

SINGAPORE PRIMARY SCHOOLS SPORTS COUNCIL BOWLING RULES AND REGULATIONS 2022

PREAMBLE

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

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

SECTION A – ADMINISTRATIVE RULES & REGULATIONS

1 ORGANISATION STRUCTURE AND GOVERNING BODIES

1.1 The National School Games (NSG) shall be conducted:

- 1.1.1 as governed by the General Rules and Regulations of the Singapore Primary Schools Sports Council (SPSSC).
- 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 the NSG.
- 1.1.4 In the event that the rules and regulations are modified for safety/developmental reasons to suit the level of our school students, it must be clearly stated in the respective sports 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 (NSGOC)

1.2.1 The 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 NSG competitions 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 / DIVISIONS

- 2.1 All students shall compete in the respective divisions set out in the R & R) **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 division with the cohort that they are studying with.
- 2.1.1 With effect from 2021, students who are born on 1 January and have participated in NSG previously shall follow the rules stated in Para 2.1. This rule will supersede all previous decisions.
- 2.1.2 This exception in Para 2.1 does not apply to students who are born on 1 January and have repeated a year of study.
- 2.2 All students can only compete in one division of that particular sport within the same year.
- 2.3 Students aged 11 can play in either the Senior or Junior Division depending on their level of competency for the following sports:

Division	Age	Year/Date of Birth
Senior Division	11, 12 and 13 years old	1 Jan 2012 1 Jan 2011 --- 31 Dec 2011 1 Jan 2010 --- 31 Dec 2010 2 Jan 2009 --- 31 Dec 2009
Junior Division	9, 10 and 11 years old	1 Jan 2014 1 Jan 2013 --- 31 Dec 2013 1 Jan 2012 --- 31 Dec 2012 2 Jan 2011 --- 31 Dec 2011 1 Jan 2011 --- 31 Dec 2011

Schools will make the decision based on what they deem to be the appropriate level of play for each 11-year old concerned).

2.4 Age Dispensation

- 2.4.1 7-year olds and 8-year olds may participate in the National School Games Bowling.

Division	Year/Date of Birth
Junior Division – Age Dispensation	1 Jan 2016 1 Jan 2015 --- 31 Dec 2015 1 Jan 2014 --- 31 Dec 2014 Applicable for Junior Division Only

- 2.4.2 Application has to be put forth by parents/guardians, endorsed by school Principals and submitted to respective NSGOCs for follow-up (Refer to **Annex D**).
- 2.4.3 Age dispensation is only applicable to the year of application.

3 ENTRIES

3.1 Junior and Senior Division

3.1.1 Each school is eligible to enter only one team of 4, 8 or 12 participants in each of the following divisions:

- a) Boys Senior Division
- b) Girls Senior Division
- c) Boys Junior Division
- d) Girls Junior Division

3.1.2 Schools which are unable to form a team of 4 may register up to a maximum of 3 participants for each division and gender.

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 participants along with the necessary supporting documents.

- a) Baseline Safety Standards 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 entries¹ submitted by schools will be accepted on a case-by-case basis with consensus from the Organising Committee. (Please refer to **Annex F**).

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 PARTICIPANTS

4.1 The total number of participants to be registered shall not deviate from that stated in the Rules and Regulations of the respective sports for the National competitions.

4.1.1 The total number of team players to be registered shall adhere to multiples of 4 up to a maximum of 12 for each division and gender (i.e., 4, 8 and/or 12).

4.1.2 School with a team of 4 participants is allowed to register a maximum of 2 reserves. School with team of 8 – 12 participants is allowed registered a maximum of 4 reserves.

4.1.3 Schools which are unable to form a team of 4 may register up to a maximum of 3 participants for each division and gender. Individual participants are expected to complete the entire game.

- a) Schools with only **ONE** participant may register individuals for the Singles event. The participant will be paired with other individuals to participate in the Doubles and Quartets events for the computation of their All Events

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

scores. However, their scores in Doubles, Quartets will not be computed for medal positions.

- b) Schools with **TWO** participants may register them for the Singles and Doubles events. The participants will be paired with other individuals to participate in the Quartets event for the computation of their All Events scores. However, their scores in Quartets will not be computed for medal positions.
- c) Schools with **THREE** participants may register them for the Singles and Doubles events. The participants will be teamed with an individual from another school to participate in the Quartets event for the computation of their All Events scores. However, their scores in Quartets will not be computed for medal positions.

- 4.2 All participants are required to register at least half an hour before the start of their event. Participants have to be accompanied by the Team Manager (TM) at the point of registration.
- 4.3 The registration forms will be used as the team lists for the whole duration of the competition.
- 4.4 If a school chooses not to register the maximum number of participants allowed by the sport at the time of registration, the school shall not be permitted to register additional participants subsequently.
- 4.5 Only in the event that any participant(s) registered is/are transferred or has/have to leave school during the preliminary rounds, the school shall be allowed to replace the affected participant(s).
 - 4.5.1 Schools must write in to inform the Convenors of the replacement at least one (1) working day before the next match.
- 4.6 International students can only be registered to play for their school **after** they have been issued with the student passes from the Immigration and Checkpoints Authority (ICA).
- 4.7 International students who are in the schools on exchange programme are not allowed to represent the school.
- 4.8 Students granted Leave of Absence (LOA) by MOE will be allowed to represent the school.
- 4.9 Registration constitutes representation, that is, once a student is registered to play for a school, he or she is deemed to have represented his or her school. Hence, the student is not allowed to represent another school in the same sport in the same year.

