

## SINGAPORE SCHOOLS SPORTS COUNCIL GENERAL RULES AND REGULATIONS FOR SOFTBALL 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 the respective International Federations (IFs)/governing bodies.

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

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

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

#### **1.2 NATIONAL SCHOOL GAMES ORGANISING COMMITTEE**

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:

<b>A Division*</b>	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>B Division*</b>	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
<b>C Division*</b>	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' team for the following Divisions:

- a) A Division
- b) B Division
- c) C Division

3.2 All entries must be submitted through the SSSC e-Registration portal at <https://nsg.moe.edu.sg/nis/#!/login> on or before the stipulated closing date. This includes details of competitor(s) along with the necessary supporting documents.

- a) Baseline Safety Acknowledgement Form
- b) Supporting documents for Special/Transfer case students
- c) Other forms as determined by the respective NSGOCs

3.3 Appeals for late/erroneous entries<sup>1</sup> submitted by schools will be accepted on a case-by-case basis with consensus from the Organising Committee. **(Refer to Annex C).**

3.3.1 Schools must write in through the Principal, to inform the Convenors of any appeal at least one (1) working day before the next match.

### 4 REGISTRATION OF COMPETITORS

4.1 Each team shall register a minimum of 9 and up to a **maximum of 20 players.**

4.2 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.

4.3 Students requesting for a transfer after the Joint Admission Exercise may not represent their new school until the transfer has been officially effected.

4.4 When Zonal Championships are used as qualifying rounds for the National Championships, the top 4 teams of each division from each zone will qualify to compete in the National Championships. Teams which have qualified for the National Championship may register a new team list at the time of registration.

4.5 Only in the event that any of the competitor(s) registered is/are transferred or has/have to leave school during the preliminary rounds, schools shall be allowed to replace the affected competitor(s).

4.5.1 Schools must write in to inform the Convenors of the replacement at least one (1) working day before the next match. **Players can only be fielded once approval is given by the Convenor.**

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<sup>1</sup> The rule applies to late/ erroneous in entries and registration of participants.

- 4.5.2 No replacement of competitor(s) is allowed once the Championship reaches the semi-final stage **or after 2 games have been played by a team in a single group round robin league.**
- 4.6 If a school chooses not to register the maximum number of competitor(s) allowed by the sports/game, at the time of submitting the registration, the school shall not be permitted to register additional competitor(s) subsequently, **except when these students are repeating their course of study after the release of national examination results.**
- 4.7 International students can only be registered to play for their school **after** they have been issued with the student passes by the Immigration and Checkpoints Authority (ICA).
- 4.8 International students who are in the schools/junior colleges/centralised institute on exchange programme are not allowed to represent the school.
- 4.9 Students granted Leave of Absence (LOA) by MOE will be allowed to represent the school.
- 4.10 Registration constitutes representation, that is, once a student is registered to play for a school/junior college/centralised institute, he or she is deemed to have represented his or her school/junior college/centralised institute. Hence, the student is not allowed to represent another school/junior college/centralised institute in the same sport in the same year.

## **SECTION B – COMPETITION RULES & REGULATIONS**

### **5 CHAMPIONSHIP FORMAT**

- 5.1 For Team Sport, there must be a minimum of **three (3)** registered **teams** from **three (3) different schools** before a team Championship can be organised.
- 5.2 The Championships for match-based sports<sup>2</sup> shall be organised on an inter-school league format. Where entries are grouped, each group shall have a minimum **three (3) teams.** (Refer to Annex C for more information)

**5.3 For 2<sup>nd</sup> round onward, knock out system will apply.**

#### 5.4 Pitching Distance

DIV	A	B	C
BOYS	46 ft	46 ft	40 ft
GIRLS	43 ft	40 ft	38 ft

#### 5.5 Equipment

- 5.5.1 Game Ball** - All Official Softball (**WBSC approved leather ball, ISF or ASA approved, White or Yellow or SBSA yellow ball**) shall be used. Each team shall provide a new game ball at the start of each game.
- 5.5.2 Helmets** - All batters and base-runners must wear protective helmets **with face masks at all times. Batting Helmet to include face guard. Fielders are strongly encouraged to put on fielders' masks.** Exception is made for Sikh students with

<sup>2</sup> **Match-based** sports refer to Badminton, Basketball, Cricket, Floorball, Football, Hockey, Netball, Rugby, Sepaktakraw, Softball, Squash, Table Tennis, Tennis, Volleyball and Water Polo

turbans. All students who act as base coaches in the Coach Box must also wear helmets.

**5.5.3 Catchers** - All catchers must use the Catcher's Helmet, Body Protector, Throat Guard and Leg Guards.

**5.5.4 Bats** - Has to be approved by WBSC or with ISF 2005 stamp.

## 5.6 Playing Attire

5.6.1 All teams must play in proper Softball attires. The attire should bear the school logo/badge or name.

5.6.2 Each player of the same team must wear the same kind and same colour of jerseys and slacks or shorts. Players without numbers will not be allowed to play.

5.6.3 Footwear with metal cleats or studs is not allowed.

5.6.4 No player may play bare-footed or without proper socks.

5.6.5 Playing uniform must be numbered. Only numbers 1 / 01 to 99 shall be used. The number must be at least 6 inches high and must be worn on the back of all uniform shirts.

