

**SINGAPORE PRIMARY SCHOOLS SPORTS COUNCIL
RULES AND REGULATIONS FOR TABLE TENNIS 2017**

1 RULES AND REGULATIONS

All sports and games shall be conducted:

1.1 according to the laws/rules established by the International Table Tennis Federation (ITTF).

1.2 in the event that the rules and regulations are modified for safety/developmental reasons to suit the level of our school pupils, it must be clearly stated in the respective sports/games rules and regulations.

1.3 as governed by the Rules and Regulations of the Singapore Primary Schools Sports Council.

1.4 In the absence of a set of recognised rules to govern the occurrence of situations during the competitions, the rules of prevailing International Federations will be applied.

1.5 adhering to the Baseline Safety Standards for National Schools Games.

2 CHAMPIONSHIP ORGANISING COMMITTEE

2.1 COMPOSITION

2.1.1 The Championship Organising Committee shall consist of the following: the National Convenor, the Games Advisor, the Zone Convenors and any other co-opted members deemed necessary.

2.1.2 The Championship Organising Committee and the Zone Convenors are empowered to appoint sub-committees and individual members to assist in the organisation and running of the competitions as and when required.

2.2 DUTIES

The Championship Organising Committee shall have the following roles and responsibilities:-

- a) to draw fixtures;
- b) to fix venues, dates and times;
- c) to arrange for equipment and facilities, and perform any other tasks for conducting the championships;
- d) to conduct RAMS for the championships (RAMS must be conducted at the start of each competition period);
- e) to ensure that court/pitch/venue managers conduct RAMs for the respective games venues;
- f) to appoint judges/referees/umpires/linesman/officials;
- g) to incur expenditure within the allocated budget approved by the SPSSC;
- h) to organize training/upgrading/officiating course for judges/referee/umpires/lineman/officials (Where applicable)

- i) to select players to represent SPSSC in approved local and overseas competitions, to appoint coaches to take charge of the teams
- j) to deal with matters pertaining to discipline, protest and other aspects of the competition; and
- k) to source and organise coaching and officiating courses to upgrade the technical knowledge and expertise of teachers.
- l) to implement the Baseline Safety Standards in the organising of National School Games.

3 DIVISION

2.1 Table-Tennis Playing Division in SPSSC

2.1.1 For all Sports and Games, refer to **Annex A** for the respective divisions.

2.1.2 Age Dispensation Policy

For Sports and Games listed in the table below, 7 year olds and 8 year olds may choose to participate in the Junior Division.

- | | |
|------------------|-----------------------------------|
| a) Badminton | b) Golf |
| c) Gymnastics | d) Rope skipping |
| e) Sailing | f) Swimming |
| g) Table Tennis | h) Taekwondo (Poomsae event only) |
| i) Tennis | j) Tenpin bowling |
| k) Track & Field | l) Wushu |

2.1.3 Application has to be put forth by parents/guardians, endorsed by school Principals and submitted to respective games organising committee for follow-up (Refer to Annex B).

2.1.4 All pupils can only compete in one division of that particular sport/game within the same year.

2.1.5 Age dispensation policy is only applicable to the year of application.

4 ENTRIES

4.1 Each school is eligible to enter only one team in each of the following divisions:

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

Senior Division	Junior Division	Age Dispensation
1 Jan 2006 1 Jan 2005 --- 31 Dec 2005 2 Jan 2004 --- 31 Dec 2004	1 Jan 2009 1 Jan 2008 --- 31 Dec 2008 1 Jan 2007 --- 31 Dec 2007 2 Jan 2006 --- 31 Dec 2006	1 Jan 2011 1 Jan 2010 --- 31 Dec 2010 2 Jan 2009 --- 31 Dec 2009 Applicable for Junior Division

- 4.2 When Zone Championships are used as qualifying rounds for the National Championships, the top 4 teams of each division from each zone will proceed to compete in the National Championships.
- 4.3 All entries must be received by the Convenor concerned on or before the stipulated closing date.
- 4.4 The registration forms of players must be received by the Convenor concerned on or before the stipulated closing date which will be at least three (3) working days before the commencement of the Championship.
- 4.5 The registration forms must include the following details:
 - a) Full Name as in NRIC/Student Pass
 - b) Date of birth
 - c) Birth Certificate/NRIC Number/Student Pass Number
 - d) Race
 - e) Nationality
 - f) Baseline Safety Acknowledgement Form

