

**SINGAPORE SCHOOLS SPORTS COUNCIL
RULES AND REGULATIONS FOR NATIONAL SCHOOL GAMES SHOOTING 2022**

PREAMBLE

This document outlines the rules and regulations for the conduct of and participation in the National School Games (NSG) 2022. 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 (Ref 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 International Sports Shooting Federation (ISSF).

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 a decision,.

1.2 NATIONAL SCHOOL GAMES ORGANISING COMMITTEE

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

- a) The National Convenor,
- b) The Game Advisor,
- c) The Zonal Convenors,
- d) Organising Secretaries and
- e) Any other co-opted members deemed necessary.

1.2.2 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.

1.2.3 The NSGOCs shall have sub-committees to perform the following roles and responsibilities (Terms of Reference for NSGOCs are given in **Annex B**):-

- 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:

'A' Division*	1 Jan 2002 (<i>subject to conditions laid out in para 2.2</i>)
	2 Jan 2002 - 31 Dec 2002
	1 Jan 2003 - 31 Dec 2003
	1 Jan 2004 - 31 Dec 2004
	1 Jan 2005 - 31 Dec 2005
	1 Jan 2006
'B' Division*	1 Jan 2005 (<i>subject to conditions laid out in para 2.2</i>)
	2 Jan 2005 - 31 Dec 2005
	1 Jan 2006 - 31 Dec 2006
	1 Jan 2007 - 31 Dec 2007
	1 Jan 2008
'C' Division*	1 Jan 2008 (<i>subject to conditions laid out in para 2.2</i>)
	2 Jan 2008 - 31 Dec 2008
	1 Jan 2009 - 31 Dec 2009
	1 Jan 2010

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 following Divisions:
- a) 'A' Division
 - b) 'B' Division
 - c) 'C' Division
- 3.2 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 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 NSGOCs
- 3.3 Each student is allowed to take part in only one event. Air Rifle event or Air Pistol event.
- 3.4 Appeals for late/erroneous entries² submitted by schools will be accepted on a case-by-case basis with consensus from the Organising Committee. **(Refer to Annex C).**
- 3.4.1 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 Each team shall comprise a minimum of 3 Shooters to a maximum of 4 Shooters. Schools are permitted to enter up to 2 individuals if they are unable to form a team of 3 Shooters.
- 4.1.1 Special Provision for C+/Ag+ Cases
- Provision is made to include registered reserves beyond the current maximum registration numbers as follows:
- Register maximum reserve for C+/Ag+ Cases: 2 for each team.
 - Team Manager to ensure that all students athletes registered, have basic competency and training and go through rules of sport/game (as reflected in BSS School Acknowledgement)
 - **Register reserves regardless of vaccination status.**

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.

- **Whether unvaccinated students can participate depends on prevailing National posture.**
- School must inform Organising Secretary in writing and cc Principal and Games Advisor by reporting time BEFORE* the event.
- Medals will not be awarded to reserves if they did not participate and win.

4.2 No changes of Shooters after the close of the registration **unless in the event of C+/Ag+ cases and pending prevailing national posture.**

4.3 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.

4.4 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 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 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.

4.6 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).

4.7 International students who are in the schools/junior colleges/centralised institute on exchange programme are not allowed to represent the school.

4.8 Students granted Leave of Absence (LOA) by MOE will be allowed to represent the school.

4.9 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 For Individual Sport, there must be a minimum of **three (3) registered individuals** from **three (3) different schools** before a Championship can be organised.

5.3 **Refer to Annex D for more information**

6 PRIZES

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

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

7 REPORTING AND GRACE PERIOD

- 7.1 Late comers will be allowed to participate in the competition. However, **NO** extra time will be given. If an athlete arrives after the Preparation and Sighting Time, no additional Sighting time will be given. When it can be proven that an athlete's late arrival was due to circumstances beyond his control, the Jury must grant extra time, including time for Preparation and Sighting if this does not delay the start of the Final or disrupt the overall shooting program. In this case the Jury will determine when and on which firing point the late athlete may start. 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.
- 7.2 Individual concerned **must** contact the Convenor or his/her representative at the venue concerned to inform him/her of the delay. The Convenor may decide to allow for grace period to be given based on the circumstances and all shooters must abide by the decision of the Convenor or his/her representative.

