



NECIS SPORTS COUNCIL BY-LAWS

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May 2001, 2002, 2003

May 2004, 2005, 2006, 2007

June 2008, 2009, 2010, 2011, 2012, 2013, 2014

Major redesign June 2015

Update: May 2016, June & Aug 2017



FOREWARD

Welcome to the BY-LAWS of the Northwest European Council of International Schools (NECIS) Sports Council. Founded in 1980 by three schools whose goal was to organize inter-school tournaments in basketball, soccer and volleyball, NECIS has grown into an organization that boasts eleven member schools from seven different countries located in northwest Europe. Our aim is to promote competitive tournaments in nine different sports at four different age levels – soccer, volleyball, basketball, swimming, tennis, golf, softball, track and field and ~~cross country~~ touch-rugby – that emphasize good sportsmanship, respect, full participation and co-operation amongst students from various international backgrounds and cultures.

Our major tournaments are held at various times of the year and, in addition, many of our member schools participate in regular weekend games. A NECIS tournament provides an outstanding opportunity for our young athletes to develop their athletic prowess while being guided by experienced coaches and officials. For many students, our tournaments provide experiences and friendships that last beyond their time at one of our member schools and many alumni report that a NECIS tournament remains their abiding memory of their time in international education. NECIS schools offer holistic programmes that are rich in educational excellence and extra-curricular activities – a whole world of learning awaits!

In July 2015 these By Laws were redesigned and formatted to make them more user friendly. A new website www.necis.eu was generated to improve communication within our community and a new logo was also introduced. The old logo is below for reference.

On behalf of my fellow A.D.s within NECIS, welcome to our sports tournament organization. We hope to see you soon at a NECIS tournament, whether it be as an athlete, parent, coach or official.

Garry Jones, NECIS Sports Council Chairman.



DATABASE of NECIS Correspondence

Directors Chair	?
Liaison Officer:	
Chair of A/D's:	Garry Jones, ISH
Secretary:	Thomas Persson SSSL
	Dave Tremblay ISS
	Neil Spencer ISL
Website	Sabine de Pauw (AIS) sabine@pop-up-assistant.be
Medals	Neil Spencer ISL nspencer@islux.lu

School Initial:	AIS
School	Antwerp International School
Head	Mr. Andreas Koini
Title	Head
Priv. Head:	
Address:	Veltwijcklaan 180
Postcode:	2180 Ekeren
Country:	Belgium
Head email:	head@ais-antwerp.be
AD:	Mr. Pete Vandebovenkamp
Tel. School;	+32 35 43 93 00
A.D. office:	+32.35 43 93 11
AD email:	PBovenkamp@ais-antwerp.be
Mobile:	+32 4732 51432
AD Assistant	
Colors/Mascot:	Maroon / White, Griffins

School Initial:	AISR
School	American Int'l Sch Rotterdam
Head	Mr. Neal Dilk
Title	Head
Priv. Head:	+31 620602178
Address:	Verhulstlaan 21
Postcode:	3055 WJ Rotterdam
Country:	The Netherlands
Head email:	neal.dilk@aisr.nl
AD:	Mr. Stuart Brown
Tel. School;	+31 10 42 25 351
A.D. office:	+31 10 2189627
AD email:	stuart.brown@aisr.nl
Mobile:	+31 6 811 43311
AD Assistant	Solvi.oyberg@aisr.nl
Colors/Mascot:	Blue/Black, Sharks

School Initial:	ASH
School	American Sch'l of The Hague
Head	Mr. Richard Spradling
Title	Superintendent
Priv. Head:	
Address:	Rijksstraatweg 200
Postcode:	2241 BX Wassenaar
Country:	The Netherlands
Head email:	rspradling@ash.nl
AD:	Mr. Bob Rijpstra
Tel. School;	+31 70 51 21 060
A.D. office:	+31 70 51 21 086
AD email:	brijpstra@ash.nl
Mobile:	+31 62 508 73 22
AD Assistant	rboersma@ash.nl
Colors/Mascot:	Navy / Gold, Trojans

School Initial:	CIS
School	Copenhagen Int'l School
Head	Mrs. Jennifer Weyburn
Title	Director
Priv. Head:	+45 27 244804
Address:	Levantkaj 4-14
Postcode:	2150 Nordhavn
Country:	Denmark
Head email:	jennifer.veyburn@cis.dk
AD:	Mr. Gil Grant
Tel. School;	+45 39 46 33 00
A.D. office:	+45 39 46 33 90
AD email:	gilbert.grant@cis.dk
Mobile:	+45 272 44805
AD Assistant	todor.kubura@cis.dk
Colors/Mascot:	Blue/White, Hawks

School Initial:	ISH
School	Int'l School of Hamburg
Head	Mr. Andrew Cross
Title	Head of School
Priv. Head:	0049-173-5684933
Address:	Hemmingstedter Weg 130,
Postcode:	22609 Hamburg
Country:	Germany
Head email:	across@ishamburg.org
AD:	Mr. Garry Jones
Tel. School;	+49 40 8000500
A.D. office:	+49 40 800050144
AD email:	gjones@ishamburg.org
Mobile:	+49 176 31154351
AD Assistant	
Colors/Mascot:	Blue/Gold, Falcons

School Initial:	ISA
School	Int'l School of Amsterdam
Head	Mr. Ed Greene
Title	Director
Priv. Head:	
Address:	Sportlaan 45
Postcode:	1185 TB Amstelveen
Country:	The Netherlands
Head email:	egreene@isa.nl
AD:	Mrs. Marianne de Haan
Tel. School;	+31 20 34 71 111
A.D. office:	+31 20 34 71 276
AD email:	mdehaan@isa.nl
Mobile:	+31 6 22396672
AD Assistant	
Colors/Mascot:	Red/White, Bears

School Initial:	ISD
School	Int'l School of Dusseldorf
Head	Mr. Simon Head
Title	Head
Priv. Head:	+49 40 26 93
Address:	Niederrhein Strasse 336
Postcode:	Dusseldorf 40489
Country:	Germany
Head email:	director@isdedu.de
AD:	James Cochran
Tel. School;	+49 21 19 40 66
A.D. office:	+49 21 19 40 67 88
AD email:	cochranj@isdedu.de
Mobile:	+49 178-5213007
Asst AD	Carsten Stichel stichel@isdedu.de
Colors/Mascot:	University Red/White, Lions

School Initial:	ISL
School	Int'l School of Luxembourg
Head	Mrs. Nicki Crush
Title	Director
Priv. Head:	
Address:	36 Boulevard Pierre Dupong
Postcode:	L.1430 Luxembourg
Country:	Grand Duchy of Luxembourg
Head email:	ncrush@islux.lu
AD:	Mr. Ben Smith
Tel. School;	+352 26 04 40
A.D. office:	+352 26 04 45 06
AD email:	HeadofSports@islux.lu
Mobile:	+352-621 577 746
AD Assistant	sports@islux.lu
Colors/Mascot:	Green/Black, Eagles

School Initial:	BIS
School	Bonn International School
Head	Mrs Pat Baier
Title	Director
Priv. Head:	
Address:	Martin-Luther-King Str. 14
Postcode:	53175 Bonn
Country:	Germany
Head email:	chris.mueller@bonn-is.de
AD:	Mr. Matt De Vries
Tel. School;	+49-228-308540
A.D. office:	+49-228-30854701
AD email:	matthew.devries@bonn-is.de
Mobile:	+49-151-61320338
AD Assistant	Rene.glinkowski@bonn-is.de
Colors/Mascot:	Green/Blue/White, Dragons

School Initial:	SSHL
School	Sigtunaskolan Humanistiska Laroverket
Head	Dr. Margret Benedikz
Title	Head
Priv. Head:	+46 722190649 (mobile)
Address:	Manfred Bjørquists Allé 6-8
Postcode:	193 28 Sigtuna
Country:	Sweden
Head email:	margret.benedikz@sshl.se
AD:	Thomas Persson
Tel. School;	+46 85 92 57 100
A.D. office:	+46 8 592 571 27
AD email:	Thomas.persson@sshl.se
Mobile:	+46 7030380041
AD Assistant	
Colors/Mascot:	Blue/White, Royals

School Initial:	ISS
School	International School of Stavanger
Head	Gareth Jones
Title	Head
Priv. Head:	+47 47520206 (mobile)
Address:	Treskeveien 3
Postcode:	4043 Hafsrfsjord
Country:	Norway
Head email:	GJones@isstavanger.no
AD:	Dave Tremblay
Tel. School;	+47 51 55 43 00
A.D. office:	+47 51 55 43 28
AD email:	AD@isstavanger.no
Mobile:	+47 99 39 63 04
AD Assistant	
Colors/Mascot:	Red/Blue, Vikings

Invitational teams = ISSE AD: Robbert Wuismann rwuisman@stedelijkcollege.nl

S1. PHILOSOPHY and AIMS

NECIS requires that every A.D. makes this document available to all coaches and supervises its implementation.

S1.1. PHILOSOPHY

The NECIS Sports Council exists in order to provide opportunities for international schools located in North Western Europe to meet in specified tournament activities on a competitive basis. Each school should work toward a common aim to achieve an efficient and well-balanced program that promotes healthy competition, sportsmanship, and full participation.

S1.2. AIMS

1. a. U14, U12 and U10 levels.

To organize competitive tournaments in various team and individual sports (as stipulated in the By-Laws) in which participation by all members of the team is important within the limitations imposed by the various sports' governing bodies. Every student **MUST** play for at least a quarter/set, from beginning to end, of the game in total during EVERY game at a tournament.

NOTE: There are specific rules regarding the minimum amount of participation time at the U14 and U12 levels in Soccer, Volleyball, Mini-Volleyball, Basketball and Mini-Basketball. See **S4** in the By-Laws (Guidelines for Soccer, Volleyball, Mini-Volleyball, Basketball, and Mini-Basketball) for these rules **THAT MUST BE STRICTLY ADHERED TO.**

b. Varsity and JV. levels.

To organize competitive tournaments in various team and individual sports (as stipulated in the By-Laws); while believing that participation by all members of the team is desirable, we recognize that this is not always possible in every game. However, every student **MUST** be allowed to play during the tournament and preferably all members of the team should be allowed to play in every game.

2. To promote sportsmanship among fellow team members, members of the opposing team, officials, coaches and spectators.

S1.3. SPORTSMANSHIP – NECIS Statement

The purpose of the Northwest European Council of International Schools is to provide a venue for athletes from the member schools to compete in an environment that is safe, challenging, professional and educational. Each athlete is given the opportunity to demonstrate her/his best athletic ability while maintaining a spirit of respect and co-operation with fellow athletes from various international backgrounds.

Each event involves students and adults in their different roles: these include the athletes, coaches, sports officials and spectators. All those involved in the event are expected to uphold the same spirit of respect and co-operation. This spirit is demonstrated by fair play among athletes, positive encouragement from coaches, impartial judgments from officials and respectful enthusiasm from spectators. The positive behavior of the adults is crucial to the successful educational aspect of the tournament.

The adults act as models for our athletes. Therefore profanity, deliberately making noises that distract and interfere with the performance of a competing athlete, the condemnation of coaches or officials, or any behavior that is disrespectful or degrading to the NECIS standard of sportsmanship, jeopardizes the purposes of the NECIS organization and, most of all, jeopardizes the quality of the experience for the athletes.

As the event ensues, we ask that all of our parents, coaches, officials and athletes keep this vision of our purpose in mind.

S1.4. OBJECTIVES

1. To foster a sense of enjoyment and achievement throughout a tournament.
2. While recognizing that all participants should play to the best of their abilities, students should be encouraged to accept defeat gracefully and to celebrate success in a sporting manner.
3. To provide opportunities for positive emotional development in competitive and social situations.
4. To improve physical fitness.
5. To allow students to accept responsibility.
6. To allow certain students to display leadership skills.
7. To teach our students the principle of co-operation among individuals while striving for a common goal.
8. To develop a positive working atmosphere between a coach and his/her team.
9. To demonstrate adequate preparation for the sport in which the students are involved.
10. To teach the necessary skills and impart a knowledge of the rules and tactics necessary to participate in each sport.

11. To develop an interest in, and a desire to continue, sports activities in later years.
12. To provide opportunities for and to encourage social interaction with students from other international schools.

In order to achieve these objectives, the NECIS Sports Council requires that, for team sports, every Tournament Director:

1. Selects adequate facilities.
2. Uses qualified, up-to-date officials.
3. Organizes the tournament to provide maximum playing time for all teams regardless of their strengths.

For tournaments involving individual sports, each Tournament Director is required to adequately prepare the officials.

S1.5. GUIDELINES FOR A.D.S

In order to achieve the NECIS Aims and Objectives, the NECIS Sports Council expects that every A.D.:

1. Meets with his/her team coaches to discuss the NECIS Philosophy.
2. Distributes the NECIS By-Laws to his/her coaches and specifically discusses any sections relevant to the sport they are coaching.
3. Distributes an information sheet to the students explaining the NECIS Philosophy and giving detailed information of the sport, as well as outlining the responsibilities of the students and parents.
4. Supervises the work of his/her coaches through discussion and observation, thereby ensuring that the students are being adequately coached as stated in the NECIS Aims and Objectives.
5. Meets with students who fail to uphold the rules contained in the NECIS By-Laws or the spirit of the NECIS Philosophy, Aims, and Objectives (especially those rules regarding behavior, sportsmanship, and individual responsibility).
6. Organizes coaches, adequate facilities and practice times in order to prepare the students for participation in NECIS Tournaments.
7. Makes sure that every coach/chaperone on a trip has a list of the student's names and emergency telephone numbers. This list should also include important medical information (name of the medical insurance company and card number) and the telephone numbers of the Director and Senior School Director. This information should be on file at each school office (home and visiting teams) before the departure of the team.
8. Attends every NECIS A.D.s' meeting.
9. Contacts the A.D. of the host school following head-to-head games. This is to ensure that proper conduct among the athletes, coaches, spectators and parents occurred during housing situations.
10. Whenever possible, arranges opportunities for and encourages all coaches to undergo a basic first aid course and a basic resuscitation course to include the use of a defibrillator. Encourages all coaches to keep these qualifications up-to-date.

S2. ARTICLES of ASSOCIATION

S2.1. PREAMBLE

The formation of the NECIS Sports Council is to allow various schools to meet in specified tournament activities on a competitive basis. Each school should work toward a common aim in cooperation with other schools to achieve an efficient and well-balanced program.

S2.2. NAME

The name of the organization will be the "NECIS Sports Council."

S2.3. MEMBERSHIP

All schools, which pay annual dues to NECIS, become members and are eligible for competition. Membership will entitle the school to voting privileges on all matters pertaining to the organization of the NECIS Sports Council, and to the admission of new schools to sport membership. The chief school officer, or his designee, and the A.D. shall represent the school with one vote per school.

As of August 2011 the following schools were full-members of NECIS:

- The Antwerp International School (AIS)
- International School of Amsterdam (ISA)
- International School of Luxembourg (ISL)
- The American School of The Hague (ASH)
- International School of Düsseldorf (ISD)
- The American International School of Rotterdam (AISR)
- International School of Hamburg (ISH)

International School Stavanger (ISS)
 Copenhagen International School (CIS)
 Sigtunaskolan Humanistiska L aroverket (SSHL)
 The Bonn International School (BIS)

A school may be suspended or expelled from the NECIS Sports Council for failure to uphold the spirit and intent of the regulations. The NECIS Board of Directors has final authority in this matter.

The elected officers and the NECIS Sports Council Coordinator will manage the organization. Matters of policy and action are to be decided at meetings of the regular membership. Robert’s Rules of Order shall be followed.

Amendments to the By-Laws can be proposed and voted upon at any NECIS Sports Council Meeting but they may not come into effect until the beginning of the following school year. The By-Laws Secretary will distribute an updated version of the By-Laws, containing all amendments from the previous twelve months, to the member schools in June of every year. These By-Laws will remain in effect with no changes permitted for the whole of the following school year. Any amendments to the By-Laws must have approval of the NECIS Board of Directors who are the ultimate authority for the NECIS Sports Council.

S2.4. QUORUM

A meeting is not quorate until a simple majority of the member schools are present. Only one (1) vote per school is allowed.

S2.5 OFFICERS

The officers will be the Directors’ Liaison Officer, the NECIS Sports Council Coordinator, Secretary, and the By-Laws Secretary. The terms of office are two years except for the Secretary, which is one year. Officers will be nominated and elected at the May meeting. New officers will preside at the first regular meeting of the new school year.

Chair / Coordinator shall preside at meetings and the Liaison Officer shall be kept informed of the proceedings of these meetings and shall be responsible for working with tournament directors, maintenance of NECIS Sports Tournament records and disseminating information concerning all approved NECIS Sports Tournaments to participating member schools.

Secretary will be responsible for taking the minutes of all meetings and distributing them to all members.

By-Laws Secretary will be responsible for updating and amending the By-Laws.

S2.6 MEETINGS

Regular meetings shall be held in the months of August, November, March and May/June. The meetings shall consist of the NECIS Sports Council **Chair/Coordinator**, A.D.s from the member schools and the Liaison Officer. Dates and venues of the tournaments for the next school year are to be confirmed at the March meeting.

Special meetings may be held upon written notice to all member schools.

S3. TOURNAMENT ORGANIZATION AND REGULATIONS

S3.1. SCOPE

The organized tournaments under the NECIS Sports Council are as follows:

		U10	U12	U14	U14+	U15	JV	V	U16	16+
Fall	Soccer Boys		✓	✓			✓	✓		
	Volleyball Girls		✓	✓			✓	✓		
	Cross Country (B&G)		✓	✓	✓					
Winter	Basketball (B&G)		✓	✓			✓	✓		
	Swimming (B&G)	✓	✓	✓					✓	✓
Spring	Softball Coed						✓	✓		
	Soccer Girls		✓			✓		✓		
	Rugby Boys			✓				✓	✓	
	Track+Field (B&G)		✓	✓					✓	✓
	Golf	All Age (Gr5-12), handicap								
	Tennis	All Age (Gr5-12), seeded								

Notes: Individual Events – Swimming and Track and Field events are organized on an individual basis.

U12 – At the U12 age level ONLY, it is possible for boys to participate in Mini-Volleyball. The decision on whether or not to enter a co-educational team rests entirely with each member school. NECIS policy dictates that that Mini-Volleyball is organized ostensibly for girls, but boys may be allowed to participate.

Fall Tournaments – Both the Soccer/Volleyball tournaments shall, whenever possible, be held on the same weekend, usually on the second weekend in November (2wks before the E.C.I.S. Conference).

Winter Tournaments – The U12/U14 Basketball Tournament should be held, whenever possible, on the first weekend in March. The V/JV Tournament should be held on the second weekend in March.

A tournament shall be defined as participation by more than three NECIS schools.

S3.2. AGE GROUPINGS FOR TEAM TOURNAMENTS

All Tournaments are restricted to students who have not reached the age for the respective tournament on the 1st September of that particular school year.

Varsity Rugby is restricted to students who have not reached 19yrs of age before the Tournament commences.

Standard Exceptions to the above age brackets can be made only by presentation of the situation to the NECIS Sports Council Coordinator for Council discussion and approval. Exceptions may only be requested at the following times:

- (i) Exceptions for the Soccer/Volleyball season at the NECIS A.D. meeting in August.
- (ii) Exceptions for the Basketball season at the Meeting of the NECIS A.D.s in November.

Social/Physical Exceptions for U12 and U14 team sports only (Soccer, Volleyball and Basketball) may be made for students who are;

- (i) Grade 6 and 12yrs old on September 1st may play at U12 level providing they are no older than 12yrs and 6mnths (i.e. born on or after March 1^s);
- (ii) Grade 8 and 14yrs old on September 1st may play at U14 level providing they are no older than 14yrs and 6mnth (i.e. born on or after March 1^s);

Requests can be made at the any time to the Tournament Director prior to the tournament start date. (this type of player historically was forced to play for a higher grade level due to their age but was not socially/physical ready to compete and were generally lost from school sport. They are unlikely to be “star” players in the team.)

S3.3. INDIVIDUAL ELIGIBILITY FOR TOURNAMENTS

- a. A student competing in Swimming or Track ISST. may compete in a NECIS tournament in the same sport.
- b. Team sheets for every team must be handed in to the Tournament Director at the coaches’ meeting prior to the tournament. Thereafter, students must compete at the level they have been entered for, i.e. it is not allowed to transfer a player between a Varsity and a J.V. squad nor between an U14 and an U12 squad.
- c. Not more than two students who have reached the age of 19 years on September 1st of the current school year will be eligible to participate at Varsity level at a NECIS sports tournament (the exception to this rule is Rugby where no 19 year-olds are eligible to play – see Rugby section). Students who have reached the age of 20 years or older on September 1st of the current school year will be ineligible for a NECIS sports tournament. No 18 year-olds (as of 1st September) may play at J. V. level.
- d. A student who participates in a Varsity or J.V. squad must fulfill two areas:
 - 1.They must be in a regularly established program.
 - 2.They must carry four (4) or more classes as an academic load.
- e. A student may not participate in the same team sport at two age levels.

Exceptions to the above statements can be made only by presentation of the situation to the NECIS Sports Council Coordinator for Council discussion and approval.

Exceptions may only be requested at the following times:

- (i) Exceptions for the Soccer/Volleyball season at the Meeting of the NECIS AD’s in September.
- (ii) Exceptions for the Basketball season at the Meeting of the NECIS AD’s in November

S3.4. SCHOOL ELIGIBILITY FOR TOURNAMENTS

- a. An ISST. school may not enter its Varsity team in a NECIS tournament but may enter its J.V. team at J.V. level.
- b. A NECIS school may participate in an ISST tournament.

c. A Varsity team is defined as constituted of the strongest group of players from a particular school. A J.V. team is defined as constituted of the second strongest group of players. A school entering a Varsity/J.V. team tournament must first enter a Varsity team (except in the case that the average age of the players is below 16 years – see below). If a school has enough athletes for a second team, it may enter a team in the J.V. division. A Varsity team from an individual school must consist of at least an equal number (or more) of players as the JV team from that school in the same sport i.e. it is not permissible for a JV team to contain more players than the Varsity team. A school may enter a JV team only in a particular sport (i.e. and not a Varsity team) if the average age of the team members is below 16 years on 1st September of that particular school year although the rule that no 18 year-olds may play at JV level still applies.

d. Non-NECIS Schools may be invited to attend a NECIS Tournament in order to complete the tournament entry or to improve the structure of the tournament. This will be allowed under the following conditions:

- i. First priority for participants will be given to NECIS member schools.
- ii. The approval of the Directors' Liaison Officer must be obtained before an invitation is extended to a non-NECIS school.
- iii. A non-NECIS school may not host a NECIS tournament.
- iv. Non-NECIS schools invited to a NECIS tournament must abide by all the NECIS tournament regulations.
- v. A non-NECIS school may be invited to field a team to complete a JV tournament. If the school has both Varsity and JV teams they must ensure only members of the JV team come to the tournament. In the event that the school has only one team, a grade restriction will apply; the team may not include 11th or 12th grade students.

e. The tournament directors of the Track and Field and the Swimming meets may invite non-NECIS schools to attend. However in order to decrease the pressure of numbers of participants the invite will be extended only at the U16 and 16+ level.

f. Joint/Mixed Teams: Two NECIS schools may be permitted to enter a joint team at a NECIS soccer/volleyball/basketball/rugby/tennis/softball/golf tournament if they are unable to field their own team and if it benefits the structure of the tournament. A non-NECIS school or a local club may be invited to a NECIS tournament if the Tournament Director considers it appropriate and if it benefits the tournament structure; however, he/she must first consult with the AD's group and obtain their permission. These non-NECIS schools or local clubs may not enter joint teams. NECIS schools may only enter joint teams from amongst the NECIS member schools. A NECIS school may not enter a joint team with players from a non-NECIS school or from a local club.