5 REGISTRATION OF PLAYERS

- 5.1 The minimum number of players (per team) to be registered is 8 and the maximum number is 12 for both the Zone and National competitions.
- 5.2 Teams, which have qualified from the Zone competitions to the National competition, may register a new team list at the time of registration.
- 5.3 Only in the event that any player(s) registered be transferred or has/have to leave school during the preliminary rounds, the school shall be allowed to replace the affected player(s).
 - 5.3.1 Schools must write in to inform the Convenors of the replacement at least one (1) working day before the next match.
 - 5.3.2 However, no replacement of player is allowed once the competition reaches the semi-final stage.
- 5.4 If a school chooses not to register the maximum number of players allowed by the sport/game, at the time of submitting the registration form to the convenor, the school shall not be permitted to register additional players subsequently.
- 5.5 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.
- 5.6 International students who are in the schools on exchange programme are not allowed to represent the school.
- 5.7 Students granted Leave of Absence (LOA) by MOE will be allowed to represent the school.
- 5.8 Registration constitutes representation, that is, once a pupil is registered to play for a school, he or she is deemed to have represented his or her school. Hence, the pupil is not allowed to represent another school in the same sports/games in same year.

6 CHAMPIONSHIP FORMAT

- 6.1 For Team Games, there must be a minimum of **three (3) registered** teams from **three (3)** different schools before a **team** competition can be organised.
- 6.2 The Championships for Team Sports/Games shall be organised on an inter-school league format. Where entries are grouped, each group shall have a minimum of four (4) teams (Please refer to Annex C)
- 6.3 The Zone championships will be used as a qualifying round for the National Championships.
- a) For Zone championships, seeding shall be based on the top 4 placing of last year's zone (2010) championships. When 2 groups are formed, the 1st and 4th seeds are placed in Group I and the 2nd and 3rd seeds in Group II. When 4 groups are formed, each seeded team is placed in a separate group.
 - b) After the teams have been seeded, the rest of the participating teams shall draw lots.
 - c) For national competitions, seeding shall be based on the current year's zone (2011) championships. Each seeded team (zone champions) shall be placed in a separate group.
 - d) At the end of each round, only the best two teams from each group shall enter the next round.
 - e) For the semi-final round, the champion and runner-up of each group shall enter into a criss-cross competition. The winner of Group I will meet the runner-up of Group 2 and vice-versa.
 - f) The winners of the two semi-finals shall then play in the final to decide the champion and runner-up. The remaining teams of the two semi-finals will play for 3rd and 4th positions.
 - g) There is only one group in the Championship, at the end of the One-Group round robin format, the top 2 placed teams will play-off for 1st & 2nd position and the 3rd and 4th placed teams will play-off for 3rd & 4th position.
- 6.4 Any deviation from the championship format requires approval from the Council or the Standing Committee and must be clearly stated in the respective sports/games rules and regulations.

7 GRACE PERIOD

- 7.1 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 (eg. 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.

8. MATCH LINE-UP

8.1 The line-up for each match should be as follows:

8.1.1 Each team may submit a fresh line-up of players before the commencement of each match. Include the one coach name in the line-up form for that Team match.

8.1.2 The line-up of players shall be submitted to the Tournament Officials' table 10 minutes before the start of each match. No changes are allowed thereafter.

8.1.3 On the line-up form, players should use their statutory name as shown in NRIC and Registration Form.

9. ORDER OF PLAY

9.1 The order of play is as follows:

- i. 1st singles
- ii. 1st doubles
- iii. 2nd singles
- iv. 2nd doubles
- v. 3rd singles

In instances where there is availability of tables, the matches can be played concurrently (e.g. 2nd doubles match can be played concurrently with the 3rd singles match). The Convenor has the authority to decide. The teams must abide by the decision of the Convenor.

10. SUBSTITUTION

10.1 No substitution shall be allowed once play has commenced.

11. TIME-OUT

11.1 One request of time-out per match by each team will be allowed during competitions. The duration of such time-outs will be one minute.

