



**SINGAPORE SCHOOLS SPORTS COUNCIL
RULES AND REGULATIONS FOR
NATIONAL SCHOOL GAMES 2024
TRACK & FIELD**

(Updated as of 14 February 2024)

**SINGAPORE SCHOOLS SPORTS COUNCIL
GENERAL RULES AND REGULATIONS FOR NATIONAL SCHOOL GAMES 2024**

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PREAMBLE

This document outlines the rules and regulations for the conduct of and participation in the National School Games (NSG). These rules and regulations should be interpreted and implemented in alignment to the spirit of the SSSC's Mission, Aspirations and Motto (**Refer to Annex A**).

SECTION A – ADMINISTRATIVE RULES AND REGULATIONS

1. ORGANISATION STRUCTURE AND GOVERNING BODIES

- 1.1 The National School Games (NSG) **Track and Field Championships** shall be conducted:
- 1.1.1 as governed by the General Rules and Regulations of the Singapore Schools Sports Council (SSSC).
 - 1.1.2 according to the sport-specific rules and regulations that are modified to suit the level of our school students for safety / developmental reasons.
 - 1.1.3 adhering to the Baseline Safety Standards for the NSG.
 - 1.1.4 **Taking reference to the laws / rules established by World Athletics.**

1.2 Track & Field National School Games Organising Committee (NSGOC)

1.2.1 The Committee consist of the following:

Lead Convenor	Changkat Changi Secondary School
Convenor	CHIJ St. Nicholas Girls' School
Convenor	Fuchun Secondary School
Convenor	Changkat Changi Secondary School
Convenor	Hwa Chong Institution
Convenor	Bowen Secondary School
Game Advisor	PSOEB

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

- 1.2.3 The NSGOCs shall have sub-committees to perform the following roles and responsibilities (**Refer to Annex B**): -

- a) Competitions: Organise and conduct the competition according to the rules and regulations, and established safety standards.
- b) Technical: Establish, review and update competition rules and regulations for the competitions and other matters necessary to provide for safe and developmentally appropriate NSG competitions.
- c) Recognition, Protest 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.

2 AGE GROUPS / DIVISIONS/ NSG SPORTS CATEGORIES

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

'A' Division*	1 Jan 2004 (<i>subject to conditions laid out in para 2.2</i>)
	2 Jan 2004 - 31 Dec 2004
	1 Jan 2005 - 31 Dec 2005
	1 Jan 2006 - 31 Dec 2006
	1 Jan 2007 - 31 Dec 2007
	1 Jan 2008
'B' Division*	1 Jan 2007 (<i>subject to conditions laid out in para 2.2</i>)
	2 Jan 2007 - 31 Dec 2007
	1 Jan 2008 - 31 Dec 2008
	1 Jan 2009 - 31 Dec 2009
	1 Jan 2010
'C' Division*	1 Jan 2010 (<i>subject to conditions laid out in para 2.2</i>)
	2 Jan 2010 - 31 Dec 2010
	1 Jan 2011 - 31 Dec 2011
	1 Jan 2012

*** Subject to the following conditions:**

- All students in the Junior Colleges (JC) and Millennia Institute (MI) 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.

- 2.1.1 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.
- 2.1.2 This exception in Para 2.2 does not apply to students who are born on 1 January and have repeated a year of study.

- 2.2 All students can only be registered in one division within the same year.

3. ENTRIES

- 3.1 All entries must be submitted through the Registration Module at <https://nsg.moe.edu.sg/nis/#!/login> on or before the stipulated closing date. This includes details of participant(s) along with the necessary supporting documents.
- 3.1.1 Requests for late / withdrawal of entries must be sent via email through the Principal to the Lead Convenor by the Team Managers' (TMs) Briefing.

4. REGISTRATION OF PARTICIPANTS

4.1 Eligibility

- 4.1.1 Only official students of the school can represent the school.
- 4.1.2 Students requesting for a transfer may only represent their new school when the transfer has been officially effected.
- 4.1.3 International students can only be registered to compete for their school **after** they have been issued with the student passes from the Immigration and Checkpoints Authority (ICA).
- 4.1.4 Students who are in the schools on exchange programmes are not allowed to represent the school.
- 4.1.5 Students granted Leave of Absence (LOA) by MOE are allowed to represent the school.
- 4.1.6 Students who have qualified for the Polytechnic Foundation Programme (PFP) can represent their school only up till 31 January of the competition year.
- 4.1.7 Registration constitutes representation, that is, once a student is registered to compete for a school, he or she is deemed to have represented his or her school. Hence, the student is not allowed to represent another school in the same sport in the same year.
- 4.1.8 The fielding of unregistered players will result in a forfeiture of the events concerned (**Refer to Para. 10**).
- 4.1.9 Each school shall be eligible to enter one (1) 4x100m relay team and one (1) 4x400m relay team per division per gender.
 - 4.1.9.1 Each relay team can register up to eight (8) participants. Only these eight (8) participants shall be eligible to run in the relay. They may only participate in the Division that they are registered for in accordance with Rule 2.
 - 4.1.9.2 All registered reserves for individual events can also be registered as part of the relay team; registered participants for relay-only need not be registered for any individual event.
- 4.1.10 Each participant shall be allowed to register up to TWO (2) INDIVIDUAL EVENTS, including the registration as reserve(s) for individual event(s).
- 4.1.11 Each school shall be allowed to register up to THREE (3) PARTICIPANTS per event per Division.
- 4.1.12 Each school shall be allowed to register up to three (3) reserves per event per Division.
- 4.1.13 For clarity, a school shall not register anyone as a reserve for an event if the school has not maximised the registration quota of three (3) entries for the event.
- 4.1.14 At the time of registration, if a school chooses not to register the maximum number of participants (i.e. 3 participants + 3 reserves) allowed, the school shall not be permitted to register additional participants subsequently, except when these additional students are repeating their course of study after the release of national examination results.

4.2 Registration Process

- 4.2.1 All registration must be submitted through the NSG Integrated system (NIS) Registration Module at <https://nsg.moe.edu.sg/nis/#!/login> by **1700hr Tuesday, 19 March 2024**. This includes details of participants along with the necessary supporting documents including:
 - a) Baseline Safety Standards Acknowledgement Form
 - b) Supporting documents for Special / Transfer case students
 - c) Other forms as determined by the respective NSGOCs

- 4.2.2 Any late or amendments to the registration after the closing date must be sent via email through the Principal to the Lead Convenor 1 working day before issue of the start list¹.
- 4.3 Replacement, addition, and substitution of participants
- 4.3.1 Replacement of a registered participant is only allowed when that participant is no longer an official student of the school and if the school has maximised their registration numbers.
- 4.3.2 Addition of participants is only allowed for students who have joined the school after registration has closed and if schools have not maximised their registration numbers.
- 4.3.3 Any request for replacement (Para. 4.3.1) or addition (Para. 4.3.2) after registration has closed, must be sent via email through the Principal to the Lead Convenor at least one (1) working day before the publication of the start list.
- 4.3.4 During the registration, all participants must be ranked.
- 4.3.5 The first three (3) ranked participants shall be deemed as actual competitors and the fourth (4th) to sixth (6th) ranked participants shall be deemed as reserves. When reserves are needed to take the place of any competitor, they shall be activated based on their rank order.
- 4.3.6 Substitution(s) shall only be allowed if the event's Heats or Qualifying Rounds have not begun. **Substitution(s) will NOT be allowed in Semi-Finals or Finals for events that have heats or qualifying rounds.**
- 4.3.7 In events where the event only has one round (i.e. Finals), substitution(s) shall be allowed in accordance to Para. 4.3.3.
- 4.3.8 A substituted participant shall be allowed to participate his/her other event(s), provided action in Para. 10.2 is administered.
- 4.4 The confirmed registration is deemed to be cleared by the school's Principal once the registration form is submitted in the Registration Module. Schools should print a copy of the entries from NIS **AFTER** submission.

SECTION B – COMPETITION RULES & REGULATIONS

5. COMPETITION FORMAT (Refer to Annex C for additional information)

- 5.1 All sports competition formats shall be that as approved by the SSSC's Standing Committee and stated in the specific sport's rules and regulations.
- 5.2 The competition will be organised in a Direct National format.
- 5.3 For an event to be organised, there must be a minimum of three (3) registered participants from two (2) different schools.