5.6.6 Caps are strongly encouraged.

## 5.7 Number of Innings & Games Rules

5.7.1 No new inning shall start after 1hour 50 minutes. If an inning is on-going at 1h 50minutes and the bottom batting team is leading, the game will be stopped after the top batting team has completed batting. If the bottom batting team is lagging, the game will be stopped after the bottom batting team has taken the lead. The result will be based on the score after the game is stopped.

5.7.2 All National Level Semi-Final games shall be played up to the 5th Innings with no time limit except under 5.9.5 when the run ahead rule is applied.

5.7.3 In the event of weather disruption, the one hour **OR** three innings rule will apply. For example, if the teams completed 3 innings after 40 minutes before being called off, the result will stand. Similarly, if the teams could only complete 2 innings but have played more than 1 hour before being called off, the result will also stand. In this situation, result will be based on the last completed innings. The **ONLY EXCEPTION** will be if the team batting during the bottom **3** order takes the lead, then the winning score will stand. However, this rule will not apply for finals and semi-finals.

5.7.4 In the event of weather disruption and the game has not met the one hour OR three innings rule, the maximum official waiting time is 60 minutes before the umpire can call off the game.

5.7.4.1 **Both Hosting and Visiting Team must have someone in their team who has the NEA apps on lightning alert.** In the case of lightning alert, the game should be stopped immediately if the alert is activated. If the game is resumed and there is a 2nd lightning alert, the game will be called off.

- 5.7.4.2 In other cases, such as ground condition, the umpire will make the decision of stopping or calling off the game. If there is any dispute, the venue manager should consult the tournament IC to make the final decision.
  - 5.7.4.3 The score, innings, batting line-ups from both teams, runner(s) position, pitch counts and outs are to be recorded for disrupted games. The games to be replayed will continue from the scores, innings, and batting line-ups from both teams, runner position, pitch counts and outs recorded from the disrupted games.
  - 5.7.4.4 The waiting time for semi and finals will be at the discretion of the tournament ICs.
- 5.7.5 The 'run ahead rule' will apply in the spirit of sportsmanship when the difference in score is at least 20 runs at 2nd inning or at least 15 runs at 3rd inning or at least 10 runs at 4th inning.
- 5.7.6 In the event of a draw after the time limit, a tie breaker will be played the following inning after 1 hour 50 minutes.
- 5.7.7 **The defensive team has only two charged defensive conferences in a five-inning game. There is only one charged defensive conference for every extra inning in an extra inning game, i.e. during tie-breaker.**

## 5.8 **Hosting and Visiting Teams**

- 5.8.1 **The first named team shall be the Hosting Team and shall provide the Official Scorer. The Hosting Team shall provide the playing field for the game. If the Hosting Team does not have a proper playing field in their school, then the Visiting Team (the second named team) shall provide the playing field in their school. If both Hosting and Visiting Team does not have a playing field in their schools, the Hosting Team will have to look for an alternative playing field (in another school).**
- 5.8.2 The Hosting Team shall provide pitch that is **safe and fit for play**. The Hosting Team shall be responsible for the proper layout of the Diamond and shall provide the full set of bases, the Pitcher's Plate and the Home Plate. The Hosting team shall make the necessary arrangement for information on the **Lightning Warning System** at the venue.
- 5.8.3 The Hosting Team shall inform the Tournament IC the results of the game immediately after the match via sms and shall fax in the Official Score sheet to the Tournament IC by the next working day.
- 5.8.4 Schools and Colleges that are without a home-ground must look for one on their own. However, they could have the option to play at the opponents' ground.
- 5.8.5 The Visiting Team shall be given at least 15 minutes before the scheduled time of the game for warming-up on the Diamond. **No warming-up on Diamond if there is no permanent markings.**
- 5.8.6 The choice of the first or last to bat shall be decided by the toss of a coin.
- 5.8.7 Teams are to make their own arrangements for refreshments.

## 5.9 **Umpires**

- 5.9.1 The Tournament ICs will assign umpires for all games. Schools do not have the option of selecting umpires to referee their games.
- 5.9.2 The umpire shall submit the Game Report to the Convenor directly or through the Umpire Coordinator for abandoned games not due to weather or ground conditions.
- 5.9.3 The Plate Umpire can decide whether the game should be suspended or terminated. The teacher IC may request for game suspension if there are safety concerns. If there are disputes between the teams, the umpire will make the decision based on majority from input from umpire and the 2 teachers in-charge from 2 teams.
- 5.9.4 "On-deck batters" are to warm up behind the current batter at the on-deck circle for safety reasons.

#### 5.10 **Venue for the Semi-Finals and Finals**

All National Level semi-finals and finals will be played off at venues and dates decided upon by the National Softball Sub-Committee.

#### 5.11 **Violation and Penalties**

- 5.11.1 If a fielder with deliberate unsportsmanlike intent, act in a manner to distract the batter, he/she shall be EJECTED from the game/ premise (ISF Rule 6 Sec 4).
- 5.11.2 External Instructors who make disparaging, or insulting remarks to, or about, opposing players, umpires, officials, or spectators or commits other acts that could be considered unsportsmanlike conduct shall be
  - a) For the first offence, the offender may be warned.
  - b) For the second offence, or if the first offence is considered serious enough by the umpire, the offender is EJECTED from the game. (ISF Rule 10 Sec 9)

### 6 **AWARD OF LEAGUE POINTS**

6.1 The following scoring system shall apply:

6.1.1 For games which cannot end in a draw:

Win	2 points
Loss	1 point
Walkover	0 point

- 6.2 In the event of a tie in league points between two teams, the team which had won the match between the two teams concerned would be ranked higher.
- 6.3 When there is a tie among 3 or more teams, the teams will be ranked in order of the runs against record in the games among themselves, the team with the lowest run against record is ranked first. (Runs against record is the total number of runs scored by the specified opponents of that team). If there is still a tie, the rank order will be based on run for among the 3 teams.
- 6.4 If the three teams remain tied in their records among themselves, the teams will then be ranked in order of the total run against record in the group, followed by the total run



for record in the group, i.e. their overall performance with other teams within the group will be taken into consideration.