11.2 Player may take up to 1 minute break at the end of each game.

12. SCORING

12.1 A game shall be won by the player or pair first scoring 11 points unless both the players or pair score 10 points, then the game shall be won by the first player or pair subsequently gaining a lead of 2 points. A match shall consist of the best of 5 games.

12.2 After 2 points have been scored, the receiving player or pair shall become the serving player or pair and so on until the end of the game, unless both players or pair score 10 points, when the sequence of serving and receiving shall be the same but each player shall serve for only 1 point in turn.

13. COMPLETION OF ALL MATCHES

13.1 All matches must be played off. Any team giving a walkover on any match shall concede a 5-0 defeat.

14 COMPETITION BALL

14.1 The 40 mm **white** ball will be used. Make of the ball: Nittaku three Stars.

15 COMPETITION RACQUET

15.1 The use of harmful volatile solvents on racquets is disallowed.

15.2 Preparation of racquets is not allowed in the competition hall.

15.3 Long pimples racquets are not to be used.

16 POSTPONEMENT

16.1 The Convenor or his representative shall, at his 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.

17 WITHDRAWAL AND WALK-OVER

17.1 Any withdrawal or walk-over is considered contrary to the spirit of the game.

17.2 Schools participating in the competition should not withdraw or give walk-over.

17.3 For each withdrawal or walk-over, a written explanation duly endorsed by the Principal shall be submitted to the convenor and copy to the Game Advisor within two (2) working days. A copy is to be sent to the Game Adviser.

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

18 ABANDONED GAME

18.1 The referee/umpire/match manager is required to submit a written report on an abandoned game within one (1) working day.

18.2 For decision on abandoned game, refer to Para 21 on disqualification.

19 PROTEST

19.1 Any clarification on points of laws/rules, must be lodged immediately by the teacher-in-charge to the referee/umpire/judge. The decision taken by the referee/umpire/judge will be final.

19.2 All protests shall be referred to the Championship Organising Committee. The protest(s) must reach the Committee within one (1) working day following the match to which it relates. The protest(s) must be in writing and duly signed by the principal.

19.3 The Championship Organising Committee will deliberate on the protest within three (3) working days. The decision will then be made known in writing to the school concerned by the next day.

19.4 If the protest is upheld, a protest fee will not be required. If it is overruled, the protest fee of \$150 will be deducted from the protesting school's account, via IFAAS.

19.5 When there is conflict of interest, the school involved will not sit in the committee considering the protest.

20 APPEAL

- 20.1 Upon the release/disclosure of the decision of the Organising Committee, **only** schools may appeal to the Council.
- 20.2 Notices of appeal shall be lodged with the Secretary of the Zone/Central Council within two (2) working days upon receiving the Championship Organising Committee's Decision. The appeal must be in writing and duly signed by the Principal.
- 20.3 Upon receiving the notice of appeal from the school, the appeal fee of \$300 shall be deducted from the school's account via IFAAS. Regardless of the outcome of the appeal, there will be no refund.
- 20.4 The Board of Appeal will deliberate on the appeal. The decision of the Board of Appeal shall be final. (Please refer to Annex D)

21 SUSPENSION

- 21.1 A player suspended by any one of the following bodies is barred from participating in SPSSC/SSSC competition for that sport/game for the period of suspension:
- i. The School
 - ii. The Zone Council
 - iii. The Singapore Primary Schools Sports Council
 - iv. The National Association of the sport/game

22 AWARD OF LEAGUE POINTS

- 22.1 The following scoring system shall apply:
- i. 2 points for a win
 - ii. 1 point for a loss
 - iii. 0 point for conceding a walk-over

23 TIE IN LEAGUE POINTS

- 23.1 In the event of two or more teams of the group have gained the same number of team match points, their relative positions shall be determined only by the results of the matches between them, by considering successively the number of team match points, the ratio of wins to losses first in individual matches (for a team event), games and points as far to resolve the order.

