



National Schools Games National Floorball Championships 2023 Tournament Rules and Regulations 'C' Division

PREAMBLE

This document outlines the rules and regulations for the conduct of and participation in the National School Games (NSG). This is subject to possible changes in prevailing national posture. Updates will be communicated to participating schools when required.

These rules and regulations should be interpreted and implemented in alignment to the spirit of the SSSC's Mission, Aspirations and Motto (Annex A).

SECTION A – ADMINISTRATIVE RULES & REGULATIONS

1 ORGANISATION STRUCTURE AND GOVERNING BODIES

1.1 The NSG shall be conducted:

1.1.1 as governed by the Rules and Regulations of the Singapore Schools Sports Council (SSSC).

1.1.2 according to the laws/rules established by the International Floorball Federation (2018 edition).

1.1.3 adhering to the Baseline Safety Standards for National School Games.

1.1.4 In the event that the rules and regulations are modified for safety/developmental reasons to suit the level of our students, it must be clearly stated in the respective sport rules and regulations.

1.1.5 In the absence of a set of recognised rules to govern the occurrence of situations during the competitions, the respective National School Games Organising Committee shall make the final decision.

1.2 NATIONAL SCHOOL GAMES ORGANISING COMMITTEE

The National School Games Organising Committee (NSGOC) shall consist of the following:

- a) National Convenor
- b) Convenors
- c) National Organising Secretary
- d) Organising Secretaries
- e) Game Advisor
- f) Game Manager / Game Executive
- g) Technical Committee

- h) Any other co-opted members deemed necessary

The NSGOC is empowered to appoint sub-committees and individual members to assist in the organisation and running of the Championship as and when required.

The NSGOCs shall have sub-committees to perform the following roles and responsibilities:

- a) Technical: Establish, review and update competition rules and regulations for the competitions and other matters necessary to provide for developmentally appropriate NSG competitions.
- b) Competitions: Organise and conduct the competition according to the rules and regulations, and established safety standards.
- c) Recognition, Appeal and Discipline: Manage recognition and discipline structures to support the desired outcomes of the NSG.
- d) Other functions necessary for the successful completion of the NSG sport that the NSGOC is in charge of.

2 AGE GROUPS / DIVISION

- 2.1 All students shall compete in their respective divisions according to their year of birth* as follows:

'C' Division*	1 Jan 2009 (<i>subject to conditions laid out in para 2.2</i>)
	2 Jan 2009 - 31 Dec 2009
	1 Jan 2010 - 31 Dec 2010
	1 Jan 2011

* Subject to the following conditions:

- All students in the Junior Colleges and Centralised Institute must compete in the 'A' Division.
- Year 1 to Year 4 students in the Integrated Programme (i.e. Through-Train Programme) and International Baccalaureate Programme will compete in their respective age group. Those in Year 5 (equivalent to JC 1) and Year 6 (equivalent to JC 2) must compete in the 'A' Division.
- All students in Secondary Schools must compete in the 'B' or 'C' Division according to their year of birth.
- All students in Secondary Schools not born in the stipulated year for 'B' or 'C' Division must compete in the 'A' Division.

- 2.2 All students shall compete in the respective divisions set out in the Para. 2.1 ***with the exception of those born on 1 January who have been given approval for deferment by MOE during P1 registration.*** These students will compete in the same division with the cohort that they are studying with.

2.2.1 With effect from 2021, students who are born on 1 January and have participated in NSG previously shall follow the rules stated in Para 2.2. This rule will supersede all previous decisions.

2.2.2 This exception in Para 2.2 does not apply to students who are born on 1 January and have repeated a year of study.

3 ENTRIES

- 3.1 Each school is eligible to enter one boys' and one girls' team¹ for the 'C' Division.
- 3.2 All entries must be submitted through the SSSC e-Registration portal at <https://nsg.moe.edu.sg/nis/#!/login> on or before the stipulated closing date. This includes details of competitor(s) along with the necessary supporting documents.
 - a) Baseline Safety Acknowledgement Form
 - b) Supporting documents for Special/Transfer case students
 - c) Other forms as determined by the respective NSGOs
- 3.3 Appeals for late/ erroneous entries² submitted by schools will be accepted on a case-by-case basis with consensus from the Organising Committee.
 - 3.3.1 Schools must write in through the Principal, to inform the Convenors of any appeal at least one (1) working day before the next match.

