



## **SINGAPORE SCHOOLS SPORTS COUNCIL**

### **GENERAL RULES AND REGULATIONS FOR 11-A-SIDE NSG HOCKEY 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 (Refer 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 (FIH International Rules Board, Singapore Hockey Federation);

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

- e) Any other co-opted members deemed necessary
- 1.2.2 The NSGOCs are 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' team<sup>1</sup> for the following Divisions:

- 'A' Division
- 'B' Division
- '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.

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

3.3 Appeals for late/erroneous entries<sup>2</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 The total number of competitor(s) to be registered shall not deviate from that laid down in the Rules and Regulations of the respective sports for both the Zonal and National Championships.

4.2 Special provision for C+/Ag+ cases:

4.2.1 To increase the maximum number of registered players in NIS at point of registration beyond the current maximum registration number.

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

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

- 4.2.2 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).
- 4.3 Each school shall register up to a **MAXIMUM of TWENTY-FOUR (24)** participants and **MINIMUM of ELEVEN (11)** participants for ALL DIVISIONS. No other than those registered on the registered list are allowed to be at the competition venue, in the substitution zone or team bench during each match.
- 4.4 Registration of players shall be made accordingly **on NIS** for each Division during the stipulated registration period. Team sheets are to be completed in BLOCK LETTERS, signed by the Principal and bear the school stamp.
- 4.5 The team sheets (photocopied) shall be used for every match. The teacher-in-charge is required to tick ( ✓ ) the first 11 players starting the match.
- 4.6 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/ junior college/ centralised institute.
- 4.7 Students requesting for a transfer after the Joint Admission Exercise may not represent their new school until the transfer has been officially effected.
- 4.8 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.
- 4.9 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).
- 4.9.1 Schools must write in to inform the Convenors of the replacement at least one (1) working day before the next match.
- 4.9.2 No replacement of competitor(s) is allowed once the Championship reaches the semi-final stage.
- 4.10 If a school chooses not to register the maximum number of competitor(s) allowed by the sports/games, 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.
- 4.11 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).
- 4.12 International students who are in the schools/junior colleges/centralised institute on exchange programme are not allowed to represent the school.
- 4.13 Students granted Leave of Absence (LOA) by MOE will be allowed to represent the school.
- 4.14 Registration constitutes representation, that is, once a student is registered to play for a school/ junior college/ centralised institute, he/she is deemed to have represented his/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 Sports, 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>3</sup> shall be organised on an inter-school league format. Where entries are grouped, each group shall have a minimum of **four (4)** teams<sup>4</sup>. (**Refer to Annex D**)
- 5.3 For the semi-finals, the champion and runner-up of each group shall enter into a criss-cross competition. The winner of Group 1 will meet the runner-up of Group 2 and vice-versa.
- 5.4 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 3rd and 4th positions.

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

- 6.1 The following scoring system shall apply:

Win	3 points
Draw	1 point
Loss / Walkover	0 point

- 6.2 For a tie between 2 or more teams, the tie shall be resolved as approved by the SSSC's Standing Committee and stated in the specific sport's rules and regulations.
- 6.3 In the event of two or more teams equal in points at the end of the league, the following criteria in order of priority will be used to rank teams:
- 6.3.1 The team having the best goal difference will be placed first.
- 6.3.2 Then, the team with the greater number of goals scored for shall be the winner.
- 6.3.3 Then, the team which had won the match between the teams concerned would be ranked higher.
- 6.3.4 Then, the results against the lower ranked teams not involved in the tie will be removed from the group and the remaining teams will be ranked again following the priority order of the ranking criteria from Paras 6.3.1 - 6.3.3.
- 6.4 Should there still remain equality among two or more tied teams after enacting para 6.3, then the matter will be settled by a Penalty Shootout Competition between those teams (see para 27).
- 6.5 Should there still remain equality among two (or more) teams (after the penalty shootout competition against each other), the shootout will be repeated in a sudden death format until a ranking is achieved.

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<sup>3</sup> Match-based sports refer to Badminton, Basketball, Cricket, Floorball, Football, Hockey, Netball, Rugby, Sepaktakraw, Softball, Squash, Table Tennis, Tennis, Volleyball and Water Polo

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

## 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 mins) 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 (e.g. in special cases when delay may be caused by traffic jams, floods). 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/her 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>5</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 A team that concedes a walkover will get zero (0) points. The opposing team will be awarded three (3) points and three (3) goals.

10.5 In play off for top 4 placing, any walkover will disqualify the team from being placed.

## 11 ABANDONED GAME

11.1 A written report by the umpire and pitch manager are required for the abandoned game that is **not** due to inclement weather. The umpire and pitch manager are required to submit a written report on an abandoned game within one (1) working day.

11.2 All abandoned games due to bad weather or poor ground conditions will be played on another day stipulated by the convenor. The remaining time of the match will be played

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<sup>5</sup> All results involving the team will be null and void.

with the score at the time the match was stopped. The exception is when the 75% rule is applied in the preliminary round (36 mins of the game is completed).

11.3 The Championship Organising Committee will deliberate on all abandoned games except for 11.2.

11.4 For decision on an abandoned game, refer to Para 20.1 on disqualification.

## 12 PROTEST

12.1 Any clarification on points of laws/rules must be lodged immediately by the Team Manager (TM) **only** to the referee/umpire. Any decision taken by the referee/umpire will be final.

