators away from areas where there is a risk to health and safety. Only officials and athletes competing are allowed on or inside the track. Those waiting to compete should be kept well back from throwing areas and always behind the throwing line or circle.

Swim Meet guidelines

Race Procedures and Regulations

1. As with last year, schools may only enter 10 swimmers per category (boys and girls together).

2. Each school may enter two competitors per individual event and one team per relay event.
3. Swimmers may enter three individual events and two relays.
4. Swimmers may only enter events in one category (e.g. a swimmer may not swim in Category C and Category A events).
5. Each school must fill in their time cards in advance. (For relays, the name of the school need only be recorded under Swimmer's name.)
- 6. Long swim suit Lazer type are not allowed.**
7. When an event is announced, all swimmers must report to the marshalling area with their time cards.
- 8. Competitors must obey the starter's instructions. Starter's command will be, "Swimmers Ready", "Take Your Marks", followed by a blast of the whistle to signal the start of the race.**
9. False starts will be repeated, but there will be no disqualification.
10. Butterfly – Two-hand touch on both turn and finish
No flutter kick allowed
11. Backstroke - Swimmer may kick underwater only up to the false start rope (located approximately at halfway point)
Swimmer must finish on back
12. Breaststroke - Two-hand touch on both turn and finish
One stroke allowed under the water and then surface and swim whole stroke
No flutter kick allowed
13. In relay events, swimmers must touch the end of the pool clearly before the next team member leaves the starting block.
14. There will be no finals. Places will be determined on the basis of the best time in the heats.
15. Points will be awarded as follows for both individual and relay events:

1 st :	8 points
2 nd :	6 points
3 rd :	4 points
4 th :	3 points
5 th :	2 points
6 th :	1 point
16. Results will be called from a loud speaker, so swimmers will need to listen carefully. Medals will be awarded to first, second and third place finishers shortly after the announcement, at the scoring desk on the first floor balcony.
17. Medley relay: Back; Breast; Fly; Free
Individual Medley: Fly; Back; Breast; Free
18. The coaches' race does not count towards the standings! You can enter as many coaches as you want as long as they are swim coaches.

SGIS CAT A and CAT C Swim Meet Order of Events

Event Number	Event	Category (Junior/ Senior; Boy/Girl)
1.	200m Medley Relay	Junior Boys
2.	200m Medley Relay	Junior Girls
3.	200m Medley Relay	Senior Boys
4.	200m Medley Relay	Senior Girls
5.	200m Individual Freestyle	Junior Boys
6.	200m Individual Freestyle	Junior Girls
7.	200m Individual Freestyle	Senior Boys
8.	200m Individual Freestyle	Senior Girls
9.	100m Individual Medley	Junior Boys
10.	100m Individual Medley	Junior Girls
11.	100m Individual Medley	Senior Boys
12.	100m Individual Medley	Senior Girls
13.	50m Freestyle	Junior Boys
14.	50m Freestyle	Junior Girls
15.	50m Freestyle	Senior Boys
16.	50m Freestyle	Senior Girls
17.	50m Backstroke	Junior Boys
18.	50m Backstroke	Junior Girls
19.	50m Backstroke	Senior Boys
20.	50m Backstroke	Senior Girls
21.	100m Freestyle	Junior Boys
22.	100m Freestyle	Junior Girls
23.	100m Freestyle	Senior Boys
24.	100m Freestyle	Senior Girls
25.	50m Breaststroke	Junior Boys
26.	50m Breaststroke	Junior Girls
27.	50m Breaststroke	Senior Boys
28.	50m Breaststroke	Senior Girls
29.	50m Butterfly	Junior Boys
30.	50m Butterfly	Junior Girls
31.	50m Butterfly	Senior Boys
32.	50m Butterfly	Senior Girls
33.	200m Freestyle Relay	Junior Boys
34.	200m Freestyle Relay	Junior Girls
35.	200m Freestyle Relay	Senior Boys
36.	200m Freestyle Relay	Senior Girls
37.	50m Freestyle	Coaches

SGIS JUNIOR SWIMMING CHAMPIONSHIPS (CAT C-F)

Event Category Description of Event

1. Cat. 5 100 m Medley Relay (back, breast, butterfly, free)
2. Cat. 4 100 m Medley Relay (back, breast, butterfly, free)
3. Cat. 3 100 m Medley Relay (back, breast, butterfly, free)
4. Cat. 6 25 m Freestyle
5. Cat. 5 25 m Freestyle
6. Cat. 4 25 m Freestyle
7. Cat. 3 50 m Freestyle
8. Cat. 6 25 m Backstroke
9. Cat. 5 25 m Backstroke
10. Cat. 4 25 m Backstroke
11. Cat. 3 50 m Backstroke
12. Cat. 5 50 m Freestyle
13. Cat. 4 50 m Freestyle
14. Cat. 3 100 m Freestyle
15. Cat. 6 25 m Breaststroke
16. Cat. 5 25 m Breaststroke
17. Cat. 4 25 m Breaststroke
18. Cat. 3 50 m Breaststroke
19. Cat. 5 25 m Butterfly
20. Cat. 4 25 m Butterfly
21. Cat. 3 50 m Butterfly
22. Cat. 6 100 m Freestyle Relay
23. Cat. 5 100 m Freestyle Relay
24. Cat. 4 100 m Freestyle Relay
25. Cat. 3 200 m Freestyle Relay

APPENDICES A

Rule Books

The following rulebooks are helpful sources for the championships. The sources of these books are also listed. Members are expected to purchase relevant books at their own discretion and at their own expense.