24 PRIZES AND PLAQUES

- 24.1 The number of prizes and plaques (for team championships only) to be awarded at the Zone and National Championship shall be as follows :
- | | | |
|------------------------------|---|--|
| 3 team/participants | - | Prizes and plaques for 1 st & 2 nd |
| 4 team/participants | - | Prizes and plaques for 1 st , 2 nd & 3 rd |
| 5 or more teams/participants | - | Prizes and plaques for 1 st , 2 nd , 3 rd & 4 th |

25 TEACHER-IN-CHARGE OF TEAM

- 25.1 Each participating team must be accompanied by a teacher who shall remain with the team throughout the duration of play. (Please refer to Annex E)
- 25.2 The teacher-in-charge shall be an Education Officer or a Contract Adjunct Teacher only.

- 25.3 Teachers-in-charge are not allowed to interfere with the final decision taken by the referee/umpire/judge on points of laws/rules after clarification has been sought. If such interference results in disruption of any match/game, a report shall be made by the Convenor and the matter brought to the attention of the **Championship Organising Committee** for appropriate action.

26 REFEREES / UMPIRES / OFFICIALS

- 26.1 For Team Sports/Games, all participating schools must provide a referee/umpire/judge/official or make payment for a referee/umpire/judge/official arranged by the Convenor for the Championships.
- 26.2 Education Officers, Contract Adjunct teachers, Flexi-adjunct teachers and Allied Educators can serve as officials.
- 26.3 School has to ensure that their referees/umpires/judges/officials are present to fulfil their duties as scheduled by the convenor.

27 EXTERNAL INSTRUCTORS

- 27.1 External instructors are expected to conduct themselves with decorum during competitions. (Annex E)
- 27.2 External instructors are not allowed to approach the game officials to query their decisions. Only teachers-in-charge are allowed to approach game officials to seek clarifications.
- 27.3 Schools must ensure that their external instructors adhere to the SPSSC Rules and Regulations and the Code of Conduct.
- 27.4 An external instructors who have breached any of the Rules and Regulations and the Code of Conduct will be referred to the respective **Championship Organising Committee** by the respective convenors or the school which engaged him/her for appropriate action to be taken.

28 SUPPORTERS

- 28.1 Schools sending supporters to any competition shall ensure that their pupils are in proper school uniform and that there is sufficient number of teachers on duty to maintain discipline.
- 28.2 All supporters are required to remain within the stipulated area for supporters throughout the competition. They are not allowed to be in the championship arena.

29 DISQUALIFICATION

- 29.1 A school team will be disqualified if it commits any of the following:

- a) If it fields an ineligible player who is:
- i) an overage player
 - ii) an underage player
 - iii) an unregistered player
 - iv) a suspended player
 - v) a player without a valid student pass
 - vi) a non bona fide pupil

- b) team/player not accompanied by a teacher
- c) team/participant which caused the game/match to be abandoned

29.2 All results involving the team which has been disqualified will be considered null and Void

30 ATTIRE

All school athletes must be suitably attired in accordance with the requirement of the game/sport. The playing attire should not have more than 30% of White colour.

31 MATTERS NOT PROVIDED FOR

All matters not provided for in these Rules and Regulations shall be dealt with by the respective Tournament Organising Committees.

32 AMENDMENTS

The Singapore Primary Schools Sports Council shall have the right to delete, add or amend the rules and regulations laid down herein.

Annex B
AGE DISPENSATION POLICY FOR SPSSC

1. BACKGROUND

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

This policy **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 sports¹ 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 games organising committees using the application form in Annex B2. 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 form for the competition.