SECTION B – COMPETITION RULES & REGULATIONS

5 COMPETITION FORMAT

- 5.1 There must be a minimum of three (3) registered teams of minimum 4 participants from three (3) different schools before a team competition can be organised.
- 5.2 Any deviation from the competition format requires approval from the Council or the Standing Committee and must be clearly stated in the respective sports/games rules and regulations.
- 5.3 **Composition of team** (only applicable for schools participating in the Quartets events)

5.3.1 Each Team shall comprise a minimum of 4 and a maximum of 12 participants (in multiples of fours). A maximum of 2 reserves for a team of four or a maximum of 4 reserves for a team of 8 - 12 participants.

5.3.2 A participating school is allowed to have ONE (1) *Team Manager (TM)* OR coach present with the participants in the competition area if there are FOUR (4) participants or less from the participating school.

5.3.2.1 If there is more than one coach, TM will have to make arrangements for the coaches to take turns to enter the competition area.

5.3.3 For schools with EIGHT (8) or more participants, they are allowed to have TWO (2) teachers OR coaches present in the competition area. This is applicable to both boys' and girls' teams.

5.4 Style of play

5.4.1 Each game shall be bowled on a pair of lanes. School and/or individuals shall successively and in regular order bowl one frame on one lane and the next frame (alternate) on the next adjoining lane, hence alternating between the lanes until 5 frames are bowled on each lane, thus completing the game. When any question arises as to which of the 2 participants shall bowl first, it is incumbent upon the participant on the right to do so.

5.4.2 Each team shall bowl on a pair of lanes for all the events.

5.5 Events

5.5.1 The following events will be contested:

Singles	-	4 games Series per individual
Doubles	-	4 games Series per individual
Quartets	-	4 games Series per individual
All Events	-	Total scores collected from the individuals.

5.6 Order of bowling

5.6.1 Order of bowling will be as submitted on the Official Entry Form unless prior approval has been given by the NSGOC.

5.6.2 The Doubles Line-up Form will have to be submitted within half an hour after the Singles event. The Quartets Line-up Form will have to be submitted within half an hour after the Doubles event. A nil submission is required. No

amendments to the line-up order will be allowed after submission is endorsed by game official.

- 5.6.3 Schools may change the line-up of the players within the team of 4 but swapping of players across teams are not allowed. e.g., players from Team 1 are not allowed to swap with players from Team 2 or 3 for both Doubles and Quartets Events.

5.7 Substitution

- 5.7.1 Once participants are registered on e-Registration portal and endorsed by Convenor after registration closing date, there will be no changes allowed between the teams.
- 5.7.2 A participant who has already started in an event shall not be replaced.
- 5.7.3 A participant may only be replaced by registered substitutes in the event of injury and/or illness before the start of any event (Singles/ Doubles/ Quartets).
- 5.7.4 The replaced participant will be allowed to return to the competition once certified medically fit for physical activities in the subsequent events.
- 5.7.5 If there is no reserve, the three (3) remaining participants will be allowed to compete for Singles, one pair for Doubles but not for Quartets, However, they will bowl all 12 games for their individual scores for All Events.

5.8 Slow bowling

- 5.8.1 Participants who are in readiness to step onto the approach shall have the following rights and obligations:
- a) They may claim the right of way only over anyone moving to the approach or preparing to bowl on the lane immediately to their left.
 - b) They shall give way to any participant who is moving towards the approach or preparing to bowl on the lane immediately to their right.
 - c) Participants must be ready to bowl when it is their turn and shall not delay by going on to the approach if the lanes immediately adjacent to them on the left and right sides are clear.



- 5.8.2 The Lane Marshal on duty shall specifically monitor any participant or team that gets more than four frames behind the 2nd last participant/team in a Singles or Doubles; or more than two frames behind the 2nd last team in Quartets event.
- 5.8.3 If a participant does not observe the procedures, it may be construed as slow bowling. A participant failing to observe these procedures shall be warned by an authorised NSG official as follows:
- a) A white card for the first offence (no penalty).
 - b) A yellow card for the second offence (no penalty).
 - c) A red card for the third and each succeeding offence in any block of games (four games for Singles, Doubles and Quartets). The penalty shall be zero pinfall for the frame.

5.9 Official score sheet / Verification of scores



- 5.9.1 Each participant in Singles / Doubles / Quartets shall verify the results on the NSG website (<https://nsg.moe.edu.sg>) and notify the NSGOC of any errors within 24 hours.
- 5.9.2 After a score has been recorded, it cannot be changed unless there is an obvious error in scoring or calculation. Upon discovery, obvious errors must be corrected immediately by NSGOC. Questionable errors shall be decided by the NSGOC and corrected immediately.
- 5.9.3 A competition game or frame(s) within a game that is irretrievable (lost in the scoring process) may be re-bowled with approval by the NSGOC.
- 5.9.4 It is the onus and responsibility of each participant to ensure that the score for each bowl is recorded accurately.