Soccer: Referees' Chart and Player Guide to and Laws of the Game (published by the Football Association) Football Association Publications 9 Wyllyotts Place Potters Bar Herts EN6 2JD Phone 01707 651840 England Fax 01707 644190

Volleyball: Rules of Volleyball (published by the English Volleyball Association)

Volley Shop

37 Newall Avenue

SANDBACH Phone 01270 761 849

Cheshire CW11 4BJ Fax 01270 761 849

England

Basketball: Official Basketball Rules for Men and Women (published by the English Basketball Association) Unit 1A Iceland Industrial Estate ILKLEY Phone 01943 603 669 West Yorkshire LS29 8JT Fax 01943 603 723 England

Track / Field & Cross Country: Rules for Competition (Published by the International Amateur Athletic Federation.) International Amateur Athletic Federation. 17 rue Princesse Florestine BP 359 MC 98000 Phone 9330 7070 Monaco Cedex Fax 9315 9515

Tennis: Rules of Lawn Tennis (published by the Lawn Tennis Association) The International Tennis Federation Palliser Road Barons Court Phone 0207 385 3421 London W14 9EN Fax 0207 386 8295 England

Softball / Baseball: Baseball or Softball Rule Books (published by High School Federation) National Federation of State High School Associations (Order Dept.) 11726 NW Plaza Circle P.O. Box 20626 Kansas City, MO 64195-0626 Phone 800 776 3462 USA Fax 816 891 2414

Swimming Rule Books (published by F.I.N.A) Federation Internationale de Natation Amateur Avenue de Beaumont, 9 1012 Lausanne Phone 312 6602 Switzerland Fax 312 661

Golf Rules books free from Royal & Sun Alliance in Liverpool Phone 01403 233729

Golf Rule Books

(published by Royal & Ancient Golf Club)

Royal & Ancient Golf Club

St. Andrews

Fife, KY16 9JD

Scotland

Phone 01334 472112

Fax

Downloadable/ Printable copies of rules are available free of charge as follows:

Soccer www.fifa.com

Volleyball www.fivb.org

Basketball www.fiba.com

Track & Field www.iaaf.org

Tennis www.lta.org.uk or www.gamesetandmatch.org.uk

Soft/Baseball www.nfhs.org

Swimming www.fina.org

Golf www.randa.org

APPENDICES B

Suggestions for tournament formatting:

Tournament Organization:

The Tournament Director has full discretion in the organization of SGIS Tournaments. The Tournament Director is responsible for the draw, scheduling and format. SGIS recommends certain formats and they are listed under each sport.

Tournaments are open to the Full Members as listed under "Membership" in the Articles of Association. It is the responsibility of the Tournament Director to complete the field if there are additional openings available for a tournament.

The Tournament Director will establish the time schedule for games when the draw to decide actual game is undertaken.

Following the conclusion of the tournament, the Tournament Director shall distribute the results, final standing and award recipients to all Schools and SGIS Executive.

Suggested Tournament Formats

4 Team Tournaments

Day 1 - Round Robin

A v B
C v D
A v D
C v B
A v C
D v B

Day 2 - Knock Out

1 st v 4 th
2 nd v 3 rd
WG1 V WG2 for championship
LG1 V LG2 for 3 rd v 4 th

5 Team Tournaments

It is strongly recommended to search for a 6th team, if one cannot be found then

Day 1 - Round Robin

A v B
C v D
E v B
A v C
D v B
A v E
D v E

B v C
A v D
C v E

Day 2 - Round Robin / Play off for 1st 2nd 3rd & 4th places

1 st v 2 nd for championship
3 rd v 4 th
5 th place no game

6 Team Tournaments - Round Robin

Day 1 - Round Robin

A v B
C v D
E v F
A v C
E v B
F v D
A v E
F v C
D v B

Day 2 - Round Robin

A v F
D v E
B v C
A v D
B v F
C v E

7 Team Tournaments

It is strongly recommended to search for an 8th team, if one cannot be found then

Day 1 - Round Robin

Group A

A v B
C v D
A v C
D v B
A v D
B v C

Group B

E v F
E v G
G v F

Day 2 - Round Robin for 5th 6th & 7th places Play off for 1st 2nd 3rd and 4th places

G #		G#	
1	1A v 2B	2	3A v 3B
3	1B v 2A	4	4A v 3B
3 rd & 4 th	L G1 v L G3	6	3A v 4A
1 st & 2 nd	W G1 v W G3		

8 Team Tournaments

Day 1 - Round Robin

Group A

A v B
C v D
A v C
D v B
A v D
B v C

Group B

E v F
G v H
E v G
H v F
E v H
F v G

Day 2 - Play offs

G #		G#	
1	3A v 4B	2	4B v 3A
3	1A v 2B	4	1B v 2A
5	WG1 v WG2	6	LG1 v LG2
7	WG3 v WG4	8	LG3 v LG4

9 Team Tournaments

It is strongly recommended to search for a 10th team, if one cannot be found then

Day 1 - Round Robin

Group A

A v B
C v D
A v C
E v B
A v E
D v B
D v E

Group B

F v G
H v I
F v H
I v G
F v I
G v H

Day 2 - Round Robin and Play offs to determine 1st through 8th places. 9th place team is bottom of group A

B v C
A v D
C v E

2A v 2B	3A v 3B
1A v 1B	4A v 4B

10 Team Tournaments

Day 1 - Round Robin

Group A

Group B

A v B
C v D
E v B
A v C
D v B
A v E
D v E

F v G
H v I
F v H
J v G
F v J
I v G
I v J

Day 2 - Round Robin

Group A

Group B

B v C
A v D
C v E

G v H
F v I
H v J

Play offs to determine 1st 2nd 3rd 4th 5th 6th 7th 8th 9th & 10th places.

4A v 4B	5A v 5B
2A v 2B	3A v 3B
1A v 1B	