4 REGISTRATION OF COMPETITORS

- 4.1 The date of posting in the Joint Admission Exercise (JAE) of students announced by MOE shall be the day in which a student would be deemed as a bona fide member of the school or JC or CI.
- 4.2 Schools participating in the tournament shall be entitled to register a maximum of 18 players for the tournament inclusive of Goalkeepers. No other than those mentioned on the list are allowed to be in the substitution zone. Minimum number of players to be registered is 8 names.
- 4.3 Schools shall submit the finalised name list of the 18 players before the registration deadline. A meeting cum drawing of tournament groups and fixtures is compulsory for all participating schools.
- 4.4 Students requesting for a transfer after the Joint Admission Exercise may not represent their new school until the transfer has been officially effected.
- 4.5 Only in the event that any of the competitor(s) registered is/are transferred or has/have to leave school during the preliminary rounds, schools shall be allowed to replace the affected competitor(s).
 - 4.5.1 Schools must write in to inform the Convenors of the replacement at least one (1) working day before the next match.
 - 4.5.2 No replacement of competitor(s) is allowed once the Championship reaches the semi-final stage.
- 4.6 If a school chooses not to register the maximum number of competitor(s) allowed by the sports/game, at the time of submitting the registration, the school shall not

¹ Schools can send more than 1 team in each division if approval to form a combined team with another school has been given.

² The rule applies to late/ erroneous in entries and registration of participants.

be permitted to register additional competitor(s) subsequently, except when these students are repeating their course of study after the release of national examination results.

- 4.7 International students can only be registered to play for their school **after** they have been issued with the student passes by the Immigration and Checkpoints Authority (ICA).
- 4.8 International students who are in the schools/junior colleges/centralised institute on exchange programme are not allowed to represent the school.
- 4.9 Students granted Leave of Absence (LOA) by MOE will be allowed to represent the school.
- 4.10 Registration constitutes representation, that is, once a student is registered to play for a school/junior college/centralised institute, he or she is deemed to have represented his or her school/junior college/centralised institute. Hence, the student is not allowed to represent another school/junior college/centralised institute in the same sport in the same year.

SECTION B – COMPETITION RULES & REGULATIONS

5 CHAMPIONSHIP FORMAT

- 5.1 For Team Sport, there must be a minimum of **three (3) registered teams** from **three (3) different schools** before a team Championship can be organised.
- 5.2 The Championships for match-based sports³ shall be organised on an inter-school league format. Where entries are grouped, each group shall have a minimum of **four (4) teams**⁴.
- 5.3 Any deviation from the Championship format requires approval from the Council or the Standing Committee.

6 AWARD OF LEAGUE POINTS

- 6.1 The following scoring system shall apply:

For games which can end in a draw:

Win	3 points
Draw	1 point
Loss / Walkover	0 point

- 6.2 For a tie between 2 teams, the position shall be determined by the following sequence:

The winner of the match between teams concerned shall be awarded the higher placing.

³ Match-based sports refer to Badminton, Basketball, Cricket, Football, Hockey, Netball, Rugby, Sepaktakraw, Softball, Squash, Table Tennis, Tennis, Volleyball, Water polo, and Floorball.

⁴ The rule applies when the Championship is organised in format involving two and more groups. The rule is **NOT** applicable for Zonal Championships when a zone has less than four teams advancing to the national Championship due to disqualification and/or other reasons.

Should the game have been drawn, the tie will be broken by Goal Difference followed by Goals Scored.

6.3 Between more than two teams, the positions shall be established by the following sequence:

1. Goal Difference (i.e. of all matches played among the tied teams)
2. Goals Scored (i.e. of all matches played among the tied teams)

6.4 Should there be the case of the tie not being broken; the 2 or more teams concerned will play a penalty shoot-out to determine the positions.