5.10 Interruption of the game

5.10.1 Change of lanes in the same squad

If a pair of lanes become unsuitable before or during the competition that would delay the normal progress of the squad as determined by organising committee, any available pair of lanes provided by the bowling centre shall be assigned to affected participant(s). No practice throws shall be allowed if the change of lane happens during the game. Practice throw is allowed if the games have not started on the assigned lanes.

5.10.2 Postponement to next available squad

In the event that the game is postponed to the next available squad, participants will be given the same amount of practice time as accorded to the rest of the squad.

- 5.10.3 Any interrupted game(s) must resume from the point (frame) of interruption and the score stands as bowled.

5.10.4 Re-bowl

In the event that the score of any game is lost/erased and cannot be recalled and/or traced due to power or equipment failure, the participant concerned will be required to re-bowl a new game when the power supply resumes or equipment is repaired. However, all scores of completed games that have been recorded in the official score sheet shall remain unchanged.

5.11 Bowling Ball Balance Hole

- 5.11.1 All holes in a bowling ball must be used on every delivery. Any unused hole is considered a balance hole which is not allowed.

5.12 Altering the Ball Surface



- 5.12.1 Altering the surface of the bowling ball during a game is not allowed. If the surface is adjusted during a game, the penalty is zero pinfall in those frames played using that ball.

5.13 Oiling Pattern



- 5.13.1 The official oiling is 41 feet. (Refer to Annex L).

6 AWARDS (for Senior Division only)

- 6.1 A National School Team Champion shall be declared for Senior Division for both boys and girls.
- 6.1.1 The National School Games Team Championship prizes will be awarded for 1st, 2nd, 3rd and 4th positions.
- 6.1.2 The National School Games Team Champion shall be determined by the finishing positions of the top 4 participants and the team with the lowest total points shall be declared the winner.
- 6.1.3 In the event of a tie, the team with a member achieving the best rank in the All Events will be declared the winner of the tie-breaker. If the best ranked members achieved the same rank, the next best rank shall determine the winner of the tie-breaker.

7 PRIZES

- 7.1 The number of prizes and trophies to be awarded at the National competition shall be as follows:

No. of Participants/Teams	Position/Medals Awarded
3-4	2
5-6	3
7-8	4
9-10	5
11-12	6
13-14	7
15 and more	8

- 7.2 The number and type of prizes awarded at the Bowling shall be as follows:

Position	Form of Medals	Events (all divs)
1 st	Gold	Singles Doubles Quartets
2 nd	Silver	
3 rd	Bronze	
4 th		
5 th		
6 th		
7 th		
8 th		

- 7.2.1 When equal scores are registered for any of the first 8 positions in the Singles, Doubles and Quartets, joint winners shall be declared.
- In the case of a tie for 1st position, the next in line shall be awarded 3rd position.
 - In the case of a triple tie for 1st position, there will be no awards for 2nd and 3rd positions.
 - In the case of a tie for 2nd position, there will be no award for the 3rd position etc.

7.3 Achievement Pins (for Junior Division only)

7.3.1 Achievement pins will be awarded to individual participants based on average pinfalls from **All Events** as follows:

- a) Gold – Pinfalls of > 135
- b) Silver – Pinfalls of 121 to 135
- c) Bronze – Pinfalls of 100 to 120

8 REPORTING AND GRACE PERIOD

8.1 Fifteen minutes (15 min) grace is allowed. The Convenor or his/her representative may at his/her 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, 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 thinks the venue is unfit for play, or for any other valid reasons for which he 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 sport.

10.2 Schools participating in the NSG should not withdraw or concede a walk-over without a valid reason.

10.3 For each withdrawal² or walk-over, a written explanation duly endorsed by the Principal shall be submitted to the Convenor and the Game Advisor within two (2) working days.

11 ABANDONED GAME

11.1 The NSGOC is required to submit a written report on an abandoned game within one (1) working day.

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

12 PROTEST

12.1 Any clarification on points of laws/rules, must be lodged immediately by the Team Manager (TM) to the NSGOC. Any decision made by the NSGOC 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

² All results involving the team will be null and void.

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 the 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 (Please refer to **Annex H**)

13.1 Upon the release/disclosure of the decision of the NSGOC, only schools may appeal to the Council.

13.2 Notices of appeal shall be lodged with the Secretary / Secretariat of the Zonal / Central 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 the 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 Primary Schools Sports Council (SPSSC)
- 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 (Please refer to **Annex I**).

15.2 The TM shall be a teacher or School Adult Representative³ (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 J**.

15.3 The TM must check and comply with the competition venue'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.

³ SAR option is only available for the following individual sports (*Bowling, Golf, Gymnastics, Rope skipping, Sailing, Swimming, Table Tennis, Taekwondo, Tennis, 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).

- 15.5 TMs are not allowed to interfere with the final decision taken by the lane marshal and/or NSGOC on points of laws/rules after clarification has been sought. If such interference results in disruption of any match, a report shall be made by the Convenor and the matter brought to the attention of the NSGOC for appropriate action.

