

**SINGAPORE SCHOOLS SPORTS COUNCIL
BOWLING RULES AND REGULATIONS 2022
(‘C’ Division)**

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 SSSC’s Mission, Aspirations and Motto (Refer to Annex A).

SECTION A – ADMINISTRATIVE RULES & REGULATIONS

1 ORGANISATION STRUCTURE AND GOVERNING BODIES

1.1 The NSG shall be conducted:

- 1.1.1 as governed by the Rules and Regulations of the Singapore Schools Sports Council (SSSC)
- 1.1.2 according to the laws/rules established by the respective International Federations (IFs)/ governing bodies
- 1.1.3 adhering to the Baseline Safety Standards for National School Games
- 1.1.4 In the event that the rules and regulations are modified for safety/developmental reasons to suit the level of our students, it must be clearly stated in the respective sport rules and regulations
- 1.1.5 In the absence of a set of recognised rules to govern the occurrence of situations during the competitions, the respective National School Games Organising Committee shall make the final decisions.

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 1st 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 1st 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 1st January and have repeated a year of study.

3 ENTRIES

- 3.1 Each school is eligible to enter one boys' and one girls' team for 'C' Division.
 - 3.1.1 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 participant(s) along with the necessary supporting documents.
 - a) Baseline Safety Acknowledgement Form
 - b) Supporting documents for Special/Transfer case students
 - c) Other forms as determined by the respective NSGOCs
- 3.3 Appeals for late/erroneous entries¹ 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 PARTICIPANTS

- 4.1. The total number of participant(s) to be registered shall not deviate from that laid down in the Rules and Regulations of the respective sports for the National Championships.
 - 4.1.1. Each school may register a minimum of 4 and up to a maximum of 12 participants (in multiples of four) in the 'C' Divisions for the Team event.
 - 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 the participant for the Singles event. The participant will be paired with participants from other schools to participate in the Doubles and Quartets events for the computation of All Events score. 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 participants from other schools to participate in the Quartets event for the computation of All Events

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

score. 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 a participant from another school to participate in the Quartets event for the computation of All Events score. 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 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.
 - 4.3.1. Students requesting for a transfer after the Joint Admission Exercise may not represent their new school until the transfer has been officially effected.
 - 4.3.2. If any of the participant(s) registered is/are transferred or has/have to leave school during the preliminary rounds, schools shall be allowed to replace the affected participant(s). Schools must write in to inform the Convenors of the replacement at least one (1) working day before the next event.
- 4.4. No replacement of participant(s) is allowed once the event (Singles, Doubles or Quartets) has started.
- 4.5. If a school chooses not to register the maximum number of participant(s) allowed by the sports/games, at the time of submitting the registration, the school shall not be permitted to register additional participant(s) subsequently, except when these students are repeating their course of study after the release of national examination results.
- 4.6. International students can only be registered to play for their school **after** they have been issued with the student passes by the Immigration and Checkpoints Authority (ICA).
- 4.7. International students who are in the schools/junior colleges/centralised institute on exchange programme are not allowed to represent the school.
- 4.8. Students granted Leave of Absence (LOA) by MOE will be allowed to represent the school.
- 4.9. Registration constitutes representation, that is, once a student is registered to play for a school/ junior college/ centralised institute, he/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. Any deviation from the Championship format requires approval from the Council or the Standing Committee.
- 5.3. **Composition of Teams** (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. Participants 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, the participant on the right will 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 in the 'C' Divisions:

Singles	-	6 games Series per individual
Doubles	-	6 games Series per individual
Quartets	-	6 games Series per individual
All Events	-	Total score computed from individual



5.5.2. There will be lane rotation for the Singles and Doubles events after the 3rd Game. Participants that are allocated to the ODD lanes will move left while those allocated to the EVEN lanes will move right for their 4th to 6th games. The number of lane shift will be indicated in the fixture.