6. AWARD OF CHAMPIONSHIP POINTS

- 6.1 Championship points that shall be awarded for each of the top 8 positions in the Finals. No point will be awarded from 9th position onwards.

Position	1 st	2 nd	3 rd	4 th	5 th	6 th	7 th	8 th
Points	9	7	6	5	4	3	2	1

- 6.2 The full points based on the position will be awarded to all participants / teams tying at that position.

¹ The start list should not be issued more than 10 working days before the start of the competition.

- 6.3 In the event of a tie in Divisional Championship points, the team with the most number of Gold medals will be declared as the winner. If the tie persists, the number of Silver medals shall break the tie, followed by the number of Bronze medals, and so on.
- 6.4 All results of events will be announced over the Public Address (PA) system and published on the results management portal.

7. AWARDS

7.1 Divisional Awards

7.1.1 There should be only one (1) Divisional Title² per division per sex.

7.1.2 The number of divisional trophies to be awarded shall be as follows:

No. of Participants / Teams	Positions Awarded
3 to 4	2
5 to 6	3
7 or more	4

7.1.3 No individual award will be given to each participant.

7.2 The number of prizes to be awarded for Zonal to National / Direct National Competitions shall be as follows:

No. of Participants / Teams	Positions Awarded
3	2
4	3
5 or more	4

8. REPORTING AND GRACE PERIOD

8.1 Participants are to report punctually according to the time stated by the NSGOC.

8.2 Participants who are unable to report on time, must inform the NSGOC or their representatives at the competition venue of the delay.

8.3 All participants whose events are due must report to the Call Room thirty (30) minutes (for track events), forty (40) minutes (for field events except pole vault) and ninety (90) minutes (for pole vault) before the scheduled start of each event and wait to be ushered into the competition arena.

8.4 As far as possible all events will commence as scheduled. It may sometimes be necessary to run off an event ahead of or behind schedule. In all such cases, announcements to this effect will be made over the Stadium's PA system.

8.5 Please note that except for matters mentioned in Para. 8.4, announcement will **NOT** be made over the main public address system for participants to report for their events.

8.6 Participants are not allowed to report directly to the Competition Arena, unless permission has been granted by the Meet Referee.

8.7 The NSGOC or its representatives may at their discretion provide a grace period if they think the reason for lateness is justifiable (e.g., in special cases when delay may be caused by public transport breakdowns, floods, etc.). However, the school concerned

² Only events with a minimum of three (3) competitors from three (3) different schools will contribute to the calculation for Divisional Titles.

must contact the NSGOC or its representatives at the competition venue to inform them of the delay. Schools must abide by the decision of the NSGOC or its representatives.

9. POSTPONEMENT AND ABANDONMENT

9.1 Any postponement or abandonment³ of events shall be determined by the NSGOC.

10. WITHDRAWAL AND FORFEITURE

10.1 Any withdrawal⁴ or forfeiture⁵ can be considered contrary to the spirit of the NSG and can result in a disqualification when the fixtures / competition schedule has been issued.

10.1.1 In the event that the withdrawal causes unevenness in the competition, the NSGOC may conduct a full / partial re-draw.

10.2 For each withdrawal or forfeiture, a written explanation duly endorsed by the Principal shall be submitted to the Lead Convenor and copied to the Game Advisor within one (1) working day, without which a participant may be excluded from participating in all subsequent events in the competition (including relays).

10.3 For withdrawals, all results involving the team / participant will be null & void.

10.4 For forfeitures, the team / participant will be disqualified.

11. WALKOUT⁶

11.1 Staging a walkout is considered a serious breach of conduct and contrary to the spirit of NSG.

11.2 Participants that stage a walkout shall be subject to disciplinary action (**Refer to Para. 19**).

11.3 A written explanation from the school(s) duly endorsed by the Principal shall be submitted to the Lead Convenor and copied to the Game Advisor within one (1) working day.

11.4 The competition officials shall submit a written report to the NSGOC within one (1) working day.

12. CLARIFICATION AND PROTEST

12.1 Clarification

12.1.1 Team Managers (TMs) are allowed to seek clarification with the competition officials / NSGOC within thirty (30) minutes of the publication of results.

12.1.2 If the clarification were to result in any disruption / interference of the competition, the matter shall be brought to the attention of the NSGOC for follow up action.

12.2 Competing Under Protest

12.2.1 If the TM has strong justification against the decision of the competition officials / NSGOC, the TM shall indicate their intention to compete under protest to the NSGOC or their representatives, who will inform all Competition officials and other necessary personnel involved in the affected event. This shall be done as soon as possible without disrupting the competition.

³ Abandonment refers to any event that started but cannot reach a natural conclusion and may be postponed or cancelled.

⁴ Withdrawal refers to discontinuing participation in the competition.

⁵ Forfeiture refers to inability to start or complete an event.

⁶ Wilful refusal to compete against the NSGOC's advice.

- 12.2.2 Any competition under protest and / or intent to lodge an official protest shall be officially recorded according to the sport-specific rules and regulations.

12.3 Protest

- 12.3.1 Following from Para. 12.2, the TM concerned may submit an official protest to the NSGOC via email. The protest must fulfil all the following conditions:
- a) Be sent through the Principal.
 - b) Reach the NSGOC within one (1) working day after the match / event unless stipulated otherwise in the respective sport-specific rules.
 - c) Provide reasons and evidence for the protest.
 - d) Meets the requirements as stated in Para. 12.2.2.
- 12.3.2 Protests based solely on a decision involving the accuracy of judgement on the part of an umpire / referee / judge shall not be considered by the NSGOC.
- 12.3.3 A protest panel chaired by a Convenor will be formed within the NSGOC to deliberate on protests that have met all conditions in Para. 12.3.1. Where there may be potential conflict of interest, the schools involved will not sit in the panel.
- 12.3.4 The decision of the protest panel will be made known in writing to the schools concerned within five (5) working days.
- 12.3.5 A protest fee of \$150 will be paid by the school that raised the protest (within 30 days from notification of outcome) if the protest is overruled.

13. APPEAL

- 13.1 Schools may appeal against the outcome of a protest to the Council. The appeal must fulfil all the following conditions:
- a) Be sent through the Principal.
 - b) Reaches the respective Honorary Secretary for zonal competitions, or Secretariat of the main council for national competitions within two (2) working days upon receiving the protest sub-committee's decision.
 - c) Provides reasons and evidence for the appeal.
- 13.2 The Board of Appeal (BoA) will be convened to deliberate on the appeal within ten (10) working days. Where there may be potential conflict of interest, the schools involved will not sit in the BoA. The decision of the BoA shall be final.
- 13.3 An appeal fee of \$300 will be paid by the schools that raised the appeal (within 30 days from notification of outcome) if the appeal is overruled.

14. BARRED PARTICIPANTS

- 14.1 Participants barred by any one of the following bodies are not allowed to participate in the NSG for that sport:
- a) School
 - b) Singapore Schools Sports Council (SSSC)
 - c) National Federation (NF) of the sport, with endorsement from SSSC

15. TEAM MANAGER (TM)

- 15.1 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 / teams from his / her school (**Refer to Annex E**).
- 15.2 Participants / teams must be accompanied by a TM who shall remain with the team throughout the duration of play. The absence of a TM will result in a forfeiture of the events concerned (**Refer to Para. 10**).

- 15.3 The TM shall be a school staff⁷ or School Adult Representative (SAR) (**Refer to Annex F**) appointed by the participating school.
- 15.4 TMs are expected to conduct themselves with decorum at all times and strive towards Aspiration 2 (**Refer to Annex A**).
- 15.5 TMs must ensure that their coaches adhere to the rules and regulations and the Code of Conduct (**Refer to Annex G**).
- 15.6 All TMs must ensure that their student participants warm up at the area designated by the NSGOC Secretariat.
- 15.7 TMs may sign out two (2) passes each session from the Secretariat, for the TM or coaches to access the Coaches' Area for field events within the competition arena. Upon exiting the competition arena, the passes shall be returned to the Secretariat.
- 15.8 TMs and field events' coaches must always display the pass in the Coaches' Area and retire from the Coaches' Area immediately after their respective participants' event is completed, or as instructed by the Technical Officials.