16 REFEREE / UMPIRE / JUDGE / OFFICIAL / PITCH or COURT MANAGERS

- 16.1 <This rule is not applicable to Bowling>

17 COACHES

- 17.1 Coaches are expected to conduct themselves with decorum during competitions and in alignment to the code of conduct (**Refer to Annex K**) and spirit of the Coaches Oath (**Refer to Annex A**) during competitions.
- 17.2 Coaches are not allowed to approach the officials to query their decisions. Only TMs are allowed to approach officials to seek clarifications.
- 17.3 Schools must ensure that their coaches adhere to the SPSSC Rules and Regulations and the Code of Conduct.
- 17.4 Provision is given to Individual participant to bring their private coaches to the NSG competition venue. The coach **MUST** be a registered coach in
- a) SportSG National Registry of Coaches (NROC) or
 - b) Singapore Bowling Federation (SBF) Registry of Active Coaches (ROAC) or
 - c) SBF Registry of Coaches (ROC)



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 PARTICIPANTS / 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 participant, 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 participants, coaches, and TMs) and/or the official, to the Council, whose decision shall be final (Please refer to Para 13 with regards to the Appeal process).

20 DISQUALIFICATION

20.1 A school will be disqualified if:

- a) it fields an ineligible participant who is:
 - i. overaged
 - ii. underaged
 - iii. unregistered
 - iv. suspended (with reference to para 14)
 - v. without a valid student pass
 - vi. not a bona-fide student of the school
- b) its participant(s) are not accompanied by a TM
- c) its participants 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 SPSSC shall have the right to delete, add or amend the rules and regulations laid down herein.

List of Annexes

A	SPSSC Mission, Aspirations and Motto
B	NSGOC Terms of Reference
D	Age Dispensation
F	Management of Appeal for Late/ Erroneous Registration Workflow
G	Competition Format
H	Workflow for Appeal
I	Role of Team Managers
J	Flow Chart for appointing School Adult Representative (Parent) [SAR(P)]
K	Code of Conduct for Coaches
L	Oiling Pattern

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”

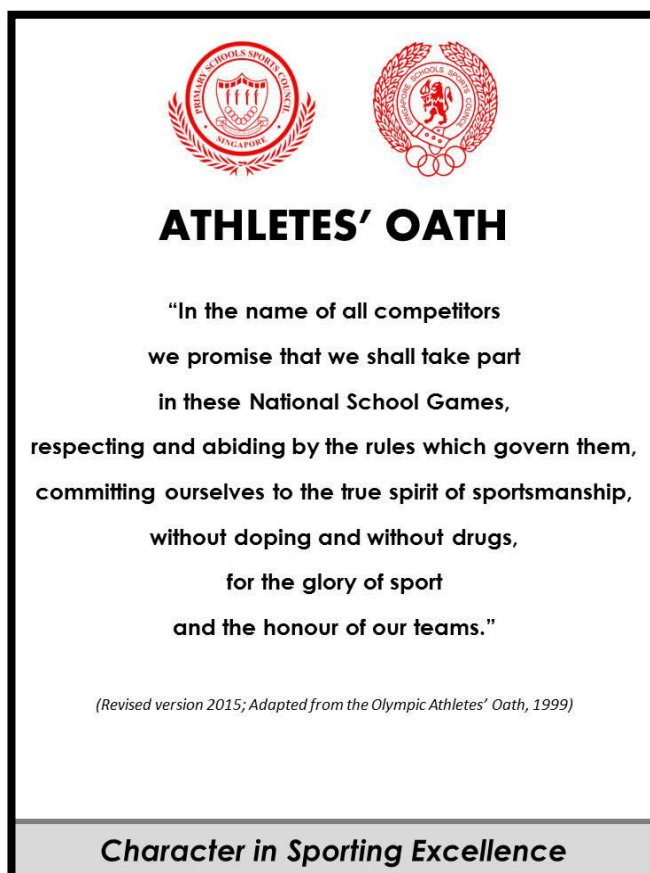
Motto

“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."*

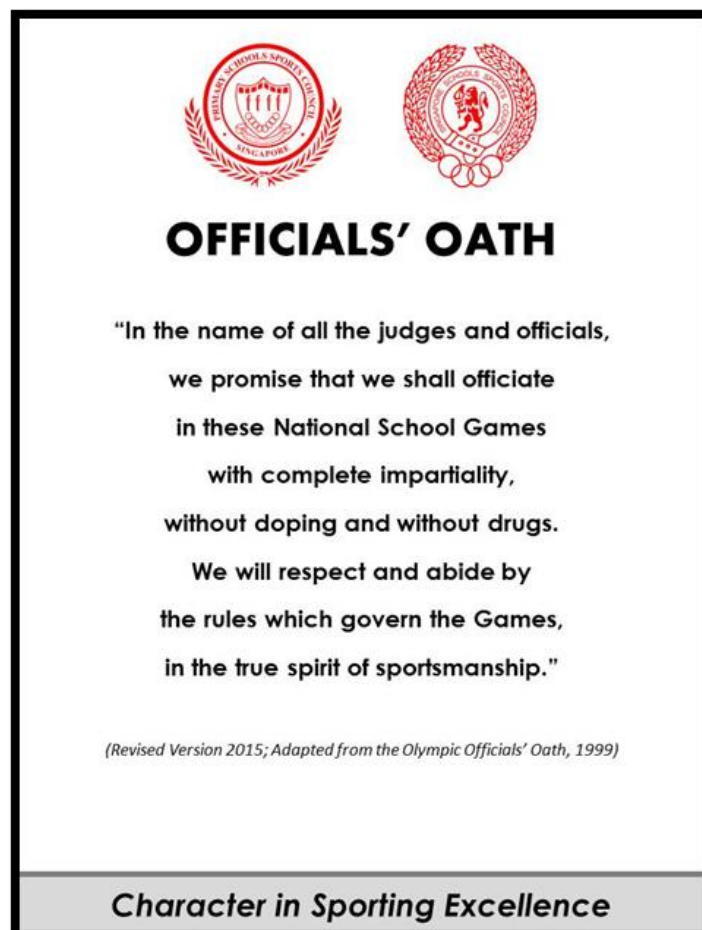
(Revised 2016; Adapted from the Olympic Coaches' Oath, 2012)

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.