8 POSTPONEMENT

8.1 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.

9 WITHDRAWAL AND WALKOVER

- 9.1 Any withdrawal or walkover is considered to be contrary to the spirit of the game.
- 9.2 Schools participating in the Championship should not withdraw or give a walkover.
- 9.3 For each withdrawal³ 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.
- 9.4 In play-off for top 4 placing, any walk-over will disqualify the team from being placed.

10 ABANDONED GAME

- 10.1 The referee/umpire/jury match manager is required to submit a written report on an abandoned game within one (1) working day.
- 10.2 For decision on an abandoned game, refer to Para 19.1 on disqualification.

³ All results involving the team will be null and void.

11 PROTEST

- 11.1 Any clarification on points of laws/rules must be lodged immediately by the Team Manager (TM) **only** to the Chief Range Officer. Any decision taken by the referee/umpire/jury will be final.
- 11.2 All protests shall be referred to the National School Games Organizing Committee.
- 11.2.1 Any protest must be made with the principal's consent and confirmed by a sms or phone call from the principal concerned.
- 11.2.2 **Protest on a specific condition of the competition, decision or action made by competition officials** - The intention of written protests must be made known to NSGOC not later than 20 minutes after the matter in question.
- 11.2.3 **Protest on scores** – must be submitted not later than 10 minutes after the preliminary scores are posted on the Scoreboard.
- 11.2.4 All protests must subsequently be followed with a written submission, duly signed by the principal, and reach the organizing committee within **one (1)** working day from the point of protest.
- 11.2.5 A protest fee of one hundred and fifty dollars, will be charged by the SSSC. If the protest is upheld, the protest fee will not be required. If it overruled, the protest fee of one hundred and fifty dollars (\$150), will be deducted from the protesting school's account, via IFAAS.
- 11.3 When there is any conflict of interest, the school(s) involved will not sit in the committee considering the protest.

12 APPEAL (Refer to Annex E)

- 12.1 Upon the release/disclosure of the decision of the Championship Organising Committee, **only** schools may appeal to the Council.
- 12.2 Notice of appeal shall be lodged with the Secretary of the Zonal / Main Council within **two (2)** working days upon receiving the NSGOC's decision. The appeal must be in writing and duly signed by the principal.
- 12.3 An appeal fee of \$300 to be paid by school (within 30 days from notification of outcome) if the appeal is overruled.
- 12.4 The Board of Appeal will deliberate on the appeal. The decision of the Board of Appeal shall be final.

13 SUSPENSION

- 13.1 A competitor(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

14 TEAM MANAGER (TM)

- 14.1 Each participating team must be accompanied by a TM who shall remain with the team throughout the duration of play (**Ref Annex F**).
- 14.2 The TM shall be a teacher or School Adult Representative⁴ (SAR) appointed by the participating school. The appointment of an SAR as a TM should be based on the conditions and considerations given in **Annex G**.
- 14.3 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.
- 14.4 TMs are expected to conduct themselves with decorum during competitions
- 14.5 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.

15 REFEREES / UMPIRES / JUDGES / OFFICIALS

- 15.1 Referees / umpires / judges / officials / jury are to fulfil their duties as scheduled by the Convenor and in alignment to the spirit of the Officials' Oath (**Refer to Annex A**).

16 COACHES

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

17 SUPPORTERS

- 17.1 No supporters allowed.

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

- 18.1 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.

⁴ From 2021 onwards, schools may appoint parents as SAR(P) to represent their schools as Team Managers to accompany up to 2 student athletes for each distinct competition of the same sport (*Refer to SAR package for details*).

- 18.2 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.
- 18.3 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).