7 PRIZES

7.1 The number of prizes and plaques (for team Championships only) to be awarded at the Zonal and National Championship shall be as follows:

3 teams	: 2 team prizes
4 teams	: 3 team prizes
5 or more teams	: 4 team prizes

8 REPORTING AND GRACE PERIOD

8.1 Fifteen minutes (15 min) grace is allowed. The Convenor or his/her representative may at his discretion extend this grace period if he/she thinks the extension of grace period is justifiable (eg. in special cases when delay may be caused by traffic jams, floods, etc.). However, the team concerned must contact the Convenor or his/her representative at the venue concerned to inform him/her of the delay. Teams must abide by the decision of the Convenor or his/her representative.

9 POSTPONEMENT

9.1 The Convenor or his representative shall, at his/her discretion, decide to postpone a match if he/she thinks the venue is unfit for play, or for any other valid reasons for which he/she deems a postponement is in order. Teams must abide by the decision of the Convenor or his/her representative.

10 WITHDRAWAL AND WALKOVER

10.1 Any withdrawal or walkover is considered to be contrary to the spirit of the game.

10.2 Schools participating in the Championship should not withdraw or give a walkover.

10.3 For each withdrawal⁵ or walkover, a written explanation duly endorsed by the Principal shall be submitted to the Convenor and the Game Advisor within two (2) working days.

10.4 In play-off for top 4 placing, any walk-over will disqualify the team from being placed.

⁵ All results involving the team will be null and void.

11 ABANDONED GAME

- 11.1 The referee/umpire/match manager is required to submit a written report on an abandoned game within one (1) working day.
- 11.2 For decision on an abandoned game, refer to Para 20.1 on disqualification.

12 PROTEST

- 12.1 Any clarification on points of laws/rules must be lodged immediately by the Team Manager (TM) **only** to the referee/umpire. Any decision taken by the referee/umpire will be final.
- 12.2 All protests shall be referred to the NSGOC. The protest(s) must reach the Committee within **one (1)** working day following the match to which it relates **unless** stipulated otherwise in the respective sport's rules. The protest must be in writing and duly signed by the principal. A protest fee of \$150 to be paid by school (within 30 days from notification of outcome) if the protest is overruled.
- 12.3 The NSGOC will meet to deliberate on the protest within **five (5)** working days. The decision will then be made known in writing to the school concerned.
- 12.4 When there is any conflict of interest, the school(s) involved will not sit in the committee considering the protest.

13 APPEAL (Annex E)

- 13.1 Upon the release/disclosure of the decision of the NSGOC, **only** schools may appeal to the Council.
- 13.2 Notice of appeal shall be lodged with the respective Honorary Secretary for zonal competitions or Secretariat of the main council for national competitions within **two (2)** working days upon receiving the NSGOC's decision. The appeal must be in writing and duly signed by the principal or via email sent by the principal.
- 13.3 An appeal fee of \$300 to be paid by school (within 30 days from notification of outcome) if the appeal is overruled.
- 13.4 The Board of Appeal will deliberate on the appeal. The decision of the Board of Appeal shall be final:

14 SUSPENSION

- 14.1 Participant(s) suspended by any one of the following bodies is barred from participating in the NSG for that sport for the period of suspension:
 - a) The School
 - b) The Zonal Council
 - c) The Singapore Schools Sports Council (SSSC)
 - d) The National Sports Association (NSA) of the sport

15 TEAM MANAGER (TM)

- 15.1 Each participating team must be accompanied by a TM who shall remain with the team throughout the duration of play (Annex C).
- 15.2 The TM shall be a teacher appointed by the participating school.
- 15.3 The TM must check and comply with the hosting school's Standard Operating Procedures (SOPs) and communicate all the information to all stakeholders associated with the participating school.
- 15.4 TMs are expected to conduct themselves with decorum during competitions
- 15.5 TMs are not allowed to interfere with the final decision taken by the referee/umpire/judge on points of laws/rules after clarification has been sought. If such interference results in disruption of any match/game, a report shall be made by the Convenor and the matter brought to the attention of the NSGOC for appropriate action.