5.6. Order of Bowling

5.6.1. The order of bowling will be as per submission in the e-Registration portal (NIS) unless prior approval has been given by the NSGOC.

5.6.2. 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.

5.6.3. The Doubles Line-up Form must be submitted half an hour after the completion of the Singles event. The Quartets Line-up Form must be submitted half an hour after the completion of 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.

5.7. Substitution

5.7.1. Once participants are registered in the e-Registration portal (NIS) 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 will not be allowed to 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 still bowl all 18 games for their individual scores for All Events.

5.8. Slow Bowling

5.8.1. Participants who are in readiness to step on the approach and deliver a ball shall have the following rights and obligations:

a. They may claim right of way only over a participant 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 the start of their approach or delivery if the lane immediately adjacent to them on both the right and left 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.



Note



Revised

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 tournament official as follows:

- a) A white card for the first offense (no penalty).
- b) A yellow card for the second offense (no penalty).
- c) A red card for the third and each succeeding offense in any block of games (six games for singles and doubles, three games for Quartets and all games of match play in a day). The penalty shall be zero pinfall for the frame.

5.9. Lane Assignment

5.9.1. Lane assignments shall be determined by lot for Singles, Doubles, and Quartets events. For Singles and Doubles events, once competition has commenced, the number of participants scheduled on a pair of lanes must be consistent throughout the tournament.

5.10. Official Score Sheet / Verification of Scores



5.10.1. Each individual participant in Singles / Doubles / Quartets events, shall verify the results on the NSG website (<https://nsg.moe.edu.sg>) and notify the NSGOC of any errors within 24 hours.

5.10.2. 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.

5.10.3. It is the onus and responsibility of each participant to ensure that the correct score is recorded accurately.

5.11. Interruption of the game

5.11.1. Change of lanes in the same squad

If a pair of lanes become unsuitable before or during the squad 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 on the new lanes once the game has commenced.

5.11.2. 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.

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

5.11.4. 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.

5.12. Bowling Ball

5.12.1. **Balance Hole**

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

5.13. **Alteration of Ball Surface**

5.13.1. 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 for the game.

5.14. **Oiling Pattern**

5.14.1. The official oiling is 41 feet. (Refer to Annex I).



6. AWARDS

6.1. A National School Team Champion shall be declared for each Division for both boys and girls.

6.1.1. The National School Team Champion shall be determined by the finishing positions of the top 4 participants and the team with the LOWEST TOTAL shall be declared the winner in that division.

6.2. For a tie between two 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.

6.2.1. The proviso to select the winner of the tie would be to look at the best result in the All Events results of the participants.

6.2.1.1. The team with one participant scoring the best finishing position in the All Events shall be declared the winner of the tie.

6.2.1.2. If a tie exists in both teams with best participant sharing the same finishing position in the All Events, the second best participant's All Events position shall be the decider and this shall continue until the tie is broken.

7. PRIZES

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

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

7.1.1. Prizes will be awarded for the following events:

Singles:	1st, 2nd, 3rd and 4th
Doubles:	1st, 2nd, 3rd and 4th
Quartets:	1st, 2nd, 3rd and 4th
All Events:	1st, 2nd, 3rd and 4th

7.1.2. Tie Breaker

7.1.2.1. In the event of a tie for Doubles and Quartets, the team with the highest high scratch score shall win the tie-break. If this still ends in a tie, the next highest high scratch score will be used and this shall continue until the tie is broken. If the tie cannot be broken, the teams will be declared as joint winners.

7.1.2.2. In the event of a tie for Singles and All Events, the team with the highest High-game shall win the tie-break. If this still ends in a tie, the next highest High game will be used and this shall continue until the tie is broken. If the tie cannot be broken, the participants will be declared as joint winners.

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 withdrawal² or walkover, a written explanation duly endorsed by the Principal shall be submitted to the Convenor and the Game Advisor within two (2) working days.
- 10.4. In play-off for top 4 placing, any walk-over will disqualify the team from being placed.