19 DISQUALIFICATION

19.1 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

19.2 All results involving the team which has been disqualified will be considered null and void.

19.3 If the NSGOC determines that an athlete has handled the gun or violated a safety rule in a dangerous manner, the athlete must be disqualified (DSQ).

20 ATTIRE

20.1 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.

SECTION C – AMENDMENTS AND MATTERS NOT PROVIDED FOR

21 MATTERS NOT PROVIDED FOR

21.1 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.

List of Annexes

- A SSSC Mission, Aspirations and Motto
- B NSGOC Terms of Reference
- C Management of Appeal for Late/Erroneous Registration Workflow
- D Competition Format

- E Workflow for Appeal
- F Role of Team Managers
- G Flow Chart for appointing School Adult Representative (Parent) [SAR(P)]
- H 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”

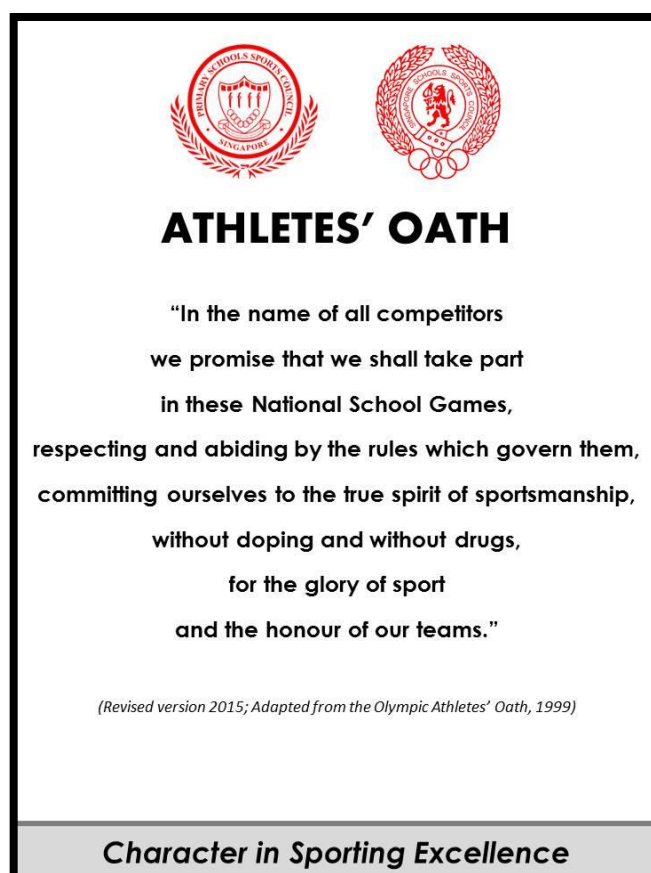
Motto

“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."*

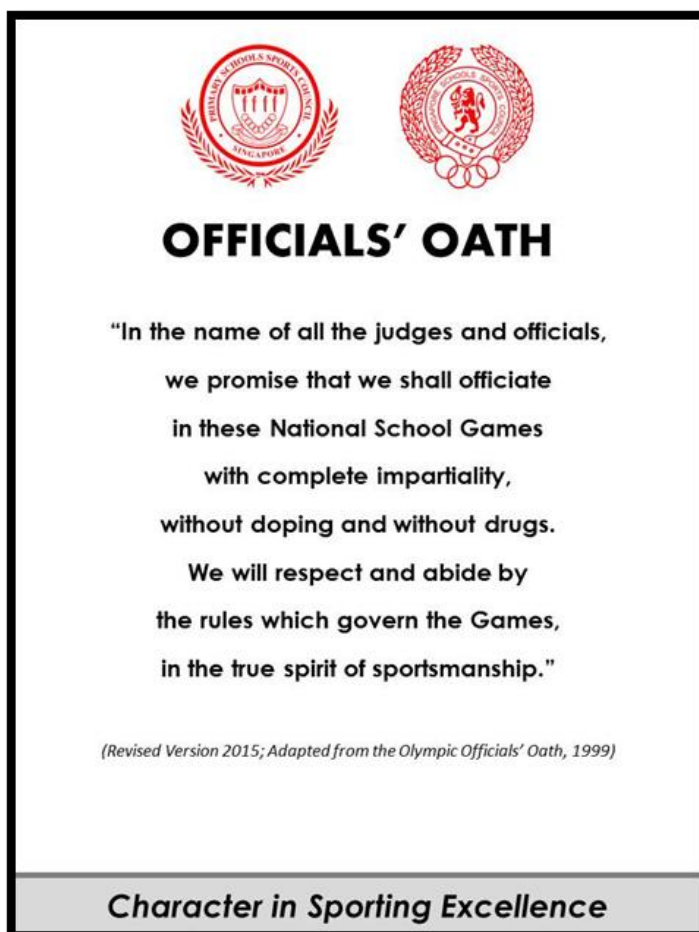
(Revised 2016; Adapted from the Olympic Coaches' Oath, 2012)