12.2 All protests shall be referred to the NSGOC. The protest(s) must reach the Committee within **one (1)** working day following the match to which it relates **unless** stipulated otherwise in the respective sport's rules. The protest must be in writing and duly signed by the Principal. A protest fee of \$150 to be paid by school (within 30 days from notification of outcome) if the protest is overruled.

12.3 The NSGOC will deliberate on the protest within **five (5)** working days. The decision will then be made known in writing to the school concerned.

12.4 When there is any conflict of interest, the school(s) involved will not sit in the committee considering the protest.

## 13 APPEAL (Refer to Annex E)

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 or via email sent by the Principal.

13.3 An appeal fee of \$300 to be paid by school (within 30 days from notification of outcome) if the appeal is overruled.

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

## 14 SUSPENSION

14.1 Participant(s) suspended by any one of the following bodies is barred from participating in the NSG for that sport for the period of suspension:

- a) The School
- b) The Zonal Council
- c) The Singapore Schools Sports Council (SSSC)
- d) The National Sports Association (NSA) of the sport

## 15 TEAM MANAGER (TM)

- 15.1 Each participating team must be accompanied by a TM who shall remain with the team throughout the duration of play (**Refer to Annex F**).
- 15.2 The TM shall be a teacher or School Adult Representative<sup>6</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 G**.
- 15.3 The TM must check and comply with the hosting school's Standard Operating Procedures (SOPs) and communicate all the information to all stakeholders associated with the participating school.
- 15.4 TMs are expected to conduct themselves with decorum during competitions
- 15.5 TMs are not allowed to interfere with the final decision taken by the referee/umpire/judge on points of laws/rules after clarification has been sought. If such interference results in disruption of any match/game, a report shall be made by the Convenor and the matter brought to the attention of the NSGOC for appropriate action.

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

- 16.1 SHF registered umpires will be engaged to officiate all matches. Participating schools will have to get the acknowledgement form signed by the umpires after every match played. The Home Team Teacher I/C will get the form duly signed for submission.
- 16.2 The Convenor/Pitch Manager in consultation with the umpires shall decide if the pitch is fit for play.
- 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**).
- 16.4 The umpire will complete and submit the match record form to the respective pitch manager at the end of each match day. The pitch manager will update the NSGO Executive with the summary of all scores for updating on the SPSSC website.

## 17 COACHES

- 17.1 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.
- 17.2 Coaches are not allowed to approach the game officials to query their decisions. Only TMs are allowed to approach game officials to seek clarifications.
- 17.3 Schools must ensure that their coaches adhere to the SSSC Rules and Regulations and the code of conduct.

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<sup>6</sup> SAR option is only available for the following individual sports: Bowling, Canoeing, Cross Country, Fencing, Golf, Gymnastics, Judo, Sailing, Shooting, Swimming, Taekwondo, Track & Field and Wushu. From 2021 onwards, schools may appoint parents as SAR(P) to represent their schools as Team Managers to accompany up to 3 student athletes for each distinct competition of the same sport (*Refer to SAR package for details*).



## 18 SUPPORTERS

- 18.1 Schools sending supporters to any competition shall ensure that their students are in proper school attire and that there are sufficient teachers present who would be responsible for the management of and well-being of their students.
- 18.2 Hosting schools reserve the rights to prevent any supporters from entering the competition if he/she failed to comply with the schools' Venue Sourcing SOPs.
- 18.3 All supporters are required to remain within the stipulated area for supporters throughout the competition. They are not allowed to be in the competition arena or participate in any form of sideline coaching and/or interference during the game.
- 18.4 Participating schools must ensure that their supporters attending the game(s) conduct themselves properly (**Refer to Annex A**). In the event that unsportsmanlike behaviour is observed, the Convenor/hosting school's representative may, at his/her 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 Any athlete, coach, official, or spectator found guilty of aggressive behaviour through a fight/assault at the NSG, shall be expelled from the NSG, and be banned from it, for the calendar year of the NSG. This shall also apply to all fights/assaults traced to an NSG competition, either immediately, before, during or after the competition.
- 19.3 An appeal against the decision of the Disciplinary Panel may be submitted by the school (for competitor(s), coaches, and TM) and/or the official, to the Council, whose decision shall be final. (Refer to Para. 13 with regards to the Appeal process).

## 20 DISQUALIFICATION

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

## 21 ATTIRE

- 21.1 All participants must be suitably attired in accordance with the requirement of the sport. The attire should bear the school colours/logo/ badge or name.
- 21.2 All jerseys shall be numbered clearly on the back. All outfield participants shall wear uniform jerseys but numbered differently. No accessories (watches, bangles, jewellery, plastic hairbands etc) are allowed to be worn by participants. Spectacles must be worn with straps.
- 21.3 Participants must be attired as follows:

21.3.1 Boys: Jersey / Shirt and Shorts

21.3.2 Girls: Jersey / Shirt and Skirts / Skorts

Participants may choose to wear tights beneath their shorts or skirts / skorts. For such participants, their tights must be:

- a) a solid colour (no multi-colour or patterned tights), and
- b) same colour as the jersey colours or black in colour

Participants from the same team / school using tights should coordinate such that their tights are of the same colour.