11. ABANDONED GAME

- 11.1. The NSGOC is required to submit a written report on an abandoned game within one (1) working day.
- 11.2. For decision on an abandoned game, refer to Para 20.1 on disqualification.

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

12. PROTEST

- 12.1. Any clarification on points of laws/rules must be lodged immediately by the Team Manager (TM) **only** to the **NSGOC**. Any decision taken 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 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 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 G**.

³ 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

- 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
- 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/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. <This rule is not applicable to Bowling>

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.
- 17.4. Provision is given to schools that registered less than FOUR (4) participants 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

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*).

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 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 participant(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. Participants are required to be appropriately dressed for bowling. If in the opinion of the Games Organising Committee a participant is not appropriately dressed, he / she may not be permitted to bowl.
 - 21.2.1. All participants in the team will have to be similarly attired. No different coloured pants/shorts will be allowed.
 - 21.2.2. Collarless T-shirt and shorts will be accepted only if it conforms to the official school uniform.
- 21.3. No denim-material, cargo pants or cargo shorts of any kind will be permitted.

SECTION C – AMENDMENTS AND MATTERS NOT PROVIDED FOR

22. MATTERS NOT PROVIDED FOR

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

23. AMENDMENTS

23.1. The SSSC shall have the right to delete, add or amend the rules and regulations laid down herein.

23.2. Para Event



There will be no Para Event for NSG 2022. However SPED school students may participate in the mainstream competitions i.e. 'A', 'B', 'C' Divisions.

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
I	Oiling Pattern

Annex A

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

Mission, Motto and Aspirations

Mission Statement

“To provide quality competition experience to our school athletes to support character development through the pursuit of sporting excellence”

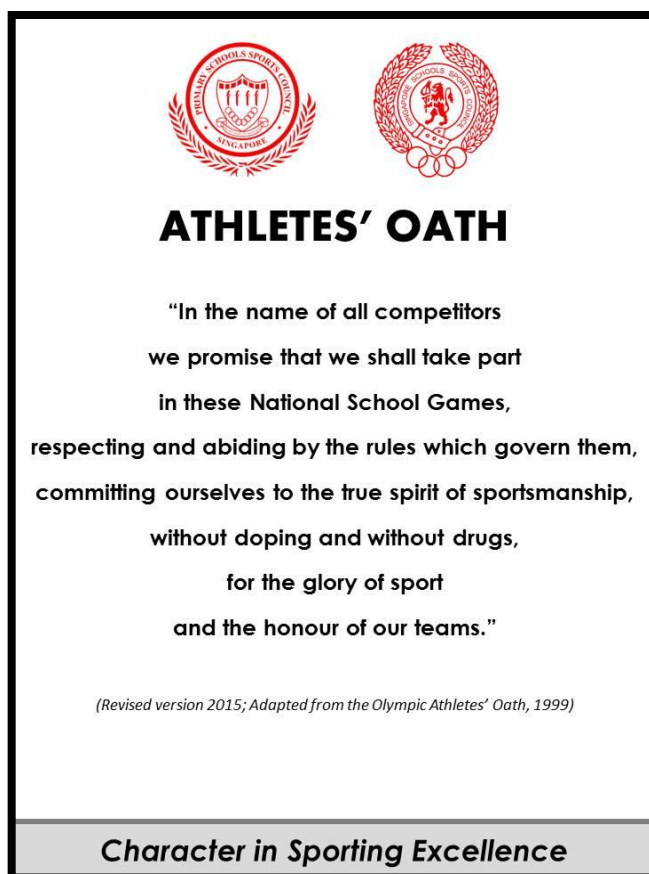
Motto

“Character in Sporting Excellence”

Aspiration 1: *Every athlete an honourable sportsman*

Guiding Principle:

The athlete abides by the rules of the sport, gives his best in training and competitions, wins humbly and loses graciously. He participates actively and is committed to the skills development in his sport. He respects his opponents, teammates, coaches, teachers and officials, and displays exemplary conduct both on and off court.