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:
 - Age grouping / division
 - Format of competition
 - Permitted equipment
 - Field of play
 - Duration of play; intervals
 - Number of participants
 - Substitution rules, etc.
- b. Identify and appoint the technical director and officials for each competition.
- c. Monitor and review baseline safety standards for the competition.
- d. Review and update competition rules and regulations annually and submit Games Recommendations to 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:
 - o To check the latest Info Pack of the Hosting Schools in NIS before each match day
 - o 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.
 - 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 student(s), teacher(s), coach(es) and umpire(s) for alignment to the Councils' mission, motto and aspirations.

AGE DISPENSATION FOR SPSSC

1. BACKGROUND

Age Dispensation refers to the approval for a student to participate in a sport recognised by the Singapore Primary Schools Sports Council (SPSSC).

This **only** applies to 7 and 8 years old who wish to participate in the 'Junior' Division competitions organised under the auspices of the SPSSC (except the 5 identified sports⁴ with higher risks). Poomsae event for Taekwondo is allowed.

2. APPLICATION PROCESS

Eligible students (listed in para 1) are to apply for age dispensation with their respective NSGOC using the application form in Annex D2. This form has to be submitted by their parents/guardians and endorsed by their school Principal.

The application form has to be submitted together with the school's registration for the competition.

Any application submitted after the closing date stipulated by the respective NSGOC will not be considered.

3. TERMS AND CONDITIONS

a. Age dispensation for 7 and 8 years old is only allowed for the following sports:

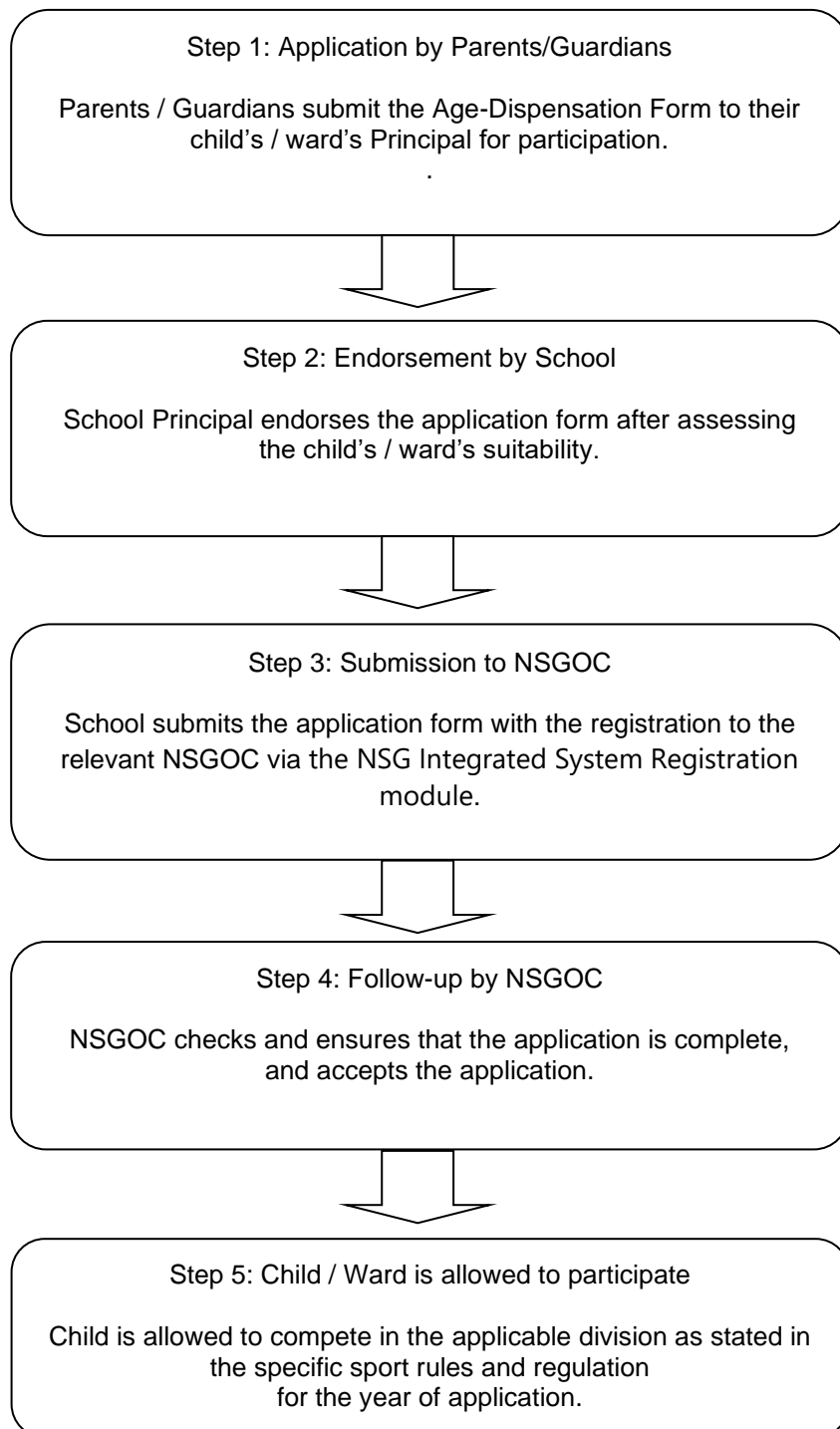
- | | |
|------------------|------------------------|
| a) Badminton | g) Swimming |
| b) Bowling | h) Table Tennis |
| c) Golf | i) Taekwondo (Poomsae) |
| d) Gymnastics | j) Tennis |
| e) Rope Skipping | k) Track and Field |
| f) Sailing | l) Wushu |