## **7 PRIZES**

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

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

## **8 REPORTING AND GRACE PERIOD**

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

## **9 POSTPONEMENT**

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

## **10 WITHDRAWAL AND WALKOVER**

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

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

10.3 For each withdrawal<sup>3</sup> or walkover, a written explanation duly endorsed by the Principal shall be submitted to the Convenor and the Game Advisor within two (2) working days.

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

## **11 ABANDONED GAME**

11.1 The referee/umpire/match manager is required to submit a written report on an abandoned game within one (1) working day to the Convenor directly or through the Umpire Coordinator.

11.2 For decision on an abandoned game, refer to Para 20 on disqualification.

11.3 If, after the game has begun, one side refuses to continue to play which results in an abandoned game, the team will be disqualified as stated in Section 10.

11.4 When the Plate Umpire decides to abandon a game due to ground or weather conditions, the games should be played within 2 days of the actual game. If the game



is postponed again or teams are scheduled to play a game on that day, the game will have to be played on the following day where there are no other games arranged. For example, if a game is postponed on Mon, the game will have to be played on Wed. If the game is postponed again or teams have a game on Wed, the game will have to be played on Thur followed by Fri, Sat (1/2 Day) and so on. No games will be played on Sun or Public Holiday.

- 11.5 For any postpone games, the Hosting Team will inform the Tournament IC and the umpire coordinator of the change immediately after the postponement via sms.

## 12 PROTEST

- 12.1 Any clarification on points of laws/rules must be lodged immediately by the Team Manager (TM) **only** to the referee/umpire. Any decision taken by the referee/umpire will be final.
- 12.2 All protests shall be referred to the NSGOC. The protest(s) must reach the Committee within **one (1)** working day following the match to which it relates **unless** stipulated otherwise in the respective sport's rules. The protest must be in writing and duly signed by the principal. A protest fee of one hundred \$150 (including GST) will be deducted from the protesting school's account, via IFAAS if the protest is overruled.
- 12.3 If a team decides to protest, a Notice of Protest shall be made known to the Umpire concerned as well as the opposing team at the time of the protest. The team protesting is required to inform the tournament IC immediately on the intent to protest via phone. Protests shall not be received, or considered, if they are based solely on a decision involving the accuracy of judgment on the part of an umpire, or if the team lodging the protest won the game (ISF Rule 11 sec 1). Please refer to **Annex H** for examples of protest that will not be received or will be received.
- 12.4 All necessary information (Time of Protest, Brief Description of Issue) must be noted at the back of the Official Score-sheet and signed by both teachers in charge of the teams making the protest as well as the umpire. The umpire will put up games irregularity report at the end of the game and forward the report to the umpire coordinator.
- 12.5 The NSGOC will meet to deliberate on the protest within **seven (7)** working days. The decision will then be made known in writing to the school concerned.
- 12.6 When there is any conflict of interest, the school(s) involved will not sit in the committee considering the protest.

## 13 APPEAL (Refer to **Annex D**)

- 13.1 Upon the release/disclosure of the decision of the Championship Organising Committee, **only** schools may appeal to the Council.
- 13.2 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.
- 13.3 An appeal fee of three hundred dollars (\$300) will be deducted from the appealing school's account via IFAAS if the appeal is overruled.

- 13.4 The Board of Appeal will deliberate on the appeal. The decision of the Board of Appeal shall be final.

## 14 SUSPENSION

- 14.1 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:
- the School
  - the Zonal Council
  - the Schools Sport Council
  - the National Sports Association (NSA) of the sport

## 15 TEAM MANAGER (TM)

- 15.1 Each participating team must be accompanied by a TM who shall remain with the team throughout the duration of play (**Ref Annex E**).
- 15.2 The TM shall be a teacher or School Adult Representative<sup>4</sup> (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 F**.
- 15.3 TMs are expected to conduct themselves with decorum during competitions
- 15.4 TMs are not allowed to interfere with the final decision taken by the referee/umpire/judge on points of laws/rules after clarification has been sought. If such interference results in disruption of any match/game, a report shall be made by the Convenor and the matter brought to the attention of the NSGOC for appropriate action.

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

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

## 17 COACHES

- 17.1 Coaches are expected to conduct themselves with decorum and in alignment to the code of conduct (**Refer to Annex E**) and spirit of the Coaches Oath (**Refer to Annex A**) during competitions.
- 17.2 Coaches are not allowed to approach the game officials to query their decisions. Only TMs are allowed to approach game officials to seek clarifications.

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<sup>4</sup> SAR option is only available for the following individual sports: Cross-Country, Fencing, Golf, Gymnastics, Judo, Sailing, Shooting, Swimming, Taekwondo, Tenpin Bowling, Track & Field and Wushu

- 17.3 Schools must ensure that their coaches adhere to the SSSC Rules and Regulations and the code of conduct.