Further exceptions may only be requested at the following times:

- (i) Exceptions for the Soccer/Volleyball season at the NECIS A.D. meeting in August.
- (ii) Exceptions for the Basketball season at the meeting of the NECIS A.D.'s in November.

All NECIS schools will play tournaments and games under International Rules. If, for any reason, this cannot be followed the participating schools will make a discussion and decision when the game is scheduled.

S3.5. RULES AND OFFICIALS

Every effort must be made to obtain bona fide officials for all games. It is recognized that this is not always possible and that errors in interpretation and application of rules and judgments on the part of the officials may occur. However, the orderly and sportsmanlike conduct of school athletics dictates that decisions of game officials must be honored and be final. It is recommended that a meeting of coaches will be held prior to the beginning of a tournament; the timing and location of this meeting is at the discretion of the Tournament Director. Such a meeting is mandatory for both the Track and Field and Swim Meets; for all other tournaments a decision on whether or not to hold such a meeting is at the discretion of the Tournament Director. At this meeting the Tournament Director will distribute and discuss final arrangements for the tournament and any rules clarification should be discussed. No regulation pertaining to the running of a NECIS tournament may be changed by action taken at such a meeting. All schools should make every effort to have at least one representative present at the Coaches' Meeting.

S3.6. BEHAVIOR AT TOURNAMENTS

At no time during tournaments, tri or dual meets, will NECIS participating athletes smoke, use drugs or drink alcohol. This behavior is unacceptable and will not be tolerated in Home or Away situations. When staying in a hotel, the athletes should be in the hotel and should remain in their own rooms at the latest by the stipulated curfew time.

V/JV tournaments - 23.00 hours.
U14/U12 tournaments - 22.00 hours.
Mixed age level tournaments - 23.00 hours.

A school chaperone or superior must be present to supervise his/her own students at all times when traveling. When athletes are being housed by another school, both the guests and the hosts should be home (inside the house) at the latest by the stipulated curfew time of 23.00 hours.”

[See Appendix A3 for ‘INFRACTION PROCEDURE’, which FORMS PART OF THESE BY-LAWS](#)

S3.7. AWARDS AND AWARDS’ EXPENSES

a. Varsity, J.V. U14 & U12 Tournaments for Team Sports i.e. Soccer (inc Girl’s Soccer U15), Mini-Volleyball, Volleyball, Mini-Basketball, Basketball and Rugby (U19 and U16).

Trophies and medals for Soccer (Boys and Girls), Volleyball, Basketball, Rugby and Softball are awarded at all age levels as follows:

Cup Competition				Plate Competition		
Trophy	1	2	3	No	Trophy	1
Medals	1	2	3	4	Medals	None

The schools will keep these trophies and new ones ordered each year. In addition to the trophies, ALL tournament participants will receive an appropriately detailed patch.

b. School wide Tournaments i.e. Swimming, Track & Field and Tennis

Each student competes on an individual basis in these meets. There will be no team trophies. Each student will receive a pin/patch as a memento of his/her participation. In addition, those students finishing in 1st, 2nd or 3rd positions in a final event will be presented with a medal (or a ribbon/trophy). Those students finishing in 4th, 5th or 6th positions in a final event (as well as 7th and 8th positions in Tennis) will receive a ribbon. Students breaking a NECIS record in an event will be presented with a certificate.

c. NECIS Tournament ‘Most Valuable Player Awards.’

These individual trophies shall be awarded at the end-of-season NECIS **JV** and **Varsity** Soccer (Boys and Girls), Volleyball, Basketball, Rugby and Softball Tournaments. One trophy per participating Varsity team shall be awarded at the Awards’ Ceremony at the conclusion of these six tournaments. The engraving on the trophy shall read:

NECIS VOLLEYBALL TOURNAMENT M.V.P. 2014
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Every participating Varsity team shall be responsible for informing the Tournament Director in writing (via their coach and before the Awards’ Ceremony) of their choice of ‘Most Valuable Player’ from within their own team only and **for that particular NECIS Tournament** only i.e. it should NOT take into account the season’s performance, only that seen at the tournament. One award per Varsity team only shall be made i.e. it is not permitted to ‘share’ a trophy. The Tournament Director shall be responsible for purchasing one trophy per participating Varsity team. In this way, all the participating Varsity teams at a NECIS Tournament will have a ‘Most Valuable Player’ selected from within and by their own team and coach and honored at the Awards’ Ceremony.

d. NECIS Tournament ‘Most Sporting Team’ Awards

These team trophies shall be awarded at the end-of-season NECIS Soccer, Volleyball and Basketball Tournaments at all age levels (Varsity, JV., U14 and U12) for both boys and girls, i.e. a total of four trophies at each individual tournament. In addition, Most Sporting Team Awards will be awarded, one for each tournament section, at the Girls’ Soccer, Rugby and Softball tournaments. They shall be presented at the Awards’ Ceremony at the conclusion of these tournaments, preferably by the head referee, if not then by a representative from within the referees group.

Each team (players in conjunction with the coach) is responsible for submitting two votes for the Most Sporting Team in their section of a tournament. Their first-choice team will receive two points and their second-choice team one point. A team may not vote for itself. The referees team shall also submit two votes. They should use the criteria listed below to help them decide their votes. All votes must be submitted by halftime of the final game in the tournament in order to be valid. In the event of a tie, the Tournament Director, in co-operation with the Head Referee, shall decide the winner of the trophy. The criteria should include:

- respect for opponents, coaches, referees, table officials, spectators and teammates.
- acceptance of the referees’ decisions without dissent.
- behavior of the coach.
- fair play and behavior on court in general.
- willingness to accept a defeat gracefully and to celebrate success in a sporting manner.

- the ability to be good representatives of their schools both on court and off.

The Tournament Director shall be responsible for purchasing the trophies that should be engraved as in the following example template:



e. The Kristoffer Danielson Awards for the “Most Outstanding Tennis Player.”

These annual awards (male and female) are presented at the NECIS Tournament in memory of Kristoffer Danielson from the Sigtuna school who sadly passed away from cancer in 2007. Kristoffer had graced the NECIS Tennis Tournament for a number of years and was both an outstanding player and sportsman of the highest caliber. The awards are presented to the boy and girl who best exhibit qualities of outstanding sportsmanship and tennis ability as well as being an excellent representative of his/her school and the NECIS Organisation. One coach from each participating school submits a written vote to the Tournament Director nominating one boy and one girl. The players with the most recorded votes are awarded the trophies. No coach may submit a vote for a player from his/her own team.

S3.8. FINANCIAL RESPONSIBILITIES

The Tournament Director will;

Nine weeks prior to the Tournament send out the formal invitation. Response of interest or rejection must then be made. A response must be made in order for the Tournament Director to work out the financial arrangements.

Six weeks prior to the tournament, send to interested schools an estimate of approximate cost (all estimates should be high). See Appendix A1, which forms part of these By-Laws.

Four weeks prior to the tournament all participating schools should send the official tournament entry forms to the Tournament Director. See Appendix A1, which forms part of these By-Laws.

Those schools that fly to a tournament should absorb the costs incurred with the return transfers from the airport to the hotel themselves. During a Tournament, such schools should be transported to the game sites by the other schools with buses whenever this is possible, keeping in mind laws regarding seat belts, adequate seating and insurance considerations. If additional buses have to be hired for this purpose, all participating schools as part of the tournament fees should share the costs incurred equally.

As soon as possible after a tournament has taken place, should submit a bill to each participating school.

The amount a school has to pay is calculated as follows:

- i) Team tournaments (Soccer (boys and girls), Volleyball, Basketball, Tennis and Softball) – schools participating share tournament costs evenly. Individual schools are then billed according to the number of teams they entered in the tournament when they accepted the invitation. A school entering, for example, two Varsity teams and two J.V. teams will be defined as having entered four teams in the tournament.
- ii) Other Tournaments (Swimming, Track and Field, Golf and Cross-Country Running) – the total tournament costs are divided by the number of participants (students but not coaches) who were entered on the original entry forms. Individual schools are then billed according to the number of participants they entered on the entry forms.

A school receiving a tournament bill should initiate the payment no later than one month after receipt of the bill.

NOTE: If a school agrees to attend but withdraws after accepting the invitation, the following will occur:

- (i) 50% of the tournament fee will be charged to cover costs.
- (ii) Other participants will cover any increase in tournament expenses due to the withdrawal. This expense will be above the 50% mentioned above.

NOTE: Host schools are responsible for providing equipment essential to the running of the tournaments (stopwatches etc.) without cost to the participating schools. Match balls and large items of equipment that are not normally used in a school (e.g. the hire of electronic scoreboards) may be charged to tournament expenses. Tournament Directors are responsible for ensuring that all tournament expenses (tournament fees, food, T-shirts etc.) are kept to an absolute minimum.

Tournament Directors should use the official NECIS Tournament Financial Statement when compiling the list of expenses for a tournament and when making requests for payment of tournament expenses.

[See Appendix A12.](#)

S3.9. SCHOOLS HOSTING A TOURNAMENT

The dates and venues for the following year's NECIS tournaments will be confirmed at the March meeting in conjunction with the Directors. The host school for any tournament will arrange the schedule so that a minimum amount of school time is lost. It is a concern that teams be home in time to receive sufficient rest to be ready for school the next morning. Tournament sites will be selected on the basis of the best facilities available. Tournament Directors should inform the A.D.s and seek their final approval regarding the type of ball to be used at a tournament:

Soccer/Volleyball: at the August meeting.

Basketball: at the November meeting.

Rugby/Girls' Soccer/Tennis: at the March meeting.

S3.10. SIZE OF SQUADS

When students require hosting and for the official NECIS Tournaments, squads should be limited in number to:

Soccer (V+JV Boys)	16	Swimming	60
Soccer (U14+U12 Boys)	15	Track and Field	60
Soccer (Varsity Girls)	16	Softball	14
Soccer (U15+U12 Girls)	12	Tennis	10 (5 girls, 5 boys)
Basketball	12	Rugby (MS Touch Rugby)	12
Volleyball	12	Cross-Country (U12+U14 B+G)	9 per age group
		Cross-Country (14+ B+G)	7

Schools should do their utmost to bring full squads to all team tournaments but especially to the U12 and U14 team tournaments.

When a school is involved in a home game or when competing away from home and staying in a hotel/hostel (but NOT at an official NECIS Tournament) the size of the squads is at the discretion of the individual school.

A school wanting to bring more than the permitted maximum number of players to a NECIS tournament may apply to the Tournament Director. The decision on whether or not to allow this is at the Tournament Director's discretion. If a tournament director does allow a school to bring more than the permitted number of players, at the U12 and U14 level, every player must suit up and play in every game as per the substitutions rules.

The host school for either the NECIS Track and Field Meet or the Swim Meet is permitted to enter more than 60 athletes providing that the additional entries do not significantly lengthen the duration of the meet.

Students entered as managers for a tournament must remain as manager for the entire tournament, i.e. 'rotating' managers are not permitted.

S3.11. ROSTERS

Rosters of traveling squads should include the following: Names, Birthdates, uniform numbers, ~~passport numbers~~, special medical conditions. This information should be on file at each school office (home and visiting teams) before the departure of the team. [See Appendix A2, which forms part of these By-Laws.](#)

S3.12. PROTESTS / GRIEVANCES

At a tournament, any judgment made by an official during a game must stand. If a protest must be lodged on procedural matters, it should be presented to the Tournament Director who will, if necessary, will bring it up to the attention of the Grievance Committee for review. This Committee has the final say as to the decision and action on the protest.

FORFEITING A GAME.

A team arriving 30 minutes late or more for a game at a NECIS tournament will automatically forfeit that game. The Grievance Committee may be called upon to review the decision to forfeit if the coach of the offending team lodges an immediate appeal. The Grievance Committee has the power to order that the game be played but only if, in the opinion of the Tournament Director, the tournament schedule allows time for the game and no other team is adversely affected by the alteration in the schedule. A team that does not follow the playing time guidelines at the U14 and U12 age levels will also forfeit that game.

Forfeited games will be scored as follows:

Volleyball – 3 sets to 0 and 75 points to 0; the winning team is awarded 2 points in the league tables (or 2 sets to 0 and 50 points to 0 in a game played to the best of 3 sets).

Soccer - 5 goals to 0 with the winning team awarded 3 points in the league tables.

Basketball - 20 points to 0 with the winning team awarded 2 points in the league tables.

Rugby – 21 points to 0 with the winning team awarded 2 points in the league tables.

Softball – 10 runs to 0 with the winning team awarded 2 points in the league tables.

GAME PAUSED.

A paused game is a game which is stopped following the commencement of the game. Normally this could happen due to temporary power outages for indoor tournaments or foul weather for outdoor tournaments. Reasons could also be, but not limited to, poor fan behaviour, poor player behaviour, etc.

In the case of paused games, the Tournament Director and Grievance Committee need to be informed immediately. The official(s) in charge of the game should state the reason for the pause in play. The Tournament Director should order the game to be completed by restarting play at the point in time the game was paused i.e. the match minute.

ABANDONED GAME.

An abandoned game is a game which is stopped following the commencement of the game and which, in the opinion of the match official(s), should not be continued on the grounds of safety or when a team does not have sufficient players to continue. Normally this could happen due to a prolonged power outage for indoor tournaments or foul weather for outdoor tournaments. Reasons could also be, but not limited to, serious problems with fan behaviour or serious disciplinary problems with player behaviour such as a prolonged outbreak of fighting, etc.

In the case of an abandoned game, the Tournament Director and the Grievance Committee need to be informed immediately. The official(s) in charge of the game should state the reason for the abandonment. The Grievance Committee should judge whether or not one team was responsible for the abandonment because of, for example, disciplinary reasons, not having sufficient players to continue. If this is the judgement, then the offending team has deemed to have forfeited the game and it is scored as per the policy on Forfeited Games (see above).

If the abandonment was beyond the control of both teams, then the Tournament Director should make every effort to restart the game, either later in the day or on the next day. Play should be restarted at the point in time the game was abandoned i.e. the match minute.

Game abandoned with intention: should a team stop playing a game with the intention or apparent intention to gain an advantage in the standings, this must be reported immediately to the Tournament Director and Grievance Committee. The offending team could face expulsion from the tournament by the Tournament Director after consultation with the Grievance Committee and face further sanctions by NECIS. The game is treated as a forfeited game for the purpose of determining the result and the score.

It is not possible to predict all situations which could lead to abandoned games and predict all situations which would occur regarding results in the cases of abandoned games. The Tournament Director retains the right to make the final decision in the event of the outcome of games abandoned or not finished. The Tournament Director should consider recusing himself/herself in the situation where the decisions being made would have a direct effect on his/her teams. In this case, it would be advisable to use a Grievance Committee member whose teams are not directly affected to make the final decision.

S3.13. GRIEVANCE COMMITTEES

Grievance committees will be established for all tournaments at various meetings of the A.D.s:

August meeting	November meeting	March meeting
Soccer (V/JV & U14/U12)	Basketball	Track and Field, Golf
Volleyball (V/JV & U14/U12)	Swimming	Softball, Tennis, Rugby
Cross-Country Running		Girls' Soccer

The Sports Council will appoint all members. These individuals should be the most knowledgeable individuals available in the NECIS league. **The committees will be allowed to rule only on procedural matters and will not be able to rule on any referee or umpire's decision.**

S3.14. TOURNAMENT SOCIAL FUNCTIONS

One social activity per tournament **may** be organized but it is not necessary to provide one for every night of a tournament. Attendance at a social activity is compulsory although a team that travels to a tournament from their home city every day may be allowed to leave early to allow their students to arrive home at the same time as the students staying in a hotel. No admittance fee should be charged to tournament participants for a social function. **The tournament social event should not cost more than 30euro.**

S3.15. YOUTH HOSTEL/HOTEL PROCEDURE

- a. There should be a minimum of two chaperones on duty in a hostel/hotel at all times. If a group/team is of mixed gender, then the two coaches on duty should be male and female.
- b. It is recommended that for away trips there should be a minimum of two coaches/chaperones to accompany the group/team. If the group/team is of mixed gender, the coaches/chaperones should consist of at least one male and one female. It is recommended that one coach/chaperone be present for every 15 students, although the rule regarding the minimum of two chaperones per away trip must be adhered to.
- c. Students must be chaperoned at all times when staying in a hostel/hotel.
- d. Coaches/chaperones should avoid one on one contact with students. If a private conversation is deemed necessary, it must be carried out in view of other coaches/chaperones/students. Room checks should be carried out by a coach/chaperone of the same gender as the students staying in a particular room. Room checks should be carried out by pairs of coaches/chaperones although only a coach/chaperone of the same gender as the students may enter a particular room.
- e. Students may only enter another room if they have been invited. A male and female student should never be left alone in in the same room.
- f. One coach/chaperone per trip must be nominated as the person in charge if the A.D. is not able to be present on the trip. The nominee should be in charge of student discipline and ensuring that all NECIS and school procedures are adhered to.
- g. A meeting should be held at the beginning of each season between the A.D. and all his/her coaches/chaperones for that season at which time the above rules should be discussed and reinforced.
- h. The A.D. of the host school should approach the hostel/hotel well in advance of the tournament to enable all students to be placed on the same floor as their chaperones. We will aim to have all girls placed on the same floor with chaperones and likewise the boys.
- i. When staying in a hostel/hotel with their students, the chaperones should use the utmost discretion with regards to their personal consumption of alcohol and smoking. It is recommended that all chaperones be requested not to smoke or drink in the presence of students.

S3.16. HOSTING PROCEDURE

- a. All visiting students (Varsity, J.V. U14 and U12) from a school must be housed in pairs.
- b. Varsity and J.V. students: The host parents are to decide whether or not a Varsity /J.V. student may be allowed out unchaperoned in the evening. Parents should take into account the age(s) of the student(s) they are hosting when taking this decision. The NECIS Organization strongly recommends that visiting students who are under the age of 16 should not be allowed out unchaperoned in the evenings. If parents do allow their guest(s) to go out unchaperoned, they must insist that he/she be back in the house again by 23:00 hours. In addition, when making hosting arrangements, A.D.s should make every effort to separate 9th and 10th graders from 11th and 12th graders.
- c. Students from the U14, U12 and U10 teams should not be allowed out unchaperoned under any circumstances.
- d. Host parents should be given written information on the NECIS rules regarding smoking, drugs and alcohol, and curfew times. "At no time during tournaments, tri or dual meets will NECIS participating athletes smoke, use drugs or alcohol. This behavior is unacceptable and will not be tolerated in home or away situations." The rules should also be discussed with visiting students before they are placed under the care of the host parents at the end of a day's play/game.

Any infringement of these rules should be immediately reported to the host school's A.D. so that action can be taken. It shall be the decision of the host school's A.D. as to whether or not the offending students should be withdrawn from the host family's home and placed under the control of the visiting A.D.

Every effort should be made to inform the host parents that they are responsible in loco parentis for visiting students outside of the tournament hours.

- e. Host parents should be given the telephone numbers of the host A.D., the visiting A.D. or Senior Coach (hotel) and the host Housing Director if one is used.
- f. Host parents should be advised to avoid one on one contact with visiting students under any circumstances. They should be instructed to ensure that both visiting students are always present together or that a second adult or the host student is present in such circumstances.
- g. Visiting schools will be responsible for their teams valuables and the host school should aim to provide a secure place for a visiting team to store valuables, either a locked changing room for their exclusive use or a locked cupboard/locker. [See Appendix A9.](#)

S3.17. EMERGENCIES AND MEDICAL

All trip participants should have an ID card/passport and a medical insurance card with them on the trip in case hospital treatment is deemed necessary. Every chaperone on a trip must have a list of the students' names and emergency telephone numbers. This list should also include any important medical information and the telephone numbers of the Director and Senior School Director of the chaperone's own school.

During any tournament, in addition to the person in charge of each site, the host school provides a second person (a volunteer parent, nurse or faculty member) that would be available for any injured athlete or spectator and who:

- a. It is recommended that each site director and emergency person have a mobile telephone so that contact can be maintained between the two and the respective coach can be kept informed. In cases of serious injury, possibly requiring surgery, it is recommended that the athlete's coach, or another member of the athlete's school faculty, accompany the injured/ill athlete to the emergency service.
- b. If sites are quite some distance apart, a second person at each site (each with the above responsibility) may be necessary.
- c. The contact procedures and the name of the emergency person(s) shall be listed in the tournament handbook.
- d. First Aid Personnel: it is stipulated that qualified First Aid Personnel be present at all tournament venues. The qualified person does not necessarily have to be a member of the Red Cross Organisation (or similar) but may include a school nurse, teacher or parent holding a First Aid qualification.

Whenever possible, all coaches should have attended a basic first aid course which should be renewed at the prescribed intervals. In addition, all coaches should, whenever possible, have received basic resuscitation training to include the use of a defibrillator.

S3.18. TOURNAMENT EVALUATION REPORT

The Tournament Director should send out the official NECIS Tournament Evaluation Form to the A.D. of each participating school at a tournament. A.D.s should forward these forms to their coaches who should reply to their individual A.D. (not the Tournament Director). Each A.D. is responsible for collating the replies from their coaches and compiling ONE evaluation per school which should be reasoned, constructive in any criticisms and mindful of the amount of work that goes into organizing a tournament. This evaluation should then be sent to the Tournament Director.

The Tournament Director is responsible for preparing a written report after every tournament which should take into account the evaluations received from each school. This report should include details of organization, costs, specific incidents (if any), and the action taken and general complaints (if any). A copy should be sent to the Directors' Liaison Officer, together with a copy of the program and the final results, in order that the NECIS archives be developed. [See Appendix A13 'NECIS TOURNAMENT REPORT'](#). Specific complaints against schools should be sent separately and only to the Directors' Liaison Officer.

S3.19. SPONSORSHIP.

The Directors and A.D.s of NECIS schools support, in principle, the sponsorship of NECIS Tournaments and/or merchandise associated with such events. Prior to any approval being given for sponsorship of a NECIS event or related merchandise however, those A.D.s seeking such sponsorship are required to discuss the proposal with their own Director who will subsequently electronically canvass opinions from other NECIS Directors. A decision from the Directors' group will then be taken by e-mail. As a general guideline, NECIS will not permit sponsorship from companies whose products relate to or promote the use of alcohol, tobacco, other harmful substances, unhealthy foods or which in themselves could be seen as being in conflict with the objectives and philosophy of NECIS. No sponsorship arrangement should be entered into without the express permission of the NECIS Directors. This directive does not apply to the sponsorship of an individual school's uniforms – this aspect of sponsorship remains the prerogative of an individual school.

S3.20. MEDIA and LIVESTREAMING.

NECIS Tournaments can be livestreamed if available to the Tournament Director but live commentary during play is prohibited either to the "TV" audience or the spectators at the event.

S3.21. TOURNAMENT T-SHIRT.

It is recommended that all tournaments have a tournament T-Shirt where pre-ordering of T-shirts is done by schools or teams in advance of the Tournament.