16. COACHES

- 16.1 Coaches are expected to conduct themselves with decorum in alignment to the Code of Conduct (**Refer to Annex G**) and strive towards Aspiration 2 at all times (**Refer to Annex A**).
- 16.2 Coaches are not allowed to approach the officials to query their decisions. Only TMs are allowed to approach officials to seek clarifications.
- 16.3 All coaches must ensure that their student participants warm up at the area designated by the NSGOC Secretariat.
- 16.4 There will be stipulated Coaches' Area within the competition arena during field events.

17. COMPETITION OFFICIALS

- 17.1 Where required, participating schools shall provide competition officials based on the requirements of the sport-specific rules.
- 17.2 School staff⁸ and students can serve as officials when required by **Para. 17.1**.
- 17.3 Schools should ensure that the appointed competition officials are present to fulfil their duties as scheduled by the Convenor and in alignment to Aspiration 3 (**Refer to Annex A**).
- 17.4 Where required by sport-specific rules and regulations, competition officials should declare any potential conflict of interest to the NSGOC before the start of the competition.
- 17.5 Only officials on duty and participants competing shall be allowed in the competition arena (except for Para. 15.7) After their events they shall exit the competition arena immediately.

⁷ MOE employed staff such as Education Officer, Contract Adjunct, Flexi Adjunct, EAS (AM, OM and CSO) and AED.

⁸ Education Officers, Contract Adjunct teachers, Flexi-adjunct teachers, Allied Educators, Relief teachers and Untrained teachers.

18. SPECTATORS

- 18.1 Participating schools must ensure that spectators from their school attending the competitions are aligned to Aspiration 5 (**Refer to Annex A**) and cooperate with the officials.
- 18.2 Schools sending spectators to the competition shall ensure that their students are in proper school attire and that there are sufficient teachers present to be responsible for their management and well-being.
- 18.3 Spectators may not be allowed to enter the competition venue if they fail to comply with the venue's SOP.
- 18.4 All spectators should remain within their stipulated area throughout the competition and are not allowed to interfere with competition proceedings.
- 18.5 In the event of disruptive or unsportsmanlike behaviour, the NSGOC or its representatives may at their discretion, stop the disturbance and evict the spectators from the competition venue.

19. SERIOUS BREACH OF CONDUCT

- 19.1 A Disciplinary Panel comprising members of the NSGOC will be formed to investigate the breach.
 - 19.1.1 A convenor of the NSGOC shall be appointed as the Chairperson of the panel.
 - 19.1.2 The panel may co-opt members from outside the NSGOC, including personnel from the National Federation (NF) to provide technical advice where necessary.
- 19.2 Any individual found guilty of serious breaches of conduct, such as an attempt to inflict, or has inflicted physical harm, or the threat of such on another person, shall be expelled from the NSG, and be banned from it for the calendar year of the NSG. The disciplinary panel can also recommend punishment beyond the calendar year if the breach occurs during the final stages of the competition. This shall also apply to all such behaviours traced to an NSG competition before, during or after the competition.
- 19.3 An appeal against the decision of the Disciplinary Panel can be submitted by the school (for participants, coaches, and TMs) and / or the official to the Council, whose decision shall be final (**Refer to Para. 13**).

20. ATTIRE

- 20.1 All participants must be in suitable attire bearing the school crest / name where possible and in accordance with the sport-specific rules and regulations.
- 20.2 All registered participants will be assigned a number and issued a pair of number tags. The colour of the numbers for each Division are:
 - A Division **BLACK** Number on White Base
 - B Division **RED** Number on White Base
 - C Division **GREEN** Number on White Base
- 20.3 Only the official number tags issued by the NSGOC Secretariat shall be used in this Championships.
- 20.4 Replacements of numbers tags are available at the Secretariat Room. Participants who wish to obtain replacement number tags **MUST** be accompanied by the school's TM.

SECTION C – AMENDMENTS AND MATTERS NOT PROVIDED FOR

21. MATTERS NOT PROVIDED FOR

21.1 The “Athletics Shoe Regulations” will **NOT** be implemented in the SSSC NSG T&F Championships.

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

22. AMENDMENTS

22.1 The SSSC shall have the right to delete, add or amend the Rules and Regulations laid down herein.

23. LIST OF ANNEXES

A	SSSC Mission, Aspirations and Motto
B	NSGOC Terms of Reference
B1	PDPA Notification
C	Competition Format
D	Clarification, Protest and Appeal Overview
E	Role of Team Managers
F	School Adult Representative (SAR)
F1	SAR Letter of Appointment
G	Code of Conduct for Coaches

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

MISSION, MOTTO AND ASPIRATIONS

Mission

"To provide quality competition experiences for our school-participants to support character development through the pursuit of sporting excellence"

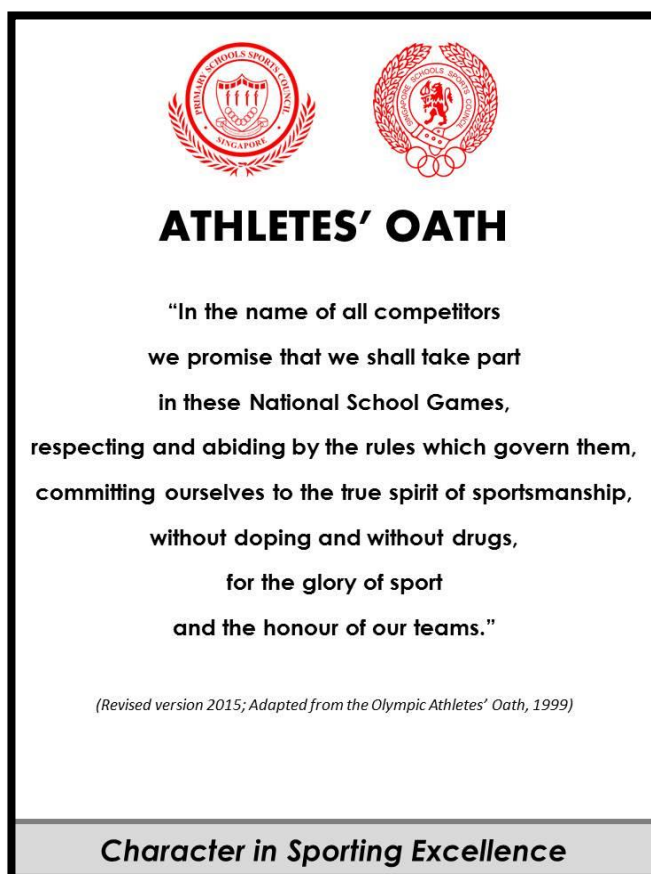
Motto

"Character in Sporting Excellence"

Aspiration 1: *Every athlete an honourable sportsperson*

Guiding Principle:

Participants abide by the rules of the sport, gives their best in training and competitions, wins with integrity and humility, and loses with confidence and grace. They participate actively and are committed to being better in their sport. They respect their 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:

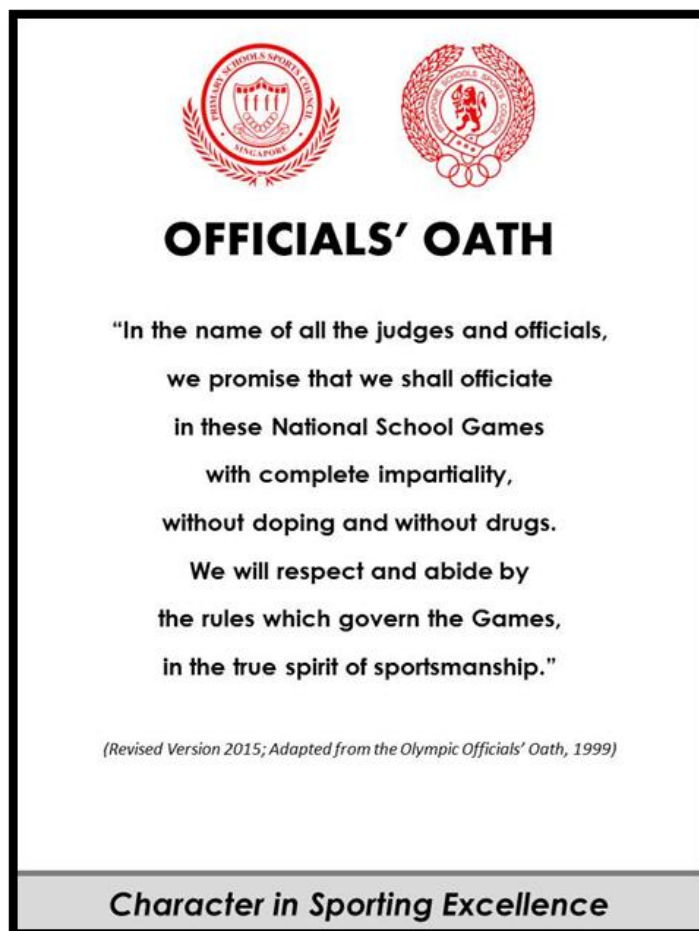
The teacher / coach endeavours to develop all athlete to their fullest potential. He focuses on student-centric and values-driven coaching. Teachers / coaches maintains a professional relationship with the participants and ensures their safety and well-being at all times. As positive role models, they inspire and motivate the participants towards greater heights.