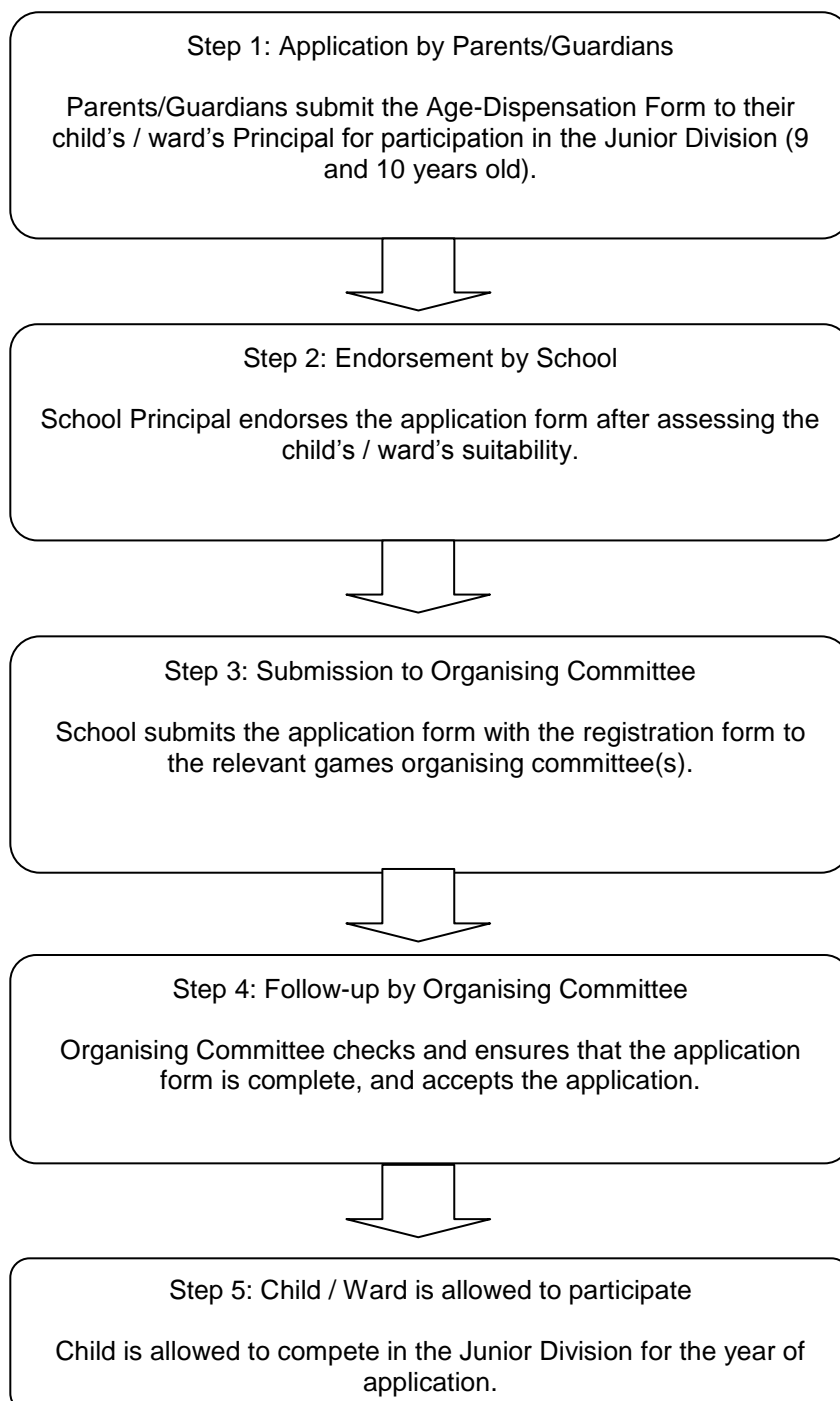
Any application submitted after the closing date stipulated by the respective games convenors will not be considered.

3. TERMS AND CONDITIONS

- a. Age dispensation for 7 and 8 years old is allowed for all sports; except the 5 identified sports with higher risks. Poomsae event for Taekwondo is allowed.
- b. Age dispensation is only granted for the year of application.
- c. Once approved, pupil can only compete in the Junior division, i.e. for both individual and team events for the approved year.

¹ The 5 identified sports are rugby, football, basketball, hockey and taekwondo (Kyrugi). 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:	
NRIC:		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 Junior division 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

Principals

Endorsement:

	Principal's Signature and Date

CHAMPIONSHIP FORMAT

In determining the format for the competition, National/Zone Organising Committees should aim to provide meaningful² competition experiences for participating teams, following the approved championship format in this Annex. **The selected competition format should be standardised within the same sport** (i.e. across zones; and from year to year).

One-Group Championship Format

Grouping

The Championship will be played in a One-Group single round robin format.

Number of Teams	Group
3 to 7 teams	One-Group

The National/Zone Organising Committee may decide to adopt one of the options listed below according to ranked order:

Option 1: With Play-offs	At the end of the One-Group round robin format, the top 2 placed teams will play-off for 1st & 2nd position and the 3rd and 4th placed teams will play-off for 3rd & 4th position
Option 2: With Semi-Finals	At the end of the One-Group round robin format, semi-finals will be played between the teams ranked 1st & 4th and 2nd & 3rd. The winners of the semi-finals will play for the 1st & 2nd and the losers of the semi-finals will play for the 3rd & 4th positions.
Option 3: Without play-offs or semi-finals	Team ranking will be determined by the league points accumulated at the end of the single round robin format.