S4. GUIDELINES for SPORTS

The NECIS Sports Council recommends that the following guidelines should be implemented whenever possible. However, it is recognized that limitations with regard to time, facilities etc. will sometimes enforce a change in the recommended guidelines. They are for use in tournaments, triangular or dual meets. It is further recognized that most of the following partly constitute the International Rules for the various sports (NECIS adheres to International Rules), but it is felt that the following points should be emphasized:

S4.1. BASKETBALL (Boys and Girls)

- a. Size of Court Regular court size for all four-age sections.
- b. Ring Height – U12 = 2m60 and Varsity, J.V. and U14 years = 3m05
- c. Size and type of ball

	U12	V, J.V. and U14 – BOYS	V, J.V. and U14 – GIRLS
Training Balls	Molten Basketball GF5X	Molten Basketball GF7X	Molten Basketball GF6X
Match Balls	Same as above	Molten Basketball GG7X	Molten Basketball GG6X

- d. Length of Game

Varsity	JV	U14	U12
4x 10mins stop clock	4x 8mins stop clock	4x 8mins stop clock	4x 8mins stop clock

Tournament Directors are empowered to employ reduced playing times at a NECIS Tournament in order to schedule the tournament appropriately. If he/she decides to use this option, he/she must inform all coaches in advance of the tournament commencing.

Whenever the score is tied at the end of the regular playing time, a 3-minute period of overtime should be played (stop-clock). If the score is tied at the end of the overtime, a further 3-minute period should be played. This should continue until a team is ahead at the end of the period of overtime and that team is declared the winner.

- e. Officials - Up-to-date qualified officials should be used who are trained in F.I.B.A. rules and wearing the approved clothes and badge.
- f. Table Officiating - To include a Scorer and a Timekeeper. International procedure should be followed, not American.
- g. The Tournament Director will disqualify a team at the U12/U14 level that does not follow the substitution and playing time guidelines. The game will then be scored at 20 points to 0 for the 'winning' team and 2 points awarded in the league tables.
- h. Tie breaking Procedure.
[See Appendix A17](#)
- i. Points Difference
At all age levels, a maximum of +20 points per game will count towards a team's points difference total. This is done to discourage teams from inflicting too heavy a defeat on another team during the initial (league) stages of a tournament. Varsity, JV. and U14 coaches should not employ a full-court press when well ahead in a game.
At the U12/14 level the scoreboard will only show a maximum of 20 points difference. The score sheet will reflect the correct running score. At the JV/Varsity level both the scoreboard and the score sheet will show the running score of the game.
- j. **Alternate possession** will be used at all four age levels whenever a jump-ball situation occurs. The only jump ball to take place in a game shall be the one that starts the game. However, all periods of overtime shall start with a jump ball and thereafter-alternate possession shall continue to be used.
- k. There are normally no 24 second clocks in operation during NECIS games, except perhaps in the V/JV final games. In order to avoid teams running down the clock towards the end of a game, **during the last two minutes of a game only** the referees shall warn the team in possession that they must make a scoring attempt by calling out "10 seconds left." If the team in possession does not make a scoring attempt during those 10 seconds the referees should call a 24 second violation.

I. U12 BASKETBALL RULES.

1. It is not permitted to play a zone defence of any type at this level. This includes full-court and half-court zone defenses. A player deemed to have violated this rule shall have a technical foul called on him/her. If a team is deemed to be in violation of this rule, the coach shall have a technical foul called on him/her. A technical foul should be called on each occasion that a player/team violates this rule. However, a coach should not be excluded from the game after having two or more technical fouls called on him/her for this particular violation. **See below for a more detailed description of man-to-man defence.**

2. When the offensive team loses possession in their frontcourt, they must retreat to their backcourt and may not touch the ball again until it crosses the centerline. The same rule applies after a basket has been scored–

the formerly offensive team must retreat to their backcourt.

3. A team regaining possession of the ball in their back court have 8 seconds (as per international basketball rules) to bring the ball from their back court, over the halfway line (which forms part of their back court) and into their front court. The team not in possession of the ball, whose players must have retreated into their back court, must allow their opponents to cross over the halfway line before commencing man to man defence. In particular, they must not put pressure on the player in possession of the ball until he has crossed over the halfway line.

4. The first quarter is started with a jump ball in the center circle. Subsequent quarters are started by the team with alternate possession from the centerline area. Alternate possession is employed at all other jump-ball situations. All periods of overtime should start with a jump ball.

5. There are normally no 24 second clocks in operation during NECIS games. In order to avoid teams running down the clock towards the end of a game, **during the last two minutes of a game only** the referees shall warn the team in possession that they must make a scoring attempt by calling out "10 seconds left." If the team in possession does not make a scoring attempt during those 10 seconds the referees should call a 24 second violation.

6. Schools should endeavor to bring twelve players to a tournament. See S3.10 'Size of Squads' for exceptions.

7. In U12 and U14 basketball games, players must report to the Scorer's table at the beginning of every quarter for the purpose of recording their numbers on the score sheet. Both coaches must report to the Scorer's table before the fourth quarter commences for the purpose of ensuring that their team has adhered to the rules governing substitutions and minimum playing time. **The Tournament Director will disqualify a team at the U12/U14 level that does not follow the substitution and playing time guidelines. The game will then be scored at 20 points to 0 for the 'winning' team and 2 points awarded in the league tables.**

8. Playing Time. Schools are reminded that they must endeavour to bring 12 players to a tournament. In order to encourage schools to do this, the following rule regarding playing time should be enforced: those teams with 11 or fewer players on a team must ensure that all players remain a substitute (i.e. not play in the game) for a minimum of one full quarter and play a minimum of one full quarter; those teams with 12 or more players on a team must ensure that all players play a minimum of one full quarter but there is no restriction that players must remain a substitute for one quarter providing that all players play for a minimum of one full quarter. **In order to correctly adhere to the rules regarding playing time, a team should have a minimum of 7 players. A team consisting of fewer than 7 players must still adhere to the rule regarding playing time which will result in that team playing at least one full quarter with fewer than 5 players on the court.**

9. Substitutions can only be made during game time in the third and fourth quarters and not during the first and second quarters, unless an injured player needs to be replaced.

10. Only one time-out is allowed in each half of the game (in the first or second quarter and in the third and fourth quarter).

11. The free throw line is to be positioned 4m from the backboard.

12. Team fouls will not counted and there will be NO free shots on or after the 5th team foul in a quarter. Personal fouls should be recorded and players must be replaced upon committing their fifth foul.

13. Interval - There is a ten-minute interval between the second and third quarters (when the teams also change baskets) and a two-minute interval between the first and second quarters and between the third and fourth quarters.

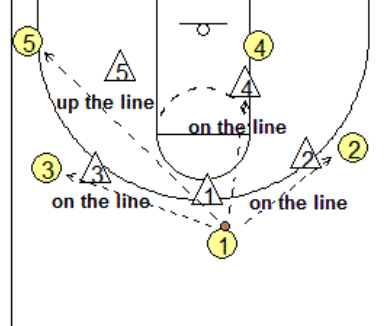
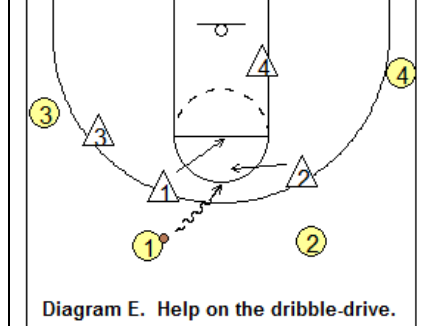
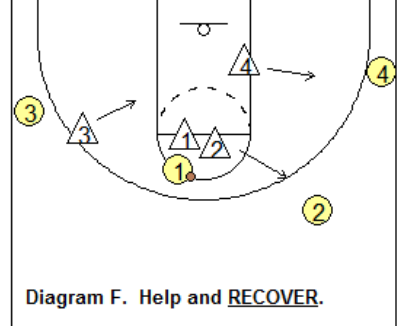
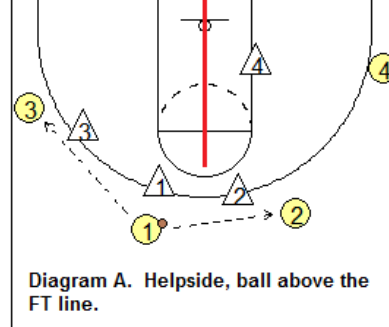
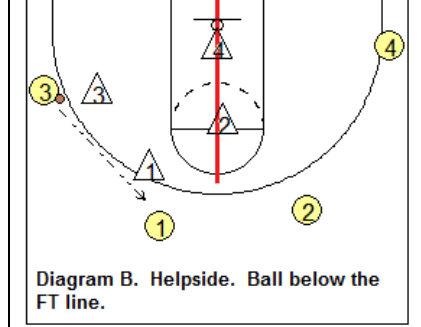
Man-to Man Defence.

The following description of **man-to-man** defence should serve to clarify this rule.

Man-to-man defence is the basic defensive technique in basketball. Each player on the defending team shall be responsible for playing defence against one player on the other team so that, in the judgment of the referee, the defence is not sagging into a zone defence or employing the tactic of double-teaming.

- 1) **When defending the player with the ball the defensive player has to be within 2m of the ball.**
- 2) Double teaming is not allowed. In other words, an **individual should only leave help side to defend their teammates assigned player, in the event their teammate has lost his/her opponent**; otherwise it is double-teaming. E.g. An offensive ball handler has not dribbled past his/her defender and a second defensive player leaves his/her assigned offensive player and moves over to defend the ball handler. This is considered an illegal double-teaming of the ball handler.
- 3) Helpside defence is allowed to stop offensive penetration. The helpside defender may remain with the offensive player he took over. Once the original defender has recovered, he should take over the helpside defender's original player.
- 4) The use of an offensive tactic which takes unfair advantage of the defensive team is not allowed and will result in a warning for the first violation and a technical foul for each subsequent violation. E.g. A player formation that keeps one or more offensive players so far away from the key that the defensive players assigned to guard them are taken completely out of the defensive game.

These images are a general guide to basic help-side defensive positions.

E.g. 1 Typical set-up	E.g. 2a Help & Recover	E.g. 2b Help & Recover
	 <p>Diagram E. Help on the dribble-drive.</p>	 <p>Diagram F. Help and RECOVER.</p>
<p>The defender ▲ is “on the line” between the ball and the player they are marking.</p>	<p>O1 dribbles past ▲1 to enter key and defender ▲2 helps with move towards ball.</p>	<p>O1 passes to O2 and defender ▲2 moves back to his man with ball.</p>
E.g. 3a Helpside Defence	E.g. 3b Helpside Defence	
 <p>Diagram A. Helpside, ball above the FT line.</p>	 <p>Diagram B. Helpside. Ball below the FT line.</p>	
<p>Defender ▲4 can drop under basket when 2 or more passes away from ball.</p>	<p>Once ball comes with 1 pass of player marking, you move back to player in deny position.</p>	

m. U14 BASKETBALL RULES.

International basketball rules apply with the following exceptions:

1. Those teams with 11 or fewer players on a team must ensure that all players remain a substitute (i.e. not play in the game) for a minimum of one full quarter and play a minimum of one full quarter; those teams with 12 or more players on a team must ensure that all players play a minimum of one full quarter but there is no restriction that players must remain a substitute for one quarter providing that all players play for a minimum of one full quarter. In order to correctly adhere to the rules regarding playing time, a team should have a minimum of 7 players. A team consisting of fewer than 7 players must still adhere to the rule regarding playing time which will result in that team playing least one full quarter with fewer than 5 players on the court.

2. U14 Basketball teams must play man to man defense at all times.

All zones (quarter court, half court, 3 quarter court, full court zone press) are illegal.

Half court and Full court man to man press are allowed.

First violation will result in a warning from the referee. Subsequent violations will result in a technical foul

S4.2. CROSS COUNTRY GUIDELINES

Races will be organised for the following groups, with the following squad sizes

Race Sections	U12G	U12B	U14G	U14B	14+G	14+B
Size of squads	9	9	9	9	7	7
Race Distance	3km	3km	5km	5km	5km	5km

The host school for a NECIS Meet is permitted to enter more runners provided that these runners are positioned at the back of the field at the start of the race and are clearly designated (coloured vests) as non-scoring runners.

a) Equipment: Spiked shoes may be worn.

b) Team Composition: A school is not required to enter a complete team to be eligible to compete. However, schools entering fewer than five (5) athletes in any age/gender section are not eligible to compete for the age team cup in that section. However, their runners are eligible to receive individual awards.

- c) **Scoring:** The first five (5) finishers in an age section will contribute towards the **age** team score. A team's sixth, seventh, and eighth-placed runners will displace (bump) all scoring runners from other teams that finish further down the field. The finishing place points of all runners from schools with fewer than five competitors will be disregarded and the team points recalculated. Ties in team scores will be resolved in favour of the team whose sixth-placed runner finishes closer to first place.

Tie-Breaker Procedure

- i. Ties in team scores will be resolved in favour of the team whose sixth-placed runner finishes closer to first place.
- ii. If the teams do not have a sixth runner then the tie will be broken by removing each team's best score, then adding the remaining four scores. If the ties still exists, this procedure should be repeated until the tie is broken.

Example: Team A finishing places = 1+6+7+9+12 = 35

Team B finishing places = 3+4+5+10+13 = 35

Eliminate each team's best finishing place

Team A finishing places = 6+7+9+12 = 34

Team B finishing places = 4+5+10+13 = 32 = **1st Place**

- d) **Awards:** Trophy, cups, medals and ribbons will be awarded in line with the table below.

Awards	U12G	U12B	U14G	U14B	14+G	14+B	U16	U16	16+	16+
Individual Medal	1-3	1-3	1-3	1-3			1-3	1-3	1-3	1-3
Individual Ribbon	4-10	4-10	4-10	4-10			4-10	4-10	4-10	4-10
Age Team Cup	1	1	1	1	1	1				
Overall Team Trophy	1-3 (must have a runner in U12G, U12B, U14G, U14B, 14+G, 14+B sections)									

Overall Team Trophy: A team's first finisher in each age section will contribute towards the overall team trophy. A team must have a runner in each age category (U12G, U12B, U14G, U14B, 14+G and 14+B) to qualify for the overall team award.

- e) **Venue:** Whenever possible host schools are to use a true cross-country course thereby avoiding paths and trails.

S4.3. GOLF TOURNAMENT GUIDELINES

The NECIS Sports Council recommends that the following guidelines should be implemented whenever possible. Tournament matches should abide by the Royal and Ancient (R&A) rules with adaptations for junior golf. These can be found on <http://www.randa.org>, with particular regard to the following:

- a) **Age:** Students in secondary school Grades 6 to 12 are eligible to compete.
- b) **Green Card / Handicap:** All players must hold a green card prior to the tournament and have a recognised handicap of 36 or less. **All handicaps should be updated in the lead up to the tournament and at the completion of Round 2 to take into account the scores from Rounds 1 and 2.**
- c) **Numbers of players:** A team will consist of four players.
- d) **Tournament Officials:** It is recommended that the tournament director is a qualified official of golf and that a non-playing coach accompanies each school team to ensure fair play.
- e) **Caddies:** Caddies may not be used by any player.
- f) **Distance Measuring Devices (DMD's):** Electronic technology devices to measure distances may be used.
- g) **Parents:** Parents are permitted to walk the course as spectators if the local golf club allows this but they must not coach or give advice during the competition.
- h) **Clothing:** Players should wear suitable golf clothing acceptable to private golf clubs (no jeans, casual T-shirts or sandals).
- i) **Speed of Play:** It is expected that 18 holes should be completed in a maximum of 4½ hours, which means 15 minutes per hole. A provisional ball should be played from the same place if there is a risk that a ball maybe lost.
- j) **Scorecard:** Players are responsible for recording their playing partner's score and returning a signed scorecard to the tournament director/scoring official on completion of the round.

FORMAT GOLF TOURNAMENT

Tee markers for all three rounds – red for the girls and yellow for the boys.

Day1 Morning: Stroke Golf with handicap over 18 holes

Each team to play single rounds of stroke golf (not stroke play) where the 3 best rounds count towards a school's score. Players will be organized into flights of 3 (based on handicaps) by the Tournament Director and the Director of the golf club. Wherever possible, no two players from the same school will play in the same flight. Stroke golf is close to stableford. The difference in our tournament is that you play your strokes and if you reach the maximum of double the listed par of the hole and the ball is still not in the hole, you pick up the ball and write, for example on a hole par 5, 10 as the score or on a hole par 3, 6 as the score. This is done to save time and to ensure that the rounds finish in a timely manner.

Examples of Scoring:

<u>Par</u>	<u>Strokes</u>	<u>Score</u>
5	8	8
5	10 and the ball is still not in the hole	Pick up the ball and score 10
3	6	6
3	6 and the ball is still not in the hole	Pick up the ball and score 6
4	7	7

Final Score for the round: Gross Score minus the handicap. For example, Gross Score of 92 minus a handicap of 11 gives you a Net Score of 81. The three best scores from one school to count towards that school's total.

Day1 Afternoon: Fourball Bestball with handicap (9 holes)

Four Ball is a match pitting two teams of two players (a total of four balls being played, hence the name) against each other.

- Wherever possible, each flight will contain two pairs of players from two different schools.
- All four players play their own ball throughout.
- At the end of each hole, the lowest score (taking into account handicap and the stroke index) between the two partners on each team counts towards that team's score.
- Players will be organized into flights of 4 (based on handicaps) by the Tournament Director and the Director of the golf club although coaches will be permitted to name their pairs.
- If a player reaches the maximum of double the listed par of the hole and the ball is still not in the hole, he/she should pick up the ball and write, for example on a hole par 5, 10 as the score or on a hole par 3, 6 as the score. This is done to save time and to ensure that the rounds finish in a timely manner.

As we will be using handicap and the stroke index system (in parallel) for this format, there follows a brief explanation of scoring:

- First, you must calculate on which golf holes you will be awarded shots.**
- If you have a handicap of 9, you would be awarded one extra shot for the holes with a stroke index of 1 to 9.
- A **handicap** of 24 would give you one shot for every hole plus one extra for the 3 most difficult holes giving a total of 12.

Examples of Scoring (taking into account 9 holes only):

<u>Hole and Stroke Index</u>	<u># Strokes Taken</u>	<u>Handicap</u>	<u>Net Score</u>	<u>Team Score</u>
2 SI 1 Most difficult hole on Front 9	Player A = 7 Player B = 10	12 24	7 - 1 = 6 10 - 2 = 8	6
7 SI 13 7 th most difficult hole on Front 9	Player A = 6 Player B = 7	12 24	6 - 0 = 6 7 - 1 = 6	6
9 SI 3 2 nd most difficult hole on Front 9	Player A = 6 Player B = 8	12 24	6 - 1 = 5 8 - 2 = 6	5

- The two best team scores from each of the two/three different pairings from the same school in two/three different flights are added to a school's overall total i.e. only one score per pairing and up to a maximum of two scores per school will be used.
- All players must record their own personal score for each hole (even if you pick up) – these scores are important for the calculation of the two “Most Outstanding Golfer” awards.
- At the end of Day 1 the schools will be ranked, taking their scores from both rounds over 27 holes. The highest ranked school will be the one with the lowest score from the day's play. **At the end of Round 2, each player's handicap will be recalculated by the golf club for use in Round 3 on Day 2. In order to do this, they will take the results from both Rounds 1 and 2.**
- If two or more schools are tied for position at the end of Day 1, the following tie-breaker method will be used:
 - Compare the teams' scores from the last 9 holes played (i.e. Round 2) – best score wins.
 - If the scores are still equal, compare the teams' scores from the last 6 holes (of Round 2) – best score wins.
 - If the scores are still equal, compare the teams' scores from the last 3 holes (of Round 2) – best score wins.
 - If the scores are still equal, compare the teams' scores from the last hole played (of Round 2) – best score wins.
 - In the unlikely event of a tie still existing, the team with the lowest total in Round 1 wins (taking the three best scores only).

On Day 2, the two highest ranked schools will play 4 matches of match play with handicap for Places 1 and 2. The next two highest ranked schools will play for Places 3 and 4 and so on. Schools will use their four best players (solely based on the scores from Day 1) to compete in the match play. All other golfers will compete for the individual Plate Trophy using the Stroke Golf format with handicap used in Round 1 (re-calculated handicap to be used).

Day2 Morning: Match Play with (75%) handicap over 18 holes.

The top four players from each school will compete in match play in which players compete to win individual holes, with the school winning the most holes claiming the match.

- Players will be sent out in flights of four, with Player 1 from School A playing against Player 1 from School B; and Player 2 from School A playing against Player 2 from School B etc.
- Players will be organized into flights of 4 by the Tournament Director and the Director of the golf club based on handicaps and results from Rounds 1 and 2.
- Each player will only be allowed to use 75% of their recalculated handicap. For example, a player of official handicap 24 will use handicap 18 for Round 3.**
- Singles Match Play** pits Player A from one school against Player B from another school, hole after hole. If Player A scores a net score of 4 on the first hole while Player B records a net score of 5, Player A wins the hole for his/her school.

As we will be using handicap and the stroke index system (in parallel) for this format, there follows a brief explanation of scoring:

- First, you must calculate on which golf holes you will be awarded shots.
- If you have a handicap of 9, you would be entitled to 9 extra shots. Therefore you would be awarded one extra shot for the 9 most difficult holes with a stroke index of 1 to 9.
- A **handicap** of 24 would give you one shot for every hole plus one extra for the 6 most difficult holes. Therefore, 2 shots for holes with a stroke index between 1 and 6 and one shot for holes with a stroke index between 7 and 18, giving a total of 24.
- All other players not involved in the match play competition on Saturday will play for the individual Plate Trophy using the format in Round 1.

Examples of Scoring (taking into account 18 holes):

Hole and Stroke Index	# Strokes Taken	Handicap	Net Score	Team Score
2 SI 1 Par 5	Player #1 Team A=8 Player #1 Team B=10	12 24	8 - 1 = 7 10 - 2 = 8	Team A wins hole
7 SI 13 Par 5	Player #1 Team A = 8 Player #1 Team B=9	12 24	8 - 0 = 8 9 - 1 = 8	Hole halved
11 SI 2 Par 4	Player #1 Team A=5 Player #1 Team B=6	12 24	5 - 1 = 4 6 - 2 = 4	Hole halved
17 SI 12 Par 3	Player #1 Team A=4 Player #1 Team B=3	12 24	4 - 1 = 3 3 - 1 = 2	Team B wins hole

- At the end of the play on Day 2, the two schools competing for places 1 and 2 will compare their results from the four matches: For example, the players from Schools A and B return the following scores:
 Game 1: School A wins 1 Up
 Game 2: School A wins 2 Up
 Game 3: School B wins 2 Up
 Game 4: Match halved.
 School A wins 2-1/2 to 1-1/2
 The schools playing for places 3 and 4 do likewise, as do the schools playing for places 5 and 6 and so on.
- In the case of the two schools being tied for position (i.e. 2 matches to 2 matches) then the school with the most number of holes won would win the trophy. For example:
 Game 1: School A wins 1 Up
 Game 2: School B wins 2 Up
 Game 3: Match halved.
 Game 4: Match halved.
School B wins: although match score is tied at 2 - 2, School B wins by virtue of having won one more hole.

TROPHIES AND AWARDS

- Every player will receive a tournament patch.
- Team trophies will be awarded to those schools finishing in 1st, 2nd and 3rd place.
- Medals will be awarded to all players on a team finishing in 1st, 2nd and 3rd place.
- Two individual trophies for the "Most Outstanding Golfer" will be awarded to the male and female players with the lowest gross score from Rounds 1 and 2 of competition (**Day1** morning and afternoon). It is important that each player records his/her own personal score for each hole, even if he/she reached double the listed par of the hole and picked up.
- A plate trophy will be awarded for the Plate Competition on **Day2**. This competition will use the stroke golf format with handicap used in Round 1 (re-calculated handicap to be used). Those golfers not participating in the Match Play competition (Round 3) on **Day2** (as schools are permitted to use four players only for that competition) will be competing for the Plate which is an individual competition.
- Please note that players will be included in the match play competition if the two schools competing for a position have an equal number of golfers, for example, instead of playing 4 players from School A against 4 players from School B, schools could play 5 players from School A against 5 players from School B and so on.