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.



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.

Annex B

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. TECHNICAL

- a. Establish competition rules and regulations for the sport to ensure age appropriateness and opportunities for skills development, including, but not restricted to:
 - o Age grouping / division
 - o Format of competition
 - o Permitted equipment
 - o Field of play
 - o Duration of play; intervals
 - o Number of participants
 - o 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 National School Games Organising Committee or Council Standing Committee for approval, where appropriate.

2. COMPETITION

Plan and execute the competition according to the rules and regulations, as well as the established safety standards:

- 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. Procure 3rd party liability insurance, if necessary.
 - iii. Communicate relevant parts of the risk assessment and management plan to all relevant parties.
 - iv. Monitor and manage safety and security issues at the competition venue.
- c. Venue Management:
 - i. Ensure competition venues (including hosting schools) have the following in good condition to support the competition:
 - o Equipment
 - o Line Drawings (if applicable)

- 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 technical officials and medical support (if applicable) arrive at stipulated time at the competition venue.
 - vi. Remind Team Managers at school briefing:
 - i. To check the latest Info Pack of the Hosting Schools in NIS before each match day
 - ii. To inform their fellow colleagues who may be accompanying their students for the competitions on their behalf
 - vii. Prepare the competition venue, such as display of PDPA notifications, proper allocation of spaces for assembly, warm-up, match, rest areas, spectators, where appropriate.
- d. Results Processing:
 - i. Compile competition results in a timely manner for communication and uploading onto the NSG website.
- e. Protest Management:
 - i. Respond to query(ies)/protest(s) by participating school(s) during the competition.
 - ii. Conduct investigations and resolve the query(ies)/protest(s) within the duration of the competition.