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. They are alert and acts decisively when required. They ensure safety for all participants and explains the rules when required. They uphold the professionalism of the sport.



Aspiration 4: *Every parent a supportive partner*

Guiding Principle:

Parents take interest in their child's, training and competitions and prioritises their long-term development over winning competitions. They ensure proper nutrition and rest for their children, and actively enquires on their progress and development. They work with the teacher and coach, attends competitions and respects the decisions of competition officials.

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

Guiding Principle:

Spectators applauds excellence and fair play from all participants regardless of which team they represent. Spectators shows appreciation for the efforts of all participants, teachers, coaches, officials and organisers. They should cheer to encourage and motivate as well as care for the participants' well-being. Spectators are responsible and keep the venue safe and comfortable for all.



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

Guiding Principle:

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

TERMS OF REFERENCE FOR SPSSC / SSSC NATIONAL SCHOOL GAMES ORGANISING COMMITTEES (NSGOCs)

The NSGOCs shall have sub-committees to ensure the successful organising and completion of their respective sports that includes but is not limited to the following functions:

1. COMPETITION

Organise the competition according to the rules and regulations, and established safety standards, including:

- a. Planning and Execution:
 - i. Work out the competition schedules, fixtures and venues required.
 - ii. Communicate with participating teams on all competition matters, including, but not limited to rules, dates, fixtures, venue, etc.
 - iii. Identify and appoint Competition Director (if applicable) for deployment of officials.
 - iv. Manage competition officials, venues, equipment, medical cover and logistics for effective and efficient conduct of the competition.
- b. Risk Assessment and Management:
 - i. Carry out risk assessment and management planning for each venue, including adherence to the baseline safety standards.
 - ii. Communicate relevant parts of the risk assessment and management plan to all relevant parties.
 - iii. Monitor and manage safety and security issues at the competition venue.
- c. Venue Management:
 - i. Ensure competition venues (including hosting schools and external venues) have the following in good condition to support the competition:
 - o Equipment
 - o Line Drawings (if applicable)
 - o Consumables
 - ii. Inform hosting Schools of competition schedule.
 - iii. Disseminate competition fixtures to all hosting and participating schools once fixtures are confirmed.
 - iv. Inform hosting and participating schools at least three (3) working days before should there be any changes in venue or fixtures.
 - v. Ensure that competition officials and medical support (if applicable) arrive at stipulated time at the competition venue.
 - vi. Remind TMs during briefing:
 - o To check the latest hosting venues' SOPs before each competition
 - o To inform their fellow colleagues and SAR who may be accompanying their students for the competitions on their behalf
 - vii. Prepare the competition venue, such as display of PDPA notifications (**Refer to Annex B1**), proper allocation of spaces for assembly, warm-up, match, rest areas, spectators, where necessary.
- d. Results Processing:
 - i. Ensure competition results are promptly and accurately sent to the NSGO for uploading to the NSG website.
- e. Protest Management:
 - i. Respond to clarifications / protests from participating schools during the competition.
 - ii. Conduct investigations and resolve the clarifications / protests relating to the competition.

2. TECHNICAL

- a. Establish competition rules and regulations for the sport to ensure age appropriateness and opportunities for skills development, including, but not restricted to:
 - Age grouping / division
 - Format of competition
 - Permitted equipment
 - Field of play
 - Duration of play; intervals
 - Number of participants
 - Substitution rules, etc.
- b. Identify and appoint the technical director and officials for each competition.
- c. Monitor and review baseline safety standards for the competition.
- d. Review and update competition rules and regulations annually and submit Games Recommendations to NSGOC or Council Standing Committee for approval, where necessary.

3. RECOGNITION, PROTEST AND DISCIPLINE

- a. Recognition
 - i. Develop and implement appropriate recognition (including recognition criteria), to support the desired outcomes of the National School Games (NSG), such as Sportsmanship Award.
 - ii. Collect and communicate good stories to relevant parties, including participating schools, MOE HQ and the media where appropriate.
 - iii. Plan and organise prize presentations for the competition.
- b. Protest
 - iv. Conduct investigations with all parties involved, in consultation with the Game Advisor and Lead Convenor.
 - v. Resolve all protests and respond to relevant parties on the outcome within a week of incident reported.
 - vi. Update SPSSC / SSSC Standing Committee on the outcome of the clarifications / protests, where necessary.
- c. Discipline
 - i. Conduct investigations pertaining to disciplinary cases with all parties involved, in consultation with the Game Advisor.
 - ii. Resolve all disciplinary cases and respond to relevant parties in a timely manner
 - iii. Develop disciplinary policies and systemise processes to manage students, teachers and coaches and competition officials for alignment to the Councils' mission, motto and aspirations.



National School Games Photography & Video Recording Notice



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NATIONAL SCHOOL GAMES
TRACK & FIELD COMPETITION FORMAT

1 LIST OF EVENTS AND QUALIFYING STANDARDS

- 1.1 The events and qualifying standards for the Championships are listed in table 1 below.
- 1.2 The qualifying standards are for reference, for participants to gauge their ability to match or better these qualifying standards to have a meaningful competition.
- 1.3 Field events' qualifying standards will be used as qualifying marks for measurement to be taken.

Events	Boys			Girls		
	A Division	B Division	C Division	A Division	B Division	C Division
100m	11.8	11.8	12.5	13.6	13.8	14.1
200m	23.5	24.0	25.4	28.5	28.5	29.6
400m	52.1	54.7	58.4	67.0	67.0	69.0
800	2:04.7	2:10.0	2:20.0	2:50.0	2:42.0	2:48.0
1500m	4:28.0	4:31.0	4:51.0	5:55.0	5:47.0	5:50.0
3000m		10:14.0	11:00.0	13:12.0	13:25.0	13:30.0
5000m	18:00.0					
2000m S/C		7:30.00		8:30.00		
3000m S/C	12:00.0					
1500m Walk			10:30.0		10:30.0	11:30.0
3000m Walk		21:00.0		22:00.0		
5000m Walk	32:00.0					
80m Hurdles						17.0
100m Hurdles			16.5	20.0	20.0	
110m Hurdles	17.6	17.6				
200m Hurdles			30.0			35.0
400m Hurdles	60.0	63.2		76.0	80.0	
High Jump	1.60m	1.55m	1.40m	1.25m	1.25m	1.20m
Pole Vault	2.65m	2.20m	1.85	1.85m	1.85m	1.85m
Long Jump	5.50m	5.50m	4.80m	3.80m	3.80m	3.60m
Triple Jump	11.50m	11.50m	9.50m	9.00m	9.00m	8.00m
Shot put	10.50m	10.00m	9.00m	6.50m	6.50m	6.50m
Discus	29.00m	28.00m	26.00m	20.00m	18.00m	15.00m
Javelin	35.00m	34.00m	26.00m	20.00m	18.00m	15.00m

Table 1: list of events and qualifying standards

2 COMPETITION AND TECHNICAL RULES

2.1 Track Events

2.1.1 A Qualifying Round shall be held in Track Events in which the number of participants is too large to allow the competition to be conducted satisfactorily in a single round (Finals).

2.1.2 Lane draw for qualifying rounds:

2.1.2.1 Participants from same school shall be assigned to different heats where possible. (e.g. if there are only two heats, then a school that has sent in three participants will have two participants in one heat and one athlete in the other heat).