S4.4. RUGBY SEVEN-A-SIDE GUIDELINES.

Rugby Tournaments stopped in 2014-15 season due to lack of interest from schools but these byelaws remain as reference if there is sufficient interest in future.

The NECIS Sports Council recommends that the following guidelines should be implemented whenever possible. Tournament games should abide by the International Rugby Board (I.R.B.) laws with adaptations for both the under 19 and under 16 age groups and for 7-a-side rugby. These can be found on www.irb.com. With particular regard to the following:

a) The Playing Area.

Sevens Rugby must be played on a **full-size grass rugby/soccer pitch with minimum dimensions of 80m by 60m**. All lines should be clearly marked and should include the touchlines, the goal lines, the dead-ball line, the half-way line, the 5m lines, 10m lines and the 22m lines. If the game is scheduled on a soccer pitch, the soccer goal posts should be removed. If the game is scheduled on a rugby pitch, protective padding should be used on the posts; if this is unavailable the posts should be removed. All obstructions (posts, fencing, benches, etc.) should be at least 2m away from the playing area. Spectators should not be allowed to encroach onto the playing area and should be kept at least 2m away from the touchlines. It should be recognised that the nature of Sevens-Rugby is basically that of a running game with minimum contact; the field of play and the surrounding environment should be set up to recognise this fact. **Tournaments should NOT be organised on smaller pitches with inferior surfaces or with unsuitable environs. Safety considerations are of paramount importance!**

b) Officials.

Qualified referees and touch judges should be used to officiate the games. It is recommended that an administrator from the host school be present at the NECIS Ruby Tournament.

c) Length of game:

Games will be of two halves of no longer than 7 minutes each half with a 1 minute interval at half time. The referee will blow for the end of each half or full time once the ball has gone dead, except when a penalty has been awarded. There is no extra time for drawn games during the league stages of a tournament. In the event of a draw at the end of normal time in a knock out stage of the tournament, a period of extra time will be played. A coin will be tossed to decide whether a team has possession or the right to choose in which direction to play. Play is restarted with a drop goal from the centre of the pitch. The first team to score (try, penalty kick, or drop goal) will be the winners and play will end immediately.

d) Size of ball:

Under 19 & 16: size 5

U14 & 12: size 4

e) Age groupings:

Age bands are designated by the age on the 1st September of that school year.

U12 = aged 10 or 11, U14 = aged 12 or 13, U16 = aged 14 or 15 and U19 = aged 16, 17 or 18. **However, as soon as a player reaches his 19th birthday he is no longer eligible to play at the Under 19 age band.**

Exceptions:

A player who is ostensibly an Under 16 player (on 1st September of that school year) but who reaches the age of 16 years before the tournament commences may play at the U19 age level providing that his parent(s) gives express written permission by signing the Official NECIS Permission Letter for underage rugby players (included in this section of the by-laws).

A player who is ostensibly an U14 player (on 1st September of that school year) but who reaches the age of 14 years before the tournament commences may play at the U16 age level providing that his parent(s) gives express written permission by signing the Official NECIS Permission Letter for underage rugby players (included in this section of the by-laws).

f) Numbers of players

A team can consist of seven players with up to 5 substitutes. A maximum of 12 in a squad. Substitutions will be rolling substitutes. It is the coaches responsibility to ensure that there are only ever 7 players on the pitch. A player who has been substituted off may be substituted back into the game at a later date. The referee can refuse to let a player remain in the game if he feels that they have an injury that should prevent them from further play e.g. a concussion.

g) Training

All players must have received appropriate training prior to tournament. It is compulsory for all players and coaches to visit the Rugby Ready website in preparation for the NECIS Tournament. **All players must have received training in tackling and being tackled. In particular, coaches should emphasise the dangerous nature of a high tackle and work together with their players to eliminate such tackles.**

Only those players that have been trained to scrummage are allowed to take part in a scrum. All players must be fit enough to take part.

- h) Clothing: players should wear suitable clothing for rugby to avoid abrasions etc. IRB approved protective padding is encouraged, as are mouthguards, and shin pads. Boots should be worn with either rubber cleats, or metal safety studs. Plastic studs are dangerous as they burr.
- i) As much as possible, advantage should be played by the referee, to encourage a flowing game. The exception to this is penalty offences for Dangerous play. Advantage can be gained by the team that did not make an error through gaining ground, or through time in possession. Advantage is over when the referee drops their arm back down.
- j) Tackling: the tackler can only hit the ball carrier with their shoulder below the ball carrier's arm pits. They must then make an attempt to hold the player. A tackle is considered made when the ball carrier's knees have made contact with the ground. The ball must be released immediately. It may be placed on or pushed backwards along the ground, in one action by the tackled player. SQUEEZE BALL is not permitted. Swinging the player by the arm is also not allowed. **Coaches and officials should emphasise the dangerous nature of a high tackle; referees should immediately penalise an offender.**
- k) Hand-offs are allowed with a straight arm below the opponents shoulders, i.e. Not to face or neck.
- l) Scrum: must have only 3 players from each team, bound together as for a front row. No loose binding is allowed. Only players who have received training in scrummaging can take part. They must follow the verbal scrummaging instructions from the referee. Any early movement will be penalised by a free kick. At all times the head and shoulders must remain above the hips height when in the scrum. Any player that intentionally breaks this will be penalised by a penalty. The scrum will be stopped and reset if it wheels more than 45 degrees. Intentionally wheeling will be penalised with a penalty. The ball must be fed in down the middle of the scrum (tunnel), and be hooked back through the legs. The ball cannot be kept in the scrum. A scrum may not be pushed backwards more than 1½ metres, a penalty will be awarded to the team pushed back.
- m) Line-outs: must consist of a minimum of two players from each team. Lifting is allowed at under 19 but NOT at under 16 or below. Contact must NOT be made with opposing players in the air. Quick line-outs are permitted if taken before the opponents have set their line up (i.e. Two players ready to receive) and if it is taken further back into own half than where the ball went out, and if it is the same ball, and no-one else has contacted the ball.
- n) Play will start with a drop kick off to one team. If the ball goes directly out of play, fails to go beyond the 10m line or goes into the goal area, then the team receiving will receive a free kick in the centre.
- o) When a try is scored the resulting conversion should be taken with a drop kick, perpendicular to the try line in line with where the ball was touched down. The kick must be taken within 40 seconds of the try being scored. The game is then restarted with the team that scored drop kicking off from the half way line.
- p) The game will be restarted, where there is no opportunity for advantage, by a scrum when a mistake has been made i.e. Forward pass/ knock on, a free kick where a technical error has been made e.g. Line out throw not straight, A penalty for all offside offences, cheating and any Dangerous play
- q) Persistent penalty offences will result in a 2 minute sin bin, persistent dangerous play will result in a red card, no substitution, no return to that game.
- r) Fighting and un gentlemanly conduct will not be tolerated, any player who strikes another player will receive a red card, a second red card for fighting will result in expulsion from the tournament.
- s) The referee is sole judge of fact and interpretation of the law. Any back chat will result in a Penalty to the other team, or if they already have a penalty then loss of ground (10 metres at a time)
- t) A free kick may be taken quickly, any opposing player within 10 metres of the offense is offside. If they interfere with play continuing then a second free kick will be awarded (where there is no advantage gained) 10 metres nearer to the goal line. This second free kick cannot be taken quickly.
- u) Players are not allowed to leave the field of play (unless they are being substituted or during half time) during the game or when kicks are being attempted. Coaches are not permitted to enter the field of play at any time during the game.

Tie breaking Procedure.

[See Appendix A17](#)

A. UNDER AGE PLAYERS Rugby Letter

I, the undersigned, give permission for my son to participate in the upcoming NECIS rugby tournament.

I am aware and fully understand that my son will be under age for the age bracket U16 or U19 that he will be competing in during the tournament. My son has no special health requirements that prevent him from participating fully in the tournament.

I, the undersigned, assume all risk of injury or harm to my son associated with his participation in the tournament and agree to release, indemnify, defend and forever discharge the organizer and his/her staff and employees from all liability, claims, demands, damages, costs, expenses, actions, and causes of action in respect of death, injury, loss or damage to my son or by my son howsoever caused during the tournament.

I, the undersigned, give authority for the tournament director, in consultation with the A.D. of the player's own school, to prevent my son from playing during the tournament if it is felt on reflection that if he is in danger of being injured or injuring someone during the said tournament.

Student Name (please print): _____	Grade: _____	Age: _____	Date of birth: __/__/__
Signature of Parent / Guardian (to authorise above) _____	_____		
Name of parent (please print): _____	_____		
Emergency contact number: _____	_____		
Date: _____	_____		

B. U14 TOUCH RUGBY GUIDELINES.

This tournament is organised for boys only who must be 13 years of age or younger on the 1st September of that particular school year.

The NECIS Sports Council recommends that the following guidelines should be implemented. Tournament games should abide by the Federation of International Touch Inc. (FIT) laws with adaptations to meet the requirements of NECIS philosophy and regulations.

- a) The Field of Play: U14 Boys Touch Rugby must be played on a 60 meters x 30 meters field of play. If the game is scheduled on a soccer pitch, the soccer goal posts should be removed. If the game is scheduled on a rugby pitch, protective padding should be used on the posts; if this is unavailable the posts should be removed. All obstructions (posts, fencing, benches, etc.) should be at least 2m away from the playing area. Spectators should not be allowed to encroach onto the playing area and should be kept at least 2m away from the touchlines. Substitution boxes measuring 20m in length shall be situated on both sides of the field at halfway. Players may not come onto the field until the player leaving the field comes off, and the exchange must take place at or within the substitutions box. No players or spectators may sit between the two touch rugby pitches.
- b) Officials: Qualified referees and touch judges should be used to officiate the games.
- c) Length of game: Games will be of two halves of no longer than 10 minutes with a 5 minute break at half time. The first half will be broken up into two 5 minute quarters in which all players must play one full quarter. The second half will not be broken up into two quarters and coaches may substitute players using the rolling substitution method from the halfway line. The referee will blow for the end of each half or full time once the ball has gone dead, except when a penalty has been awarded. There is no extra time for drawn games during the league stages of a tournament. In the event of a draw at the end of normal time in a knock out stage of the tournament, a period of extra time will be played.
- d) Size of ball: U14 #4 size rugby ball
- e) Game Play:
 - i) A maximum of 7 players is on the field at one time. A minimum of 5 players is required for a game to be played. If a team cannot provide the minimum 5 players, than the team must forfeit the game. School should endeavour to enter squads of 12 players for a tournament.
 - ii) Prior to kick off of the game, captains from each team will be called out onto the field by the ref. The ref will toss a coin. The winner of the coin toss must choose between either first possession or which end of the field to defend. At the beginning of the second half, the team that lost the coin toss will have first possession and the teams change ends.
 - iii) A try is scored by the attacking team by grounding the ball in the opponent's goal area. When grounding the ball, the attacking team member must remain standing. Diving into goal area is forbidden and thus does not count as a try. One point is scored for every try.
 - iv) The game starts with a tap restart at the middle of the field from the team who has the first possession. A tap restart is repeated after every try, at the start of the second half and to restart the game play following a penalty. A tap is performed by placing the ball on the ground on the mark, releasing the ball with both hands, tapping the ball with the foot of not more than one meter from releasing the ball. Any player from the attacking team may take the tap. Defending team members must be back 10 meters at the commencement of the tap.
 - v) Unless a penalty occurs, a team retains possession for a set of six consecutive touches. Players from either team may make the touch. When defenders affect the touch, they may touch any part of the body as long as the touch is below the shoulder blades and the touch is made with minimal force. When possession changes, game play is restarted with a roll ball. With the ball on the mark designated by the ref, a player from the attacking team must face his opponents and roll the ball backwards between his legs a distance of no more than one meter to the dummy half. The dummy half is the designated person who picks up the ball and initiates game play. The dummy half may not score a try. The defending team must be back 5 meters when the roll ball commences and cannot

move forward until the dummy half touches the ball. A team loses possession for one of the following reasons:

- A sixth touch has been committed
 - A try has been scored
 - The ball has been intercepted
 - The ball has been dropped
 - The dummy half is touched while in possession of the ball
 - The dummy half places the ball down in the touchdown zone
 - The player with the ball steps on or over the boundary of the field of play
 - A roll ball is performed incorrectly
 - A tap is performed incorrectly
- vi) A player may pass, throw or knock to deliver a ball to any onside player on the attacking team. The ball may not be passed, thrown or knocked forward to an attacking member nor kicked forward.
- vii) When a player or team is penalized, the non-offending team shall gain possession and restart the play with a tap. The penalized team who lost possession must be back 10 meters at the commencement of the tap. Play may restart with a tap for the following violations:
- viii) Excessive use of force when making a touch of any kind will result in a 2 minute sin bin; persistent dangerous play will result in a red card, no substitution, no return to that game. Fighting and unsportsmanlike conduct will not be tolerated, any player who strikes another player will result in expulsion from the tournament.
- Forward pass
 - Passing after being touched
 - Roll back performed off the mark designated by the ref
 - Performing a roll ball without being touched
 - Defenders are offside during a roll ball (less than 5 meters)
 - Defenders are offside during a tap (less than 10 meters)
 - Deliberate delay of a game
 - More than six players on the field
 - Incorrect substitution
 - Falsely claiming a touch
 - Obstruction; members of the attacking team may not obstruct members of the defending team from affecting a touch, and defending team members may not obstruct attacking team members from supporting the ball carrier.
 - Using more than minimal force to make a touch
 - Not staying below the shoulder blades when making a touch
 - Any behaviour that the ref deems misconduct

Players are not allowed to leave the field of play (unless they are being substituted or during half time) during the game or when kicks are being attempted. Coaches are not permitted to enter the field of play at any time during the game.

Tie Break Procedure.

See Appendix A17

S4.5. SOCCER (Boys and Girls)

a. Length of Game:

Varsity Boys	J.V. Boys	U14 Boys	U12 Boys	Varsity Girls	U15 Girls	U12 Girls
2 x 35	2 x 30	4 x 12½	4 x 10	2 x 25	4 x 12½	4 x 10

Tournament Directors are empowered to employ reduced playing times at a NECIS Tournament in order to schedule the tournament appropriately. If he/she decides to use this option, he/she must inform all coaches in advance of the tournament commencing.

b. Size of Ball:

Varsity, J.V. and U14 Boys - Match ball Adidas size 5.

Varsity and U15 Girls - Match ball Adidas size 5.

U12 years Boys and Girls – Adidas size 5 lite 350g.

c. Size of pitch, width, and height of goal

As stated in the rules of F.I.F.A. although please refer to the age sections for U12 Boys' and Girls' Soccer and U15 Girls' Soccer for exceptions.

d. Officials:

Up-to-date, qualified referees should be used who are trained in F.I.F.A. rules and wearing the approved clothes and badge. Competent linesmen should also be used.

e. A player who is given a red card in a soccer game will automatically be excluded suspended from playing in the next game. Similarly with a player receiving two yellow cards (equals red card) in the same game. The

Grievance Committee has the authority to increase the length of the suspension in cases of violent conduct or verbal abuse after due consideration of the referee's report and any witness statements.

f. Substitutes (Varsity, J.V. and U14 Boys; and Varsity and U15 Girls): Coaches may use the running substitution rule whereby players may enter and leave the game at the coach's discretion at any point during the game. The substitution must occur at the halfway line and the incoming player may not enter the field until the outgoing player has left the field. Previously substituted players may re-enter the game.

g. Goals For Minus Goals Against: **At all age levels**, a maximum of +5 goals per game will count towards a team's goal difference. This is done to discourage teams from inflicting too heavy a defeat on another team during the initial (league) stages of a tournament (e.g. 9-2 would be recorded as 7-2).

U12 BOYS Soccer

- i) Every game is to be divided into 4 x 10 minute quarters (see note on previous page regarding playing time at a tournament). The quarter breaks will last only as long as it takes to substitute players. The half-time breaks will last as long as is prescribed in the International Rules.
- ii) By the end of the game, every player **MUST** have played for one complete quarter from beginning to end.
- iii) During the first two quarters, substitutions can only be made at the end of the quarter, i.e. no substitutions can be made during a quarter, unless the referee deems that an injured player needs to be taken off the pitch. Substitutions may be made during the third and fourth quarters by using the running substitution rule described in the Varsity/JV section.
- iv) A player who has been previously substituted may re-enter the game at one of the prescribed substitution intervals.
- v) If a school enters a mixed team, there must always be at least nine boys on the pitch at any point in the game.
- vi) Short corners are taken from the edge of the penalty area.
- vii) Goal kicks are taken from the edge of the penalty area.
- viii) Goals measuring 5m x 2m should be used.
- ix) **Pitch not to exceed 100m in length. If the pitch does exceed this length, then the 5m x 2m goals should be placed on the 5m line. If the pitch is at or below 100m in length, the goals should be placed on the regular goal line and protective pads should be wrapped around the regular goal posts.**
- x) **Girls and not allowed to play U12 Boys soccer in the Fall after the introduction of U12 girls soccer in the Spring of 2015.**

U14 BOYS Soccer

- i) Every game is to be divided into 4 x 12.5 minute quarters (see note on previous page regarding playing time at a tournament). The quarter breaks will last only as long as it takes to substitute players. The half-time breaks will last as long as is prescribed in the International Rules.
- ii) By the end of the game, every player **MUST** have played for one complete quarter from beginning to end.
- iii) Coaches may use the running substitution rule whereby players may enter and leave the game at the coach's discretion at any point during the game (**but see point (ii)**). The substitution must occur at the halfway line and the incoming player may not enter the field until the outgoing player has left the field. Previously substituted players may re-enter the game.

The Tournament Director will disqualify a team, which does not follow the substitution and playing time guidelines at both the U12 and U14 age levels. The game will then be scored at 5-0 for the 'winning' team and 3 points awarded in the league table.

GIRLS Soccer U12 and U15

- i) The tournament is to be organized as a 7-a-side tournament, usually played across a regulation sized pitch.
- ii) The minimum dimensions of the pitch should be 50m x 30m and the maximum dimensions 60m x 40m.
- iii) The dimensions of the goals should be 5m x 2m; and the dimensions of the penalty area should be 21m x 8m.
- iv) Substitutions: Coaches may use the running substitution rule whereby players may enter and leave the game at the coach's discretion at any point during the game. The substitution must occur at the halfway line and the incoming player may not enter the field until the outgoing player has left the field. Previously substituted players may re-enter the game. **However, by the end of the game, every player MUST have played a minimum of one FULL quarter (i.e. from beginning to end of one quarter). The Tournament Director will disqualify a team which does not follow the minimum playing time regulations. The game will then be scored at 5-0 for the 'winning' team and 3 points awarded in the league table.**
- v) Goal kicks should be taken from the edge of the penalty area.
- vi) The offside rule should **not** be used.

Tie Break Procedure.
[See Appendix A17](#)

Summary of Soccer Formats

Age Group	Size of Pitch	Size of Goal	# Players on Pitch	Max # Squad	Offside	Size of Ball	Length of Game	Min' Players Time
Var Boys	Full size	Full size	11	16	Yes	Size 5	2 x 35	None
JV Boys	Full size	Full size	11	16	Yes	Size 5	2 x 30	None
U14 Boys	Full size	Full size	11	15	Yes	Size 5	4 x 12½	Min. 1 full ¼
U12 Boys	≤100m, if not goals on 5m.	5m x 2m positioned on 5m.	11	15	Yes	Size 5 350g lite	4 x 10	Min. 1 full ¼. Min of 9 on pitch.
Var Girls	Full size	Full size	11	16	Yes	Size 5	2 x 25	None
U15 Girls	across	5m x 2m	7	12	No	Size 5	4 x 12½	Min. 1 full ¼
U12 Girls	across	5m x 2m	7	12	No	Size 4	4 x 10	Min. 1 full ¼

S4.6. SOFTBALL Coed REGULATIONS.

Teams: are comprised of 5 girls and 5 boys in the field with the following positioning requirements: 3 male and 3 female in the infield, and 2 male and 2 female in the outfield. In case of **unequal male and female players on a team please advise the Tournament Director ASAP so we try to find another guest player to make an equal male / female team. If not possible then one of the infield or outfield male and female positioning requirements must be adhered to.**

- Playing Positions:** Coaches must take into account the experience of the players when determining field positions especially the catcher's position.
- Uniforms/Helmets/Shoes:** Teams should make an effort to wear jerseys with numbers so that the scorekeeper/umpire can keep track of the batting order. Helmets are required for all batters and base runners. **Helmets / facemask are required for pitchers.** Shoes with plastic spikes are allowed only if spikes extend no longer than 1.9 cm. No metal spikes are allowed.
- Turn at bat and Batting Order:** The choice for the turn at bat for each inning is decided before the tournament. For the final games a toss of a coin will be used to decide. The batting order is up to the discretion of the coach providing that sexes alternate in the order. **Note: If a team does not have enough male or female players, an out must be taken when two players of the same sex bat back to back.** Players who are not fielding are permitted in the batting order providing that an equal number of boys and girls is always maintained and players only bat once in the batting order.
- Substitution:** Allowed once per game for each player. A player substituted may re-enter the game in the same batting position of the batting order. Substitution of boy for girl and vice versa in batting order is not allowed.
- Balls, Bats and Batting:** Balls are 12" and should be as official as possible (red stitch ball, with a COR .47 and have a marking of MSP-47 and ISF logo). Minimum weight is 178 grams and maximum of 198.4. Bats shall be a smooth cylinder with a knob. No more than 5.7 cm (2.25 in.) in diameter. No more than 86.4 cm (34in) in length. No devices or attachments shall become flush with the knob. Bats that are broken, dented or altered are illegal. Umpires should check all bats to make sure no illegal bats are used. No bunts are allowed in slow pitch softball.
- Pitching:** The pitcher may be a boy or a girl and do not need to alternate each inning. There is no limit to the number of innings a pitcher may pitch. Before each half inning the pitcher is allowed one minute to deliver ONLY 5 practice pitches. The pivot foot must remain in contact with the pitchers plate until the pitched ball leaves the hand. The pitcher has 10 seconds to deliver the pitch.
- Pitching distance and arc:** The distance from pitching mound to home plate is 14.02 meters. The pitch must be delivered at a moderate speed underhand, below the hip, with a perceptible arch of at least 6 feet (180 cm) and not more than 12 feet (360 cm) at its highest point from the ground. The speed of the pitch is left entirely to the judgment of the umpire.
- Strikes and Home Plate Mat Dimensions:** A foul on a two strike count will be called a strike (third strike) and the batter is out. A strike is also called anytime the ball strikes the approved strike mat (**home plate and extension mat**). The Mat extension is placed over the triangle section of the home plate. The home plate extension mat dimension will be 92cm length, 61cm width. The rectangular part of **home plate** that extends away from the mat is 17 x 8.5 inches (43cm by 22cm). **and a strike is called if the pitch hits this area in JV games-only.** (see diagram).
- Pitching Mound, Base and Field Distances:** Pitching distance is 46' (14m) measured from the front edge of pitcher's plate to apex of home plate. 60' (18.2m) is measured between bases, from outside edge to outside edge or outside edge to apex. The field length for the JV division should be 70m from home plate, with a retaining fence if possible.

10. Base running: Sliding, leadoffs and stealing are prohibited. Runners may leave their base only when the ball is hit. The home plate or the extension mat must be touched by runners and fielders in order for the run to count.

11. Scoring runs: Any ball rolling, hitting or going over/under a fence or line in the outfield will be called a "ground rule double". A ball bouncing off a fence and staying in sight is "playable". In order to provide safety for the running and fielding players at the home plate, a Commitment Line and Safety Line will be drawn and the safety scoring line is in effect. (see diagram).