Aspiration 2: *Every teacher and coach an inspiring role model and mentor*

Guiding Principle:

The teacher/coach endeavours to develop each athlete to his fullest potential. He focuses on student-centric and values-driven coaching. He maintains a professional relationship with the athletes and ensures their safety and well-being at all times. As a positive role model, he inspires and motivates the athletes towards greater heights.



COACHES' OATH

*In the name of all the coaches,
we promise to respect all athletes,
officials and coaches in these
National School Games.
We shall act in the best interest of the
athletes and schools,
without doping and without drugs.
We commit ourselves to ensure that the
spirit of sportsmanship and fair play is
fully adhered to and upheld always."*

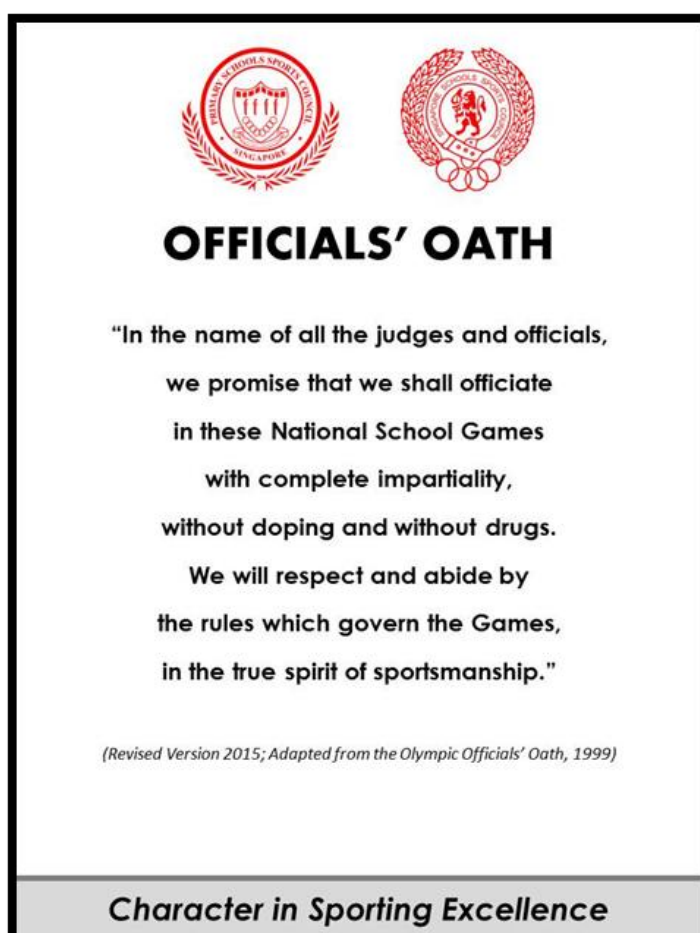
(Revised 2016; Adapted from the Olympic Coaches' Oath, 2012)

Character in Sporting Excellence

Aspiration 3: *Every official a fair, respectable and competent authority*

Guiding Principle:

The official is well-versed in the rules of the sport and enforces the laws of the sport with impartiality. He is alert and acts decisively when required. He ensures safety for all athletes and explains the rules when required. He upholds the professionalism of the sport.



Aspiration 4: *Every parent a supportive partner*

Guiding Principle:

The parent takes interest in his child's training and competitions. He ensures proper nutrition and rest, and actively enquires on his child's progress and development. He works with the teacher and coach, attends competitions and respects the referee's decisions.

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

Guiding Principle:

The spectator makes the effort to applaud excellence and fair play. The spectator shows appreciation for the efforts of all athletes, teachers, coaches, officials and organisers. He should cheer to encourage and motivate as well as care for the athletes' well-being. The parent takes interest in his child's training and competitions. He is responsible and keeps the venue safe and comfortable for all.