- 21.4 Any additional items of clothing worn by a player during a match must be the same colour as the adjoining piece of clothing.
- 21.5 The Home team (first named team) shall wear its primary kit. The Away team (second named team) is entitled to wear its primary kit unless there is a clash in which case the Away team must wear its secondary kit.
- Goalkeepers must wear colours that do not clash with those of either the Home or Away teams.
- 21.6 No team is allowed to play without the proper attire. It is advisable for teams to bring both kits to the competition venue in case they are required to change. All jerseys must be clearly numbered and **failure to adhere to this rule will result in the team conceding a walkover**. The attire should bear the school logo/badge or name.
- 21.7 Use of shin-guards or shin-pads is compulsory. Use of facemasks for all defenders during penalty corners is compulsory. Only defenders using facemasks will be allowed to defend the goal at the start of the penalty corner.
- 21.8 Players are permitted to wear a soft face and head protection throughout a match for medical reasons subject to an appropriate medical certificate being submitted and approved by the National Convenor/Adviser before the match/tournament.
- 21.9 Players who have been registered using a certain number must use the same number throughout the competition. Schools must ensure that all participants wear correct numbered jerseys as reflected on the team sheet on the match day. Schools / players that do not comply will be referred to discipline committee and may be disqualified from the competition.
- 21.10 Footwear is compulsory for all players. Boots with metal studs are not permitted.

- 21.11 The Home team must provide two regulation balls for each game.
- 21.12 The Captain must, at all times, wear a distinctive armband / ribbon on his arm / jersey. Each team must have a Captain, on the field of play or on the team bench during the match. The Captain is responsible for the behaviour of his team players on the field of play.
- 21.13 Goalkeepers must be completely protected, and must wear a helmet, chest guard, leg guard and kickers. In the interest of safety, no kicking back will be allowed.
- 21.14 All defenders, in a penalty corner situation are required to put on face masks until the penalty corner is over. On completion of penalty corner, the defenders are to safely place their face masks outside the field of play.

## 22 GAME FORMAT

- 22.1 A match between 2 participating schools shall consist of ten (10) outfield participants and one (1) goalkeeper. Up to 3 reserves may be named in the team list.

## 23 DURATION OF GAME

- 23.1 All Divisions (Boys / Girls):

Each match shall consist of four (4) equal periods of fifteen (15) minutes,

Time (Half)	Period	Duration (mins)
First Half	1	15
	Break	2
	2	15
Change scoring ends (half time)		10
Second Half	3	15
	Break	2
	4	15
Total Match Time		74

Teams will change scoring ends after the second period (half time).

- 23.2 In the event of inclement weather (including haze) or other reasons acceptable by the Organising Committee, if 75% or more of the game duration/match is played, (this amounts to at least 45 minutes out of 60 minutes) the result of the match will stand as the final result. This would only apply to the preliminary round and second round games (if any).
- 23.3 The maximum waiting time for the game to resume is 15 minutes failing which the game shall be postponed and the remaining time to be played at the next convenient date/time in the schedule. The umpire has the right to stop time if the game is delayed due to technical reasons and serious injury.
- 23.4 The 75% rule will not be applied for knockout games at the National Championships Quarter-finals games onwards (ie. Quarter-finals, Semi-final, 3rd/4th placing & Final).
- 23.5 For Quarter-finals, Semi-finals, 3rd & 4th and Finals, all games that end with a tie shall be decided by a 5 Penalty Shootout Competition as para 28.

## 24 PLAYING AREA

24.1 Full-sized Hockey pitch.

## 25 MINIMUM NUMBER OF PLAYERS

- 25.1 The minimum number of players to be registered is **ELEVEN (11)** and the minimum number of players required before a match can start is **NINE (9)**. If a team fails to field the required number within fifteen (15) minutes of the scheduled starting time, the Umpires will call off the match and report the matter to the Pitch Manager/National Convenor. The team concerned shall be taken to have conceded the match with a 0 – 3 score line.
- 25.2 All schools must submit their signed and stamped team sheets (para 4.3) to the officials 10 minutes before the start of every match. All participants in the lists must be registered participants.
- 25.3 Schools may bring all registered players to the competition venue. Team Managers are to select the fourteen (14) players on their team sheets by deleting the names of the players who are not participating and ticking (✓) the first 11 players starting the match. Before the match commences, only the registered 9 reserve players, Team Manager and Coach will be allowed to remain at the team bench area. The other registered players who are not participating may observe the match from a distance apart from those participating in the match.

## 26 TEAM BENCH AREA

26.1 Only the 20 registered participants (para 25.3), TMs and coaches are allowed within the team bench area (only the names reflected on the team registration form). No unregistered participants, coaches, parents, ex-students or supporters are allowed.

## 27 SUBSTITUTION OF PLAYERS

27.1 **ROLLING SUBSTITUTES:** All players including the goalkeeper may be substituted at any time except during the award of a penalty corner. Substitution will only be allowed to take place after the completion of a penalty corner.

## 28 5 PENALTY SHOOT-OUT COMPETITION

28.1 Five players and one goalkeeper from each of the two competing teams, chosen by their respective teachers-in-charge from the players registered in the team sheet shall participate in a penalty shootout competition. The five identified players shall take the penalties against the goalkeeper of the opposing team in alternate sequence. The names of the said five players and one goalkeeper shall be communicated by the teacher-in-charge to the umpires and/or match officials prior to the commencement of the penalty shoot-out competition. The five players must take the penalty shootout in the sequence in which their names are communicated to the umpires. The goalkeeper playing in the penalty shootout competition shall not be replaced in the course of the said penalty shootout competition unless he/she is, to the satisfaction of the match umpires, incapacitated and unable to perform the role of a goalkeeper.