12. Playing Rules for Scoring Runs: a. Commitment Line: A 3-foot long (1m), 3-inch (10 cm) wide commitment line shall be marked perpendicular to the foul line and placed 20 feet (6.1m) from home plate. Once a runner's foot touches the ground on or past the commitment line, the runner may not return to third base; the runner must continue toward the scoring line. Violations will result in an out. b. Scoring Line: A safety scoring line shall extend from first base toward the backstop. The scoring line is for use by the offensive player only and need only be touched or crossed to score a run. A portion of the foot must touch the ground before the home plate is touched by the defending team. c. All plays at the plate shall be force plays. A defender shall record an "out at the plate" by having possession of the ball and tagging home plate prior to the runner touching or crossing the scoring line. If a defender attempts to tag an offensive player at the scoring line the runner shall be called safe. A runner who attempts to score by touching or crossing other than the scoring line shall be called out.

13. Runs allowed: A maximum of 15 runs will be allowed for each inning half, except for the last inning. The game will not continue, if:

- i. after 3 innings, one team is leading by 25 or more points.
- ii. after 4 innings, one team is leading by 15 or more points
- iii. after 5 innings, one team is leading by 10 or more points.

14. Time Limit: 60mins or 7 innings is the limit of innings played. The last inning in which each team shall be allowed to bat, shall be announced before the inning starts by the umpire around the 45mins mark. Time starts from the moment of the first pitch and stops at the moment of the last out. Complete innings must be played in the league games (knock out stages) and round-robin play. Note: This rule is important for Breaking Ties. Each team has equal opportunity to score runs which may determine who advances in league play when the standings are tied.

Tie Break Procedure

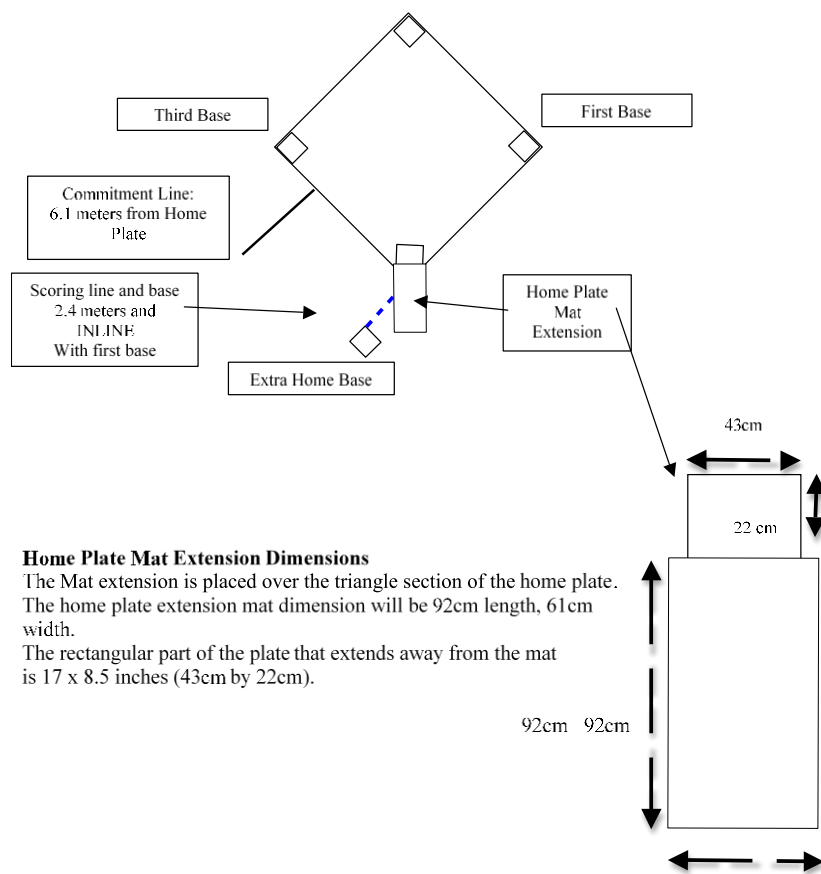
[See Appendix A17](#)

ISF Rules for Coaches review prior to Tournament:

- I. **INFIELD FLY** (rule 1- sec. 45) An Infield Fly is a fair fly ball (not including a line drive or an attempted bunt) that can be caught by an infielder with ordinary effort when first and second, or first, second, and third bases are occupied, before two are out. The pitcher, catcher, and any outfielder that positions himself in the infield on the play shall be considered infielders for the purpose of this rule. NOTE: When it seems apparent that a batted ball will be an infield fly, the umpire shall immediately declare, "INFIELD FLY, IF FAIR-THE BATTER IS OUT," for the benefit of the runners. The ball is alive and runners may advance at the risk of the ball being caught, or retouch and advance after the ball is touched, the same as on any flyball. If the hit becomes a foul ball, it is treated the same as any foul. If a declared infield fly is allowed to fall untouched to the ground, and bounces foul before passing first or third base, it is a foul ball. If a declared infield fly falls untouched to the ground outside the baseline, and bounces fair before passing first or third base, it is an infield fly.
- II. **SCORING OF RUNS** (rule 5- sec. 7) a. One run shall be scored each time a runner legally touches first, second, third bases and home plate (line) before the third out of the inning. b. A run shall not be scored if the third out of the inning is a result of 1. The batter-runner being put out before legally touching first base. 2. A runner being forced out (including on an appeal play) due to the batter becoming a batter-runner. 3. The runner fails to keep contact with the base to which he is entitled until a pitch is batted or reached home plate. 4. A preceding runner being declared out.
- III. **LEGAL DELIVERY** (Rule 6- sec. 3)
 - a) The pitcher must not make any motion to pitch without immediately delivering the ball to the batter.
 - b) The pitcher must not use a pitching motion in which, after having the ball in both hands in the pitching position, he removes one hand from the ball, takes a backward and forward swing, and returns the ball to both hands in front of the body.
 - c) The pitcher must not use a windup in which there is a stop or reversal of the forward motion.
 - d) The pitcher may take the ball behind his back on the back swing.
 - e) The pitcher must not use a windmill or slingshot-type pitch, or make a complete revolution in the delivery.
 - f) The ball must not be outside the pitcher's wrist on the downward motion and during the complete delivery.
 - g) The delivery must be an underhanded motion with the hand below the hip, and the palm may be pointing downward.

- h) On the forward swing of the pitching arm 1. The elbow must be locked at the point of release, and 2. The shoulders and driving hip must be squared to home plate when the ball is released.
- i) The release of the ball must be on the first forward swing of the pitching arm must past the hip. The release must have a complete, smooth follow-through with no abrupt stop of the arm near the hip.
- j) Both feet must remain in contact with the pitching plate at all times prior to the forward step.
- k) In the act of delivering the ball, the pitcher must take one step simultaneous with the release of the ball. The step must be forward toward the batter and within the 61.0cm (24 in) length of the pitcher's plate. NOTE: It is not a step if the pitcher slides his foot across the pitcher's plate, provided contact is maintained with the plate. Lifting the pivot foot off the pitcher's plate and returning it to the plate, creating a rocking motion, is an illegal act.
- l) Pushing off with the pivot foot from a place other than the pitcher's plate before the stepping foot has left the plate is considered a crow hop and is illegal.
- m) The pitcher must not continue to wind-up after releasing the ball.
- n) The pitcher shall not deliberately drop, roll or bounce the ball in order to prevent the batter from hitting it.
- o) The pitcher has 20 seconds to release the next pitch after receiving the ball, or after the umpire indicates "Play Ball." NOTE: An additional ball is awarded the batter.

Diagram of Commitment and Safety Lines



S4.7. SWIM MEET REGULATIONS.

- a. Entries will be limited to **60 swimmers**.
- b. The Meet will be run under A.S.A. or F.I.N.A. rules.
- c. Age groups and events.

U10 and U 12 years (2 groups - boys & girls)

25m Freestyle	25m Breast Stroke	25m Back Stroke	25m Butterfly
50m Freestyle	50m Breast Stroke	50m Back Stroke	50m Butterfly
100m Freestyle			
100m Individual Medley	4x25m Freestyle Relay	4x25m Medley Relay	

U14, U16 and 16+ years (2 groups - boys & girls)

50m Freestyle	50m Breast Stroke	50 Back Stroke	50m Butterfly
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100m Freestyle	100m Breast Stroke	100m Back Stroke	100m Butterfly
200m Freestyle			
200m Individual Medley	4x50m Freestyle Relay	4x50m Medley Relay	

- d. Four (4) competitors per event per school will be allowed.
- e. Each competitor will be allowed to compete in a MAXIMUM of six (6) events.
- f. If a competitor chooses to compete in a higher age level event (not lower) for any individual event, they must compete in that higher age level for all their individual events.
- g. Competitors will be allowed to compete in a higher age group (but not lower) for Relays only—provided that they do not exceed six (6) total events—i.e. they may compete in one age group for their individual events and move up to a higher age group for the relay(s).
- h. If a team has more than one team in a relay, only one of those teams can place for a medal.
- i. Competitors will be allowed to compete in the same relay event at different age levels i.e. they may compete at their correct age level and at a higher level(s). However, it is not permissible for boys to compete in girls' races and vice-versa; nor is it permissible to compete at a lower age level. They may also compete at different age levels for the different relay disciplines providing they adhere to the above-mentioned rules.
Swimmers may enter a maximum of six (6) events to include all individual and relay events.
- j. **False Start Procedure:** Swimmers shall be disqualified for a false start in accordance with international regulations. An exception to this rule will be made in the U10 age groups where a second start may be allowed after the first false start – thereafter international regulations shall apply.
- k. **Meet Entry Procedures:** The Meet Director will set an appropriate deadline for receiving the entry forms from each participating school. It is compulsory for all schools to enter a time for each event that a swimmer enters for. In this way the Meet Director will be able to seed the heats in an appropriate manner. The Meet Director will send an initial entry report to each participating school for the purposes of checking their entries. The Meet Director will also set an appropriate deadline for making changes. Once this deadline has passed, no more changes will be allowed, only scratches. The only exception to this rule is in the case of a swimmer who is ill/injured or who does not travel to the meet – changes will be allowed in this instance. The Meet Director should ensure that he/she sends the initial entry report after the entry deadline but before the deadline allowing changes to be made.

Swim coaches are reminded that NECIS Swim Meets are organised under ASA / FINA rules. The following extracts from those rules are included in our By-Laws to remind coaches of the competition rules regarding starts, turns, stroke technique, medley races and general rules pertaining to a race. The only exception to be made is the regulation regarding starts in the U10 age group ONLY whereby NECIS rules supersede ASA / FINA rules: a swimmer in the U10 age group will not be disqualified after the first false start – a second start may be allowed and thereafter ASA / FINA rules will apply.

SW 4 THE START

SW 4.1 The start in Freestyle, Breaststroke, Butterfly and Individual Medley races shall be with a dive. On the long whistle (SW 2.1.5) from the referee the swimmers shall step onto the starting platform and remain there. On the starter's command "take your marks", they shall immediately take up a starting position with at least one foot at the front of the starting platforms. The position of the hands is not relevant. When all swimmers are stationary, the starter shall give the starting signal.

SW 4.2 The start in Backstroke and Medley Relay races shall be from the water. At the referee's first long whistle (SW 2.1.5), the swimmers shall immediately enter the water. At the Referee's second long whistle the swimmers shall return without undue delay to the starting position (SW 6.1). When all swimmers have assumed their starting positions, the starter shall give the command "take your marks". When all swimmers are stationary, the starter shall give the starting signal.

SW 4.3 In Olympic Games, World Championships and other FINA events the command "Take your marks" shall be in English and the start shall be by multiple loudspeakers, mounted one at each starting platform.

SW 4.4 Any swimmer starting before the starting signal has been given, shall be disqualified. If the starting signal sounds before the disqualification is declared, the race shall continue and the swimmer or swimmers shall be disqualified upon completion of the race. If the disqualification is declared before the starting signal, the signal shall not be given, but the remaining swimmers shall be called back and start again. The Referee repeats the starting procedure beginning with the long whistle (the second one for backstroke) as per SW 2.1.5.

SW 5 FREESTYLE

SW 5.1 Freestyle means that in an event so designated the swimmer may swim any style, except that in individual medley or medley relay events, freestyle means any style other than backstroke, breaststroke or butterfly.

SW 5.2 Some part of the swimmer must touch the wall upon completion of each length and at the finish.

SW 5.3 Some part of the swimmer must break the surface of the water throughout the race, except it shall be permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 metres after the start and each turn. By that point, the head must have broken the surface.

SW 6 BACKSTROKE

SW 6.1 Prior to the starting signal, the swimmers shall line up in the water facing the starting end, with both hands holding the starting grips. Standing in or on the gutter or bending the toes over the lip of the gutter is prohibited.

SW 6.2 At the signal for starting and after turning the swimmer shall push off and swim upon his back throughout the race except when executing a turn as set forth in SW 6.4. The normal position on the back can include a roll movement of the body up to, but not including 90 degrees from horizontal. The position of the head is not relevant.

SW 6.3 Some part of the swimmer must break the surface of the water throughout the race. It is permissible for the swimmer to be completely submerged during the turn, at the finish and for a distance of not more than 15 metres after the start and each turn. By that point the head must have broken the surface.

SW 6.4 When executing the turn there must be a touch of the wall with some part of the swimmer's body in his/her respective lane. During the turn the shoulders may be turned over the vertical to the breast after which a continuous single arm pull or a continuous simultaneous double arm pull may be used to initiate the turn. The swimmer must have returned to the position on the back upon leaving the wall.

SW 6.5 Upon the finish of the race the swimmer must touch the wall while on the back in his/her respective lane.

SW 7 BREASTROKE

SW 7.1 After the start and after each turn, the swimmer may take one arm stroke completely back to the legs during which the swimmer may be submerged. A single butterfly kick is permitted during the first arm stroke, followed by a breaststroke kick.

SW 7.2 From the beginning of the first arm stroke after the start and after each turn, the body shall be on the breast. It is not permitted to roll onto the back at any time. From the start and throughout the race the stroke cycle must be one arm stroke and one leg kick in that order. All movements of the arms shall be simultaneous and on the same horizontal plane without alternating movement.

SW 7.3 The hands shall be pushed forward together from the breast on, under, or over the water. The elbows shall be under water except for the final stroke before the turn, during the turn and for the final stroke at the finish. The hands shall be brought back on or under the surface of the water. The hands shall not be brought back beyond the hip line, except during the first stroke after the start and each turn.

SW 7.4 During each complete cycle, some part of the swimmer's head must break the surface of the water. The head must break the surface of the water before the hands turn inward at the widest part of the second stroke. All movements of the legs shall be simultaneous and on the same horizontal plane without alternating movement.

SW 7.5 The feet must be turned outwards during the propulsive part of the kick. A scissors, flutter or downward butterfly kick is not permitted except as in SW 7.1. Breaking the surface of the water with the feet is allowed unless followed by a downward butterfly kick.

SW 7.6 At each turn and at the finish of the race, the touch shall be made with both hands simultaneously at, above, or below the water level. The head may be submerged after the last arm pull prior to the touch, provided it breaks the surface of the water at some point during the last complete or incomplete cycle preceding the touch.

SW 8 BUTTERFLY

SW 8.1 From the beginning of the first arm stroke after the start and each turn, the body shall be kept on the breast. Under water kicking on the side is allowed. It is not permitted to roll onto the back at any time.

SW 8.2 Both arms shall be brought forward together over the water and brought backward simultaneously throughout the race, subject to SW 8.5.

SW 8.3 All up and down movements of the legs must be simultaneous. The legs or the feet need not be on the same level, but they shall not alternate in relation to each other. A breaststroke kicking movement is not permitted.

SW 8.4 At each turn and at the finish of the race, the touch shall be made with both hands simultaneously, at, above or below the water surface.

SW 8.5 At the start and at turns, a swimmer is permitted one or more leg kicks and one arm pull under the water, which must bring him to the surface. It shall be permissible for a swimmer to be completely submerged for a distance of not more than 15 metres after the start and after each turn. By that point, the head must have broken the surface. The swimmer must remain on the surface until the next turn or finish.

SW 9 MEDLEY SWIMMING

SW 9.1 In individual medley events, the swimmer covers the four swimming strokes in the following order: Butterfly, Backstroke, Breaststroke and Freestyle. Each of the strokes must cover one quarter (1/4) of the distance.

SW 9.2 In medley relay events, swimmers will cover the four swimming strokes in the following order: Backstroke, Breaststroke, Butterfly and Freestyle.

SW 9.3 Each section must be finished in accordance with the rule which applies to the stroke concerned.

SW 10 THE RACE

SW 10.1 All individual races must be held as separate gender events.

SW 10.2 A swimmer swimming over the course alone shall cover the whole distance to qualify.

SW 10.3 The swimmer must remain and finish the race in the same lane in which he/she started.

SW 10.4 In all events, a swimmer when turning shall make physical contact with the end of the pool or course. The turn must be made from the wall, and it is not permitted to take a stride or step from the bottom of the pool.

SW 10.5 Standing on the bottom during freestyle events or during the freestyle portion of medley events shall not disqualify a swimmer, but he shall not walk.

SW 10.6 Pulling on the lane rope is not allowed.

SW 10.7 Obstructing another swimmer by swimming across another lane or otherwise interfering shall disqualify the offender. Should the foul be intentional, the referee shall report the matter to the Member promoting the race, and to the Member of the swimmer so offending.

SW 10.8 No swimmer shall be permitted to use or wear any device or swimsuit that may aid his/her speed, buoyancy or endurance during a competition (such as webbed gloves, flippers, fins, etc.). Goggles may be worn. Any kind of tape on the body is not permitted unless approved by FINA Sport Medicine Committee.

SW 10.9 Any swimmer not entered in a race, who enters the water in which an event is being conducted before all swimmers therein have completed the race, shall be disqualified from his next scheduled race in the meet.

SW 10.10 There shall be four swimmers on each relay team.

SW 10.11 In relay events, the team of a swimmer whose feet lose touch with the starting platform before the preceding team-mate touches the wall shall be disqualified.

SW 10.12 Any relay team shall be disqualified from a race if a team member, other than the swimmer designated to swim that length, enters the water when the race is being conducted, before all swimmers of all teams have finished the race.

SW 10.13 The members of a relay team and their order of competing must be nominated before the race. Any relay team member may compete in a race only once. The composition of a relay team may be changed between the heats and finals of an event, provided that it is made up from the list of swimmers properly entered by a Member for that event. Failure to swim in the order listed will result in disqualification. Substitutions may be made only in the case of a documented medical emergency.

SW 10.14 Any swimmer having finished his race, or his distance in a relay event, must leave the pool as soon as possible without obstructing any other swimmer who has not yet finished his race. Otherwise the swimmer committing the fault, or his relay team, shall be disqualified.

SW 10.15 Should a foul endanger the chance of success of a swimmer, the referee shall have the power to allow him to compete in the next heat or, should the foul occur in a final event or in the last heat, he/she may order it to be re-swum.

SW 10.16 No pace-making shall be permitted, nor may any device be used or plan adopted which has that effect.

S4.8. TENNIS TOURNAMENT GUIDELINES.

A. TOURNAMENT FORMAT

a) **Eight schools will be invited to participate in the tournament.** Each school must enter a team consisting of 10 players - 5 girls and 5 boys. Total of 80. Everyone will play singles on the first day (total 160 games) and everyone will play doubles or mixed doubles on the second day mixed (total 80 games).

b) **Singles Format** - players (of any age) must be ranked 1 to 4 for the Open Section of the singles tournament plus one player for the U14 section (age taken is that on September 1st of that particular school year). There will be 5 different levels for the girls and 5 for the boys. Each level will consist of 8 players who will be sub-divided into either group A or group B. An example of the format in each group would then be:

Level 1 Girls			
Match No.	Group A.	Match No.	Group B.
a.	1 vs. 2	c.	5 vs. 6
b.	3 vs. 4	d.	7 vs. 8
e.	1 vs. 3	g.	5 vs. 7
f.	2 vs. 4	h.	6 vs. 8
i.	2 vs. 3	k.	6 vs. 7

j.	1 vs. 4	l	5 vs. 8
The results give a ranking 1 to 4 in each league.			
7th & 8th m.	4th Group A vs. 4th Group B		
5th & 6th n.	3rd Group A vs. 3rd Group B		
3rd & 4th o.	2nd Group A vs. 2nd Group B		
1st & 2nd p.	1st Group A vs. 1st Group B		
NOTES:			
1. Total of 16 games per level with each player having 4 games.			
2. To complete the competition would require 160 games.			

c) **Doubles Format - each school must enter 2 boys doubles teams, 2 girls doubles teams and 1 mixed doubles team; players may play on only one doubles/mixed doubles team.** There will be 2 different levels for the boys doubles and 2 different levels for the girls doubles. The format will follow the same as for the singles competition resulting in a total of 16 games per level with each team having 4 games. Total 64 games.

d) **Mixed Doubles Format** - there will be 1 level for the mixed doubles. Format as above resulting in a total of 16 games with each team having 4 games.

**** If a section of the tournament has 6 or less players (singles) or teams (doubles) entering, then a round-robin format should be used in order to maximize the number of games ****

e) **The tournament draw** (i.e. to determine if a player is drawn in Group A or in Group B and the number he/she is allotted in either Group A or Group B) for both the singles and doubles tournaments shall be performed by the Tournament Director in the presence of the host school Director - both parties to sign that the draw was performed fairly. Separate draws should be performed for all levels in both the singles and doubles tournaments i.e. a total of 15 separate draws.

f) **A minimum of 10 indoor courts should be available for our use.** Each game will consist of 25 minutes duration with an extra 5 minutes allowed for a (very short) warm-up and cleaning.

g) **In the group (league) games, players will be awarded 2 points for a win (including a game won by default; see points (e) and (f) under MATCH RULES) and 1 point in the (unlikely) event of a draw.**

- i) If two players are tied for a position in the league tables, the result of the mutual game will decide the placing.
- ii) If the mutual game ended in a draw, then the total points difference (points scored minus points against) from all the group (league) games will decide the placings. If a defaulted match affects these calculations, all the results of the player who defaulted a match will be omitted from the calculations of the total points difference. If a player who has defaulted a match is one of the two players involved in a tie at the end of the league stage and their mutual game ended in a draw, then the defaulted match is scored as follows: the average of all the 'points for' from all the group (league) games (either Group A OR Group B) in that section/level of the tournament and the average of all the 'points against' from all the group (league) games (either Group A OR Group B) in that section/level of the tournament.
- iii) -If more than two players are tied for a position in the league tables, the total points difference (points scored minus points against) from all the group (league) games will decide the placings. If a defaulted match affects these calculations, the defaulted match shall be scored as follows: the average of all the 'points for' from all the group (league) games (either Group A OR Group B) in that section/level of the tournament and the average of all the 'points against' from all the group (league) games (either Group A OR Group B) in that section/level of the tournament.