2.1.2.2 Each heat's lanes assignment shall then be drawn randomly by the software programme by the vendor.

2.1.3 In the event programme, the first named in each race is Lane 1, the second in Lane 2, and so on.

2.1.4 100m, 200m, 400m and 4x100m Relay

2.1.4.1 A crouch-start is compulsory.

2.1.4.2 The use of starting blocks is compulsory for Semi-Finals and Finals. Only starting blocks provided by the organisers may be used.

2.1.4.3 From the Heats, the twenty-four (24) fastest participants/teams by timing shall qualify for the Semi-Finals. They will be assigned into three (3) Semi-Finals according to their rank order.

Semi-Final	Ranking from Heats' results							
X	1	6	7	12	13	18	19	24
Y	2	5	8	11	14	17	20	23
Z	3	4	9	10	15	16	21	22

2.1.4.4 From the Semi-Finals, the first two (2) (by placing, Q) in each Semi-Final, and the fastest two (2) losers (by timing, q) shall qualify for the Finals. These eight (8) participants'/teams' ranks will be:

Rank Order	From three (3) Semi-Finals
1 (Q)	Fastest Semi-Finals winner
2 (Q)	2 nd fastest Semi-Finals winner
3 (Q)	3 rd fastest Semi-Finals winner
4 (Q)	Fastest 2 nd place in Semi-Finals
5 (Q)	2 nd fastest 2 nd place in Semi-Finals
6 (Q)	3 rd fastest 2 nd place in Semi-Finals
7 (q)	Fastest qualifier after rank 1-6 above
8 (q)	2 nd fastest qualifier after rank 1-6 above

- 2.1.4.5 For relay Finals held at the National Stadium, there will be nine (9) qualifiers. The first two (2) (by placing) in each Semi-Finals, and the fastest three (3) losers shall qualify for the Finals.

Rank Order	From three (3) Semi-Finals
1 (Q)	Fastest Semi-Finals winner
2 (Q)	2 nd fastest Semi-Finals winner
3 (Q)	3 rd fastest Semi-Finals winner
4 (Q)	Fastest 2 nd place in Semi-Finals
5 (Q)	2 nd fastest 2 nd place in Semi-Finals
6 (Q)	3 rd fastest 2 nd place in Semi-Finals
7 (q)	Fastest qualifier after rank 1-6 above
8 (q)	2 nd fastest qualifier after rank 1-6 above
9 ⁹ (q)	3 rd fastest qualifier after rank 1-6 above

- 2.1.4.6 When there are twenty-four (24) or less **registered** participants/teams in the Heats, the fastest eight (8) participants/teams from the Heats shall qualify for the Finals. For relay finals held at the National Stadium, there will be nine (9) qualifiers for the Finals. The fastest nine (9) teams shall qualify for the Finals.

2.1.5 Hurdles races (80mH, 100mH, 110mH, 200mH, 400mH) and 4x400m Relay

- 2.1.5.1 A crouch-start is compulsory.

- 2.1.5.2 The use of starting blocks is compulsory for Semi-Finals and Finals. Only starting blocks provided by the organisers may be used.

- 2.1.5.3 From the Heats, the eight (8) fastest participants/teams by timing, shall qualify for the Finals.

- 2.1.5.4 For relay Finals held at the National Stadium, there will be nine (9) qualifiers for the Finals. The fastest nine (9) teams shall qualify for the Finals.

- 2.1.5.5 Hurdles races – table 2 shows the distance of race, number of hurdles & hurdle heights.

	Boys			Girls		
	A Div	B Div	C Div	A Div	B Div	C Div
Hurdles (400m)						
Distance (m)	400	400		400	400	
No. of Hurdles	10	10		10	10	
Height (m)	0.914	0.840		0.762	0.762	
Start to 1 st Hurdle (m)	45.00	45.00		45.00	45.00	
Distance between Hurdles (m)	35.00	35.00		35.00	35.00	
Last Hurdle to Finish (m)	40.00	40.00		40.00	40.00	

⁹ For relays only

	Boys			Girls		
	A Div	B Div	C Div	A Div	B Div	C Div
Hurdles (200m)						
Distance (m)			200			200
No. of Hurdles			5			5
Height (m)			0.762			0.762
Start to 1 st Hurdle (m)			20			20
Distance between Hurdles (m)			35.00			35.00
Last Hurdle to Finish (m)			40.00			40.00
	Boys			Girls		
	A Div	B Div	C Div	A Div	B Div	C Div
Hurdles (80m, 100m, 110m)						
Distance (m)	110	110	100	100	100	80
No. of Hurdles	10	10	10	10	10	8
Height (m)	0.991	0.914	0.840	0.840	0.762	0.762
Start to 1 st Hurdle (m)	13.72	13.72	13.00	13.00	13.00	12.00
Distance between Hurdles (m)	9.14	9.14	8.50	8.50	8.50	8.00
Last Hurdle to Finish (m)	14.02	14.02	10.50	10.50	10.50	12.00

Table 2: Distance of race, number of hurdles & hurdle heights for hurdles races

- 2.1.6 For the events listed in 2.1.3 and 2.1.4, lane assignments for Semi-Finals and Finals are shown in table 3:

Rank Order within each Semi-Final or Final	Lane assignment
1	4
2	5
3	3
4	6
5	2
6	7
7	1
8	8
g ¹⁰	9

Table 3: lane assignments for Semi-Finals and Finals

- 2.1.7 **800m, 1500m, 2000m Steeplechase, 3000m Steeplechase, 1500m Race Walk**

2.1.7.1 These races shall adopt staggered start.

- 2.1.7.2 When there are more than sixteen (16) participants, heats shall be held to select sixteen (16) finalists. The qualifying system for these events is as follows:

- 2 heats – 2Q + 12q
- 3 heats – 2Q + 10q
- 4 heats – 2Q + 8q
- 5 heats – 2Q + 6q
- 6 heats – 2Q + 4q
- 7 heats and above – 1Q + remaining number of q to make up sixteen (16)

(Note: Q=qualifiers by placing; q=qualifiers by performance)

¹⁰ For 4x400m relay only

2.1.7.3 There will be cut-off times for the following races which shall be implemented at the last lap:

- B Boys 2000m steeplechase – 7 minutes 30 seconds
- A Girls 2000m steeplechase – 8 minutes 30 seconds
- A Boys 3000m steeplechase – 12 minutes 0 seconds
- C Boys, B Girls & C Girls 1500m Race Walk – 10 minutes 0 seconds

2.1.7.4 Steeplechase races– distance of race, number of hurdles & hurdle heights of steeplechase races are shown in table 4.

	Boys			Girls		
	A Div	B Div	C Div	A Div	B Div	C Div
Steeplechase hurdles						
Distance (m)	3000	2000		2000		
No. of hurdle jumps	28	18		18		
No. of water jumps	7	5		5		
Height (m)	0.914	0.840		0.762		

Table 4: distance of race, number of hurdles & hurdle heights of steeplechase races

2.1.8 **3000m, 5000m, 3000m Race Walk & 5000m Race Walk**

2.1.8.1 **These races shall adopt staggered start.**

2.1.8.2 Where there are more than twenty-four (24) participants, heats shall be held to select sixteen (16) finalists. For 3000m Race Walk and 5000m Race Walk events, if there are more than thirty (30) participants, heats shall be held to select sixteen (16) finalists.

The qualifying system for these events is as follows:

- 2 heats – $2Q + 12q$
- 3 heats – $2Q + 10q$
- 4 heats – $2Q + 8q$
- 5 heats – $2Q + 6q$
- 6 heats – $2Q + 4q$
- 7 heats and above – $1Q +$ remaining number of q to make up sixteen (16)

(Note: Q=qualifiers by placing; q=qualifiers by timings)

2.1.8.3 There shall be cut-off times for the following races which shall be implemented at the last lap:

- A, B and C Girls 3000m – 13 minutes 0 seconds
- C Boys 3000m – 12 minutes 0 seconds
- B Boys 3000m – 11 minutes 30 seconds
- A Boys 5000m – 18 minutes 0 seconds

2.1.9 Race Walks

2.1.9.1 A Penalty Zone shall be used for the 3000m Race Walk and 5000m Race Walk. The applicable period in the Penalty Zone shall be fifteen (15) seconds (3000m Race Walk) and thirty (30) seconds (5000m Race Walk).