b. Age dispensation is only granted for the year of application.

c. Once approved, the student can only compete in the applicable division as stated in the specific sport rules and regulation, i.e., for both individual and team events for the approved year.

⁴ The 5 identified sports are Rugby, Football, Basketball, Hockey and Taekwondo (Kyurugi). Taekwondo (Poomsae) is a non-contact segment, hence it is not classified as a sport with higher risk.

**SPSSC FIVE STEP FLOWCHART FOR
AGE DISPENSATION**



**SINGAPORE PRIMARY SCHOOLS SPORTS COUNCIL
APPLICATION FOR AGE DISPENSATION**

Sport:			
Student's Particulars			
Name:		Gender:	
N RIC:		Date of Birth:	
Parent's / Guardian's Particulars			
Name:		* Father/Mother/Guardian	
Contact Number		Alt Contact Number:	
School's Particulars			
School:			
Principal:			
Teacher in charge:			
Contact Number		Alt Contact Number:	
Rationale Supporting the Request for Age Dispensation			

Acknowledgement by Parent/Guardian:

I, _____, parent/guardian of _____ would like to request for my child/ward to represent the school in the SPSSC competition for the above-mentioned sport in _____ (Year).

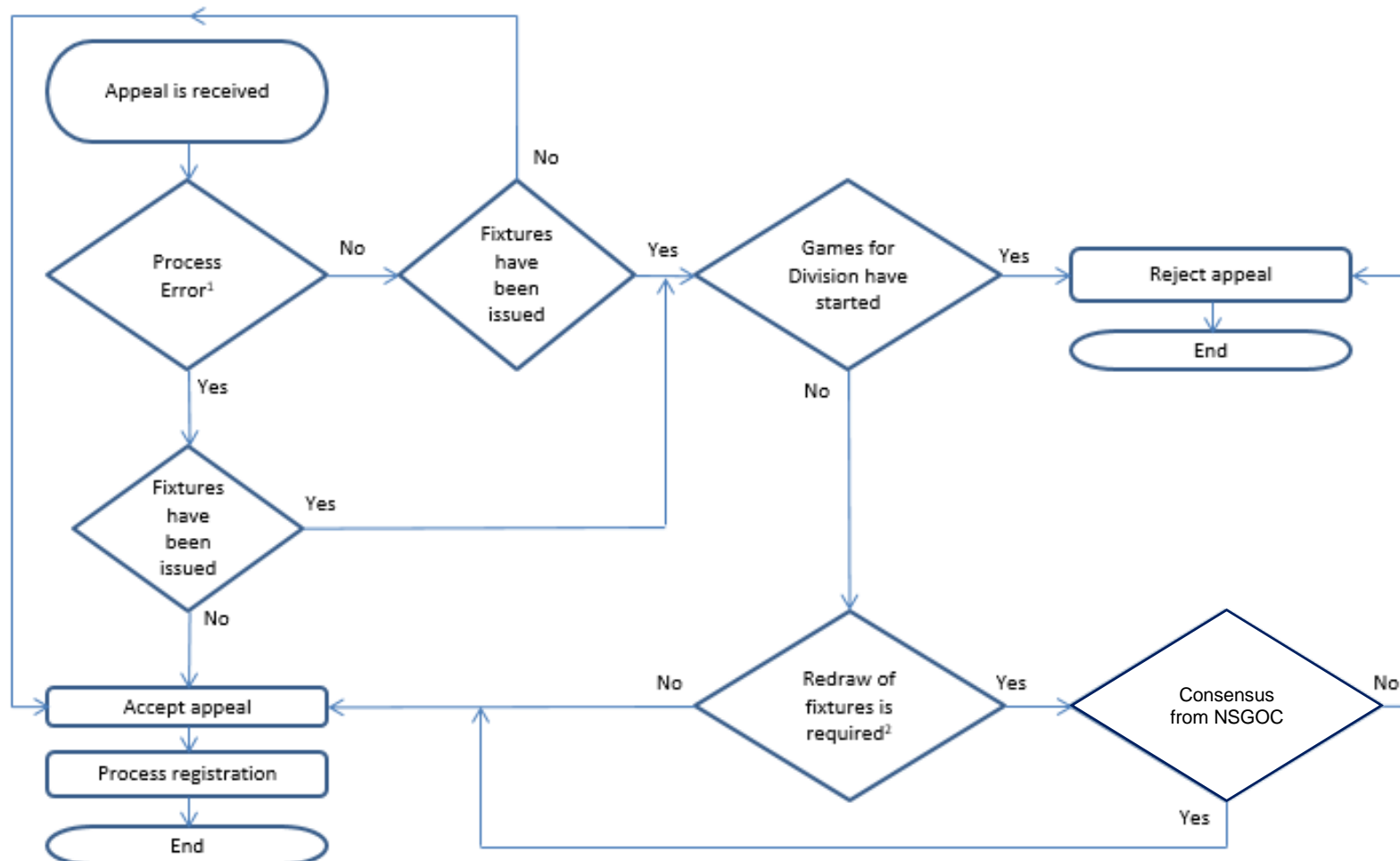
I have assessed his/her physical and mental readiness and deem him/her to be suitable and ready to compete in the above-stated category.