B. MATCH RULES

a) **The rules of the International Tennis Federation will operate during the tournament.**

b) **Coaching during a game is NOT allowed.**

c) **Scoring** - there will be no umpires. Players will be responsible for keeping their own score which should be done aloud to avoid confusion. Players will toss a coin at the beginning of every match - the winner has the choice of whether to serve first or the choice of ends. There will be no changing of ends during the match. The match will be played on a continuous score basis with one point for each rally (i.e. no games and sets) and the score when the signal is sounded will determine the result i.e. the point in progress will not count. If the score is tied when the signal sounds at the end of a **final (placing) game**, the point currently being played will NOT count. The person due to serve next will serve again and the winner of that point will be declared the match winner.

d) **Service Rotation** - in singles play, the first person to serve will have 2 serves, the second person to serve will also have two serves but thereafter the serve will change after every 4 serves. In doubles play, the usual service rotation will be in operation; during the first round of serving the server will have 2 serves but thereafter the serve will change after every 4 serves. Players must be on time for their game. If a player is not present on court at the start of play every effort should be made to locate the player quickly. If the player is still not on court 2 minutes after the signal has been sounded then he/she will forfeit the game. Play should

start immediately the signal sounds. Play should stop immediately the signal sounds 25 minutes later

e) **Continuous Play** - play shall be continuous from the first service until the match is concluded, in accordance with the following:

- i) if the first service is a fault, the second service must be struck by the server without delay.
- ii) the receiver must play to the reasonable pace of the server and must be ready to receive when the server is ready to serve.
- iii) play should not be suspended, delayed or interfered with for the purpose of enabling a player to recover his strength, breath or physical condition. In the case of a treatable medical condition play may be suspended for a maximum of two minutes. If the injured player is unable to continue after two minutes he shall forfeit the game. If the player is able to continue after two minutes the game on that court will be extended for the two minutes that play was suspended for after the 25 minute signal has sounded. A maximum of one period of medical treatment per player per game may be allowed.
- iv) upon violation of the principle that play shall be continuous the Tournament Director may, after giving due warning, disqualify the offender who will forfeit that game.

f) **The NECIS organisation values good sportsmanship very highly!** If players cannot agree on a call, they should play a let

C. GENERAL

- a) Players' tennis clothing and tennis footwear during tournament play should conform to the expected standards - it should be clean and presentable. Cut-off jeans will not be allowed.
- b) Trophies will be awarded to all those players who finish in 1st, 2nd and 3rd places in all the levels for both singles and doubles play.
- c) The recommended match ball is the Dunlop Tournament Ball or a ball of a similar quality. New balls should be provided for each day of the tournament.

S4.9. TRACK AND FIELD PROCEDURES.

A. ENTRY REGULATIONS.

- a) A school's team shall be limited to **60 athletes**. Only NECIS member schools will be permitted to compete at the NECIS Meet.
- b) Each school may enter up to four (4) athletes in each event at all age levels.
- c) The Meet will be run following I.A.A.F. Rules and Regulations.
- d) Competitors in the U12 section will be allowed to compete in a maximum of four (4) individual events **to include any additional events that the Tournament Director may organise**. They may also compete in a relay in addition to their individual events.
- e) Competitors in the U14, U16 and 16+ years sections will be allowed to compete in a maximum of five (5) individual events. They may also compete in a relay in addition to these individual events.
- f) Competitors will be allowed to compete in a higher age group (but not lower) for all their individual events. Once they have been entered in a higher age group, they must remain in that group for all their individual events.
- g) Competitors will be allowed to compete in a higher age group (but not lower) for a relay only, i.e. they may compete in one age group for their individual events and move up to a higher age group for the relay.
- h) It is not permissible for boys to compete in girls' races and vice-versa.
- i) **4 x 100m and 4 x 400m Relay Events:** Schools may only enter a B team for a relay event at the discretion of the Meet Director and only if lane space permits, up to a maximum of 6 teams per race. A Meet Director should not add an additional race to the meet schedule in order to accommodate B teams. Nor shall the Meet Director stage more than two timed finals per age section per sex. **B teams will not be allowed to place (compete for medals) in the relay event and must be clearly identifiable as B teams by wearing coloured vests with their competitors' numbers clearly visible.**
- j) **Entry Deadlines.**

The Meet Director will set an appropriate deadline (**the Entry Deadline**) for receiving the entry forms from each participating school. **It is compulsory for all schools to rank their athletes in an event A, B, C and D (best athlete in that event to be ranked A).** In this way the Meet Director will be able to seed any heats in an appropriate manner. The Meet Director will send an **Initial Entry Report** to each participating school for the purpose of checking their entries. The Meet Director will also set an appropriate deadline for making changes (**Changes Deadline**). Once this deadline has passed, no more changes will be allowed, only scratches. The only exception to this rule is in the case of an athlete who is ill/injured or who does not travel to the meet – changes will be allowed in this instance. The Meet Director should ensure that he/she sends the **Initial Entry Report** after the **Entry Deadline** but before the **Changes Deadline**.

B. AWARDS

The NECIS Organization invites athletes to compete at the Track and Field Meet on an individual basis.

There will be no team scoring and no team trophies will be awarded. Each athlete will receive a NECIS Track and Field patch as a memento of his/her participation. In addition, those athletes/relay teams finishing in 1st, 2nd or 3rd positions in a final event will be presented with a medal. Those students finishing in 4th, 5th and 6th positions in a final event will be presented with a ribbon (athletes finishing in 7th and 8th positions in the 100m or Hurdles events will also be awarded a ribbon). Athletes breaking a NECIS record in an event will be presented with a certificate.

C. AGE GROUPS AND EVENTS

Age is taken on 1st September of current school year. E.g. an athlete who turned 12 years by or on September 1st must compete at the U14 age level.

Event	U12B&G	U14G	U14B	U16G	U16B	16+G	16+B
100m	✓	✓	✓	✓	✓	✓	✓
200m	✓	✓	✓	✓	✓	✓	✓
400m	✓	✓	✓	✓	✓	✓	✓
800m	✓	✓	✓	✓	✓	✓	✓
1500m	✓	✓	✓	✓	✓	✓	✓
3000m		✓	✓	✓	✓	✓	✓
Long Jump	✓	✓	✓	✓	✓	✓	✓
Triple Jump				✓	✓	✓	✓
High Jump	95cm	1.10m	1.15m	1.20m	1.35m	1.25m	1.40m
Ball Throw 200g	✓						
Shot Putt		3kg	3kg	4kg	4kg	4kg	5kg
Discus		1kg	1kg	1kg	1.5kg	1kg	1.5kg
Hurdles		80m	80m	80m	100m	80m	100m
Relay 4x100m	✓	✓	✓	✓	✓	✓	✓
Relay 4x400m	✓	✓	✓	✓	✓	✓	✓

a) Additional Events for the U12 Age Group

These **may** be included in the NECIS Meet but this is at the discretion of the Meet Director who is under no obligation to include them if, for example, he is unable to find a sufficient number of officials.

- i) **Turbo Javelin** (only for those athletes not competing in the Ball Throw event) – 100cm and 220g. This event should be staged at the same time as the Ball Throw event for that age group.
- ii) **Mini-Hurdles** (only for those students not competing in the 100m Sprint) – 60m race over (x6) 60cm high hurdles. This event should be staged on the back straight of the track at the same time as the 100m Heats are being staged on the home straight.
- iii) **'B' Competition for Long Jump or Standing Long Jump** (only for those students not competing in the main Long Jump event). Only if a second pit is available. This event should be staged at the same time as the main Long Jump event for that group

D. TRACK EVENTS ORGANISATION

- a. As a general rule, track events have precedence over field events. The starter will not wait for a track athlete competing in a field event. The athlete must inform the field event judge that he/she will be competing and then report for the track event.
- b. 100m, 200m and 400m Races: if an event does not have enough competitors to justify heats and finals then the event will be run as a straight final on Day 1.
- c. Hurdles: if an event does not have enough competitors to justify heats and finals then the event will be run as a straight final at the time allotted to the heats on Day 1. A Hurdles Final will only be run on Day 2 if absolutely necessary i.e. heats for that event took place on Day 1.
- d. If a runner, having qualified from a heat or a semi-final for a final, is forced to scratch from that final (please scratch as early as possible), every effort must be made to find the next placed/next fastest runner from the heats in order that he/she may compete in the final. In particular, we should try to avoid empty lanes in a 100m, 200m or 400m final.
- e. The Meet Director will use the A, B, C and D ranking system to ensure an equal distribution of runners throughout the heats of the 100m, 200m 400m and Hurdles events, i.e. as far as possible, an even distribution of runners ranked 'A' in each heat; likewise with runners ranked 'B' and so on. Wherever possible, the Meet Director should avoid placing runners from the same school in the same heat. The lane assignments for the heats (not semi-finals and finals) for these events shall be drawn at random by the Meet Director. Likewise with the 4 x 100 m relay event (finals or timed finals).

Note: Schools will be compelled to enter times and distances for all athletes in all events if the Meet Director decides to employ the Hi-Tec software for organising the meet.

f. **Hurdles Races NECIS Specifications.**

Event Order	Age group	Race distance	height of hurdle	no. of hurdles	distance start to 1 st hurdle	Distance between hurdles	distance from last to finish
1	U14 Girls	80m	76.2cm	8	12m	8m	12m
2	U14 Boys	80m	76.2cm	8	12m	8m	12m
3	U16 Girls	80m	76.2cm	8	12m	8m	12m
4	16+ Girls	80m	76.2cm	8	12m	8m	12m
5	U16 Boys	100m	84.0cm	10	13m	8.5m	10.5m
6	16+ Boys	100m	84.0cm	10	13m	8.5m	10.5m
	U12 mini	60m	60cm	6	11.75m	7.5m	10.25m

g. **Advancement from Heats to Finals (for an 8-lane track)**

Declared Entries	Number of Heats	Qualification for Final
9-16	2	Top 3 from each heat + 2 fastest losers
17-24	3	Top 2 from each heat + 2 fastest losers
25-32	4	Winner of each heat + 4 fastest losers
33-40	5	Winner of each heat + 3 fastest losers

Note: The Meet Director will need to make adjustments to the above table if a 6-lane track is in use. In this instance, the Meet Director should refer to the 200m schedule.

h. **100m Races (Heats, Semi-Finals and Finals).**

i) Advancement from Heats to Semi-Finals to Finals (for an 8-lane track)

Declared Entries	Number of Heats	Qualification for Semi-F from Heats	Qualification for Final from Semi-F
9-16	NA	2 Semi-Finals	Top 3 from each Semi-F + 2 fastest losers
17-24	3	No Semi-Final	Top 2 from each heat + 2 fastest losers
25-32	4	Top 3 from each heat + 4 fastest losers	Top 3 from each Semi-F + 2 fastest losers
33-40	5	Top 2 from each heat + 6 fastest losers	Top 3 from each Semi-F + 2 fastest losers

ii) Allocation of Lanes

Heats: The Meet Director will use the A, B, C and D ranking system to ensure an equal distribution of runners throughout the heats i.e. as far as possible, an even distribution of runners ranked 'A' in each heat; likewise with runners ranked 'B' and so on. Wherever possible, the Meet Director should avoid placing runners from the same school in the same heat. **The lane assignments shall be drawn at random by the Meet Director.**

Semi-Finals: After the heats have taken place the Meet Director will be able to rank the athletes as follows:

Rank	Qualified as:	Rank	Qualified as:
R1	Fastest heat winner	R7	Fastest 3rd place
R2	2nd fastest heat winner	R8	2nd fastest 3rd place
R3	3rd fastest heat winner, etc.	R9	3rd fastest 3rd place, etc.
R4	Fastest 2nd place	R10	Fastest time qualifier
R5	2nd fastest 2nd place	R11	2nd fastest time qualifier
R6	3rd fastest 2nd place, etc.	R12	3rd fastest time qualifier, etc.
		R13	- R16 etc.

The athletes shall then be placed in the semi-finals in the order of seeding in a zig-zag formation.

Lane Allocation:	L5	L4	L3	L6	L2	L7	L1	L8
Semi-Final 1:	R1	R4	R5	R8	R9	R12	R13	R16
Semi-Final 2:	R2	R3	R6	R7	R10	R11	R14	R15

Finals: After the semi-finals have taken place the Meet Director will be able to rank the athletes as follows:

Rank	Qualified as:	Rank	Qualified as:
R1	Fastest semi-final winner	R5	Fastest 3 rd place

R2	2 nd fastest semi-final winner	R6	2nd fastest 3rd place, etc.
R3	Fastest 2 nd place	R7	Fastest time qualifier
R4	2 nd fastest 2 nd place	R8	2 nd fastest time qualifier

The athletes shall then be placed in the final as follows.

Lane Allocation:	L5	L4	L3	L6	L2	L7	L1	L8
Semi-Final 1:	R1	R2	R3	R4	R5	R6	R7	R8

Note: The Meet Director will need to make adjustments to the above table if a 6-lane track is in use. In this instance, the Meet Director should refer to the 200m schedule.

i. **200m Races (Heats, Semi-Finals and Finals).**

i) Advancement from Heats to Semi-Finals to Finals (for an 6-lane track)

Declared Entries	Number of Heats	Qualification for Semi-F from Heats	Qualification for Final from Semi-F
7-12	NA	2 Semi-Finals	Top 2 from each Semi-F + 2 fastest losers
13-18	3	No Semi-Final	Top 1 from each heat + 3 fastest losers
19-24	4	Top 2 from each heat + 4 fastest losers	same as above
25-30	5	Top 2 from each heat + 2 fastest losers	same as above
31-36	6	Winner of each heat + 6 fastest losers	same as above
37-40	7	Winner of each heat + 5 fastest losers	same as above

ii) Allocation of Lanes

Heats: The Meet Director will use the A, B, C and D ranking system to ensure an equal distribution of runners throughout the heats i.e. as far as possible, an even distribution of runners ranked 'A' in each heat; likewise with runners ranked 'B' and so on. Wherever possible, the Meet Director should avoid placing runners from the same school in the same heat. **The lane assignments shall be drawn at random by the Meet Director.**

Semi-Finals: After the heats have taken place the Meet Director will be able to rank the athletes as follows:

Rank	Qualified as:	Rank	Qualified as:
R1	Fastest heat winner	R6	3rd fastest 2nd place, etc.
R2	2nd fastest heat winner	R7	Fastest time qualifier
R3	3rd fastest heat winner, etc.	R8	2nd fastest time qualifier
R4	Fastest 2nd place	R9	3rd fastest time qualifier etc.
R5	2nd fastest 2nd place	R10	- R12 etc.

The athletes shall then be placed in the semi-finals in the order of seeding in a zig-zag formation.

Lane Allocation:	L3	L4	L2	L5	L1	L6
Semi-Final 1:	R1	R4	R5	R8	R9	R12
Semi-Final 2:	R2	R3	R6	R7	R10	R11

Finals: After the semi-finals have taken place the Meet Director will be able to rank the athletes as follows:

Rank	Qualified as:	Rank	Qualified as:
R1	Fastest semi-final winner	R4	2 nd fastest 2 nd place
R2	2 nd fastest semi-final winner	R5	Fastest time qualifier
R3	Fastest 2 nd place	R6	2nd fastest time qualifier

The athletes shall then be placed in the final as follows.

Lane Allocation:	L3	L4	L2	L5	L1	L6
Semi-Final 1:	R1	R2	R3	R4	R5	R6

j. **400m Races (Heats and Finals).**

i) Advancement from Heats to Finals (for an 6-lane track)

Declared Entries	Number of Heats	Qualification for Final from Heats

7-12	2	Top 2 from each heat + 2 fastest losers
13-18	3	Winner of each heat + 3 fastest losers
19-24	4	Winner of each heat + 2 fastest losers
25-30	5	Top 6 times
31-36	6	same as above
37-40	7	same as above

ii) Allocation of Lanes

Heats: The Meet Director will use the A, B, C and D ranking system to ensure an equal distribution of runners throughout the heats i.e. as far as possible, an even distribution of runners ranked 'A' in each heat; likewise with runners ranked 'B' and so on. Wherever possible, the Meet Director should avoid placing runners from the same school in the same heat. **The lane assignments shall be drawn at random by the Meet Director.**

Finals: After the heats have taken place the Meet Director will be able to rank the athletes as follows:

Rank	Qualified as:	Rank	Qualified as:
R1	Fastest semi-final winner	R4	2 nd fastest 2 nd place
R2	2 nd fastest semi-final winner	R5	Fastest time qualifier
R3	Fastest 2 nd place	R6	2 nd fastest time qualifier

** Depending on the number of heats, the Meet Director will have to modify the above system **

The athletes shall then be placed in the final as follows.

Lane Allocation:	L3	L4	L2	L5	L1	L6
Semi-Final 1:	R1	R2	R3	R4	R5	R6

k. **800m Races (Finals).**

- i) To be run as straight finals (1 race per age group per sex). It is not permissible to run more than one race at the same time.
- ii) Curved line start; no lanes.
- iii) If contact occurs within the first 20 metres of the start of a race, resulting in an athlete(s) falling, the race will be stopped and restarted.
- iv) Runners ranked A and B (and only those runners) from each school will be allowed on the first curved line. All other runners will be lined up on a second curved line positioned 2 meters behind the first line. The only exception to this rule is if a race has fewer than 12 competitors on the first line in which case other runners (ranked C and D) may be allowed on the first line. Once a runner has a full stride on another he/she may cut in.

l. **1500m and 3000m Races (Finals).**

- i) To be run as straight finals (1 race per age group per sex). It is permissible to run two races at the same time if those races have fewer than 12 competitors each; in this case, one set of athletes must be clearly identifiable by wearing a colored vest with their competitors' numbers clearly visible.
- ii) Curved line start; no lanes.
- iii) If contact occurs within the first 20 metres of the start of a race, resulting in an athlete(s) falling, the race will be stopped and restarted.
- iv) Runners ranked A and B (and only those runners) from each school will be allowed on the first curved line. All other runners will be lined up on a second curved line positioned 2 meters behind the first line. The only exception to this rule is if a race has fewer than 12 competitors on the first line in which case other runners (ranked C and D) may be allowed on the first line. Once a runner has a full stride on another he/she may cut in.

m. **4x 100m and 4x 400m Relay Races (Finals / Timed Finals).**

- i) Schools may only enter a B team for the relay event at the discretion of the Meet Director and only if lane space permits, up to a maximum of 6 teams per race. A Meet Director should not add an additional race to the meet schedule in order to accommodate B teams. Nor shall the Meet Director stage more than two timed finals per age section per sex. **B teams will not be allowed to place (compete for medals) in the relay event and must be clearly identifiable as B teams by wearing coloured vests with their competitors' numbers clearly visible.**
- ii) A race with 6 or fewer teams entered shall be run as a straight final. A race with 7 or more teams entered shall be run as two timed finals with overall positions decided by times; this should be made clear to all athletes before the start.
- iii) The usual I.A.A.F. rules for relays will apply including the 20m changeover boxes and the 10m

acceleration zone (from the fly line). The race shall be run in lanes and a staggered start should be in operation. **All coaches and officials should be aware that the staggered starts for the 4 x 400m event are not the same as for the 4 x 100 event, nor for the 400m individual event – they are located further forward as the first 500m of a 4 x 400m event have to be run in lanes.**

- iv) The Meet Director should position at least two changeover officials at each changeover zone in order to observe any possible infringements of the rules.

E. FIELD EVENTS ORGANISATION

- a. As a general rule, track events have precedence over field events in so far as the starter will not wait for a track athlete whereas a field event judge will wait for a field event athlete who is also competing in a track event providing that the athlete informs the field event judge that he/she will be competing at a later time. However, the athlete must complete his field event during the time scheduled for that event.
- b. The field event judge must keep their event open for the full length of time scheduled for that event unless all the listed athletes have completed the event.
- c. **Long Jump, Triple Jump, Ball Throw (Turbo Javelin), Discus and Shot Put.**
 - i) The order of competition is as listed on the result sheet.
 - ii) Each athlete shall be allowed one official practice jump in the Long-Jump and Triple Jump events but this jump should not be measured. Athletes in the Ball Throw, Discus and Shot Put (*and Turbo Javelin*) events shall be allowed one official practice attempt but this attempt should not be measured.
 - iii) Each athlete will be allowed three (3) attempts, the best attempt to count. After each attempt, the throw or jump must be measured with a tape measure **EVEN IF IT IS NOT THE LONGEST MEASURE. In the event of a tie, the second best attempt will decide the placing and so on.** A foul should be counted as one of the three attempts but should not be measured.
 - iv) These events should be run under I.A.A.F. rules. In particular, officials are reminded that:

Long Jump/Triple Jump: each jump must be measured at right angles from the scratch line to the nearest break in the sand made by **any part of the body**. Put the zero end of the tape on the nearest break in the landing area and read off the distance at the scratch line to the nearest 1 cm below the distance jumped. Each athlete must take-off from behind the scratch line – no part of the foot should be in front. The Triple Jump must be a distinct “hop, step and jump” – it is a foul if the athlete drags the “sleeping foot.”

200g Ball Throw (Turbo Javelin): the ball/javelin must be held in one hand and thrown from behind the arc (scratch line) and between the run-up lines. The ball/javelin must land within the marked 29 degree sector. The athlete should not step on or over the scratch line even after the ball/javelin has landed. The throw is measured by placing the zero of the tape on the place where the ball/javelin first touched the ground and measuring to the inside of the throwing arc with the tape on a line through the centre of the arc. The throw is measured to the nearest 1cm below the actual distance thrown.

Discus: all throws must land within the inner edge of the lines marking the 40 degree sector to be valid. The throw is measured by placing the zero of the tape on the nearer edge of the mark first made on the ground to the inner edge of the circle along a line drawn to the centre of the circle. The throw is measured to the nearest 1cm below the actual distance thrown. It is a foul if the athlete, once he/she has entered the circle and started to throw, touches with any part of his/her body the top of the circle or the ground outside it. The athlete may not leave the circle until the discus has landed and then only from a standing position from the rear half of the circle.

Shot Put: all puts must land within the inner edge of a sector measuring 40 degrees. The put is measured by placing the zero of the tape on the nearer edge of the mark first made on the ground by the shot and running it through the centre of the putting circle – the distance is read off at the inside edge of the circle line and measured to the nearest 1cm below the actual distance. It is a foul if, after an athlete has entered the circle and started to make the put, he/she touches the circle or the ground outside it with any part of his/her body. It is also a foul if he/she touches the top of the stop board although he/she may rest the feet against the inside of the stop board. The athlete may not leave the circle until the shot has landed and then only from a standing position from the rear half of the circle. **The shot must be put from the shoulder with one hand only. At the time the athlete takes up his/her putting stance, the shot must be touching or be in close proximity to the chin and the hand shall not be dropped below this position during the act of putting. The shot must not be brought behind the line of the shoulders.**

d. High Jump.

- i) The order of competition is as listed on the result sheet.
- ii) The athletes are **NOT** entitled to an official practice attempt.

iii) This event should be run under I.A.A.F. rules. In particular, officials are reminded that:

Starting height: An athlete may commence jumping at any height above the official starting height and elect to jump at any subsequent height. **He/she is eliminated from the competition after three consecutive failures irrespective of the height.** The effect of this rule is that an athlete may forego his second or third attempt at a particular height (after failing on the first or second attempt) and still jump at a subsequent height.

Miss a height: If an athlete forgoes an attempt at a certain height he/she may not return to that height for a subsequent attempt unless in the case of a tie for first place.

Height increments: The bar should be raised in increments of 5cm for all age groups until such time as there are 8 or fewer athletes remaining in the competition, at which point the bar should be raised in increments of 3cm. The last athlete remaining in the competition may decide the increment by which the bar should be raised.

Event clash: An athlete who leaves the competition to compete in a track event (which have priority over field events) has the right to re-enter the high jump competition at the height she/he was previously attempting.

Winner: An athlete is entitled to continue jumping even after all other athletes have failed until he/she has three consecutive failures.

Height measurement: The height of the bar should be measured perpendicularly and in whole cm from the ground to the upper side of the bar at its lowest point i.e. in the centre of the bar. **This is especially important if an athlete is attempting to break a NECIS Record.**

Failure: A failure is recorded if the athlete dislodges the bar even after he/she has landed; hits the upright and dislodges the bar; takes off from both feet; runs underneath the bar without dislodging the bar; or touches the ground or the landing area beyond the plane of the uprights without first clearing the bar.