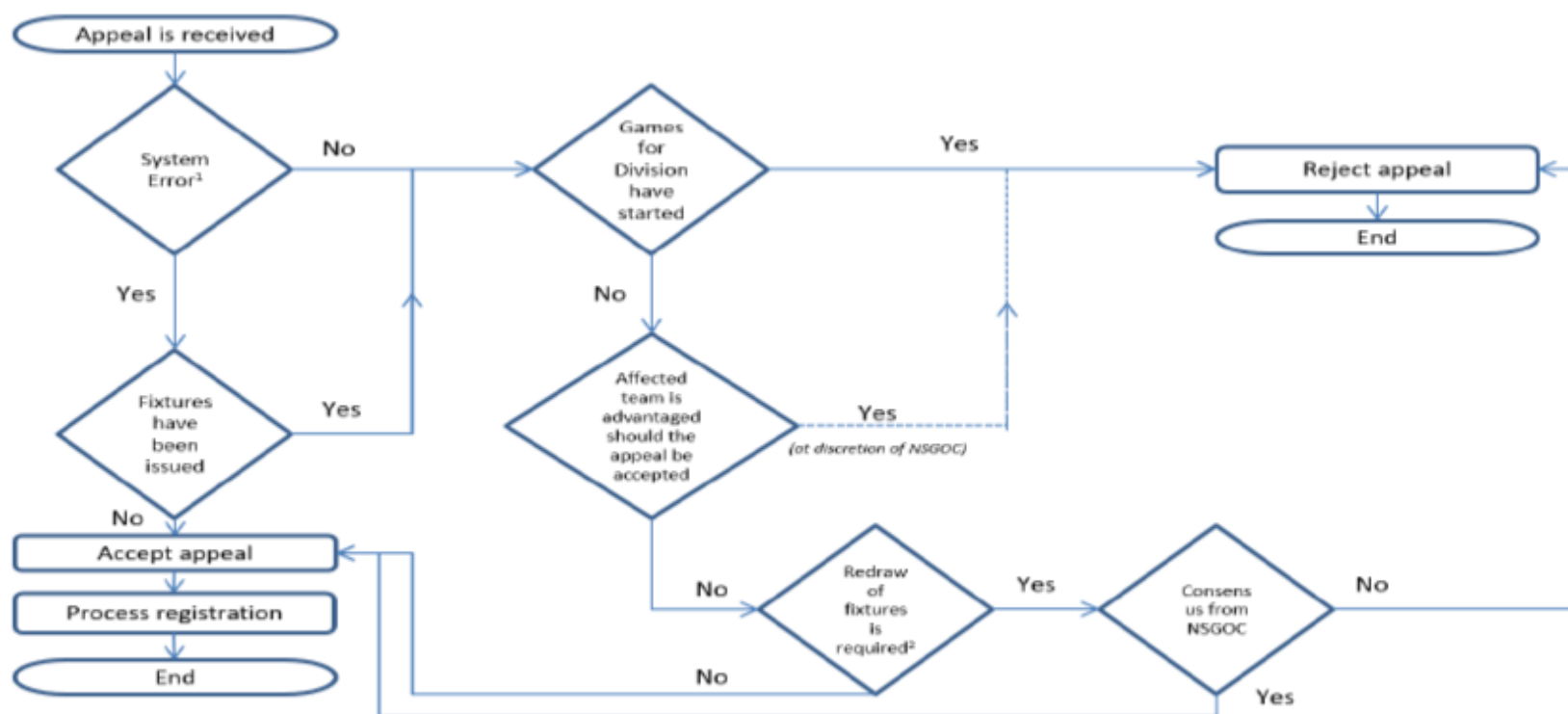
3. RECOGNITION, APPEAL AND DISCIPLINE

- a. Recognition
 - i. Develop and implement appropriate recognition (including recognition criteria), to support the desired outcomes of the National School Games, such as Sportsmanship Award, Colours Award (for SSSC).
 - ii. Collect and communicate good stories to relevant party(ies), including participating schools, MOE HQ and the media where appropriate.
 - iii. Plan and organise prize-giving ceremonies for the competition.
- b. Appeal
 - i. Work with Competition and Technical Sub-Committees to conduct investigations with all parties involved, in consultation with the Games Advisor and Vice-Chairman of the Standing Committee where relevant.
 - ii. Resolve all appeals and respond to relevant party(ies) on the outcome within a week of incident reported.
 - iii. Update SPSSC/SSSC Standing Committee on the outcome of the queries / protests / appeals, where warranted.
- c. Discipline
 - i. Work with Competition and Technical Sub-Committees to conduct investigations pertaining to disciplinary case(es) with all parties involved, in consultation with the Games Advisor.
 - ii. Resolve all disciplinary case(es) and respond to relevant party(ies) on the outcome within a week of the case(es).

- iii. Develop disciplinary policies and systemise processes to manage the student(s), teacher(s), coach(es) and umpire(s) for alignment to the Councils' mission, motto and aspirations.

Annex C

Management of Late/Erroneous Registrations in the NSG



Note:

¹: Refers to errors such as technical glitches, miscommunication by Organiser, erroneous information by Organiser, etc.