## 18 SUPPORTERS

- 18.1 Schools sending supporters to any competition shall ensure that their students are in proper school uniform and that there are sufficient teachers present for student care and management.
- 18.2 All supporters are required to remain within the stipulated area for supporters throughout the competition. They are not allowed to be in the competition arena or participate in any form of sideline coaching and/or interference during the game.
- 18.3 Participating schools must ensure that their supporters attending the game(s) conduct themselves properly (Refer to **Annex A**). In the event that unsportsmanlike behaviour is observed, the Convenor may, at his discretion, issue an eviction of the spectator from the training/competition venue.

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

- 19.1 A Disciplinary Panel comprising members of the NSGOC will be formed to investigate the breach, presided by a Principal, who is the Chairman of the Discipline and Recognition Sub-Committee. The Panel may co-opt members outside the NSGOC, including personnel from the national sports association, to provide technical advice.
- 19.2 An appeal against the decision of the Disciplinary Panel may be submitted by the school (for competitor(s), coaches, and TM) and/or the official, to the Council, whose decision shall be final. (Please refer to Para. 13 with regards to the Appeal process).

## 20 DISQUALIFICATION

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

## 21 ATTIRE

- 21.1 All **participants** must be suitably attired in accordance with the requirement of the sport. The attire should bear the school colours / logo / badge or name.

## **SECTION C – AMENDMENTS AND MATTERS NOT PROVIDED FOR**

## 22 MATTERS NOT PROVIDED FOR

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

## 23 AMENDMENTS

23.1 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 Championship League Format
- D Appeal Process
- E Role of Team Managers
- F Appointment of SAR
- G Code of Conduct for Coaches
- H ISF Rule on Protest

### **SOFTBALL SUB-COMMITTEE SINGAPORE SCHOOLS SPORTS COUNCIL**

SN	EFFECTIVE DATE	AMENDMENTS	REMARKS
1.	12 Jan 10	3.1, 5.4.1, 5.11, 6.9.1, 6.9.4, 6.9.5, 6.10.2, 12.2, 20.3	
2.	20 Jan 10	6.9.1	
3.	1 Jul 2010	3.1, 4.4, 6.9.2, 6.9.4 and 6.9.5 Removal of 5.11	
4.	13 Jan 2011	1, 3.1, 6.6, 6.8.6, 6.9.3, 6.9.5, 6.9.6, 6.11.4	
5.	13 Sep 2011	1.1, 1.2, 2.1.1, 2.2.11, 2.2.12, 3.1, 3.15, 4.5f, 6.9.4, 6.11.4, 9.5, 10.4, 11.3, 11.4, 11.6, 11.7, 12.3, 15.2, 17.3, 20.1, 20.2	
6.	9 Jan 2013	3.1, 6.9.4, 11.2, 11.4, 12.3	
7.	11 Dec 2013	2.2.14, 5.1, 6.7.1, 6.7.2, 6.10.5, 10.3, Annex A (3 to 7 teams)	
8.	24 Oct 2014	1.1, 6.7.1, 6.9.4, 6.9.5, 6.9.6, 6.11.2, 6.13.1, 20.2, 20.3	
9.	6 Jan 2016	6.7.2, 6.7.4, 15.3,	
10.	4 Jan 2017	6.7.2, 6.11.4	
11.	2 Jan 2019	<b>Whole Document</b>	Re-numbering
12.	8 Mar 2022	<b>Special rules for Covid-19 4.1, 5.2</b>	