Run-up attempts: Adapted from IAAF Rule number 180 based on No. of athletes left in the competition
More than 8 athletes left is max of 30secs per athlete. (NECIS adaptation of existing IAAF rules)

More than 3 athletes left is max of 1min per athlete.

More than 2 or 3 athletes left is max of 1.5mins.

Consecutive Trials at different heights is max of 2.0mins.

Tie: A tie for a position is resolved as follows:

- i) The athlete with the lowest number of jumps at the height at which the tie occurs shall be awarded the higher place.
- ii) If the tie still remains, the athlete with the lowest total of failures throughout the competition up to and including the height last cleared shall be awarded the higher place.
- iii) If the tie still remains the athletes shall be awarded the same place unless the tie is for first place in which case the athletes tying shall have one more jump at the lowest height at which any of those involved in the tie have lost their right to continue jumping; if no decision is reached the bar shall be raised, if the tying athletes were successful, or lowered, if not, by 2cm (Under 16 and 16+ age groups) or 3cm (U12 and U14 age groups). They shall attempt one jump at each height until the tie is resolved. Athletes so jumping must jump on each occasion when resolving the tie.

High Jump Starting Heights.

Age	U12B&G	U14G	U14B	U16G	U16B	16+G	16+B
Starting Height	95cm	1.10m	1.15m	1.20m	1.35m	1.25m	1.40m

F. START NUMBERS FOR ALL SCHOOLS

AIS	001 - 099
ISA	100 - 199
ISL	200 - 299
ASH	300 - 399
ISD	400 - 499
BIS	500 - 599

ISH	600 - 699
ISS	700 - 799
CIS	800 - 899
SSHL	900 - 949
AISR	949 - 999

[See Appendix A14. For Program of all events](#)

S4.10. VOLLEYBALL

- a) **Height of Net:** The net height should be measured from the center of the playing court. The two ends of the net (over the sidelines) should be the same height from the playing court and not exceeding the regulation height by more than 2 cm. The following net heights should be used

Varsity	JV	U14	U12
2m 24	2m 18	2m 10	2m 00

- b) Length of Game: At all age levels a match shall be decided by the best of five sets with each set being scored to 25 points using the rally-point system, except the fifth set which shall be scored to 15 points. **The only exception to this rule is the Plate Competition on the final day of a tournament where matches will be played as the best of 5 sets all scored to 15 points.** In all matches, a team must win by two clear points in each set. *Tournament Directors are empowered to employ reduced playing times at a NECIS Tournament in order to schedule the tournament appropriately. If he/she decides to use this option, he/she must inform all coaches in advance of the tournament commencing.*
- c) Ball: Mikasa MVA 200 (yellow/blue/white), Tachikara Volley-lite will be used for the U12 games.
- d) Warm-up: Each team should have a 5-minute warm-up at the net.
- e) Time-outs should have a limit of 30 seconds.
- f) Interval time of 2 minutes should be allowed between sets and 5 minutes between the 4th and 5th sets.
- g) Starting line-ups should be given to the Scorer complete with uniform numbers and starting court positions.
- h) Match Officials The home team should provide a knowledgeable and qualified match official. If possible, a floor referee should also be available.
- i) Team captains should be appointed who are responsible for the conduct of team players. During the match, the captain may submit to the referees requests or questions or ask for an explanation of the interpretation of the rules.
- j) Game Protocol Teams should be aware of and practice the proper game protocol. This includes the correct lining-up of the starting players before the game. Also, the proper way to change courts at the end of each set and after the eighth point of the deciding set.
- k) **The Tournament Director will disqualify a team which does not follow the substitution and playing time guidelines at the U14 and U12 age levels. The game will then be scored at 3 sets to 0 and 75 points to 0 for the 'winning' team (or 2 sets to 0 and 50 points to 0 in a game played to the best of 3 sets).**

Tie Break Procedure

See Appendix A17

- l) Coaches are reminded that NECIS Volleyball games are played according to the current international rules including the rally-point system and the legality of net serves. However, while the Varsity/JV. rules allow for the optional use of the 'libero' position, it is not allowed at the U14 and U12 age levels.

n. U12 MINI-VOLLEYBALL RULES

1. Equipment: Tachikara Volley-lite ball and court; net height 2m00
2. By the end of the **third** set, every player **must** have played for one **complete set**, i.e. they must have played from the beginning to the end of a set, without being substituted. A player that is substituted must play **another complete set**, i.e., from the beginning to the end of a set, without substitution.
3. If a school enters a mixed team, there must always be at least five girls on the court at any point in the game.
4. In U12 and U14 Volleyball games, players must report to the Scorer's table at the beginning of every set for the purpose of recording their numbers on the Score sheet. Both coaches must report to the Scorer's table before the third set commences for the purpose of ensuring that their team has adhered to the rules governing substitutions and minimum playing time. **If a team or coach does not adhere to the substitution rules, they will automatically forfeit the game by 0 sets to 3 and by 0 points to 75 (or by 0 sets to 2 and 0 points to 50 in a game played to the best of 3 sets).**
5. The server may only play 5 consecutive serves. After 5 consecutive serves the serving team must rotate and use a new server. This continues until a side-out is reached, when the serve goes to the opposition. A net serve is allowed. The service may be taken up to one meter inside the court (i.e. one step) and may be hit from the hand."
6. It is not permitted to use the 'libero' position at the U12 level

ALL OTHER VOLLEYBALL RULES APPLY.

NOTES FOR VOLLEYBALL REFEREES AT THE U12 AGE LEVEL

All International Volleyball rules apply with the following exceptions:

1. Net height: The net height at this age level is 2m00.
2. Service: The service may be taken up to one meter inside the court (i.e. one step) and may be hit from the hand.
3. In U12 and U14 Volleyball games, players must report to the Scorer's table at the beginning of every set for the purpose of recording their numbers on the Score sheet. Both coaches must report to the Scorer's table before the third set commences for the purpose of ensuring that their team has adhered to the rules governing substitutions and minimum playing time. **If a team or coach does not adhere to the substitution rules, they will automatically forfeit the game by 0 sets to 3 and by 0 points to 75 (or by 0 sets to 2 and 0 points to 50 in a game played to the best of 3 sets).**
4. The server may only play **5 consecutive** serves. After 5 consecutive serves, the serving team must

rotate and use a new server. This continues until a side out is reached, when the serve goes to the opposition. A net serve is allowed.

5. It is not permitted to use the 'libero' position at the U12 level.

p. U14 VOLLEYBALL RULES

1. Equipment: Normal ball and court; net height 2m10.
2. By the end of the third set, every player must have played for one complete set, i.e. they must have played from the beginning to the end of a set, without being substituted. A player that is substituted must play another complete set i.e. from the beginning to the end of a set, without substitution.
3. In U12 and U14 Volleyball games, players must report to the Scorer's table at the beginning of every set for the purpose of recording their numbers on the Score sheet. Both coaches must report to the Scorer's table before the third set commences for the purpose of ensuring that their team has adhered to the rules governing substitutions and minimum playing time.
If a team or coach does not adhere to the substitution rules, they will automatically forfeit the game by 0 sets to 3 and by 0 points to 75 (or by 0 sets to 2 and 0 points to 50 in a game played to the best of 3 sets).
4. It is not permitted to use the 'libero' position at the U14 level.
5. A net serve is allowed.

ALL OTHER VOLLEYBALL RULES APPLY.

Fore reference - Net contact Sep 2015

The new net contact rules stipulate that: "Contact with the net by a player between the antennae, during the action of playing the ball, is a fault. The action of playing the ball includes (among others) take-off, hit (or attempt) and landing."

Players faults at the net

Additionally players' faults at the net have been updated, stating that "a player interferes with play by (amongst others):

- touching the net between the antennae or the antenna itself during his/her action of playing the ball,
- using the net between the antennae as a support or stabilizing aid,
- creating an unfair advantage over the opponent by touching the net,
- making actions which hinder an opponent's legitimate attempt to play the ball,
- catching/holding on to the net.

Players close to the ball as it is played, or who are trying to play it, are considered in the action of playing the ball, even if no contact is made with the ball. However, touching the net outside the antenna is not to be considered a fault (except for Rule 9.1.3.)"

A. APPENDICES

A1. TOURNAMENT INFO & NOTIFICATION FORM for NECIS Tournament

(Typical Info to be sent to all teams, at least six weeks prior to the tournament).

Tournament Info - NECIS Swim Meet Sat 18 & Sun 19 March 2017

Tournament Dates (website):

Saturday March 18th March (8:00-6:00 approx) and
Sunday March 19th (8:00-4:00 approx) 2017. All teams to arrive Friday March 17th.

Tournament Host (website):

International School of Luxembourg

Tournament Director: Neil Spencer, Tel: (+352) 26 04 45 06, Mobile: (+352) 621 316 925

Dear Swimmers, Coaches, Parents and friends

On behalf of the entire ISL community, I would like to extend a warm welcome to all swimmers, coaches, parents and spectators. We are honoured to host this NECIS Tournament and look greatly forward to the exhibition of sportsmanship, teamwork and exciting competition.

Good luck all swimmers.

Tournament Venue (website):

Piscine du Campus Geesseknaepchen

40, Bd Pierre Dupong, L-1430 Luxembourg, Tel: (+352) 26 04 82 00

Tournament Website:

All related information will be posted on ISL website www.islux.lu.

Participating Schools:

11 NECIS schools. Amsterdam, Antwerp, Bonn, Copenhagen, Düsseldorf, The Hague, Hamburg, Luxembourg, Rotterdam, Sigtuna and Stavanger.

*Please confirm approx. numbers at November meeting in Amsterdam

Costing:

An estimated cost per student is € 70-85 (based on 350 participants) incl. lunch and social

Meet Schedule (website):

Click on link for Meet Program / Heat Sheets (when available).

Meet Rules and Regulations (website):

FINA Swim Rules, www.fina.org.

U10/12: 25m races in 25m pool, 5 lanes, All ages 50m events in 50m pool, 8 lanes

If there are 5 and 8 or less entries respectively for a U10/12 or U14/16/16+ event = direct finals.

Coaches Meeting:

An ISL representative will be at the hotel on Friday 8-9pm to take any questions.

Heat sheets and information packets will be left at hotel reception for pick-up.

Bus Transportation:

Each school will be responsible for its own transportation.

For schools (ISS, SSSL) flying to Luxembourg we need arrival and departure times to organise transportation to hotel (10-15mins drive). All bus transportation to pool will be arranged for you.

Awards:

Medals will be awarded to 1st, 2nd and 3rd places in all levels.
Swimmers in 4th, 5th (U10&U12) and 6th place (U14 and over) will receive ribbons.
All participants receive NECIS badges.

Deadline Entries:

Entries must be completed using Hytek software by Friday **26 February 2017**.
Instructions will be emailed to you closer to the date.

Social Event:

DJ - Disco at the Novotel Luxembourg Kirchberg on Saturday evening at a cost of € 18.50 per child and will be included in the tournament costs.

Food and Drinks (website):

A hot lunch will be provided at ISL cafeteria by Eurest. €7.50 per day will be included in the tournament costs. Additional snacks will be on sale during the meet.

First Aid:

First aid will be available at venue. (No medical forms are needed for LUX hospital visits)

Tournament T-Shirt:

The Tournament T-shirt will cost € 20 on site and € 17 if pre-ordered by school.

Accommodation for Students (website):

Novotel Luxembourg Kirchberg, 6 rue du fort Niedergrünwald, Plateau de Kirchberg
L-2015 Luxembourg, Tel (+352) 4298481, Fax (+352) 438658

Single room € 100,00	Double room € 110,00	Triple room € 125,00	Quadruple room € 155,00 (will distribute equal amongst all teams)
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All including breakfast.

Pre booking has been done. Please confirm numbers to ISL (sports@islux.lu) ASAP or with rosters at latest.

For your reference, the Hotel group coordinator is Charel Wagner H1930-RM1@accor.com.
Only contact him with final room listing of names.

Hotel for Parents (website):

Suggestions would be, but no prior discount or reservation has been made in those hotels.

Central Molitor Hôtel

28, avenue de la Liberté, L-1930 Luxembourg, Tel: (+352) 48 99 11, www.hotelmolitor.lu

Parc Belle Vue

5, avenue Marie Thérèse, L-2132 Luxembourg, Tel: (+352) 45 61 41 1, www.hpb.lu

Hotel Parc Belair

109, avenue du X Septembre, L-2551 Luxembourg, Tel: (+352) 44 53 53, www.hpb.lu

Luxembourg Info:

There are lots of cafés/restaurants in the historic centre around "Place d' Armes" and the picturesque "Grund" (old town), all within a short walking distance from the main bus station "Centre Hamilius" (all busses stop here). For more information see: www.luxembourg-city.lu.

Thanks

Neil Spencer, Director of PE and Sports

Tel (00352) 26 04 4506, GSM (00352) 621 316 925, www.islux.lu

Note – All text in green to be included on the NECIS website www.necis.eu

2017 NECIS Swim Meet in Luxembourg

School: _____

Address: _____

A.D.: _____

Head Swim Coach(es): _____

. . . I hereby accept the invitation for the 2016 Swim Meet in Luxembourg, 12-13 March, and have attached the hotel reservation form.

. . . I am unable to accept the invitation.

Signed _____

(A.D.)

ACCOMMODATION AT NOVOTEL

We require the following rooms (all include breakfast)

_____ single rooms at € 100 per night.

_____ double rooms at € 110 per night.

_____ triple rooms at € 125 per night.

_____ quadruple rooms at € 155 per night.

Conditions:

- Registration deadline: Friday 22 January 2017. The hotel may release any rooms not confirmed from this date.

- 100% prepayment is requested 1 month prior to group arrival.

- Rooming list must be sent 2 weeks prior to the group arrival.

Accommodation has been reserved from 17 March to 18 March (2 nights). Please state below if you have other requirements:

Arrival date, time and flight number: _____

Departure date, time and flight number: _____

A2. ROSTER for NECIS Tournament

NECIS (name of event)ed

Roster

Date:

Date for this form to be returned by: _____ (date)

NOTE: Type all info in font Geneva like this Smith, John

School name:

Team:

Colours:

Mascot:

	Name	Uniform number	Nationality	Age 1st Sep	T-shirt size
	coach			x	
	coach			x	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					

A3. INFRACTION PROCEDURE for Tournaments

Procedure to be followed when an infraction occurs at any time at a NECIS Sports Council Tournament.

A. Infractions.

To include breaking curfew, smoking, consumption of alcohol, drug abuse, fighting with another student, or other serious misconduct.

B. Procedure to be followed:

1. The infraction observer will inform the Tournament Director/host A.D.
2. The Tournament Director/host A.D. will inform the student's A.D./coach and both will meet with the student concerned.
3. If a breach of the rules is established, the Tournament Director/host A.D. will inform the A.D. and the Director of the school concerned as well as the NECIS Sports Council Coordinator. **In order to ensure a consistent follow-through in the case of an infraction being established, the following official NECIS list of consequences shall be seen as the minimum action to be taken by the school:**
 - a. If a NECIS participating student commits a curfew violation in either a hotel or a housing situation (23.00 hours for Varsity/JV; 22.00 hours for U14/U12) at any NECIS event:
 - (i) First offence: suspension from the next game/event that the student's team is scheduled to participate in.
 - (ii) Second offence: suspension from the remainder of the tournament.
 - b. If a NECIS participating student uses tobacco, alcohol or drugs, fights with another student or commits any other serious misconduct at any NECIS event:
 - (i) He/she will be suspended from the team/group for two weeks (school time).
 - (ii) He/she will be put on probation during the next 'season' in which the student participates.
 - (iii) A further offence leads to disqualification from all NECIS events for one calendar year, starting from the date of the incident.
If a NECIS student uses tobacco, alcohol or drugs, fights with another student or commits any other serious misconduct after a school's last game at a tournament (or after the school's last event) but before the tournament or event is over, the school will find an alternative for point (i) above, but points (ii) and (iii) still apply.

This 'official' statement does not preclude the school taking other disciplinary action.

C. Special Provisions.

When a tournament Director determines that a school is in violation of NECIS rules or ethics during his host tournament, he may request an investigation of that school within two weeks of the tournament taking place.

All NECIS Directors and A.D.s will be immediately and fully informed of the investigation should it proceed. If NECIS Directors determine that the following procedure has not been followed, then the school in question will be exonerated:

- 1) A Tournament Director may request an investigation of a NECIS school by writing to the NECIS Directors' Liaison Officer within two weeks of his host tournament. He shall inform, in writing, the Director of the school in question of his request.
- 2) The NECIS Directors' Liaison Officer will request a vote by NECIS Directors on whether to proceed with an investigation—a majority vote will determine the decision.
- 3) If the decision is to proceed with an investigation, the NECIS Directors' Liaison Officer will suspend the school in question and will solicit evidence and opinions from all NECIS Directors and A.D.s.
- 4) One month prior to the next NECIS Directors' Meeting, copies of the dossier will be sent to all NECIS Directors and A.D.s for their consideration. An advisory vote shall be taken from the NECIS A.D.s by the NECIS Sports Council Coordinator two weeks before the Directors' Meeting. This vote will reflect the A.D.s' opinion on whether the school in question should be exonerated or, if considered guilty, what action should be taken, i.e. warning, probation or expulsion from NECIS. The NECIS Sports Council Coordinator will relay the advisory vote to the Directors' Liaison Officer immediately.
- 5) During the Directors' Meeting, the Directors' Liaison Officer will chair the discussion. The Directors will consider the vote taken from the A.D.s, but the final decision on whether the school in question should be exonerated or warned/put on probation/expelled from NECIS will be decided by a majority vote of the Directors. The Director of the school in question shall not vote.

D. Unsportsmanlike Behavior

- 1) Tournament Directors should instruct the referees to send off any players guilty of unsportsmanlike behavior. The referees should inform the Tournament Director of any such incidents. When in the hands of the tournament Director, procedures under B and/or C shall be followed.
- 2) Referees should be instructed to request the removal from the gym/track/field/pool of any coaches or spectators guilty of unsportsmanlike behavior.

A4. FORMATS for NECIS Tournament

The formats for the NECIS Soccer/Volleyball/Basketball/Rugby/Softball Tournaments should be selected from one of the following eight options depending on how many teams have entered a particular section. The most important consideration should be to give the students the maximum number of games possible within the limitations of time and facilities. It follows that wherever possible the following options should be selected:

Options 4 or 5 - for 6 teams, Option 6 - for 7 teams, Option 9 - for 8 teams or Option 10 – for 10 teams

*Note – These options allow for at least 4 games per team.

9-Team Tournaments: Tournament Directors should use Option 10 for a 9-team tournament by adjusting the format to allow for one league of 5 teams and a second league of 4 teams.

If a Tournament Director thinks he is unable to use one of the options, he may only use another after prior consultation with the Council Co-Coordinator and the A.D.'s.

Tournament Draws

Draws for the NECIS Tournaments in a particular school year are to be carried out as follows:

Boys' Soccer/Volleyball/Basketball – at the August meeting of the A.D.s.

Softball/Girls' Soccer/Rugby – at the March meeting of the A.D.s.

Tennis – by the Tournament Director, in the presence of the Director of the host school, once all the tournament entries have been received.

The draw for each section of a tournament must be performed separately. The finalists and semi-finalists from the previous year's competition should be seeded into different sections (leagues/groups) of the draw (Champions and semi-finalists they did not play in the previous year's semi-finals in Group A and runners-up and semi-finalists they did not play in the other group B). The draw should then continue to be performed at random (i.e. schools' names are drawn from a hat) whereby a school's number in a section of the tournament is a matter of chance i.e. the Champions and semi-finalists from the previous year could have any number from 1 to 4 (in an 8-team tournament) or 1 to 5 (in an 10-team tournament) in Group A; and the Runners-up and semi-finalists from the previous year could have any number from 5 to 8 (in an 8-team tournament) or 6 to 10 (in a 10-team tournament) in Group B. This procedure eliminates the necessity of the top four teams from the previous year always having to play in the first matches of the current year.

Tournament schedules will result automatically from these draws as per the Tournament Formats to be found in these By-Laws on the following pages. A.D.s may request changes to a tournament schedule (but NOT the groupings) on financial grounds only and at the same meeting that the draw is performed, for example if a school is travelling from their home city on the first morning and/or subsequent mornings of the tournament. **Any changes to a tournament schedule must thereafter be consistently applied for the remainder of the tournament so that other schools are not disadvantaged by the scheduling change**

and all schools receive sufficient (equal whenever possible) recovery time between games.

Non-NECIS invitational schools may receive tournament invitations as required on a rotational basis. Where more than one non-NECIS invitational school is taking part in the same section of a tournament, they should be divided equally between the two groups for that section. If a NECIS school withdraws its entry in a section of a tournament after the draw has been made and if a second non-NECIS school is subsequently invited to fill that tournament spot, the non-NECIS schools should still be divided equally between the two groups in that section of the tournament. Should the withdrawal result in two non-NECIS teams being in the same group, then it will be necessary for the NECIS school occupying the same group position in the other group as the NECIS school withdrawing from the tournament to move across to the other group with the new non-NECIS school now occupying that NECIS school's previous slot.

Option 1 for 4 TEAMS

FOR A ROUND ROBIN TOURNAMENT		
TEAMS:	GAMES:	
1.	1 vs. 2	3 vs. 4
2.	1 vs. 3	2 vs. 4
3.	1 vs. 4	2 vs. 3
4.		
NOTES:		
1. Every team plays 3 games.		
2. To complete the competition would require 6 games.		

Option 2 for 5 TEAMS

FOR A ROUND ROBIN TOURNAMENT		
TEAMS:	GAMES:	
1.	1 vs. 2	3 vs. 4
2.	1 vs. 5	2 vs. 3
3.	4 vs. 2	3 vs. 5
4.	1 vs. 4	2 vs. 5
5.	1 vs. 3	4 vs. 5
NOTES:		
1. Every team plays 4 games.		
2. To complete the competition would require 10 games.		

Option 3 for 6 TEAMS (over 2 days)

FOR A 2 LEAGUE TOURNAMENT			
LEAGUE A		LEAGUE B	
1.		4.	
2.		5.	
3.		6.	
Game No.	Order of Play.		Order of Play cont'd.
a.	1 vs. 2	g.	1st Lgue A vs. 2nd Lgue B
b.	4 vs. 5	h.	2nd Lgue A vs. 1st Lgue B
c.	2 vs. 3	5th & 6th pos i.	3rd Lgue A vs. 3rd Lgue B
d.	5 vs. 6	3rd & 4th pos j.	Loser 'g' vs. Loser 'h'
e.	1 vs. 3	FINAL k.	Winner 'g' vs. Winner 'h'
f.	4 vs. 6		
NOTES:			
1. Every team plays a minimum of 3 games.			
2. Top 4 teams play 4 games.			
3. To complete the competition would require 11 games.			

Option 4 for 6 TEAMS (over 3 days)

FOR A 2 LEAGUE TOURNAMENT			
LEAGUE A		LEAGUE B	
1.		4.	
2.		5.	
3.		6.	
Game No.	Games on Day 1.		
a.	1 vs. 2	b.	4 vs. 5
c.	2 vs. 3	d.	5 vs. 6

e.	1 vs. 3	f.	4 vs. 6
Results of Day 1 give ranking 1,2,3 in each Lgue for Games on Day 2			
Game No.	Games on Day 2.		
g.	1st Lgue A vs. 2nd Lgue B	h.	1st Lgue B vs. 2nd Lgue A
i.	1st Lgue A vs. 3rd Lgue B	j.	1st Lgue B vs. 3rd Lgue A
k.	2nd Lgue A vs. 3rd Lgue B	l.	2nd Lgue B vs. 3rd Lgue A
Results from all four games of (Day 1 & 2) give every team a ranking of 1 to 6			
	Games on Day 3.		
FINAL	1st vs. 2nd		
	3rd vs.4th		
	5th vs. 6th		
NOTES:			
1. Every team plays 5 games over 3 days (2-2-1).			
2. To complete the competition would require 15 games.			