16 REFEREES / UMPIRES / JUDGES / OFFICIALS / PITCH or COURT MANAGERS

- 16.1 Where required by the specific sports' rules and regulations, participating schools shall provide a referee / umpire / judge / official / pitch or court manager based on the requirements of the respective sports' rules.
- 16.2 Education Officers, Contract Adjunct teachers, Flexi-adjunct teachers and Allied Educators can serve as officials.
- 16.3 Schools should ensure that their referees / umpires / judges / officials are present to fulfil their duties as scheduled by the Convenor and in alignment to the spirit of the Officials' Oath (Annex A).

17 COACHES

- 17.1 Coaches are expected to conduct themselves with decorum and in alignment to the code of conduct (Annex D) and spirit of the Coaches Oath (Annex A) during competitions.
- 17.2 Coaches are not allowed to approach the game officials to query their decisions. Only TMs are allowed to approach game officials to seek clarifications.
- 17.3 Schools must ensure that their coaches adhere to the SSSC Rules and Regulations and the code of conduct.

18 SUPPORTERS

- 18.1 Schools sending supporters to any competition shall ensure that their students are in proper school attire and that there are sufficient teachers present who would be responsible for the management of and well-being of their students.
- 18.2 Hosting schools reserve the rights to prevent any supporters from entering the competition if he / she failed to comply with the schools' Venue Sourcing SOPs.

- 18.3** All supporters are required to remain within the stipulated area for supporters throughout the competition. They are not allowed to be in the competition arena or participate in any form of sideline coaching and / or interference during the game.
- 18.4 Participating schools must ensure that their supporters attending the competition(s) adhere to the spectators' creed (**Refer to Annex A**) and cooperate with the officials. In the event of disruptive or unsportsmanlike behaviour, the NSGOC / hosting school's representatives may at their discretion, stop the disturbance and evict the supporter(s) from the training / competition venue.

19 BREACH OF CODE OF CONDUCT BY COMPETITORS / TMs / OFFICIALS /COACHES

- 19.1 A Disciplinary Panel comprising members of the NSGOC will be formed to investigate the breach, presided by a Principal, who is the Chairman of the Discipline and Recognition Sub-Committee. The Panel may co-opt members outside the NSGOC, including personnel from the national sports association, to provide technical advice.
- 19.2 Any athlete, coach, official, or spectator found guilty of aggressive behaviour through a fight / assault at the NSG, shall be expelled from the NSG, and be banned from it, for the calendar year of the NSG. This shall also apply to all fights / assaults traced to an NSG competition, either immediately, before, during or after the competition.
- 19.3 An appeal against the decision of the Disciplinary Panel may be submitted by the school (for competitor(s), coaches, and TM) and/or the official, to the Council, whose decision shall be final. (Please refer to Para. 13 with regards to the Appeal process).

20 DISQUALIFICATION

- 20.1 A school will be disqualified if:
- a) it fields an ineligible participant who is:
 - i. overaged
 - ii. underaged
 - iii. unregistered
 - iv. suspended (with reference to para 14)
 - v. without a valid student pass
 - vi. not a bona-fide student of the school
 - b) its participant(s) are not accompanied by a TM
 - c) its participant(s) caused a game/match to be abandoned
- 20.2 All results involving the team which has been disqualified will be considered null and void.

21 ATTIRE

- 21.1 All participants must be suitably attired in accordance with the requirement of the sport. The attire should bear the school colours/logo/badge or name.
- 21.2 All jerseys must be clearly numbered on the back in accordance to the submitted NIS registration jersey number. Schools **MUST** abide by the registered jersey number for all their players. No modification to jerseys is allowed.