- 28.2 If during a penalty shoot-out competition a penalty taker is suspended, then that person shall take no further part in the said penalty shootout competition. If during a penalty shootout competition a goalkeeper is suspended, that goalkeeper may be substituted, but by another penalty taker only. The person replacing the said goalkeeper may, unless he/she has already taken the penalty, continue to take a penalty.
- 28.3 The match umpires shall choose the goalpost to be used for the penalty shootout competition and they shall toss a coin in the presence of the captains of the teams to decide which team shall take the first penalty. The team having the highest number of goals shall be the winner, and the penalty competition shall cease once a winner is established.
- 28.4 In the event both teams score equal number of goals, another series of penalties (Sudden Death) shall be taken with the same players who were nominated to take the penalties in the penalty shootout competition referred to in para 27.1 (*“the First Competition”*). Such player(s) may be replaced only if the match umpires are satisfied that the said player(s) is/are incapacitated and is/are unable to participate any further in this series of penalty shootout. This series shall be played on a “sudden death” basis, i.e. the winner shall be the first team to score more goals after an equal number of penalties (*no minimum*) have been taken by each team. The teacher-in-charge shall be entitled to alter the sequence of his penalty takers from the sequence adopted for the First Competition only once which will be the same sequence should the sudden death series be repeated after all 5 penalty takers have completed their penalty and the score remains tied.
- 28.5 The team that took the first penalty in the First Shootout Competition shall not take the first penalty of the “sudden death” series referred to in para 27.4.
- 28.6 Subject to para 27.1, only the teacher-in-charge, goalkeeper and nominated penalty takers may enter the pitch during a penalty shoot-out competition. All will remain on the half way line until the umpire calls for the penalty taker to come forward.
- 28.7 Only the penalty taker, goalkeeper (defending the penalty) and match umpires shall be entitled to remain within the twenty three metre area of the goalpost where the shootout is being taken. Goalkeepers may remain behind the goal line but at corner flag while waiting for their turn.
- 28.8 No one who has been shown a red card during a match shall be eligible to participate in a penalty shoot-out competition held at the conclusion of the said match.

## 29 TAKING A PENALTY SHOOT-OUT

- 29.1 The defending goalkeeper / defending player starts on or behind the goal-line between the goal posts;
- 29.2 The ball is placed on the nearest 23m line opposite the centre of the goal;
- 29.3 An attacker stands outside the 23m line near the ball;
- 29.4 The umpire blows the whistle to signal the start of the shootout; the attacker and the goalkeeper / defending player may then move in any direction;
- 29.5 The shootout is **completed** when:

- 29.5.1 8 seconds has elapsed since the starting signal
  - 29.5.2 A goal is scored;
  - 29.5.3 The attacker commits an offence;
  - 29.5.4 The goalkeeper / defending player commits an unintentional offence inside or outside the circle in which case the shoot-out is re-taken by the same player against the same goalkeeper / defending player;
  - 29.5.5 The goalkeeper / defending player commits an intentional offence inside or outside the circle in which case a **penalty stroke** is awarded and taken;
  - 29.5.6 The ball goes out of play over the back-line or side-line; this includes the goalkeeper / defending player intentionally playing the ball over the back line
- 29.6 If the **penalty stroke** is awarded as specified above, it can be taken by any players involved in the shootout concerned, unless they are incapacitated or suspended.

### **30 SUSPENSION OF PLAYERS (GREEN / YELLOW)**

- 30.1 A player receiving a green card is suspended temporarily for 2 minutes. Umpires are to note down such cases on the team sheet provided by the teams.
- 30.2 A player receiving a yellow card is suspended for a minimum of 5 minutes or more of play. Umpires are to note down such cases on the team sheet provided by the teams.
- 30.3 As an added point to rule, a player receiving the following:
  - a) three (3) green cards; or
  - b) two (2) yellow cards; or
  - c) two (2) green cards and 1 yellow card;

**will automatically be suspended from playing in the next match.**

- 30.4 The responsibility of monitoring the cards received by a listed player in any Championship is that of the School.

### **31 SENT OFF (RED CARD)**

- 31.1 A player who is sent-off (receiving a Red Card) for misconduct will not be allowed to continue the game. Any player so sent-off may not be substituted. Umpires are to report such cases of misconduct to the Pitch Manager & National Convenor.
- 31.2 A player who receives a Red Card cannot play in any more games until the Hockey Discipline Committee has met and decide on the action to be taken. A minimum suspension of TWO (2) matches will be imposed. He is to appear before the Discipline Committee with the teacher-in-charge if required