- *New changes in red. Items in blue are items to be highlighted.*

**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”*

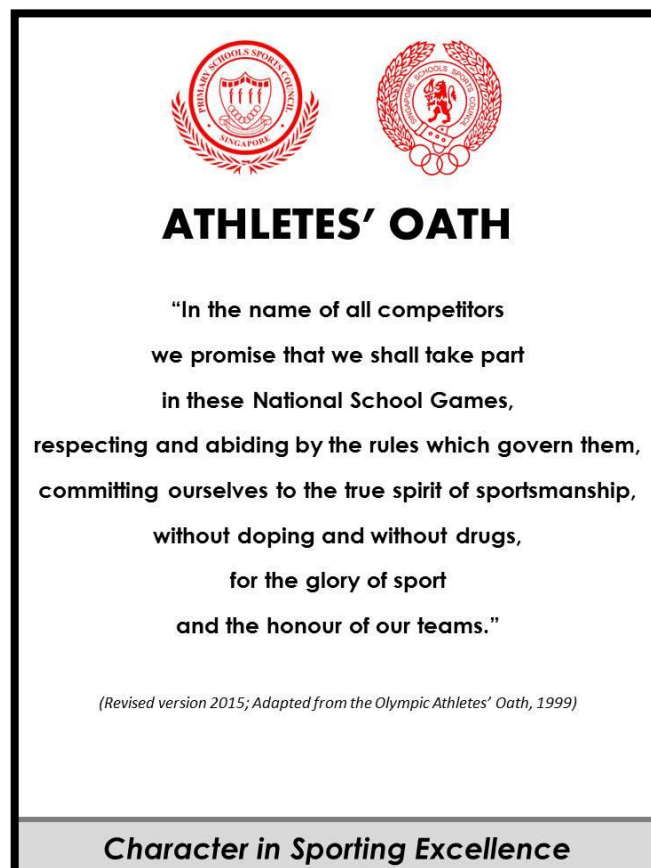
Motto

*“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."*

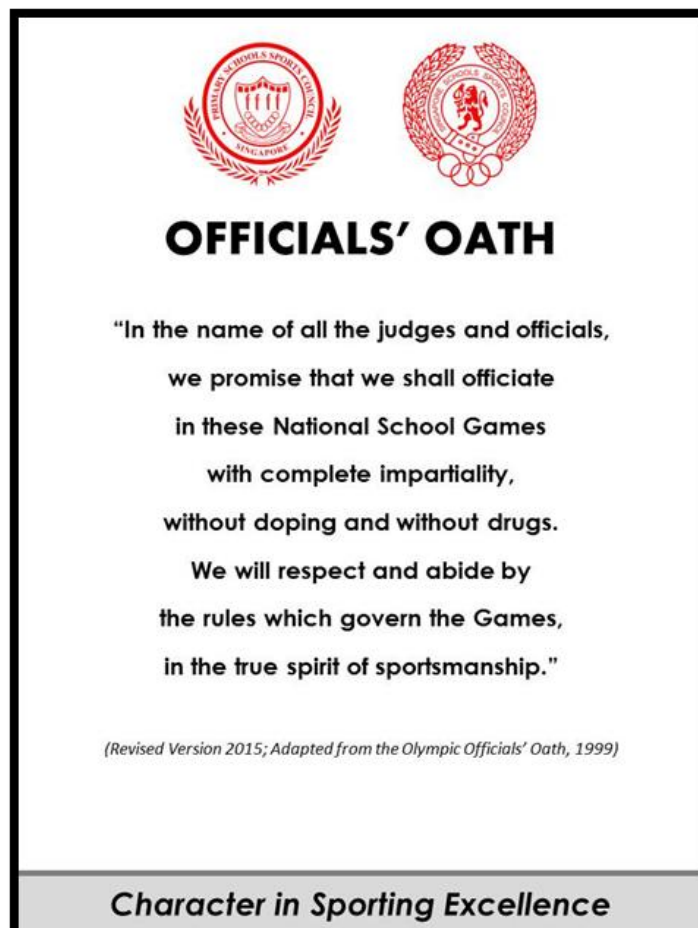
(Revised 2016; Adapted from the Olympic Coaches' Oath, 2012)

**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. Organising Efficiency:
  - 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 for deployment of officials.
  - iv. Secure 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 Organisation:
  - i. Organise competition venue, such as 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 Council's 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****CHAMPIONSHIP FORMAT**

In determining the format for the competition, games organising committees should aim to provide meaningful<sup>5</sup> competition experiences for participating teams. The suggested championship formats highlighted in this Annex are options that the Organising Committee can consider when drawing up their fixtures. The selected competition format should be standardised within the same sport (i.e. across zones).

**One-Group Championship Format**Grouping

The Championship will be played in a one-group round robin format.

<b>Number of Teams</b>	<b>Group</b>
3 to 7 teams	One-Group

The Championship Organising Committee may decide to adopt on one of the options listed below:

Option 1: Team ranking will be based on the league points awarded at the end of the single round robin league format.  
Without play-offs or semi-finals

Option 2: At the end of the one-group round robin format, the top 2 placed teams will play-off for 1<sup>st</sup> & 2<sup>nd</sup> position and the 3<sup>rd</sup> and 4<sup>th</sup> placed teams will play-off for 3<sup>rd</sup> & 4<sup>th</sup> position  
With Play-offs

Option 3: At the end of the one-group round robin format, semi-finals will be played between the teams ranked 1<sup>st</sup> & 4<sup>th</sup> and 2<sup>nd</sup> & 3<sup>rd</sup>.  
The winners of the semi-finals will play for the 1<sup>st</sup> & 2<sup>nd</sup> and the losers of the semi-finals will play for the 3<sup>rd</sup> & 4<sup>th</sup> positions.  
With Semi-Finals

**Two-Group Championship Format****Preliminary Round**Seeding

The champion and the fourth team of the preceding tournament shall be seeded in Group A. The runner-up and the third team of the preceding tournament shall be seeded in Group B.

Grouping

Except for the seeded team, grouping will be determined by the drawing of lots. The top 2 teams of each group will advance to the semi-final round. Convenor may determine the number of teams per group by drawing of lots.

<sup>5</sup> Each participating team should minimally play 3 matches (i.e. cumulative across Zone and National competitions; where applicable) in the course of competition.

Number of Teams	Group A	Group B
8 teams	4	4
9 teams	4	5
	5	4
10 teams	5	5
11 teams	5	6
	6	5
12 teams	6	6
13 teams	6	7
	7	6
14 teams	7	7

### Semi-Final Round

The champion and runner-up of each group shall enter into a criss-cross championship. The winner of Group A will meet the runner-up of Group B and vice-versa.

Semi-final 1(SF2)	A1 vs. B2
Semi-final 2 (SF2)	B1 vs. A2

### Finals

The winners of the two semi-finals shall then play at the final to decide the champion and runner-up. The losers of the two semi-finals will play for 3<sup>rd</sup> and 4<sup>th</sup> positions.