²: Required if (i) appellant is a seeded team, (ii) there is change in format/number of groups

Annex D**CHAMPIONSHIP FORMAT****AIR WEAPON QUALIFICATION / TEAM FINALS FORMAT**

1. For Team Sports/Games, there must be a minimum of three (3) registered teams from three (3) different schools before a team championship will be organized.
2. For Team events, the ranking will be based on the scores of the top 3 shooters of each team.

Electronic Scoring Targets

	Pistol	Rifle
Boys (60 shots)	Preparation and Sighting Time: 15 mins	Preparation and Sighting Time: 15 mins
	Competition Time: 1 hour 15 mins	Competition Time: 1 hour 15 mins
Girls (60 shots)	Preparation and Sighting Time: 15 mins	Preparation and Sighting Time: 15 mins
	Competition Time: 1 hour 15 mins	Competition Time: 1 hour 15 mins

Pistol targets will be scored in full ring values (i.e. 10, 9, 8 etc.).

Rifle targets will be scored in decimal ring values (i.e. 10.9, 9.0, 8.6, 8.3 etc.).

Preparation and sighting Time:

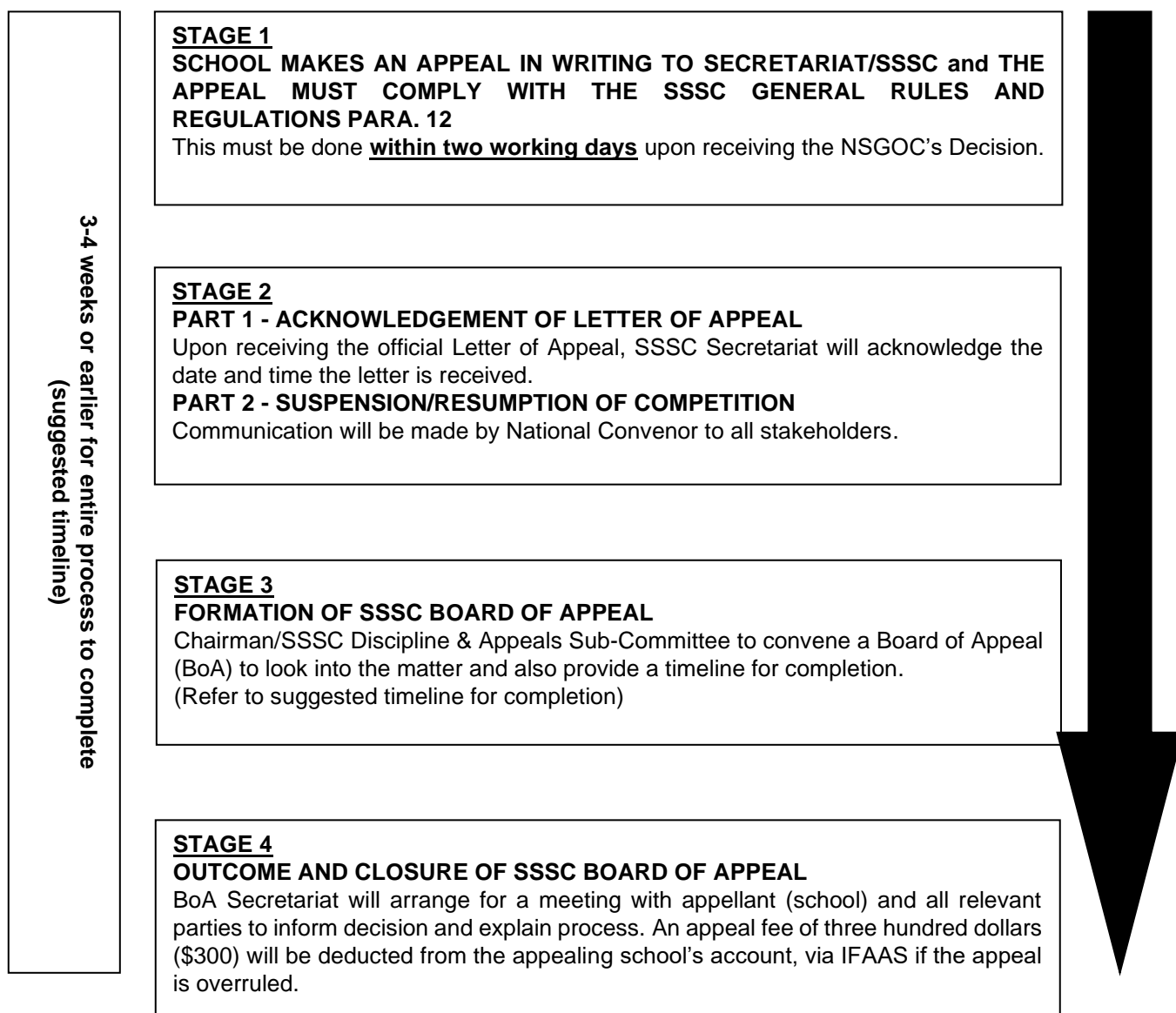
3. Chief Range Officer will call the Shooters to the firing line.
4. After the Chief Range Officer calls shooters to the line, they are permitted to handle their guns, dry fire or carry out holding and aiming exercises on the firing line before the Preparation and Sighting Time starts.
5. Shooters are to ensure that Sighting targets must be visible before the Preparation and Sighting Time starts.
6. The Preparation and Sighting Time begins with the command "PREPARATION AND SIGHTING TIME...START"; No shot may be fired before the command "START".
7. During this phase, shooters may fire unlimited Sighting Shots.
8. Any shooter who fires a shot or shots before the start of the Preparation and Sighting Time will be disqualified if safety is compromised. If safety is not compromised, the first competition shot must be registered as a miss (0).
9. At the end of the Preparation and Sighting Time, the Chief Range Officer will command "END OF PREPARATION AND SIGHTING...STOP".
10. Shooters are given 15 minutes before the start of competition to make their final preparation.
11. The competition is considered to have started when the Chief Range Officer has given the command "START". Shots fired after this command will be deemed as competition shots.
12. Competitors shall provide their own rifles/pistols, which must be transported to the competition venue in the approved carrying cases for safety reasons. Air pistols/rifles are to be kept in the