- 21.3 All outfield participants must wear uniform jerseys and the jerseys must not be of any grey tone. The jerseys may carry any number between 1 and 99 inclusive, but 1 is not allowed for field players.
- 21.4 In the event of a clash in the colour of the team's jerseys or the referees consider that the teams cannot be distinguished by their jerseys, the away team (second named) is obliged to wear another set of contrasting coloured jersey or bibs with numbers.
- 21.5 The goalkeeper must be dressed in long trousers.
- 21.6 The goalkeeper must wear a face helmet, which is in accordance with IFF Material Regulations and marked accordingly.
- 21.7 All participants shall wear proper court shoes with socks.
- 21.8 No accessories (watches, bangles, jewellery, plastic hairbands etc.) are allowed to be worn by participants. Exceptions shall be allowed only by the NSGOC upon written request and is subjected to approval.

22 OTHER RULES & REGULATIONS

22.1 Tournament Format

- 22.1.1 The format of the competition will be determined by the number of participating teams.
- 22.1.2 The tournament shall be played in a round-robin league system during the preliminary, round of 16 and quarter final round with the points system as follows:
 - 0 point: awarded to the team that loses the match
 - 1 point: awarded to teams involved in a draw
 - 3 points: awarded to the team than wins the match
- 22.1.3 The top 2 teams from each group will qualify for the next phase of the tournament.
- 22.1.4 A penalty shootout of 3 penalty shots to decide the winner of the match ends in a draw in the knock-out phase of the tournament. If a tie should result at the end of 3 penalty shots, the shootout will automatically go into sudden-death.
- 22.1.5 A different player in turn from the same 3 penalty shot takers but in any order would have to take each sudden death penalty until a winner is determined.
- 22.1.6 The format of the first and/or the second phase of the tournament will be revised depending on the number of participating teams.

22.2 Playing Time

- 22.2.1 The game shall consist of 3 periods of 15 minutes with a 3 minutes break between each period.

Stoppage of time is the sole discretion of the referees.

Effective time will be played during the last 3 minutes of the third period from the Semi-Finals onwards

22.3 Playing Area

22.3.1 The size of the Floorball rink is between 28 to 40 metres by 14 to 20 metres.

22.4 Number of Players

22.4.1 The game shall be contested by 5 players for the 'C' Division.

22.4.2 A minimum number of 4 players are required for the match to start for the 'C' Division.

22.4.3 During play, each team must be able to play with at least 4 players, or the match shall be stopped and the final score shall be 10-0 to the non-offending team.

22.5 Team Bench Area

22.5.1 Only up to 18 registered participants, TMs and coaches are allowed within the team bench area (only the names reflected on the team registration form). No unregistered participants, coaches, parents, ex-students or supporters are allowed.

22.6 Bench Penalties

22.6.1 Players will be given a minimum of 2 minutes and maximum of 5 minutes personal/team bench penalty if a serious offence is deemed committed, as stipulated in the IFF rules. Serious breach of discipline such as roughing, causing intentional hurt etc; a normal match or personal penalty will be meted out according to the discretion of the referee.

22.6.1 Players serving the bench penalties will have to sit-out at a neutral seat. There can be a maximum of 2 players per team serving the bench penalties

22.7 Substitutions

22.7.1 1 Players may be substituted at any time and an unlimited number of times during a match. All substitutions shall take place in the team's own substitution zone (2 to 3 marked boards length).

22.8 Team Captain Armlet

22.8.1 The team captain shall wear an armlet on the left arm and be clearly visible.

22.9 Fixtures Timing

22.9.1 The timing for most matches will be from 12.00pm to 6.00pm.

23 PRIZES AND MEDALS

23.1 Prizes will be awarded to the Top 4 teams at the end of the competition. The Champion school will receive a trophy and individual medals (18 pcs for 'C' Division). The Second, Third and Fourth placing teams will receive a trophy and individual

medals (18 pcs for 'C' Division)

SECTION C – AMENDMENTS AND MATTERS NOT PROVIDED FOR

24 MATTERS NOT PROVIDED FOR

24.1 All matters not provided for in these Rules and Regulations shall be dealt with by the respective NSGOs.

25 AMENDMENTS

25.1 The SSSC and SSSC Floorball NSGOC shall have the right to delete, add or amend the rules and regulations laid down herein

List of Annexes

- A SSSC Mission, Aspirations and Motto
- B Workflow of Appeal
- C Role of Team Manager
- D Code of Conduct for Coaches