2.1.9.2 There shall be NO Penalty Zone for the 1500m Race Walk. When three (3) Red Cards from three different Judges have been sent to the Chief Judge on the same participant, the participant will be disqualified, and he/she shall be notified of this disqualifying by the Chief Judge or a Chief Judge's Assistant by being shown a red paddle. The failure to give notification shall not result in the reinstatement of a disqualified participant.

2.1.10 Ties

2.1.10.1 If the Judges or Photo Finish Judges are unable to separate the participants for any place, it shall be determined to be a tie and the tie shall remain.

Tie for ranking position

2.1.10.2 If there is a tie for any ranking position under Para. 2.1.3.3 and 2.1.3.4, the Chief Photo Finish Judge shall consider the actual times recorded by the participants to 0.001 second and if it is equal, it shall be determined to be a tie and lots shall be drawn to determine the higher ranking position.

Tie for last qualifying position based on place

2.1.10.3 If there is a tie for a last qualifying position based on place, and if there are lanes or positions available the tying participants shall be placed in the next round. If that is not practicable lots shall be drawn to determine which participant(s) shall be placed in the next round.

2.1.10.4 Where qualifying for the next round is based on place and time (e.g., the first three in each of two heats plus the next two fastest), and there is a tie for the last qualifying position based on place, placing the tied participants in the next round shall reduce the number of participants qualifying based on time.

Tie for last qualifying position based on time

2.1.10.5 If there is a tie for a last qualifying position based on time, the Chief Photo Finish Judge shall consider the actual times recorded by the participants to 0.001 second and if it is equal, it shall be determined to be a tie. If there are lanes or positions available, the tying participants shall be placed in the next round. If that is not practicable lots shall be drawn to determine which participant(s) shall be placed in the next round.

2.2 Field Events

2.2.1 A Qualifying Round shall be held in field events in which the number of participants is too large to allow the competition to be conducted satisfactorily in a single round (Finals).

2.2.2 Lane draw for qualifying rounds: participants from the same school shall be in the same qualifying heats where possible (except for long jump and triple jump).

2.2.3 Lane draw for the Finals: the lane assignment (competing order) will be drawn randomly by the vendor's software programme.

2.2.4 Horizontal Jumps

2.2.4.1 Table 5 below shows the distance of take-off board for triple jump.

	Boys			Girls		
	A Div	B Div	C Div	A Div	B Div	C Div
Triple Jump						
Take-off Board (m)	9, 10 & 11	9, 10 & 11	7, 8 & 9	7, 8 & 9	7, 8 & 9	6, 7 & 8

Table 5: Distance of take-off board for triple jump

2.2.5 In the event programme, the first named participant shall be the first person to start the competition with the first trial, the second named participants shall be the second person to trial, and so on.

2.2.6 In the event that twelve (12) or less participants registered for an event:

2.2.6.1 All participants shall be allowed six (6) trials, and ALL legal trials will be measured.

2.2.6.2 The competing sequence will be reordered for the additional three (3) trials, in the reverse order of the ranking recorded after the initial three (3) trials.

2.2.7 If there are thirteen (13) to eighteen (18) participants registered for an event, there will be qualifying round.

2.2.7.1 During the qualifying round, all participants shall be allowed three (3) trials.

2.2.7.2 Only trials equal to or better than the stipulated qualifying standard will be measured.

2.2.7.3 Results from these three (3) trials will determine the top twelve (12) ranked participants, who shall be allowed three (3) additional trials.

2.2.7.4 The competing sequence for the additional three (3) trials will be reordered, in the reverse order of the ranking recorded after the initial three (3) trials.

2.2.7.5 In the event that twelve (12) or less participants reported for the Finals, Para. 2.2.6.1 & 2.2.6.2 shall apply.

2.2.8 If there are nineteen (19) or more registered participants, a qualifying round shall be held.

2.2.8.1 Where possible, the participants will be split into two groups to compete simultaneously on two separate pits, as shown in figure 1 below.

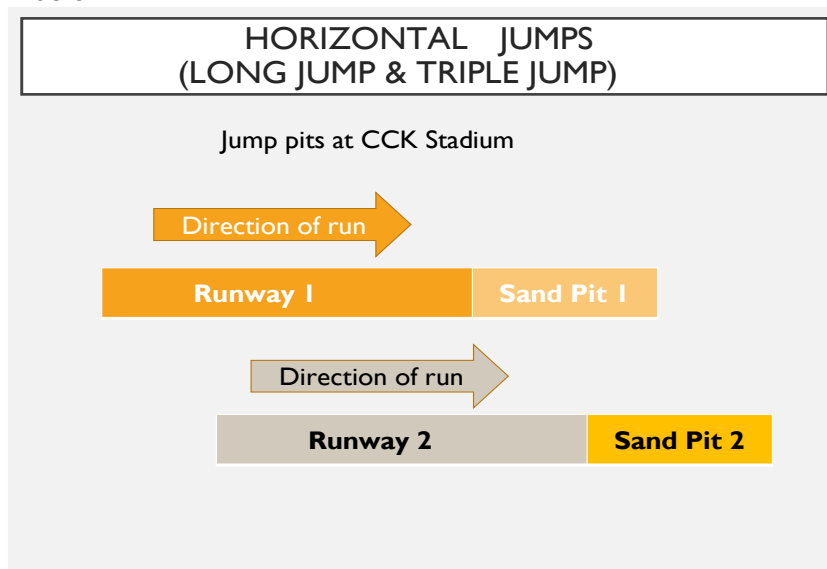


Figure 1: Simultaneous competition pits for horizontal jumps

2.2.8.2 In the qualifying round, each participant shall be allowed up to three (3) trials. The participants will need to meet or better the qualifying mark before measurement will be taken. No measurement will be taken if the competitor fails to meet the qualifying mark.

2.2.8.3 One of the pits, to be decided before the competition starts, will be pre-designated to be used for the Finals of three (3) attempts.

2.2.8.4 Participants from the pit not used for the Finals shall be given sufficient time to transfer their run-up markings to the pit for the Finals of three (3) attempts.

2.2.8.5 A minimum of fifteen (15) minutes break between the final jumper of the qualifying rounds, and the first jumper of the Finals, will be administered.

2.2.8.6 In the event that there are eighteen (18) or less participants reported for the qualifying round, Para. 2.2.7 shall apply.

2.2.8.7 In the event that twelve (12) or less participants reported for the qualifying round, Para. 2.2.6.1 and 2.2.6.2 shall apply.

Ties (in accordance with World Athletics Rule 25.22)

2.2.9 The second-best performance of the participants having the same best performances shall determine whether there has been a tie. Then, if necessary, the third best, and so on. If the participants are still equal following the application of this Para. 2.2.7, it shall be determined to be a tie.

2.2.10 Throwing Events

2.2.10.1 Table 6 below shows the weight of the implements for the throwing events.

	Boys			Girls		
	A Div	B Div	C Div	A Div	B Div	C Div
Shot Put						
Weight (kg)	5.00	5.00	4.00	4.00	3.00	3.00
Discus						
Weight (kg)	1.50	1.50	1.00	1.00	1.00	1.00
Javelin						
Weight (g)	700	700	600	600	500	500

Table 6: weight of the implements for the throwing events

2.2.11 Participants must use the equipment provided by the NSGOC Secretariat.

2.2.12 Participants may also submit their personal equipment for the competition's use, subject to approval by the Technical Manager. In this case, the said equipment shall be available for use by all other participants in the competition.

2.2.12.1 The submission of personal throws-event equipment shall be done at least one day before if the event is in the AM session, or before 9.00am on the same day if the event is in the PM session.

2.2.12.2 Equipment shall be submitted directly to the Technical Manager at the Equipment Room.

2.2.12.3 The equipment shall be **collected from the Equipment Room** after the Finals has concluded.

2.2.13 In the event that twelve (12) or less participants registered for an event:

2.2.13.1 All participants shall be allowed six (6) trials, and ALL legal trials will be measured.

2.2.13.2 The competing sequence will be reordered for the additional three (3) trials, in the reverse order of the ranking recorded after the initial three (3) trials.