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

### **32 MATTERS NOT PROVIDED FOR**

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

### **33 AMENDMENTS**

33.1 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

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”*

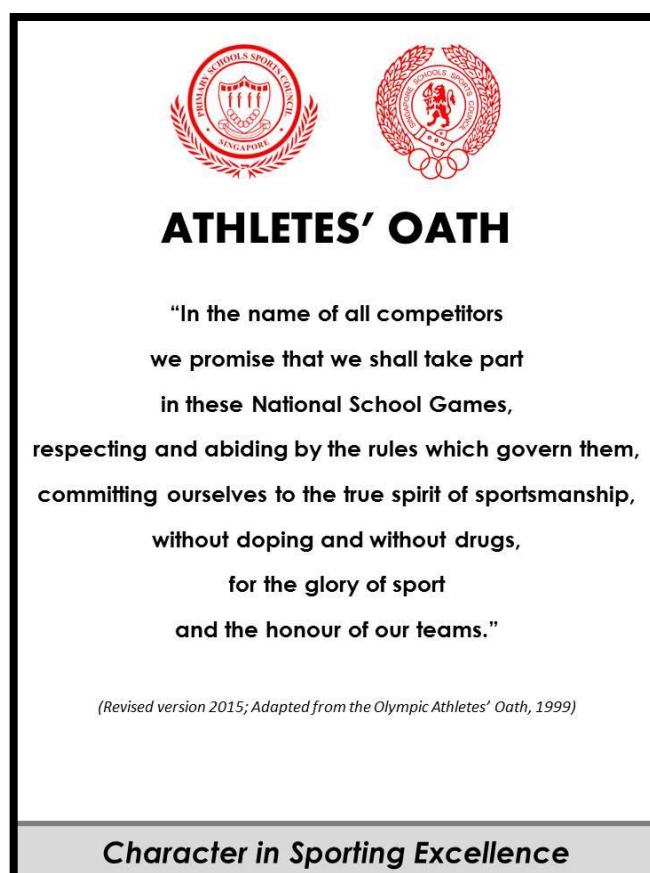
Motto

*“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."*

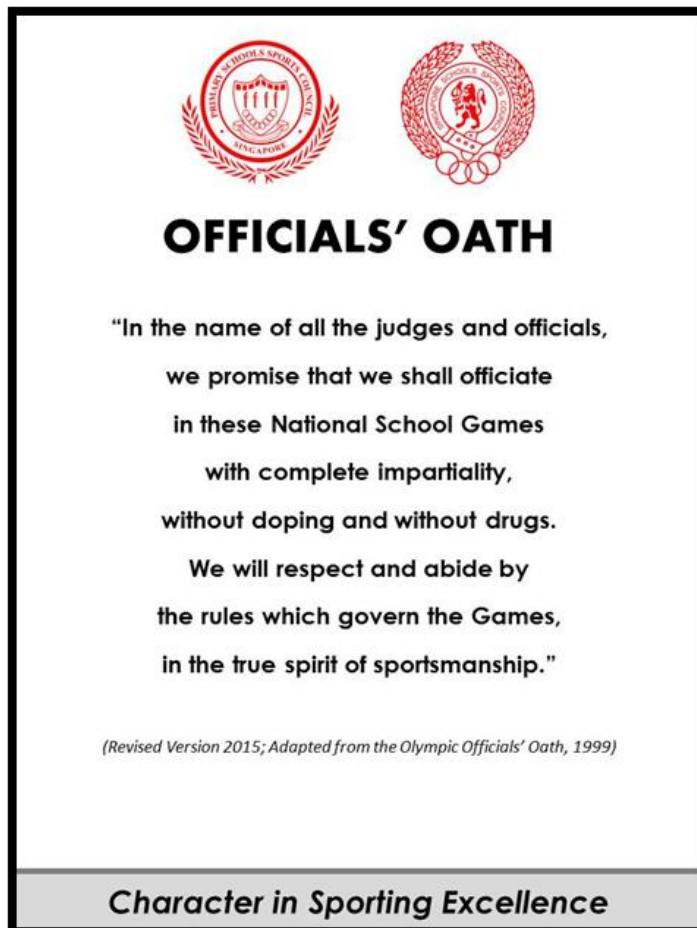
*(Revised 2016; Adapted from the Olympic Coaches' Oath, 2012)*

**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.

## **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**

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

- a. Planning and Execution:
  - i. Work out the competition schedules, fixtures and venues required.
  - ii. Communicate with participating teams on all competition matters, including, but not limited to: rules, dates, fixtures, venue, etc.
  - iii. Identify and appoint Competition Director (if applicable) for deployment of officials.
  - iv. Manage competition officials, venues, equipment, medical cover and logistics for effective and efficient conduct of the competition.
- b. Risk Assessment and Management:
  - i. Carry out risk assessment and management planning for each venue, including adherence to the baseline safety standards.
  - ii. Communicate relevant parts of the risk assessment and management plan to all relevant parties.
  - iii. Monitor and manage safety and security issues at the competition venue.

- c. Venue Management:
  - i. Ensure competition venues (including hosting schools) have the following in good condition to support the competition:
    - o Equipment
    - o Line Drawings (if applicable)
    - o Consumables
  - ii. Inform Hosting Schools of competition schedule.
  - iii. Disseminate competition fixtures to all Hosting and Participating Schools once fixtures are confirmed.
  - iv. Inform Hosting and Participating Schools at least three (3) working days before should there be any changes in venue or fixtures.
  - v. Ensure that 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. Ensure competition results are promptly and accurately sent to the NSGO for uploading to 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) relating to the competition.