Annex A

SINGAPORE PRIMARY SCHOOLS SPORTS COUNCIL (SPSSC) AND SINGAPORE SCHOOLS SPORTS COUNCIL (SSSC)

Mission, Motto and Aspirations

Mission Statement

“To provide quality competition experience to our school athletes to support character development through the pursuit of sporting excellence”

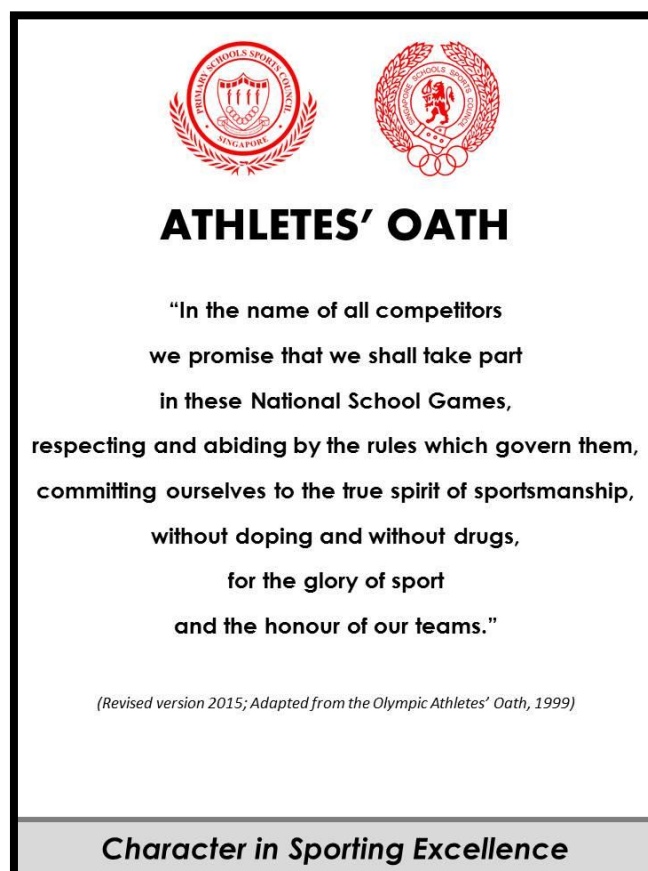
Motto

“Character in Sporting Excellence”

Aspiration 1: *Every athlete an honourable sportsman*

Guiding Principle:


The athlete abides by the rules of the sport, gives his best in training and competitions, wins humbly and loses graciously. He participates actively and is committed to the skills development in his sport. He respects his opponents, teammates, coaches, teachers and officials, and displays exemplary conduct both on and off court.



Aspiration 2: *Every teacher and coach an inspiring role model and mentor*

Guiding Principle:

The teacher/coach endeavours to develop each athlete to his fullest potential. He focuses on student-centric and values-driven coaching. He maintains a professional relationship with the athletes and ensures their safety and well-being at all times. As a positive role model, he inspires and motivates the athletes towards greater heights.



COACHES' OATH

*In the name of all the coaches,
we promise to respect all athletes,
officials and coaches in these
National School Games.
We shall act in the best interest of the
athletes and schools,
without doping and without drugs.
We commit ourselves to ensure that the
spirit of sportsmanship and fair play is
fully adhered to and upheld always."*