SPECTATORS' CREED

Be a Respectful Supporter

- Applaud excellence and fair play
- Appreciate the efforts of all athletes, teachers, coaches, officials and organisers

Be a Caring Motivator

- Cheer to encourage and motivate
- Care for athletes' well-being

Be a Responsible Spectator

- Keep the venue safe and comfortable for all
- Keep the venue clean

Character in Sporting Excellence

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

Guiding Principle:

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

Annex B

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

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

1. TECHNICAL

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

2. COMPETITION

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.

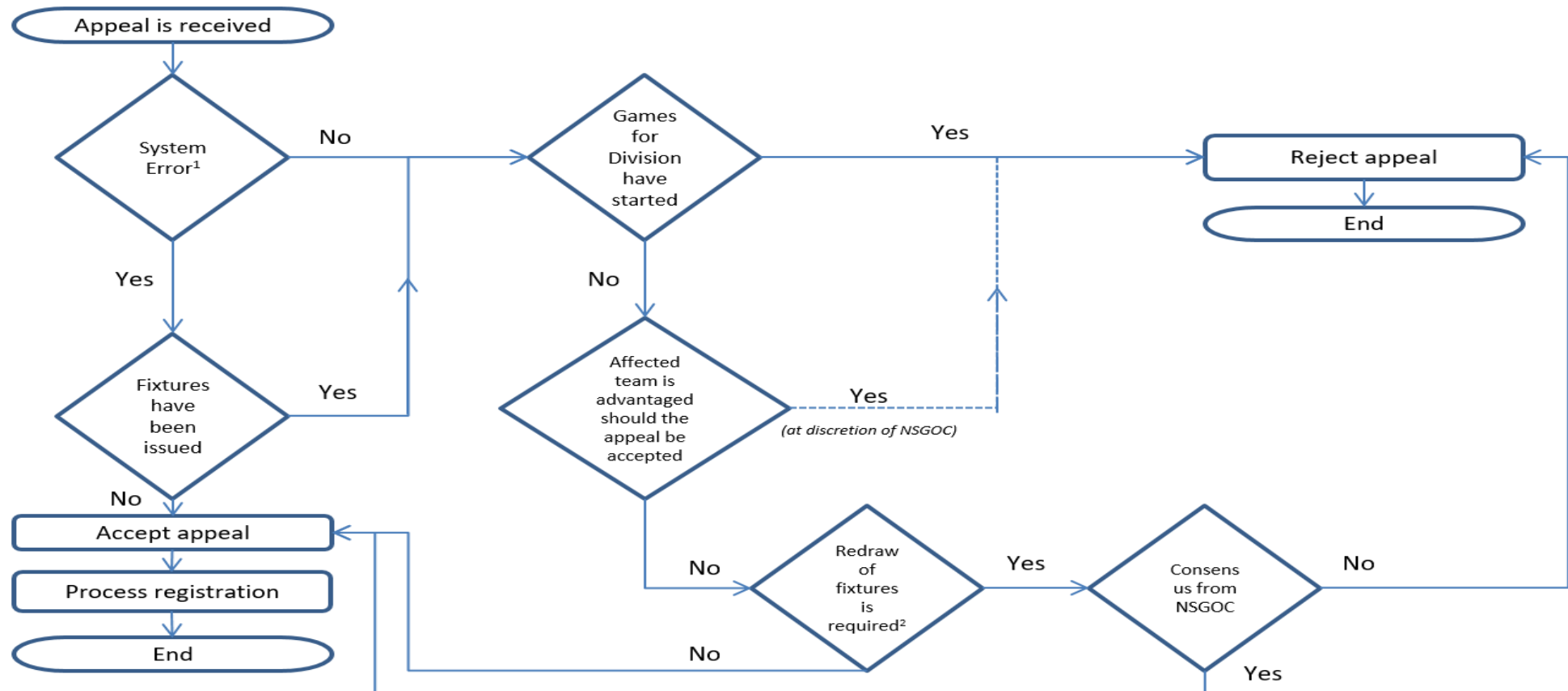
3. RECOGNITION, APPEAL AND DISCIPLINE

- 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:

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

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

Annex D

CHAMPIONSHIP FORMAT

In determining the format for the competition, games organising committees should aim to provide meaningful⁴ 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.