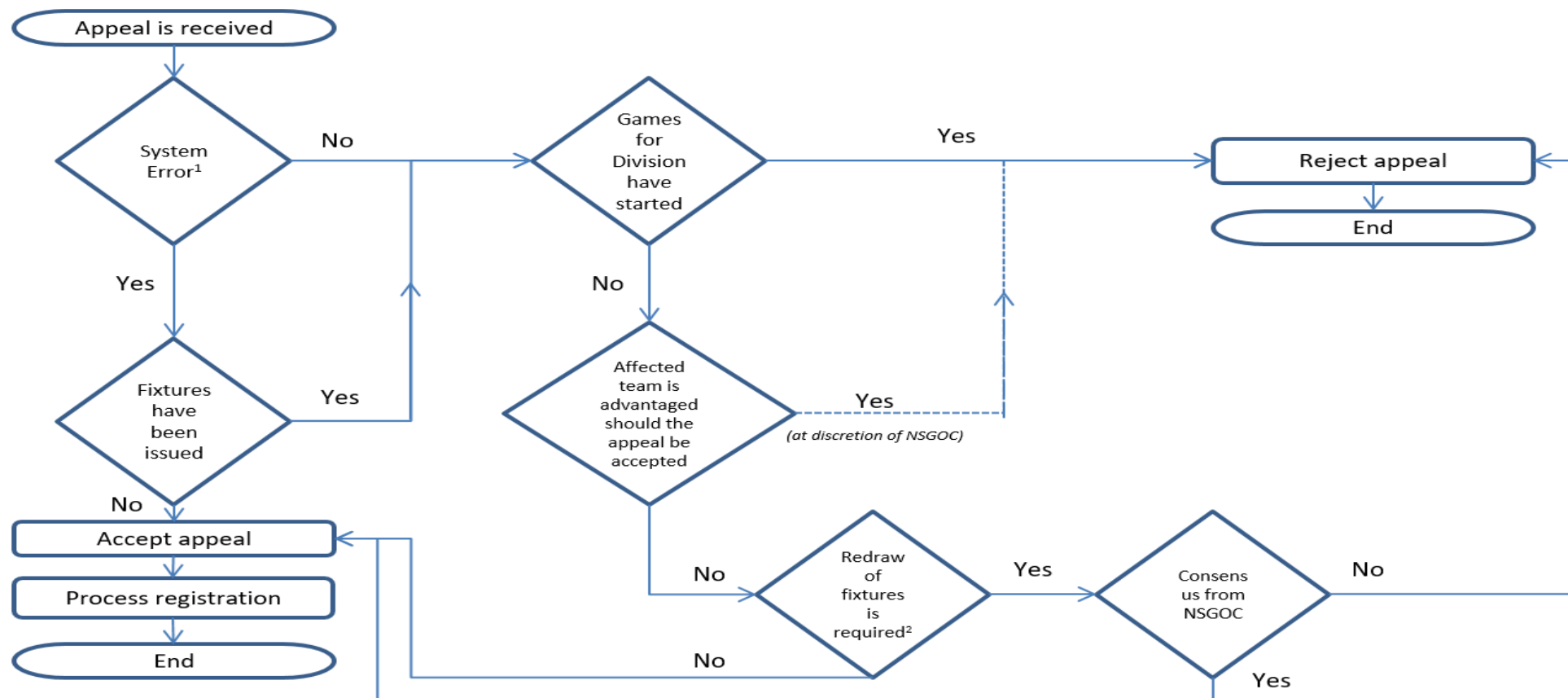
### **3. RECOGNITION, APPEAL AND DISCIPLINE**

- 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.

## MANAGEMENT OF LATE/ERRONEOUS REGISTRATIONS IN THE NSG



## Note:

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

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

## CHAMPIONSHIP FORMAT

In determining the format for the competition, games organising committees should aim to provide meaningful<sup>7</sup> competition experiences for participating teams. The suggested championship formats highlighted in this Annex are options that the NSGOCs can consider when drawing up their fixtures. The selected competition format should be standardised within the same sport (i.e. across zones; and from year to year).

### Grouping

The number of participation teams in the division should determine the Championship Format and the grouping approach, with the aim to provide meaningful competition experiences for the participating teams.

### Seeding<sup>8</sup>

In determining how teams should be seeded, respective NSGOCs should ensure that the approach achieves the following:

1. Teams / players are objectively placed for the preliminary / classification rounds
2. Students derive meaningful competition experiences from their participation in the NSG

The following serve as a recommended guide for NSGOCs to determine which seeding approach to adopt based on the type of competition format:

Zone/ Direct National Competitions	Tiered Competitions	Event-based Competitions
<ul style="list-style-type: none"> <li>• Seed the top 4 teams and place them in the respective groups. The remaining quarter-finalists from the preceding year can then be seeded, separated and placed in the groups by drawing of lots.</li> <li>• No more than two seeded teams shall be drawn into the same group.</li> </ul>	<ul style="list-style-type: none"> <li>• Seed <u>all</u> teams from the different tiers to separate them into different classification groups using results from the preceding year.</li> <li>• Each tier would be represented in all groups in the Classification Rounds.</li> </ul>	<ul style="list-style-type: none"> <li>• Adopt sports specific seeding approach that would meet the competition needs.</li> </ul>

*Table 1: Recommended seeding approaches for different competition format*

<sup>7</sup> Each participating team should minimally play 3 matches (i.e. cumulative across Zone and National competitions; where applicable) in the course of competition.