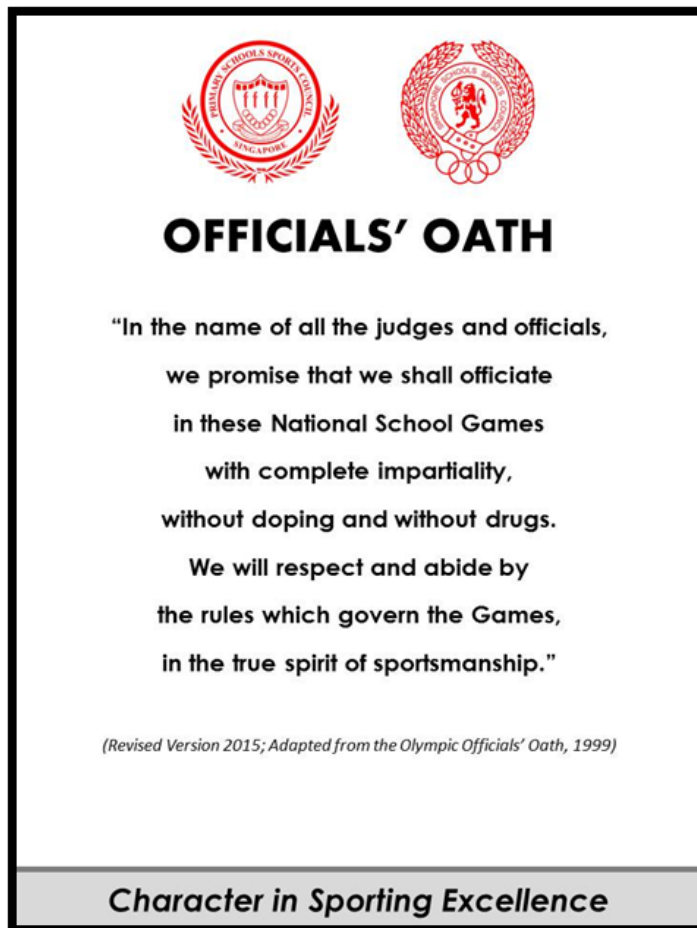
(Revised 2016; Adapted from the Olympic Coaches' Oath, 2012)

Character in Sporting Excellence

Aspiration 3: *Every official a fair, respectable and competent authority*

Guiding Principle:

The official is well-versed in the rules of the sport, and enforces the laws of the sport with impartiality. He is alert and acts decisively when required. He ensures safety for all athletes and explains the rules when required. He upholds the professionalism of the sport.



Aspiration 4: *Every parent a supportive partner*

Guiding Principle:

The parent takes interest in his child's training and competitions. He ensures proper nutrition and rest, and actively enquires on his child's progress and development. He works with the teacher and coach, attends competitions and respects the referee's decisions.

Aspiration 5: *Every spectator a respectful, responsible and caring motivator*

Guiding Principle:

The spectator makes the effort to applaud excellence and fair play. The spectator shows appreciation for the efforts of all athletes, teachers, coaches, officials and organisers. He should cheer to encourage and motivate as well as care for the athletes' well-being. The parent takes interest in his child's training and competitions. He is responsible and keeps the venue safe and comfortable for all.



The graphic features two circular logos at the top: the Singapore Sports Council logo on the left and the Singapore Schools Sports Council logo on the right. Below the logos, the title "SPECTATORS' CREED" is written in large, bold, black capital letters. Underneath the title, there are three sections, each with a heading in bold, gold-colored text and a list of bullet points in dark blue text. The first section is "Be a Respectful Supporter" with two bullet points. The second section is "Be a Caring Motivator" with two bullet points. The third section is "Be a Responsible Spectator" with two bullet points. At the bottom of the graphic, there is a grey rectangular box containing the text "Character in Sporting Excellence" in bold, red, italicized font.

SPECTATORS' CREED

Be a Respectful Supporter

- Applaud excellence and fair play
- Appreciate the efforts of all athletes, teachers, coaches, officials and organisers

Be a Caring Motivator

- Cheer to encourage and motivate
- Care for athletes' well-being

Be a Responsible Spectator

- Keep the venue safe and comfortable for all
- Keep the venue clean

Character in Sporting Excellence

Aspiration 6: *Every game a safe and enriching learning experience*

Guiding Principle:

The format of competition is developmental and age-appropriate. The games provide athletes with the opportunity to display their sporting prowess, and be recognised for their achievements. Athletes enjoy the competitions, which are conducted under safe and conducive environments.

SSSC WORKFLOW FOR APPEALS

14 working days or earlier for entire process to complete
(suggested timeline)

STAGE 1

SCHOOL MAKES AN APPEAL IN WRITING TO SECRETARY OF THE ZONAL / MAIN COUNCIL and THE APPEAL MUST COMPLY WITH THE SSSC GENERAL RULES AND REGULATIONS PARA. 12

This must be done **within two working days** upon receiving the NSGOC's Decision.