1 <sup>st</sup> & 2 <sup>nd</sup> Position	Winner of SF1 vs. Winner of SF2
3 <sup>rd</sup> & 4 <sup>th</sup> Position	Loser of SF1 vs. Loser of SF2

### Three-Group Championship Format

#### Preliminary Round

##### Seeding

The champion of the preceding tournament shall be seeded in Group A, the runner-up and third placed teams in Group B and Group C respectively. In the event that one of the seeded team withdraws from the tournament, the fourth placed team of the preceding tournament will be seeded.

##### Grouping

Except for the seeded team, grouping will be determined by the drawing of lots. The top 2 teams of the groups will advance to the quarter-final round. Convenor may determine the number of teams per group by drawing of lots.

Number of Teams	Group A	Group B	Group C
12 teams	4	4	4
13 teams	4	4	5
	5	4	4
	4	5	4

14 teams	4	5	5
	5	4	5
	5	5	4
15 teams	5	5	5

### Quarter-Final Round

The quarter-final round will be played in a 2-group format. One of the groups shall consist of two (2) group champions and one (1) group runners-up, and the other group one (1) group champion and two (2) group runners-up. The groups shall be determined by drawing of lots. The group champion and runner-up shall be placed in different groups in the quarter-final round. For example, if A1 is drawn into Group X, A2 shall be placed in Group Y.

Group X	Group Y
A1	B1
C1	A2
B2	C2

### Semi-Final Round

The champion and runner-up of each group shall enter into a criss-cross championship. The winner of group X will meet the runner-up of group Y and vice-versa.

Semi-final 1 (SF1)	A1 vs. B2
Semi-final 2 (SF2)	B1 vs. A2

### Finals

The winners of the two semi-finals shall then play at the final to decide the champion and runner-up. The losers of the two semi-finals will play for 3<sup>rd</sup> and 4<sup>th</sup> positions.

1 <sup>st</sup> & 2 <sup>nd</sup> Position	Winner of SF1 vs. Winner of SF2
3 <sup>rd</sup> & 4 <sup>th</sup> Position	Loser of SF1 vs. Loser of SF2

## Four-Group Championship Format

### Preliminary Round

#### Seeding

The champion of the preceding tournament shall be seeded in Group A, the runner-up, third placed and the fourth placed teams in Group B, Group C and Group D respectively.

#### Grouping

Except for the seeded team, grouping will be determined by the drawing of lots. The top 2 teams of the groups will advance to the quarter-final round. Convenor may determine the number of teams per group by drawing of lots.

Number of Teams	Group A	Group B	Group C	Group D
16 teams	4	4	4	4
17 teams	5	4	4	4
	4	5	4	4

	4	4	5	4
	4	4	4	5
18 teams	5	5	4	4
	5	4	4	5
	4	5	5	4
	4	4	5	5
19 teams	5	5	5	4
	5	5	4	5
	5	4	5	5
	4	5	5	5
20 teams	5	5	5	5
21 teams	6	5	5	5
	5	6	5	5
	5	5	6	5
	5	5	5	6
22 teams	6	6	5	5
	6	5	5	6
	5	6	6	5
	5	5	6	6
23 teams	6	6	6	5
	6	6	5	6
	6	5	6	6
	5	6	6	6
24 teams	6	6	6	6
25 teams	7	6	6	6
	6	7	6	6
	6	6	7	6
	6	6	6	7
26 teams	7	7	6	6
	6	7	7	6
	7	6	6	7
	6	6	7	7
27 teams	7	7	7	6
	7	7	6	7
	7	6	7	7
	6	7	7	7
28 teams	7	7	7	7

### Quarter-Final Round

The quarter-final round will be played in a 2-group format. Each group shall consist of two (2) group champions and two (2) group runners-up. The groups shall be determined by drawing of lots.

The group champion and runner-up shall be placed in different groups in the quarter-final round. For example, if A1 is drawn into Group X, A2 shall be placed in Group Y.

Group X	Group Y
A1	B1
C1	D1



B2	A2
D2	C2

### Semi-Final Round

The champion and runner-up of each group shall enter into a criss-cross championship. The winner of group X will meet the runner-up of group Y and vice-versa.

Semi-final match 1	X1 vs. Y2
Semi-final match 2	Y1 vs. X2

### Finals

The winners of the two semi-finals shall then play at the final to decide the champion and runner-up. The losers of the two semi-finals will play for 3<sup>rd</sup> and 4<sup>th</sup> positions.

1 <sup>st</sup> & 2 <sup>nd</sup> Position	Winner of SF1 vs. Winner of SF2
3 <sup>rd</sup> & 4 <sup>th</sup> Position	Loser of SF1 vs. Loser of SF2

Annex D

**SSSC WORKFLOW FOR APPEALS**

3-4 weeks or earlier for entire process to complete  
(suggested timeline)

**STAGE 1**

**SCHOOL MAKES AN APPEAL IN WRITING TO SECRETARIAT/SSSC and THE APPEAL MUST COMPLY WITH THE SSSC GENERAL RULES AND REGULATIONS PARA. 12**

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

**STAGE 2**

**PART 1 - ACKNOWLEDGEMENT OF LETTER OF APPEAL**

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

**PART 2 - SUSPENSION/RESUMPTION OF COMPETITION**

Communication will be made by National Convenor to all stakeholders.