<sup>8</sup> NSG Sports that resumed and completed 2021 NSG competition, will use 2021 NSG results to determine the seeded teams for NSG 2022.

NSG Sports that do not have 2021 results will use 2019 NSG results to determine the seeded teams for NSG 2022, if NSGOCs deem it meaningful to do so.



## SUGGESTED CHAMPIONSHIP FORMATS FOR ZONE / DIRECT NATIONAL COMPETITION

### One-Group Championship Format

#### Grouping

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

Number of Teams	Group
3 to 7 teams	One-Group

The NSGOC may decide to adopt one of the options listed below:

- |  |  |
|--|--|
| Option 1:<br>Without play-offs<br>or semi-finals | Team ranking will be based on the league points awarded at the end of the single round robin league format.  |
| Option 2:<br>With Play-offs                      | 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  |
| Option 3:<br>With Semi-Finals                    | 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> .<br>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. |

### 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 order of the draw by alphabetical order of the school names or any other reasonable method and determine number of teams per group by drawing of lots.

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 (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

### 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. The fourth place team shall be placed in either Group A, B or C by drawing of lots. In the event that one of the seeded team withdraws from the tournament, the fourth placed team of the preceding tournament will replace as the seeded team of the group. Quarter-finalists from the preceding year shall be seeded, separated and placed in the groups by drawing of lots. No more than two seeded teams shall be drawn into the same group to ensure no teams are disadvantaged as a result.

##### 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 order of the draw by alphabetical order of the school names or any other reasonable method, and determine 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. Quarter-finalists from the preceding year shall be seeded, separated and placed in the four groups by drawing of lots. No more than two seeded teams shall be drawn into the same group to ensure no teams are disadvantaged as a result.

### Grouping

Except for the seeded teams, 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 order of the draw by alphabetical order of the school names or any other reasonable method and determine number of teams per group by drawing of lots.

<b>Number of Teams</b>	<b>Group A</b>	<b>Group B</b>	<b>Group C</b>	<b>Group D</b>
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

### Five or Six-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.

Quarter-finalists from the preceding year shall be seeded, separated and placed in the five/six groups by drawing of lots. No more than two seeded teams shall be drawn into the same group to ensure no teams are disadvantaged as a result.

### Grouping

Except for the seeded teams, 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 order of the draw by alphabetical order of the school names or any other reasonable method and determine number of teams per group by drawing of lots.

<b>Number of Teams</b>	<b>Group A</b>	<b>Group B</b>	<b>Group C</b>	<b>Group D</b>	<b>Group E</b>	<b>Group F</b>
25 teams	5	5	5	5	5	0
26 teams	6	5	5	5	5	0
	5	6	5	5	5	0
	5	5	6	5	5	0
	5	5	5	6	5	0
27 teams	5	5	5	5	6	0
	6	6	5	5	5	0
	5	6	6	5	5	0
	5	5	6	6	5	0
	5	5	5	6	6	0
28 teams	6	5	5	5	6	0
	6	6	6	5	5	0
	5	6	6	6	5	0
	5	5	6	6	6	0
	6	5	5	6	6	0
29 teams	6	6	5	5	6	0
	6	6	6	6	5	0
	5	6	6	6	6	0
	6	5	6	6	6	0
	6	6	5	6	6	0
30 teams	6	6	6	6	6	0
	5	5	5	5	5	5
31 teams	6	5	5	5	5	5
	5	6	5	5	5	5
	5	5	6	5	5	5
	5	5	5	6	5	5
	5	5	5	5	6	5
32 teams	5	5	5	5	5	6
	6	6	5	5	5	5
	5	6	6	5	5	5
	5	5	6	6	5	5
	5	5	5	6	6	5
	5	5	5	5	6	6
6	5	5	5	5	6	

### Quarter-Final Round

The quarter-final round will be played in a 2-group format. Each group shall consist of two/three group champions and two/three 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.

<b>Five Groups Championship Format</b>	<b>Group X</b>	<b>Group Y</b>
	A1	B1
	C1	E1
	D1	A2
	B2	C2
	E2	D2

<b>Six Groups Championship Format</b>	<b>Group X</b>	<b>Group Y</b>
	A1	B1
	C1	E1
	D1	F1
	B2	A2
	E2	C2
	F2	D2

### 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

## SUGGESTED CHAMPIONSHIP FORMATS FOR TIERED COMPETITION

### Multiple-Groups Championship Format

#### **Classification/ Preliminary Round**

##### Seeding

NSGOCs should leverage on existing competition structures and mechanisms to implement a consistent seeding approach to seed all teams in the different tiers and separate them in different groups, using results from preceding year. Each tier shall be represented in all groups in the Classification Rounds.

##### Grouping

Teams shall be seeded, separated and placed into different groups by drawing of lots based on the preceding year's results.