Parent's/Guardian's Signature and Date

Principal's Endorsement:

Principal's Signature and Date

Management of Appeal for Late/Erroneous Registration Workflow



Note:

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

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

SENIOR DIVISION COMPETITION FORMAT

In determining the format for the competition, NSGOC should aim to provide meaningful⁵ competition experiences for participating teams. The suggested competition formats highlighted in this Annex are options that the NSGOC 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 Competition Format and the grouping approach, with the aim to provide meaningful competition experiences for the participating teams.

Seeding⁶

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 serves as a 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"> • Seed the <u>top 4</u> teams and placed them in the respective groups. The remaining <u>quarter-finalists</u> from the preceding year can then 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. 	<ul style="list-style-type: none"> • Seed <u>all</u> teams from the different tiers to separate them into different classification groups using results from the preceding year. • Each tier would be represented in all groups in the Classification Rounds. 	<ul style="list-style-type: none"> • Adopt sports specific seeding approach that would meet the competition needs.

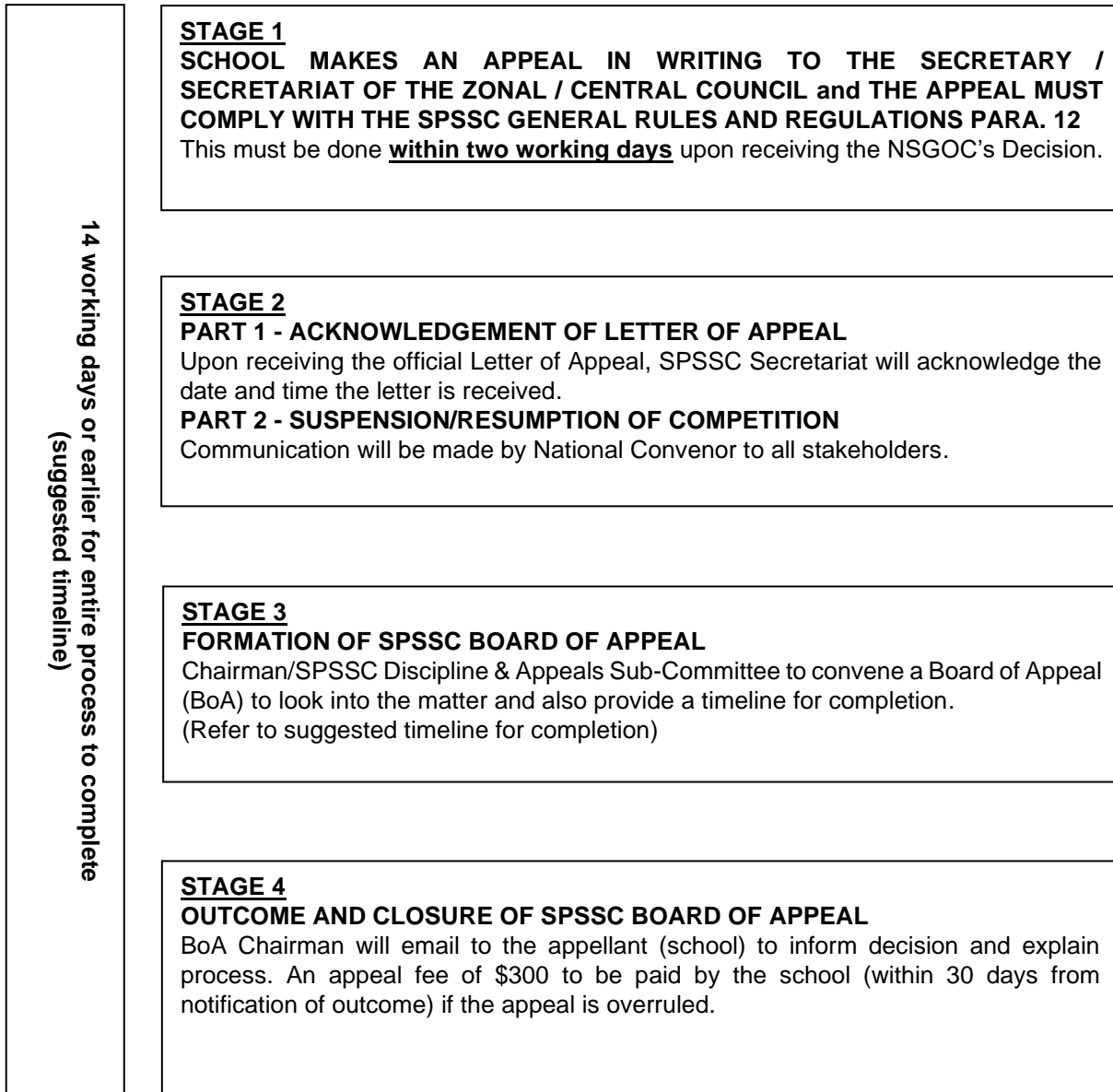
Table 1: Recommended seeding approaches for different competition format

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

⁶ 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.