STAGE 2

PART 1 - ACKNOWLEDGEMENT OF LETTER OF APPEAL

Upon receiving the official Letter of Appeal, SSSC Secretariat will acknowledge the date and time the letter is received.

PART 2 - SUSPENSION/RESUMPTION OF COMPETITION

Communication will be made by National Convenor to all stakeholders.

STAGE 3

FORMATION OF SSSC BOARD OF APPEAL

Chairman/SSSC Discipline & Appeals Sub-Committee to convene a Board of Appeal (BoA) to look into the matter and also provide a timeline for completion.

(Refer to suggested timeline for completion)

STAGE 4

OUTCOME AND CLOSURE OF SSSC BOARD OF APPEAL

BoA Chairman will email the appellant (school) to inform decision and explain process. An appeal fee of \$300 to be paid by the school (within 30 days from notification of outcome) if the appeal is overruled.

As in accordance with the SSSC General Rules and Regulations under rule 13.4, the decision of the Board of Appeal or the Standing Committee shall be final.

SINGAPORE SCHOOLS SPORTS COUNCIL

Role of Team Manager

The team manager (TM) will represent the school on all matters pertaining to the duty of care, student management and competition matters relating to the participants from his / her school. He/she must be a good role model for the participants and are expected to conduct themselves well in carrying out their duties. He/she will do the following:

Terms of Reference	
1	Point of contact between the National School Games Organising Committee (NSGOC) and the Principal (school).
2	Attend all briefings and/or meetings called for by the respective NSGOCs.
3	Check & verify the fixtures and schedules involving the school.
4	Ensure the accuracy of participants' particulars in the registration and that students are not placed in the wrong division.
5	Make transport arrangements for the participant(s).
6	To chaperone participant(s) to and from the competition venue and remain with the participant(s) throughout the duration of play.
7	Check and comply with the hosting school's Standard Operating Procedures (SOPs) and communicate all the information to all the stakeholders associated to the team attending the match.
8	Cooperate with NSGOC & officials and abide by the rules and regulations of the competition.
9	Submit team list & other necessary documents when required to.
10	Manage the coach, participant(s) and supporter(s), if any, to ensure that they adhere to the Code of Conduct as provided in SSSC Rules & Regulations.
11	Arrange for a replacement, in the event that he/she is not able to perform his/her duty, including when it is halfway through the competition
12	Duty of care for the participant(s) safety and well-being and to ensure that the participant(s) is/are medically covered e.g. first aid kit.
13	Contact the school immediately in the event of an injury or emergency.
14	Do not speak to the media unless with permission from the school
15	Represent the school in matters pertaining to formal appeals/protests (as required by the sport)
16	Accompany participant(s) at disciplinary board meetings if the occasion arises.
17	Any other matters pertaining to the duty of care, student management and competition matters relating to the participants from his / her school.

Code of Conduct for Coaches

- 1) Coaches must be good role models for the student athletes and are expected to conduct themselves well in carrying out their duties.
- 2) They are to observe the rules and regulations of the National School Games and honour the Coaches' Oath.
- 3) They should not replace the role of the team manager.
- 4) They are to prepare the training schedule for the team, in consultation with the Principal and the teacher in-charge (i.e. 30-week programme)
- 5) They are not allowed into the competition area except where the rule of the sport requires the presence of the coach e.g. Softball and Gymnastics.
- 6) They cannot represent the school in any matters.
- 7) They must not interfere with the organisation of the competition.
- 8) They are not allowed to approach the officials to query their decisions. Only team managers are allowed to approach officials to seek clarifications.
- 9) Coaches violating the rules will be asked to leave the competition arena.
- 10) Action will be taken against the school if the coaches fail to comply with the competition rules.
- 11) It is the responsibility of coaches to adhere to the rules and to be well versed with the competition rules.
- 12) They must ensure that the student athletes have adequate rest and are given water breaks.
- 13) Coaches should refrain from using foul language or speak in a tone not becoming of proper behaviour.