**STAGE 3**

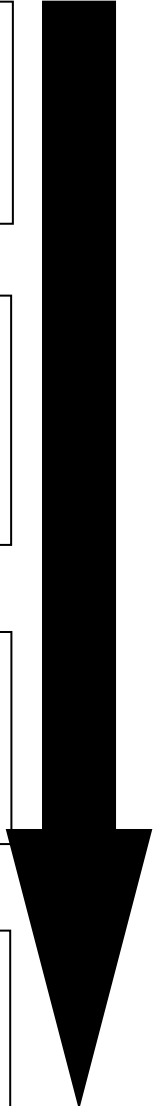
**FORMATION OF SSSC BOARD OF APPEAL**

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

**STAGE 4**

**OUTCOME AND CLOSURE OF SSSC BOARD OF APPEAL**

BoA Secretariat will arrange for a meeting with appellant (school) and all relevant parties to inform decision and explain process. An appeal fee of three hundred dollars (\$300) will be deducted from the appealing school's account, via IFAAS if the appeal is overruled.



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

## SINGAPORE SCHOOLS SPORTS COUNCIL

### Role of 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:

	<b>Terms of Reference</b>
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	Cooperate with NSGOC & officials and abide by the rules and regulations of the competition.
8	Submit team list & other necessary documents when required to.
9	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.
10	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
11	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.
12	Contact the school immediately in the event of an injury or emergency.
13	Do not speak to the media unless with permission from the school
14	Represent the school in matters pertaining to formal appeals/protests (as required by the sport)
15	Accompany participant(s) at disciplinary board meetings if the occasion arises.
16	Any other matters pertaining to the duty of care, student management and competition matters relating to the participants from his / her school.

## Guidelines for Appointing School Adult Representative (Parent) [SAR(P)]

### Introduction

From 2019 onwards, schools may appoint parents as School Adult Representatives to represent their schools as Team Managers for the school (for up to 3 athletes per sport\*) at SSSC competitions. This provision seeks to support schools in balancing the provision of competition opportunities for students with staff deployment in cases where the sport is not offered as a CCA in the school.

\* *Cross-Country, Fencing, Golf, Gymnastics, Judo, Sailing, Shooting, Swimming, Taekwondo, Tenpin Bowling, Track & Field and Wushu*

### Roles and Responsibilities of Schools

Schools:

- Should only appoint the **parent/legal guardian** of the student athlete, or one of the student athletes as SAR(P).
- Must appoint a school staff as the **School Coordinator**, to serve as liaison between the SAR(P) and the National School Games Organising Committee (NSGOC)
- Can only be represented by one SAR(P) for each competition
- Should inform the convenor/organising secretary and send a replacement (i.e., Education Officer or School Staff) in the event that SAR(P) is on medical leave, or is not able to continue his/her duties halfway through the competition
- Must ensure that parent/legal guardian of all participating students are present to oversee their own child/ward's safety and well-being

### Roles and Responsibilities of Appointed Parents

The appointed SAR(P):

- Should believe in and support the Council's mission, motto and aspirations
- Must chaperone his/her own child to and from the competition venue and be responsible for his/her child's safety and well-being
- Must cooperate with official authorities and abide by the rules and regulations of the competition
- Must attend all briefings and/or meetings called for by the respective NSGOCs and communicate all relevant information to the other accompanying parents where applicable
- Must be a good role model for student athletes
- Must manage the coach/instructor and supporter(s), if any, to ensure that they adhere to the Code of Conduct as provided in SSSC Rules & Regulations
- Must contact the school immediately to 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
- Must contact the school immediately in the event of an injury or emergency
- Must not speak to the media unless with permission from the school

### Preparatory and Training Requirements:

1. SAR(P) should have in-depth understanding and knowledge of:
  - His/Her roles and responsibilities
  - The SSSC General Game Rules and Regulations for all Sports and Games
  - The Specific Game Rules and Regulations
  - School's general Standard Operating Procedures (SOPs) and workflow for safety incident management and communication
2. SAR(P) is encouraged to be first aid trained.
3. SAR(P) should be familiar with the respective sports safety requirement and practice. He/she can refer to Sport Singapore's safety resources at:
 

<https://www.sportsingapore.gov.sg/sports-education/sports-safety/safety-resources-and-useful-links>

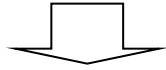
**Flow Chart for appointing School Adult Representative (Parent) [SAR(P)]**

**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



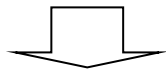
**Step 2: Brief SAR(P) & Signing of Letter of Agreement**

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.

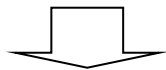
- SAR(P) must be briefed by participating school
- School to brief SAR(P) of the safety and intervention measures using the RAMS Form.



**Step 3: Issue Appointment Letter**

School issues the Appointment Letter to SAR(P).

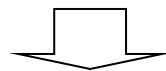
- School to clearly indicate the start and end dates of the SAR(P)'s duty on the letter



**Step 4: e-Registration**

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

- School uploads Appointment Letter onto e-Registration system together with the Baseline Safety Standards School Acknowledgement Form



**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

## Frequently Asked Questions

### **1. What are the sports where schools can appoint SAR for the SSSC National School Games (NSG) 2019?**

The following sports allow SAR Parent or School Staff:

- i) Cross Country
- ii) Fencing
- iii) Golf
- iv) Gymnastics\*
- v) Judo
- vi) Sailing
- vii) Shooting
- viii) Swimming
- ix) Taekwondo
- x) Tenpin Bowling
- xi) Track & Field
- xii) Wushu

\*Schools may appoint three different SARs(Parent) for the three different Gymnastics disciplines:- Artistic Gymnastics, Rhythmic Gymnastics, and Trampoline

### **2. When can a school appoint a SAR(Parent)?**

Schools can appoint an SAR(P) to take on the role of the Team Manager when the school wishes to send small number of students (i.e., not more than 3) to represent the school at the National School Games (NSG) for a sport where it is not offered as a CCA in the school.