*For example:*

In a competition with 3 Tiers and the adopted format is to place all teams equitably into 8 groups in the Classification/ Preliminary round<sup>9</sup>, the grouping would be as such:

<b>Group 1</b>	<b>Group 2</b>	<b>Group 3</b>	<b>Group 4</b>	<b>Group 5</b>	<b>Group 6</b>	<b>Group 7</b>	<b>Group 8</b>
Tier 1 team	Tier 1 team	Tier 1 team	Tier 1 team	Tier 1 team	Tier 1 team	Tier 1 team	Tier 1 team
Tier 1 team	Tier 1 team	Tier 1 team	Tier 1 team	Tier 1 team	Tier 1 team	Tier 1 team	Tier 1 team
Tier 2 team	Tier 2 team	Tier 2 team	Tier 2 team	Tier 2 team	Tier 2 team	Tier 2 team	Tier 2 team
Tier 2 team	Tier 2 team	Tier 2 team	Tier 2 team	Tier 2 team	Tier 2 team	Tier 2 team	Tier 2 team
Tier 3 team	Tier 3 team	Tier 3 team	Tier 3 team	Tier 3 team	Tier 3 team	Tier 3 team	Tier 3 team
Tier 3 team	Tier 3 team	Tier 3 team	Tier 3 team	Tier 3 team	Tier 3 team	Tier 3 team	Tier 3 team

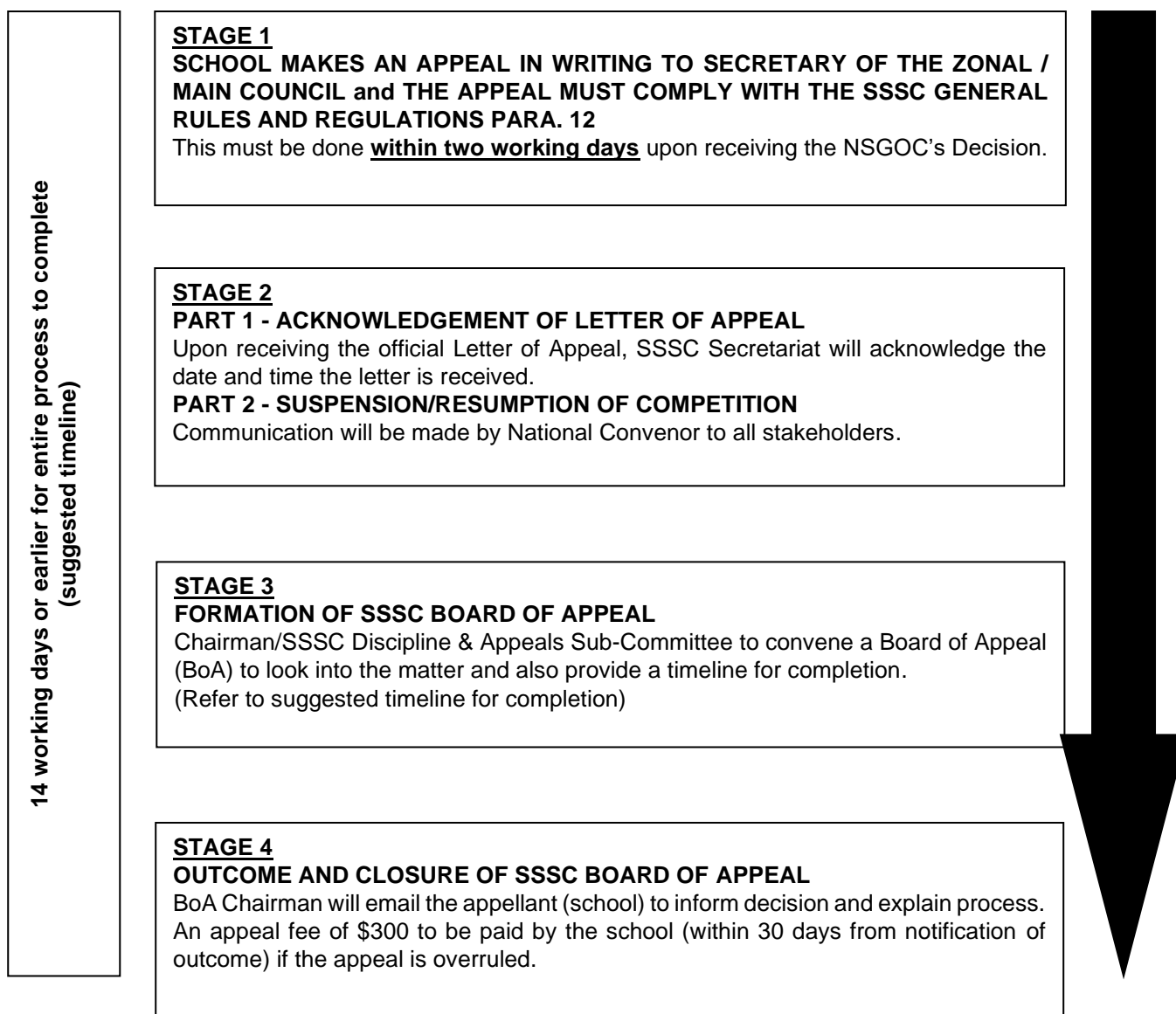
In determining the competition format after the Classification/ Preliminary Round, NSGOCs should refer to the suggested competition format based on the number of teams in each tier.

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<sup>9</sup> Based on preceding year's results



## 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:

<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	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.

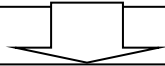
**FLOW CHART FOR APPOINTING SCHOOL ADULT REPRESENTATIVE (PARENT) [SAR(P)]**

**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 the Legal Guardian/parent of one of the student athletes can be appointed as SAR(P)



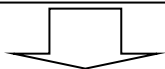
**Step 2: Brief SAR(P) & Signing of Letter of Agreement**

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 registration module.

- 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 produce a photo identification for verification 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.