Seeding⁵

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

- Ensures teams/players are objectively placed for the classification/preliminary rounds
- Ensures teams/players derive meaningful competition experiences from their participation in the NSG
- No teams/players are disadvantaged as a result

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

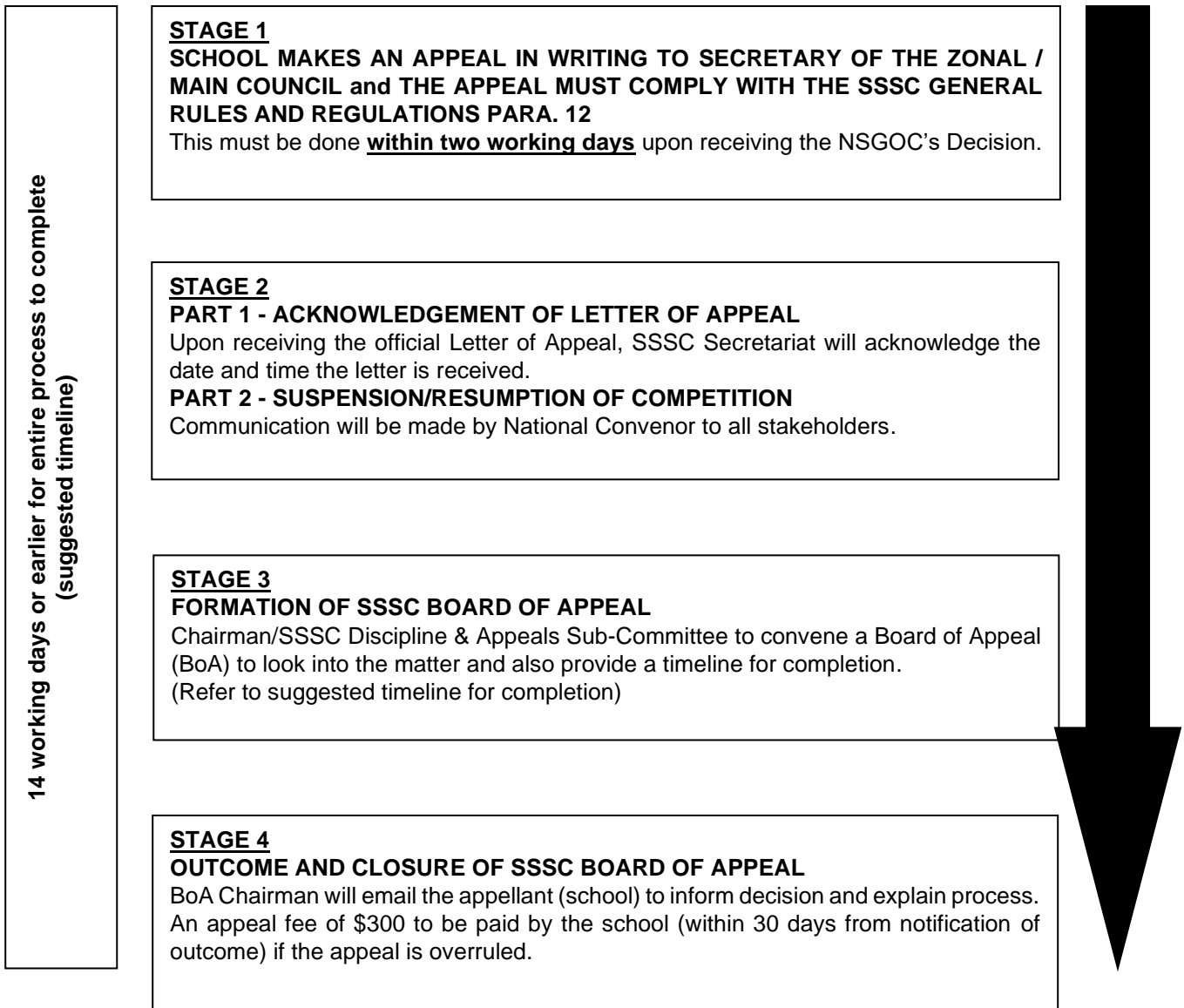
Zone/ Direct National Competitions	Tiered Competitions	Individual Events Competition
Seed the top 4 teams and place them in the respective groups. Quarter-finalists from the preceding year shall be seeded, separated and placed in the groups by drawing of lots. No more than two seeded teams shall be drawn into the same group.	Seed all teams in the different tiers and separate them into different groups, using results from preceding year. Each tier shall be represented in all groups in the Classification Rounds. No more than two teams from the same tier shall be drawn into the same group.	Refer to Sports Specific Rules and Regulations