If the sport is offered as a CCA, the school should continue to deploy the teacher in-charge and not an SAR.

If there are more than 3 students participating in the competition, the school should send a teacher in-charge.

### **3. Who can schools appoint as SAR?**

Schools should only appoint suitable school staff or parents who have been assessed to be responsible and capable to fulfil the duties currently discharged by a teacher (refer to Guidelines for Appointment of SAR).

MOE employed staff such as Contract Adjunct, Flexi-Adjunct, EAS (AM, OM, and CSO) and AED (T&L) can be appointed as SAR(School Staff).

Only the parent of a school's single participating athlete, or parents of one of the 2-3 participating student-athletes can be appointed as SAR(Parent).

### **4. Can grandparents, siblings or other relatives be appointed as SAR(Parent)?**

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

### **5. Can the School Programme Executive (SPE) be appointed as the SAR (School Staff)?**

No. The SPE is only allowed to accompany students for competitions together with a teacher, as spelt out in their job scope: *“Accompanying of students for competitions with Teacher I/C”*; under Job Scope 1.2 – *Coordination and Organisation of Logistic and Procurement of Services to Support CCA Activities*.

**6. Can schools send an SAR(Parent) for a team sport or event at the SSSC NSG?**

No. For all team sport or event, schools must send a **Teacher** to be the Team Manager.

**7. What happens when an appointed SAR does not turn up or need to leave before the end of a competition?**

The student will be disqualified if the SAR is not present at the competition venue. An appropriate replacement must be provided by the school if the SAR is not able to continue his/her duties.

**8. In the event if one of the student athlete’s parent (who is not the appointed SAR) 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 could not be around may not be allowed to compete.

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

The SAR must immediately inform the school and accompany the student to the hospital. The procedure should be the same as the school’s current standard operating procedure for managing such incidents.

**10. Is there a different set of Baseline Safety Standards School Acknowledgement Form for which schools must complete and submit during e-Registration if they are represented by SAR(Parent)?**

Schools will need to complete and submit the same Baseline Safety Standards School Acknowledgement Form. The appointed School Coordinator should brief the SAR to ensure that he/she understands the roles and responsibilities of an SAR and is prepared to perform the duties assigned. SAR(Parent) should be familiar with the respective sports safety requirement and practice, and is encouraged to be first-aid trained.

**11. What do the Annexes in the Letter of Agreement refer to?**

Annex A – Fixtures of the competition

Annex B – NSG’s Rules and Regulations of the relevant game.



**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.

## ISF Rule on Protest

### Sec. 1. PROTESTS THAT WILL NOT BE RECEIVED.

Protests shall not be received, or considered, if they are based solely on a decision involving the accuracy of judgment on the part of an umpire, or if the team lodging the protest won the game.

Examples of protest that will not be considered are

- a. Whether a batted ball was fair, or foul.
- b. Whether a runner was safe, or out.
- c. Whether a pitched ball was a strike, or a ball.
- d. Whether a pitch was legal, or illegal.
- e. Whether a runner did, or did not, touch a base.
- f. Whether a runner left the base too soon on a caught fly ball.
- g. Whether a fly ball was, or was not, caught legally.
- h. Whether it was, or was not, an Infield Fly.
- i. Whether there was, or was not, an interference.
- j. Whether there was, or was not, an obstruction.
- k. Whether a player, or live ball, did or did not, enter a dead ball area, or touch some object or person in a dead ball area.
- l. Whether a batted ball did, or did not, clear the fence in flight.
- m. Whether the field is fit to continue, or resume, play.
- n. Whether there is sufficient light to continue play.
- o. Any other matter involving only the accuracy of the umpire's judgment.

### Sec. 2. PROTESTS THAT WILL BE RECEIVED.

Protests that shall be received and considered include matters of the following types

- a. Misinterpretation of a playing rule.
- b. Failure of an umpire to apply the correct rule to a given situation.
- c. Failure to impose the correct penalty for a given violation.

**NOTE: 1. Protests for the above must be made before the next pitch, or before all infielders have left fair territory or, if on the last play of the game, before the umpires leave the playing field.**

**2. After one pitch has been thrown (legal or illegal), no change can be made on any umpire's ruling.**

- d. Eligibility of a team roster member.

**NOTE: Protests for the above are to be submitted to the appropriate authority (not the umpires) and may be made at any time, subject to the provisions of Rule 11 Section 5.**

### Sec. 3. PROTESTS INVOLVING JUDGEMENT AND INTERPRETATION OF RULE.

Protests may involve both a matter of judgment and the interpretations of a rule.

An example of a situation of this type follows:

With one out and the runners on second and third bases, the batter flied out. The runner on third tagged up after the catch, the player on second did not. The runner on third crossed the plate before the ball was played at second base for the third out. The umpire

did not allow the run to score. The questions as to whether the runners left their bases before the catch and whether the play at second was made before the player on third crossed the plate are solely matters of judgment and are not protestable. The failure of the umpire to allow the run to score was a misinterpretation of a playing rule and was a proper subject for protest.