Note:

National/Zone Organising Committee should adopt **Option 1 as a default option** when deciding on the competition format. If Option 1 is not tenable, the Organising Committee may consider adopting Option 2 next, followed by Option 3 and inform the Standing Committee.

Two-Group Championship Format

Preliminary Round

Seeding

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

Grouping

² Each participating team should minimally play 3 matches (i.e. cumulative across Zone and National competitions; where applicable) in the course of competition.

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

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

Semi-Final Round

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

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

Finals

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

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

Three-Group Championship Format

Preliminary Round

Seeding

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

Grouping

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

Number of Teams	Group A	Group B	Group C
12 teams	4	4	4
13 teams	4	4	5
	5	4	4
	4	5	4
14 teams	4	5	5
	5	4	5
	5	5	4
15 teams	5	5	5
16 teams	6	5	5

	5	6	5
	5	5	6
17 teams	6	6	5
	6	5	6
	5	6	6
18 teams	6	6	6
19 teams	6	6	7
	7	6	6
	6	7	6
20 teams	6	7	7
	7	6	7
	7	7	6
21 teams	7	7	7

Quarter-Final Round

The quarter-final round will be played in a 2-Group format. One of the groups shall consist of two (2) group champions and one (1) group runners-up, and the other group one (1) group champion and two (2) group runners-up. The groups shall be determined by drawing of lots.

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

Group X	Group Y
A1	B1
C1	A2
B2	C2

Semi-Final Round

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

Semi-final 1 (SF1)	X1 vs. Y2
Semi-final 2 (SF2)	Y1 vs. X2

Finals

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

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

Four-Group Championship Format

Preliminary Round

Seeding

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

Grouping

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

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

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

Quarter-Final Round

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

Group X	Group Y
A1	B1
C1	D1
B2	A2
D2	C2

Semi-Final Round

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

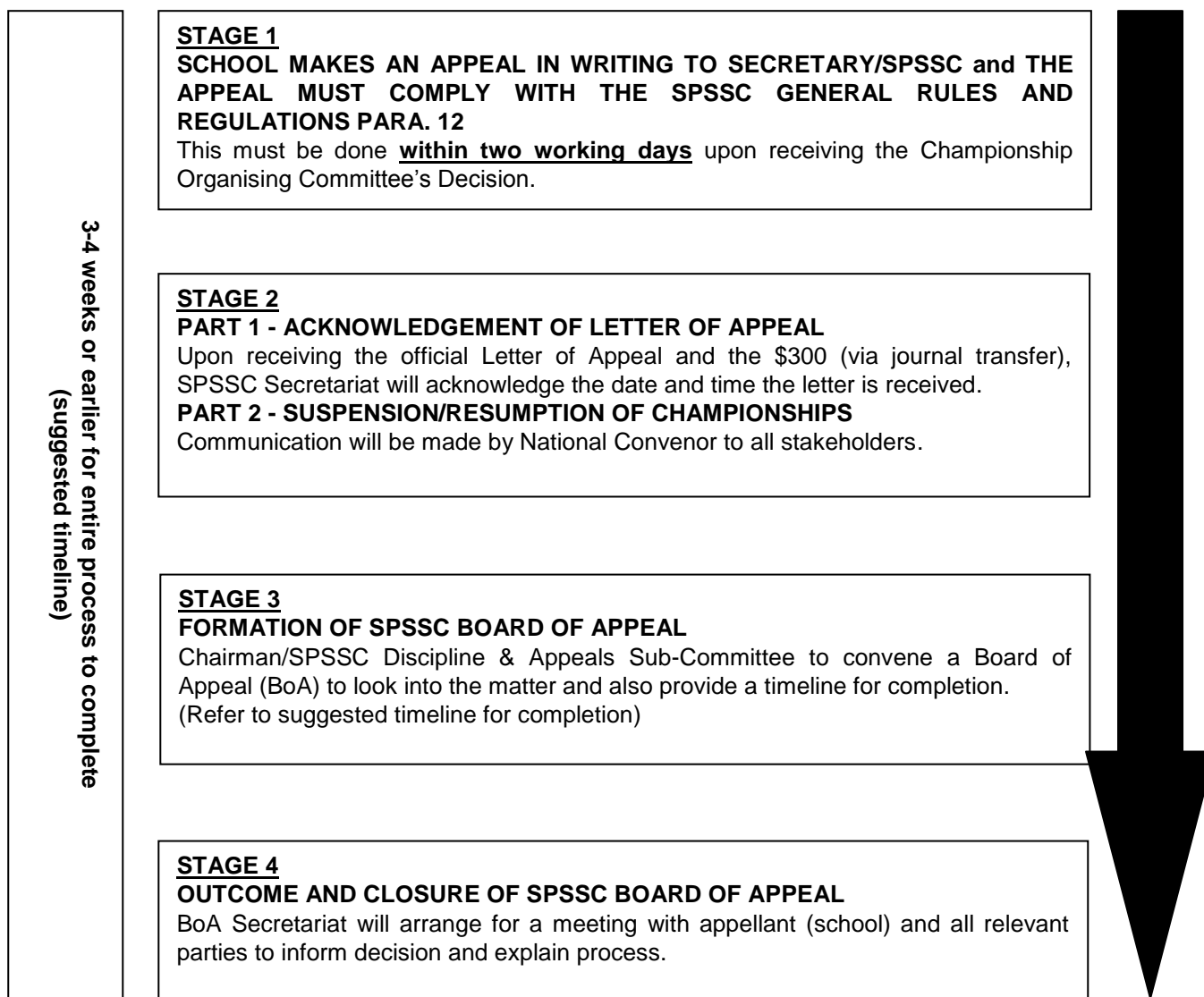
Semi-final match 1	X1 vs. Y2
Semi-final match 2	Y1 vs. X2