Table 1: Recommended seeding approaches for different championship format

⁴ Each participating team should minimally play 3 matches (i.e., cumulative across Zone and National competitions; where applicable) in the course of competition.

⁵ NSGOC will use 2019 NSG results to determine the seeded teams for 2021 NSG competitions even if there is modification to the sports or competition format due to Safety Management Measures (SMM), as long as it is meaningful to do so.

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.

Annex F

SINGAPORE SCHOOLS SPORTS COUNCIL**Role of The Team Manager**

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

	Terms of Reference
1	Point of contact between the National School Games Organising Committee (NSGOC) and the Principal (school).
2	Attend all briefings and/or meetings called for by the respective NSGOCs.
3	Check & verify the fixtures and schedules involving the school.
4	Ensure the accuracy of participants' particulars in the registration and that students are not placed in the wrong division.
5	Make transport arrangements for the participant(s).
6	To chaperone participant(s) to and from the competition venue and remain with the participant(s) throughout the duration of play.
7	Check and comply with the hosting school's Standard Operating Procedures (SOPs) and communicate all the information to all the stakeholders associated to the team attending the match.
8	Cooperate with NSGOC & officials and abide by the rules and regulations of the competition.
9	Submit team list & other necessary documents when required to.
10	Manage the coach, participant(s) and supporter(s), if any, to ensure that they adhere to the Code of Conduct as provided in SSSC Rules & Regulations.
11	Arrange for a replacement, in the event that he/she is not able to perform his/her duty, including when it is halfway through the competition
12	Duty of care for the participant(s) safety and well-being and to ensure that the participant(s) is/are medically covered e.g. first aid kit.
13	Contact the school immediately in the event of an injury or emergency.
14	Do not speak to the media unless with permission from the school
15	Represent the school in matters pertaining to formal appeals/protests (as required by the sport)
16	Accompany participant(s) at disciplinary board meetings if the occasion arises.
17	Any other matters pertaining to the duty of care, student management and competition matters relating to the participants from his/her school.

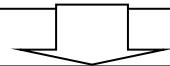
FLOW CHART FOR APPOINTING SCHOOL ADULT REPRESENTATIVE (PARENT) [SAR(P)]

To take note of:

Step 1: Appoint SAR(P)

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

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



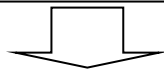
Step 2: Brief SAR(P) & Signing of Letter of Agreement

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.

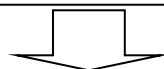
- SAR(P) must be briefed by participating school
- School to brief SAR(P) of the safety and intervention measures using the RAMS Form.



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

Annex H

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.

Oiling Pattern for NSG 2022 – 41 Feet



HVO Summit

File Name : NSG 2022
Program Number : 1