2.2.14 If there are thirteen (13) or more participants registered for an event, there will be a qualifying round.

2.2.14.1 During the qualifying round, all participants shall be allowed three (3) trials. Only trials equal to or better than the stipulated qualifying standard will be measured.

2.2.14.2 Results from these three (3) trials will determine the top twelve (12) ranked participants, who shall be allowed three (3) additional trials.

2.2.14.3 The competing sequence for the additional three (3) trials will be reordered, in the reverse order of the ranking recorded after the initial three (3) trials.

2.2.14.4 In the event that twelve (12) or less participants reported for the Finals, Para. 2.2.13.1 and 2.2.13.2 shall apply.

2.2.15 **In order to avoid accidents, all equipment must be thrown during practice/competition only from the circles or scratch lines, and must be returned by hand (not thrown back) to the circles or scratch lines area.** The Referee or Technical Official may disqualify any participant who willfully disobeys this instruction.

2.2.16 Vertical Jump Events

2.2.16.1 In the vertical jump events (High Jump and Pole Vault), a participant may commence his/her trial at any height previously announced by the Referee or Chief Judge and may trial at their own discretion at any subsequent height.

2.2.16.2 Three consecutive failures, regardless of the height at which any of such failures occur, disqualify the participant from further trials, except in the case of a tie for first place.

2.2.16.3 Table 7 shows the High Jump events' starting heights, height increments and practice heights.

	Height Progression	Practice heights
C Division Girls	1.20m, 1.25m, 1.30m, 1.35m, 1.38m, 1.41m, 1.44m, 1.47m, 1.50m, 1.52m, 1.54m and so on	1.20m, 1.35m
B Division Girls	1.25m, 1.30m, 1.35m, 1.40m, 1.43m, 1.46m, 1.49m, 1.52m, 1.52m, 1.54m, and so on	1.25m, 1.40m
A Division Girls	1.25m, 1.30m, 1.35m, 1.40m, 1.43m, 1.46m, 1.48m, 1.50m, and so on.	1.25m, 1.40m
C Division Boys	1.40m, 1.45m, 1.50m, 1.55m, 1.58m, 1.61m, 1.64m, 1.67m, 1.69m, 1.71m, and so on	1.40m, 1.55m
B Division Boys	1.55m, 1.60m, 1.65m, 1.70m, 1.73m, 1.76m, 1.79m, 1.81m, 1.83cm, 1.85cm and so on	1.55m, 1.70m
A Division Boys	1.60m, 1.65m, 1.70m, 1.75m, 1.78m, 1.81m, 1.84m, 1.87m, 1.89m, 1.91m, and so on	1.60m, 1.75m

Table 7: High Jump events' starting heights, height increments and practice heights

2.2.16.4 Table 8 shows the starting heights and height increments of the pole vault events.

	Height progression
Girls (A, B & C Divisions)	1.85m, 2.10m, 2.30m, 2.50m, 2.65m, 2.80m, 2.90m, 3.00m, 3.05m, 3.10m, and so on
Boys (C Division)	1.85m, 2.10m, 2.30m, 2.50m, 2.65m, 2.80m, 2.90m, 3.00m, 3.05m, 3.10m, 3.15m, and so on
Boys (B Division)	2.20m, 2.45m, 2.70m, 2.90m, 3.10m 3.25m, 3.40m, 3.50m, 3.60m, 3.65m, 3.70m, and so on
Boys (A Division)	2.65m, 2.90m, 3.15m 3.35m, 3.55m, 3.70m, 3.85m, 3.95m, 4.05m, 4.10m, 4.15m, and so on

Table 8: Pole vault events' starting heights and height increments

Placings – for vertical jump events

2.2.17 If two or more participants clear the same final height, the procedure to decide the places will be the following:

2.2.17.1 The participant with the lowest number of jumps at the height last cleared shall be awarded the higher place.

2.2.17.2 If the participants are equal following the application of Para. 2.2.17.1, the participant with the lowest total of failures throughout the competition up to and including the height last cleared, shall be awarded the higher place.

2.2.17.3 If the participants are still equal following the application of Para. 2.2.17.2, the participants concerned shall be awarded the same place unless it concerns the first place.

2.2.17.4 If it concerns the first place, a jump-off between these participants shall be conducted in accordance with Para. 2.2.18, unless otherwise decided, either in advance according to the regulations applying to the competition, or during the competition but before the start of the event by the Technical Officials. If no jump-off is carried out, including where the relevant participants at any stage decide not to jump further, the tie for first place shall remain.

Jump-off – for vertical jump events

2.2.18 Participants concerned must jump at every height until a decision is reached or until all the participants concerned decide not to jump further.

2.2.19 Each participant shall have one jump at each height.

2.2.20 The jump-off shall start at the next height determined in accordance with Para. 2.2.16 after the height last cleared by the participants concerned.

2.2.21 If no decision is reached the bar shall be raised if more than one participant concerned were successful, or lowered if all of them failed, by 2cm for the High Jump and 5cm for the Pole Vault.

2.2.22 If a participant is not jumping at a height, they automatically forfeit any claim to a higher place. If only one other participant remains, they are declared the winner regardless of whether they attempt that height.

General rules for field events

2.2.23 A participant may not hold over any of his/her trials to a subsequent round.

2.2.24 If for any reason, a participant is hampered in a trial or the trial cannot be correctly recorded, the referee shall have the discretion to award the participant a substitute trial.

2.2.25 If a participant is entered in both a track event and a field event, or in more than one field event taking place simultaneously, the referee may allow the participant to take his trial in an order different from that is decided upon prior to the start of the competition. **THE PARTICIPANT CANNOT DEMAND TO TAKE ALL HIS TRIALS.**

2.2.26 If a participant misses his/her turn in a field event, he/she will not be permitted to take the trial so missed.

Time allowed for trials

2.2.27 The official responsible shall indicate to a participant that all is ready for the trial to begin, and the period allowed for this trial shall commence from that moment.

2.2.28 For the Pole Vault, the time shall begin when the crossbar has been adjusted according to the previous wishes of the participant. No additional time will be allowed for further adjustment.

2.2.29 If the time allowed elapses after a participant has started their trial, that trial should not be disallowed.

2.2.30 If after the time for a trial has begun, a participant decides not to attempt that trial, it shall be considered a failure once that period allowed for the trial has elapsed.

2.2.31 The following times shall not be exceeded. If the time is exceeded, unless a determination is made under Rule 25.17 of the World Athletics Technical Rules, the trial shall be recorded as a failure:

Number of participants remaining in the competition	High Jump	Pole Vault	Other
More than 3 participants (or for the very first trial of each participant)	1 min	1 min	1 min
2 or 3 participants	1.5 min	2 min	1 min
1 participant	3 min	5 min	-
Consecutive trials	2 min	3 min	2 min

Table 9: Time allowed for trials in field events

~ end ~

CLARIFICATION, PROTEST AND APPEAL OVERVIEW

	Clarification (Formal & Informal)	Competing Under Protest (Some Sports Only)	Protest	Appeal
Handled by:	NSGOC Rep and/or Competition Officials	NSGOC Rep and/or Competition Officials	NSGOC	BOA (Council and Zone Vice-Chairpersons)
Who must be Informed:	NSGOC Rep, Competition Officials	NSGOC Rep, Competition Officials, Affected TMs as determined by NSGOC	Principal, Lead Convenor, Lead Org Sec, Game Advisor	Principal, Lead Convenor, Lead Org Sec, Game Advisor and Honorary Secretary (for Zonal), Council Secretariat (for National)
How to Inform:	At competition venue, during appropriate interval without disrupting the game	At competition venue, during appropriate interval without disrupting the game	Indicate intent to protest on scoresheet at end of match and followed by an email sent through the Principal	Sent through the Principal via email
Fees if Overruled:	Nil	Nil	\$150	\$300
Approval Required From:	Nil	Nil	Principal	Principal

ROLE OF THE TEAM MANAGERS

Team Managers (TMs) will represent the school on all matters pertaining to the duty of care, student management and competition matters relating to the participants from their school. They must be a good role model for the participants and are expected to conduct themselves well in carrying out their duties. They will:

No	Terms of Reference
1	Be the point of contact between the National School Games Organising Committee (NSGOC) and the Principal (school).
2	Perform all necessary administrative duties and attend all briefings and / or meetings called for by the respective NSGOCs.
3	Check, verify and keep updated the fixtures and schedules involving the school.
4	Ensure: <ul style="list-style-type: none"> • Accuracy of participants' particulars in the registration and that participants are not placed in the wrong division. • All participants are adequately prepared for safe participation in the NSG in accordance with the Baseline Safety Acknowledgement Form.
5	Check and comply with the hosting venue's Standard Operating Procedures (SOPs) and communicate all related the information to all the stakeholders associated with the participating schools.
6	Make transport arrangements for the participants.
7	Chaperone participants to and from the competition venue. TMs who are SAR need only chaperone their own child as Parent Chaperones are responsible for chaperoning their own children.
8	Remain with the participants throughout the duration of play.
9	Arrange for a replacement, in the event that they are not able to perform their duty during the entire competition duration. TMs who are SAR should contact the school for assistance in such situations.
10	Cooperate with NSGOC & officials and abide by the rules and regulations of the competition to facilitate the smooth conduct of the competition and be a good role model for the participants.
11	Submit participant / team list and other necessary documents when required.
12	Manage the coaches, participants and spectators, if any, to ensure that they adhere to the General and sport-specific and rules and regulations Code of Conduct given in the rules and regulations.
13	Perform the duty of care for the participants' safety and well-being including: <ul style="list-style-type: none"> • Checking that participants are well enough to compete, • Reminding students to remain hydrated. • Having a first aid kit available. • For long duration competitions where students will need to consume a meal, the SAR should ensure that students have sufficient time for their meal.
14	Contact the school immediately in the event of an injury or emergency.

15	Consult school leaders for all media related matters.
16	Represent the school in matters pertaining to clarifications / protests / appeals (as required by the sport).
17	Accompany participants at disciplinary board meetings if the occasion arises.
18	Attend to any other matters pertaining to the duty of care, student management and competition matters relating to the participants from their school.

SCHOOL ADULT REPRESENTATIVE (SAR)

1. The School Adult Representative (SAR) scheme aims to support schools in balancing the numerous competition opportunities for students and managing staff resources. SAR should be parents/legal guardians of one of the participating student-participants in the session.
2. Schools may appoint suitable SAR as Team Managers for the sports listed.

a) Bowling	g) Sailing
b) Canoeing	h) Shooting
c) Fencing	i) Swimming
d) Golf	j) Taekwondo
e) Judo	k) Track & Field
f) Gymnastics ¹	l) Wushu

¹ For Artistic Gymnastic and Trampoline, SAR may only be appointed by schools that do not offer Gymnastics as a CCA. They may be deployed to manage up to a maximum of 3 student participants for each distinct competition of the sport.

3. SAR may be deployed to manage up to a maximum of 3 student-participants for each session of the sport.
4. When there is more than one student-athlete in a session, SAR should be supported by parent chaperones (PC) who should be parents / legal guardians of the participating student-participants. PC should accompany their own children to and from the competition venue and be responsible for their children's safety and well-being throughout the competition.
5. SAR are encouraged to be trained in first aid.
6. When appointing SAR, schools should:
 - Appoint an Education Officer (EO) as the **School Coordinator**, to serve as liaison between the SAR and the NSGOC.
 - Arrange and conduct a briefing for the SAR on their duties including:
 - SSSSC General and Sport-Specific Rules and Regulations
 - Safety protocols
 - Roles of TMs (**Refer to Annex G**)
 - Other school-specific SOPs or requirements
 - Be represented by 1 SAR per session only.
 - Ensure that PC are present to oversee their own children's / ward's safety and well-being when the SAR is on duty.
 - Issue the SAR Letter of Appointment (**Refer to Annex F1**) endorsed by the School Principal.

Frequently Asked Questions

- 1. Can grandparents, siblings, helpers or other relatives be appointed as SAR?**

No. Only a parent or legal guardian of the student athlete can be appointed as the SAR.

- 2. Can schools send an SAR for a team sport or event at the SSSC NSG?**

No. For all team sports or events, schools must send a **school staff** to be the Team Manager.

- 3. What happens when an appointed SAR is not able to be present for duty or needs to leave before the end of a competition?**

The SAR should follow the school's current standard operating procedure for managing such situations and contact the school immediately to arrange for a replacement. An appropriate replacement should be provided by the participating school.

- 4. If the SAR needs to accompany his/her child to the hospital before the end of the competition, what are the standard procedures?**

Please refer to Q6.

- 5. If any of the parent chaperones does not turn up or needs to leave before the competition ends, what are the standard procedures?**

The SAR should call the School Coordinator to seek advice and assistance. The student whose parent is absent, may not be allowed to compete.

- 6. Is there a different set of Baseline Safety Standards (BSS) School Acknowledgement Form for schools represented by SAR?**

The same form will be used. The School Coordinator should brief the SAR on the requirements and implications of the BSS Acknowledgement Form. SAR should also be familiar with the respective sports safety requirements and practices and is encouraged to be trained in first aid.

<School Letter Head>

**SCHOOL ADULT REPRESENTATIVE (SAR)
LETTER OF APPOINTMENT**

School:	
Sport:	
Full Name of SAR: (as in NRIC / Passport)	
NRIC / Passport No.: (last 4 characters e.g. 234A)	
Name of Child / Ward:	
Mobile No.:	

Terms and Conditions

1. The above-mentioned is appointed as the SAR who shall represent the school in the National School Games competition for the sport and dates given only.
2. The SAR shall believe in and support the Council's mission, motto and aspirations and support the involvement of the students under their charge in the competitions and events with a strong educational focus.
3. The SAR shall perform the roles and responsibilities of the SAR including:
 - a. Representing of the school as a Team Manager (TM) (**Refer to Annex E** for the main roles and responsibilities of a TM.)
 - b. Attending all briefings and meetings conducted by the school for SAR.
 - c. Work and coordinate with PC, if any, to facilitate a good participation experience for all participants including:
 - Establishing contact with PC and keeping them informed on the competition schedules and other necessary information.
 - Ensuring that all participants are present and PC are present to oversee their own children's/ward's safety and well-being. SAR should contact the school coordinator for assistance immediately if they are unable to contact the PC and/or the participant.

- d. Being professional in the discharge of their duties. They should not bring along any other students or children who are not involved in the competition for that day so that they can more effectively discharge their duties.
 - e. Observing and complying with all rules, policies, procedures, expectations, and codes of conduct of the School, Singapore Schools Sports Council (SSSC) and the applicable sporting body as may be issued from time to time.
 - f. Take all necessary precautions to ensure the safety, security, health and wellbeing of the students under their charge.
- 4. The SAR shall declare to the school if he/she is under investigation for any criminal offence by any authority in Singapore or elsewhere or is facing disciplinary proceedings by any sporting body in Singapore or elsewhere.
 - 5. Except with the written consent of the school, the SAR shall not disclose any information or material furnished by the school or make any statement or representation on behalf of the school to any media or any person not related to the NSG Organising Committee.
 - 6. The SAR shall not make use of any information obtained directly or indirectly from the course of his/her duty, other than for the conduct of the NSG, unless prior written approval has been given by the school.
 - 7. The SAR declares that, at the date of entering into this Agreement, there is no conflict of interest in the performance of this service, and of its obligations under this Agreement.
 - 8. The appointment is subject to the meeting of the above terms and conditions and may be revoked by the school or SSSC if they are breached.

Name & Signature of SAR

Date

Name & Signature of Principal

School Stamp

Date

CODE OF CONDUCT FOR COACHES

No	Description
1	Coaches must be good role models 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 Head of Department (HOD) and the teacher-in-charge (i.e. Student Development Programme).
5	It is the responsibility of coaches to adhere to the rules and to be well versed with the competition rules.
6	They are not allowed into the field of play except where the rule of the sport requires the presence of the coach.
7	They cannot represent the school in any matters.
8	They must not interfere with the organisation of the competition.
9	They are not allowed to approach the officials to query their decisions. Only Team Managers are allowed to approach officials to seek clarifications.
10	They must ensure that the student participants have adequate rest and are given water breaks.
11	Coaches should refrain from using foul language or speak in a tone not becoming of proper behaviour.
12	Coaches violating the rules will be asked to leave the competition arena.
13	Action will be taken against the school if the coaches fail to comply with the competition rules.