Finals

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

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

SPSSC PROCEDURE FOR APPEALS
WORKFLOW



As in accordance with the SPSSC General Rules and Regulations under rule 12.4, the decision of the Board of Appeal or the Standing Committee shall be final.

SINGAPORE PRIMARY SCHOOLS SPORTS COUNCIL

ROLE OF THE TEACHER IN-CHARGE

The teacher in-charge will represent the school on all matters pertaining to the administration and organisation of the tournament. He/She will do the following:

- to ensure good attendance during practice
- to take follow-up actions on absenteeism of members
- to co-ordinate training sessions with the external instructor
- to monitor and take stock of sports equipment
- to attend meetings called by the game convenor
- to submit team list
- to be responsible for the accuracy of the players' particulars in the entry forms and ensure that the pupils are not placed in the wrong division.
- to liaise between the Organising Committee (convenor school) and the Principal (school)
- to check the fixtures and schedules
- to make transport arrangements for the teams
- to accompany the schools teams for all competitions
- to remain with the team throughout the duration of play
- to be responsible for the conduct and behaviour of the external instructor, players and supporters
- to represent the school in matters pertaining to appeals/protests (as required by the sport/game)
- to accompany pupils at disciplinary board meeting
- to ensure that the team is medically covered e.g. first aid kit

Code of Conduct for External Instructors

- External instructors are expected to conduct themselves well in carrying out their duties.
- They are to observe the rules and regulations of the school.
- They should not replace the role of the teacher in-charge.
- They will prepare the training schedule for the team, in consultation with the Principal and the teacher in-charge (i.e. 30-week programme)
- They are not allowed into the competition area except where the rule of the game requires the presence of the instructor e.g. Softball.
- They cannot represent the school in any matters.
- They must not interfere with the organisation of the tournament.
- They are not allowed to approach the game officials to query their decisions. Only teachers-in-charge are allowed to approach game officials to seek clarifications.
- External instructors violating the above rules will be asked to leave the competition arena.
- Action will be taken against the school if the external instructors fail to comply with the tournament rules.
- The onus for the external instructors to adhere to the above rules and to be well versed with the competition rules amended to meet the needs of our pupils' lies with the school concerned.
- Ensure that the team has adequate rest and given water breaks.
- Instructors should refrain from using foul language or in a tone not becoming of proper behaviour.