SPSSC WORKFLOW FOR APPEALS



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

SINGAPORE PRIMARY SCHOOLS SPORTS COUNCIL

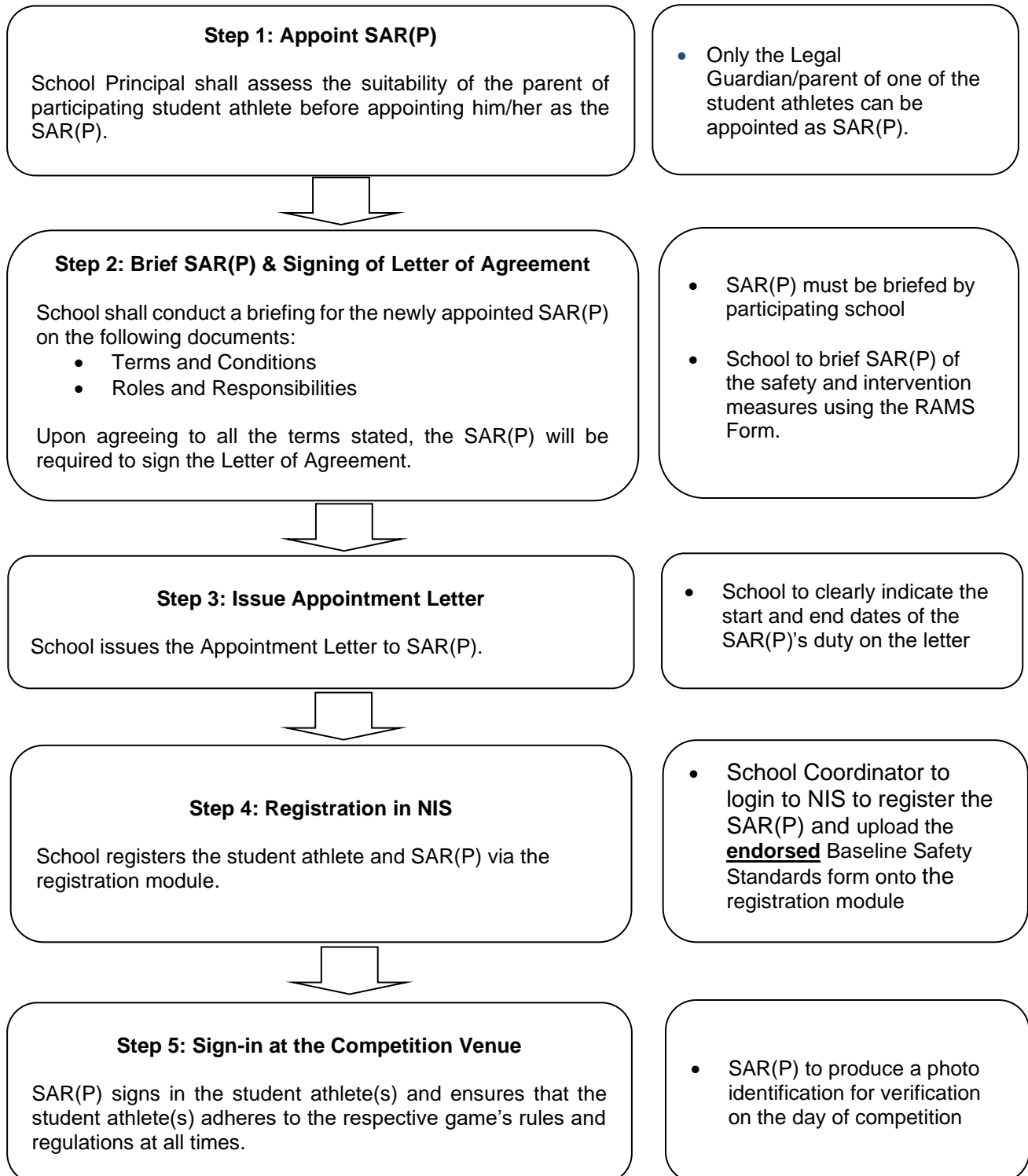
Role of the Team Manager

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

	Terms of Reference
1	Point of contact between the National School Games Organising Committee (NSGOC) and the Principal (school).
2	Attend all briefings and/or meetings called for by the respective NSGOCs.
3	Check & verify the fixtures and schedules involving the school.
4	Ensure the accuracy of participants' particulars in the registration and that students are not placed in the wrong division.
5	Make transport arrangements for the participant(s).
6	To chaperone participant(s) to and from the competition venue and remain with the participant(s) throughout the duration of play.
7	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 SPSSC 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.

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

To take note of:



Annex K

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.