carrying case when being transported to/from the firing line. Competitors entering the competition venue without using the carrying cases may be disqualified. Only air rifles/pistols and accessories that comply with the ISSF rules are allowed to be used for the competition.

13. Pellets – Competitors shall provide their own pellets.

Annex E

SSSC WORKFLOW FOR APPEALS



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 The 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.

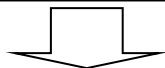
Flow Chart for appointing School Adult Representative (Parent) [SAR(P)]

To take note of:

Step 1: Appoint SAR(P)

School Principal shall assess the suitability of the parent of participating student athlete before appointing him/her as the SAR(P).

- Only Legal Guardian/parent of one of the student athletes is allowed to be appointed



Step 2: Brief SAR(P) & Signing of Letter of Agreement

School shall conduct a briefing for the newly appointed SAR(P) on the following documents:

- Terms and Conditions
- Roles and Responsibilities

Upon agreeing to all the terms stated, the SAR(P) will be required to sign the Letter of Agreement.

- SAR(P) must be briefed by participating school
- School to brief SAR(P) of the safety and intervention measures using the RAMS Form.



Step 3: Issue Appointment Letter

School issues the Appointment Letter to SAR(P).

- School to clearly indicate the start and end dates of the SAR(P)'s duty on the letter



Step 4: Registration in NIS

School registers the student athlete and SAR(P) via the e-Registration system.

- School Coordinator to login to NIS to register the SAR(P) and upload the **endorsed** Baseline Safety Standards form onto the registration module



Step 5: Sign-in at the Competition Venue

SAR(P) signs in the student athlete(s) and ensures that the student athlete(s) adheres to the respective game's rules and regulations at all times.

- SAR(P) to provide a photo identification for verification when on the day of competition

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.