Option 5 for 6 TEAMS

FOR A ROUND ROBIN TOURNAMENT		
TEAMS:	GAMES:	GAMES cont'd:
1.	1 vs. 2	3 vs. 4
2.	5 vs. 6	2 vs. 3
3.	1 vs. 6	4 vs. 5
4.	2 vs. 6	4 vs. 1
5.	5 vs. 3	4 vs. 6
6.	2 vs. 5	1 vs. 3
	1 vs. 5	3 vs. 6
	2 vs. 4	
NOTES:		
1. Every team plays 5 games.		
2. To complete the competition would require 15 games.		

Option 6 for 7 TEAMS

FOR A ROUND ROBIN TOURNAMENT		
TEAMS:	GAMES:	GAMES cont'd:
1.	1 vs. 2	3 vs. 4
2.	5 vs. 6	7 vs. 1
3.	2 vs. 3	4 vs. 5
4.	6 vs. 7	1 vs. 3
5.	2 vs. 4	5 vs. 7
6.	6 vs. 1	2 vs. 5
7.	3 vs. 6	7 vs. 4
	1 vs. 4	2 vs. 7
	5 vs. 3	6 vs. 2
	7 vs. 3	6 vs. 4
	1 vs. 5	
NOTES:		
1. Every team plays 6 games.		
2. To complete the competition would require 21 games.		

Option 7 for 7 TEAMS

FOR A 2 LEAGUE TOURNAMENT			
LEAGUE A		LEAGUE B	
1.		4.	
2.		5.	
3.		6.	
		7.	
Game No.	Order of Play.		
a.	1 vs. 2	j.	1st Lgue A vs. 2nd Lgue B
b.	4 vs. 5	k.	2nd Lgue A vs. 1st Lgue B
c.	2 vs. 3	5th & 6th pos l.	3rd Lgue A vs. 3rd Lgue B
d.	6 vs. 7	3rd & 4th pos m.	Loser 'g' vs. Loser 'h'

e.	4 vs. 6	FINAL n.	Winner 'g' vs. Winner 'h'
f.	5 vs. 7		
g.	1 vs. 3		
h.	4 vs. 7		
i.	5 vs 6		
NOTES:			
1. Every team plays a minimum of 3 games.			
2. To complete the competition would require 14 games.			

Option 8 for 7 TEAMS

FOR A 2 LEAGUE TOURNAMENT			
LEAGUE A		LEAGUE B	
1.		4.	
2.		5.	
3.		6.	
		7.	
Game No.	Order of Play.		
a.	1 vs. 2	j.	1st Lgqe A vs. 2nd Lgqe B
b.	4 vs. 5	k.	2nd Lgqe A vs. 1st Lgqe B
c.	2 vs. 3	l.	3rd Lgqe A vs. 3rd Lgqe B
d.	6 vs. 7	m.	3rd Lgqe A vs. 4th Lgqe B
e.	4 vs. 6	n.	3rd Lgqe B vs. 4th Lgqe B
f.	5 vs. 7	3rd & 4th pos o.	Loser 'j' vs. Loser 'k'
g.	1 vs. 3	FINAL p.	Winner 'j' vs. Winner 'k'
h.	4 vs. 7		
i.	5 vs 6		
NOTES:			
1. Every team plays a minimum of 4 games.			
2. Results of games of 3/4 place teams in League B and results of games l. and m. will determine 5th, 6th, and 7th positions.			
3. To complete the competition would require 15 games.			

Option 9 for 8 TEAMS

FOR A 2 LEAGUE TOURNAMENT			
LEAGUE A		LEAGUE B	
1.		5.	
2.		6.	
3.		7.	
4.		8.	
Game No.	Order of Play.		
a.	1 vs. 2	c.	5 vs. 6
b.	3 vs. 4	d.	7 vs. 8
e.	1 vs. 3	g.	5 vs. 7
f.	2 vs. 4	h.	6 vs. 8
i.	2 vs. 3	k.	6 vs. 7
j.	1 vs. 4	l.	5 vs. 8
The results give a ranking 1 to 4 in each league. Thereafter, the tournament should be divided into a 'Cup' competition and a 'Plate' competition.			
Game No.	Cup Competition.		Plate Competition.
SEMI m.	1st Lgqe A vs. 2nd Lgqe B	SEMI q.	3rd Lgqe A vs. 4th Lgqe B
SEMI n.	2nd Lgqe A vs. 1st Lgqe B	SEMI r.	4th Lgqe A vs. 3rd Lgqe B
3rd & 4th o.	Loser 'm' vs. Loser 'n'	3rd & 4th s.	Loser 'q' vs. Loser 'r'
FINAL p.	Winner 'm' vs. Winner 'n'	FINAL t.	Winner 'q' vs. Winner 'r'
NOTES:			
1. Every team plays 5 games.			
2. To complete the competition would require 20 games.			

Option 10 for 10 TEAMS (over 3 days)

FOR A 2 LEAGUE TOURNAMENT			
LEAGUE A		LEAGUE B	
1.		6.	

2.		7.	
3.		8.	
4.		9.	
5.		10.	
Games on Day 1.			
Game No.	LEAGUE A		LEAGUE B
a.	1 vs. 2	b.	6 vs. 7
c.	3 vs. 4	d.	8 vs. 9
e.	5 vs. 1	f.	10 vs. 6
g.	2 vs. 3	h.	7 vs. 8
i.	4 vs. 5	j.	9 vs. 10
Games on Day 2.			
Game No.	LEAGUE A		LEAGUE B
k.	1 vs. 3	l.	6 vs. 8
m.	4 vs. 2	n.	9 vs. 7
o.	3 vs. 5	p.	8 vs. 10
q.	1 vs. 4	r.	6 vs. 9
s.	2 vs. 5	t.	7 vs. 10
The results give a ranking 1 to 5 in each league. Thereafter, the tournament should be divided into a 'Cup' competition and a 'Plate' competition.			
Games on Day 3.			
Game No.	Cup Competition.		Plate Competition.
SEMI u.	1st Lgqe A vs. 2nd Lgqe B	y.	4th Lgqe A vs. 5th Lgqe B
SEMI v.	2nd Lgqe A vs. 1st Lgqe B	z.	4th Lgqe B vs. 5th Lgqe A
3rd & 4th w.	Loser 'u' vs. Loser 'v'	za.	Winner 'y' vs. 3rd Lgqe B
FINAL x.	Winner 'u' vs. Winner 'v'	3rd & 4th zb.	Winner 'z' vs. 3rd Lgqe A
		FINAL zc.	Winner 'za' vs. Winner 'zb'
NOTES:			
1. Teams would play 5, 6 or 7 games (D1=1-2, D2=2-2, D3=1).			
2. To complete the competition would require 29 games.			

A5. RECORDS Short Course (25m) SWIMMING

Records from after Mar 2017 meet					
Freestyle					
25 meters	U10 Boys	16,05	Felix Lim	Rotterdam	2010
	U10 Girls	15,53	Anne Flor Smits	Antwerp	2008
	U12 Boys	14,28	Scott Eason	Hamburg	1998
	U12 Girls	14,05	Charné Olivier	Luxembourg	2008
50 meters	U10 Boys	36,91	Felix Lim	Rotterdam	2010
	U10 Girls	34,74	Masumi Kobayashi	Amsterdam	2001
	U12 Boys	30,56	Mark Forney	The Hague	2000
	U12 Girls	31,10	Grace Poorbaugh	Amsterdam	2014
	U14 Boys	57,68	Matthew Smyth	Stavanger	2013
	U14 Boys	26,74	Giorgio Beghi	Luxembourg	2013
	U14 Girls	28,77	Charné Olivier	Luxembourg	2010
	U16 Boys	25,00	Oliver Brache	Amsterdam	2012
	U16 Girls	28,72	Charné Olivier	Luxembourg	2012
	16+ Boys	26,03	Charter Sevier	The Hague	2010
16+ Girls	29,62	Rachel Eden	Stavanger	2012	
100 meters	U10 Boys	1.27,98	Felix Lim	Rotterdam	2010
	U10 Girls	1.19,19	Monique Olivier	Luxembourg	2008
	U12 Boys	1.05,55	Alec Karlsen	Stavanger	2011
	U12 Girls	1.07,71	Charné Olivier	Luxembourg	2008
	U14 Boys	59,38	Giorgio Beghi	Stavanger	2013
	U14 Boys	2.13,50	Matthew Smyth	Stavanger	2013
	U14 Girls	59,87	Monique Olivier	Luxembourg	2012
U16 Boys	53,45	Oliver Brache	Amsterdam	2012	

	U16 Girls	59,74	Monique Olivier	Luxembourg	2013
	16+ Boys	58,65	Masaru Kogiso	Düsseldorf	2010
	16+ Girls	1.01,79	Charne Olivier	Luxembourg	2013
200 meters	U14 Boys	2.05,84	Alec Karlsen	Stavanger	2013
	U14 Girls	2.08,07	Monique Olivier	Luxembourg	2011
	U16 Boys	1.56,51	Oliver Brache	Amsterdam	2012
	U16 Girls	2.04,65	Monique Olivier	Luxembourg	2013
	16+ Boys	2.13,22	Charter Sevier	The Hague	2010
	16+ Girls	2.10,00	Charne Olivier	Luxembourg	2013
	Breaststroke				
25 meters	U10 Boys	21.04	Anton Fourie	The Hague	2005
	U10 Girls	19.73	Emma Wilson	Antwerp	2002
	U12 Boys	18.11	Jasper Rehder	The Hague	1998
	U12 Girls	18.06	Sarah Clarke	The British School	1992
50 meters	U10 Boys	42.57	Ferron van Ritter	Hamburg	2009
	U10 Girls	43.08	Masumi Kobayashi	Amsterdam	2001
	U12 Boys	40.16	Mark Forney	The Hague	2000
	U12 Girls	39.31	Masumi Kobayashi	Amsterdam	2003
	U14 Boys	1.13,75 (S14)	Matthew Smyth (S14)	Stavanger	2013
	U14 Boys	36.73	Joel Heersink	Hamburg	1993
	U14 Girls	38.65	Olivia Woodrow	Düsseldorf	2011
	U16 Boys	31.95	Anton Fourie	The Hague	2011
	U16 Girls	37,25	Pauline Sandor	The Hague	2012
	16+ Boys	30,99	Anton Fourie	The Hague	2012
	16+ Girls	34.14	Jordan van Wyk	The Hague	2009
	100 meters	U14 Boys	1.20,17	Hans Auer	Antwerp
U14 Girls		1.17,06	Akane Ashida	Düsseldorf	2003
U16 Boys		1.11,43	Anton Fourie	The Hague	2011
U16 Girls		1.23,05	Helen Nie	The Hague	2012
16+ Boys		1.08,40	Anton Fourie	The Hague	2012
16+ Girls		1.17,35	Asuka Ashida	Düsseldorf	2003
Backstroke					
25 meters	U10 Boys	19.38	Christopher Ayoub	Amsterdam	2003
	U10 Girls	18.95	Economon Athina	Amsterdam	2015
	U12 Boys	17.84	Harrison Connor	Antwerp	2014
	U12 Girls	16.66	Wilson, Mamie	Amsterdam	2014
50 meters	U10 Boys	43.51	Mathew Thomson	Luxembourg	2008
	U10 Girls	42.28	Meghan Ingram	The Hague	2008
	U12 Boys	35.38	Michael Thomson	Luxembourg	2006
	U12 Girls	35.05	Courtney Wilson	Amsterdam	2014
	U14 Boys	1,07.61	Matthew Smyth	Stavanger	2013
	U14 Boys	30.26	Sven Meanhout	Antwerp	1987
	U14 Girls	34.48	Chelsea Wenos	Düsseldorf	2007
	U16 Boys	30.27	Zepher Begnell	The Hague	2011
	U16 Girls	32,08	Charné Olivier	Luxembourg	2012
	16+ Boys	30.51	Ryo Harita	Düsseldorf	2011
	16+ Girls	34.42	Claire Bridgeman	The Hague	2011
	100 meters	U14 Boys	2.29,64	Matthew Smyth	Stavanger
U14 Boys		1.09,25	Ferron von Ritter	Hamburg	2012
U14 Girls		1.11,19	Charné Olivier	Luxembourg	2010
U16 Boys		1.01,66	Oliver Brache	Amsterdam	2012
U16 Girls		1.08,26	Charné Olivier	Luxembourg	2011
16+ Boys		1.05,13	Ryo Harita	Düsseldorf	2011
16+ Girls		1.12,81	Nicole Goncalves	Sigtuna	2010
Butterfly					
25 meters	U10 Boys	17.82	Charter Sevier	The Hague	2002
	U10 Girls	17.27	Farrell, Mary Kate	The Hague	2014
	U12 Boys	15.54	Michael Thomson	Luxembourg	2006
	U12 Girls	15.52	Helen Nie	The Hague	2008

	U14 Boys	14.05	Stuart Browne	British School	1992
	U14 Girls	14.08	Katie Shuler	Amsterdam	1992
50 meters	U10 Boys	44.2	Charter Sevier	The Hague	2002
	U10 Girls	34.94	Masumi Kobayashi	Amsterdam	2001
	U12 Boys	34.4	Ferron von Ritter	Hamburg	2011
	U12 Girls	34.77	Wilson Courtney	Amsterdam	2014
	U14 Boys	30.44	Ferron von Ritter	Hamburg	2012
	U14 Girls	32.42	Akane Ashida	Düsseldorf	2003
	U16 Boys	27.28	Scott Bole	Amsterdam	2012
	U16 Girls	32.31	Helen Nie	The Hague	2012
	16+ Boys	28.66	Charter Sevier	The Hague	2009
	16+ Girls	32.34	Helena Saare	Sigtuna	2000
	100 meters	U14 Boys	1.04,67	Alec Karlsen	Stavanger
U14 Girls		1.08,77	Monique Olivier	Luxembourg	2012
U16 Boys		1.02,06	Scott Bole	Amsterdam	2012
U16 Girls		1.07.50	Monique Olivier	Luxembourg	2013
16+ Boys		1.03,68	Anton Fourie	The Hague	2012
16+ Girls		1.11,67	Nicole Goncalves	Sigtuna	2010
Individual Medley					
100 meters	U10 Boys	1.27.72	Iason Cho	Luxembourg	2016
	U10 Girls	1.27,68	Masumi Kobayashi	Amsterdam	2001
	U12 Boys	1.17,21	Michael Thomson	Luxembourg	2006
	U12 Girls	1.17.76	Poorbauch, Grace	Amsterdam	2014
200 meters	U14 Boys	2.26,10	Alec Karlsen	Stavanger	2013
	U14 Girls	2.27,18	Monique Olivier	Luxembourg	2012
	U16 Boys	2.15,06	Oliver Brache	Amsterdam	2012
	U16 Girls	2.23,28	Monique Olivier	Luxembourg	2013
	16+ Boys	2.19,99	Anton Fourie	The Hague	2012
	16+ Girls	2.30,96	Charné Olivier	Luxembourg	2013
Freestyle Relay					
4 x 25 meters	U10 Boys	1.14,90	Mikrut, Mikrut		
			Pruitt, Wijsman	Antwerp	2005
	U10 Girls	1.12,03	Geddes, Cremer		
			Arad, Plowman	The Hague	2005
	U12 Boys	1.04,11	Castrade, Sidbury		
			Vandewalle, Wijsman	Antwerp	2005
	U12 Girls	59.94	Wilson, Wilson		
		Economon, Poorbaugh	Amsterdam	2014	
4 x 50 meters	U14 Boys	1.57,27	Ellero, Fourie,		
			Vanwezer, Begnell	The Hague	2009
	U14 Girls	2.10,12	Advaney, Shirley		
			Sandor, Maddock	The Hague	2011
	U16 Boys	1.47,44	Fourie, Ellero,		
			Vanwezer, Begnell	The Hague	2011
	U16 Girls	2.07,30	Vogtlander, Koris		
			Yano, Santiago	The Hague	2013
16+ Boys	1.50.25	Savier, Bulovas			
		Advaney, Van-Wyk	The Hague	2010	
16+ Girls	2.01,25	Wieler, Scholl			
		Olivier, Olivier	Luxembourg	2013	
Medley Relay					
4 x 25 meters	U10 Boys	1.24,01	Donohoe, Robinson-Kok		
			Sreenivasan, Boulot	Luxembourg	2017
	U10 Girls	1.19.85	Paletta, Haarma		
			Farrell, Lovelace	The Hague	2014
	U12 Boys	1.13,11	Cho, Faulkner		
			Sukhanov, McElfresh	Luxembourg	2017
	U12 Girls	1.07,44	Economon, Coppo,		
		Harriford-McClaren, Portier	Amsterdam	2017	

	U14 Boys	1.13,21	Larive, Lambert		
			Kleiser, Browne	British School	1994
	U14 Girls	01/09/1931	Kristensen, Doble		
			Deavin, Iwahara	Amsterdam	1998
4 x 50 meters	U14 Boys	2.14, 18	Hill, Auer,		
			Lane, Verbrugge	Antwerp	2013
	U14 Girls	2.28,21	Geut, C. Galasso		
			Palmer, A.Galasso	The Hague	2007
	U16 Boys	2.00, 85	Begnell, Fourie		
			Vanwezer, Ellero	The Hague	2011
	U16 Girls	2.25,82	Cremer, Kopf		
			Nie, Highfill	The Hague	2011
	16+ Boys	2.05,80	Hele, Sarma		
		Sevier, Van-Wyk	The Hague	2009	
16+ Girls	2.11,25	Green, Ekström			
		Goncalves, Geijer	Sigtuna	2010	

A6. RECORDS Long Course (50m) SWIMMING

Records from after Mar 2017 meet					
FREESTYLE					
50 meters	U10 Boys	36.47	Max Wiedemann	Bonn	2015
	U10 Girls	35.01	Athina Economon	Amsterdam	2015
	U12 Boys	32.12	Max Weidemann	Bonn	2017
	U12 Girls	30.60	Athina Economon	Amsterdam	2017
	U14 Boys	26.71	Leo Badaker	Copenhagen	2016
	U14 Girls	29.67	Caitlin Johnson	Hamburg	2008
	U16 Boys	25.36	Anthony Woodrow	Dusseldorf	2016
	U16 Girls	29.44	Lara Weidemann	Bonn	2017
	O16 Boys	24.96	Nicholas Bonucchi	Luxembourg	2004
	O16 Girls	27.96	Monique Olivier	Luxembourg	2016
100 meters	U10 Boys	1.17.45	Iason Cho	Luxembourg	2016
	U10 Girls	1.23.48	Marian Ploger	Luxembourg	2016
	U12 Boys	1.14.38	William Alexander	Luxembourg	2016
	U12 Girls	1.12.41	Paige Lovelace	The Hague	2016
	U14 Boys	58.26	Leo Badaker	Copenhagen	2016
	U14 Girls	1:06.10	Caitlin Johnson	Hamburg	2008
	U16 Boys	55.42	Anthony Woodrow	Dusseldorf	2016
	U16 Girls	59.72	Monique Olivier	Luxembourg	2014
	O16 Boys	55.35	Anthony Woodrow	Dusseldorf	2007
	O16 Girls	58.88	Monique Olivier	Luxembourg	2015
200 meters	U14 Boys	2.09.44	Leo Badaker	Copenhagen	2016
	U14 Girls	2:19.99	Lara Wiedemann	Bonn	2016
	U16 Boys	2.04.71	Anthony Woodrow	Dusseldorf	2016
	U16 Girls	2.05.85	Monique Olivier	Luxembourg	2014
	O16 Boys	2.11.53	Mats Verbrugge	Antwerp	2016
	O16 Girls	2.04.81	Monique Olivier	Luxembourg	2016
BREASTSTROKE					
50 meters	U10 Boys	44.77	Max Wiedemann	Bonn	2015
	U10 Girls	48.94	Julia Winfield	Luxembourg	2017
	U12 Boys	40.45	Max Wiedemann	Bonn	2017
	U12 Girls	41.20	Francesca Coppo	Amsterdam	2017
	U14 Boys	36.84	Hans Auer	Antwerp	2014
	U14 Girls	38.27	Hannah Wiedemann	Bonn	2014
	U16 Boys	32.65	Daniel Unger	Luxembourg	2017
	U16 Girls	36.31	Hannah Weidemann	Bonn	2017
	O16 Boys	31.43	Nicholas Bonucchi	Luxembourg	2004
	O16 Girls	38.46	Lara Plazier	The Hague	2017
100	U14 Boys	1.17.51	Daniel Unger	Luxembourg	2016

meters	U14 Girls	1.22.42	Hannah Wiedemann	Bonn	2014
	U16 Boys	1:14.24	Daniel Unger	Luxembourg	2017
	U16 Girls	1:17.53	Hannah Weidemann	Bonn	2017
	O16 Boys	1:10.58	Nicholas Bonucchi	Luxembourg	2004
	O16 Girls	1:19.46	Monique Olivier	Luxembourg	2016
BACKSTROKE					
50 meters	U10 Boys	42.29	Jaiden Sreenivasan	Luxembourg	2017
	U10 Girls	42.06	Tate Green	Copenhagen	2016
	U12 Boys	37.16	Max Wiedemann	Bonn	2017
	U12 Girls	36.44	Mackenzie Plomp	The Hague	2016
	U14 Boys	33.96	Ollie Maddock	The Hague	2014
	U14 Girls	33.54	Katie Cannon	Luxembourg	2008
	U16 Boys	29.94	Christoffer Vang-Jensen	Copenhagen	2017
	U16 Girls	31.72	Lara Wiedemann	Bonn	2017
	O16 Boys	30.94	Nathan Summers	Luxembourg	2015
100 meters	O16 Girls	36.01	Eri Kusashio	Dusseldorf	2014
	U14 Boys	1.11.17	Anthony Woodrow	Dusseldorf	2014
	U14 Girls	1:11.13	Katie Cannon	Luxembourg	2008
	U16 Boys	1.05.51	Ferron van Ritter	Hamburg	2014
	U16 Girls	1.09.80	Lara Weidemann	Bonn	2017
	O16 Boys	1:05.44	Anthony Woodrow	Dusseldorf	2017
O16 Girls	1.11.47	Charne Olivier	Luxembourg	2014	
BUTTERFLY					
50 meters	U10 Boys	40.05	Max Wiedemann	Bonn	2015
	U10 Girls	48.03	Alina Vegra	The Hague	2017
	U12 Boys	38.15	Jack Blake	Luxembourg	2015
	U12 Girls	34.70	Maya Harriford-McLaren	Amsterdam	2017
	U14 Boys	30.97	Leo Badaker	Copenhagen	2015
	U14 Girls	31.16	Katherine Chmiel	Amsterdam	2015
	U16 Boys	26.97	Bjorn Berntsen	Stavanger	2014
	U16 Girls	29.92	Hannah Weidemann	Bonn	2017
	O16 Boys	27.14	Anthony Woodrow	Dusseldorf	2017
100 meters	O16 Girls	32.91	Victoria Messer	Dusseldorf	2016
	U14 Boys	1.05.36	Leo Badaker	Copenhagen	2016
	U14 Girls	1.12.25	Hannah Wiedemann	Bonn	2015
	U16 Boys	1:01.10	Leo Badaker	Copenhagen	2017
	U16 Girls	1:06.78	Monique Olivier	Luxembourg	2014
	O16 Boys	1.00.20	Anthony Woodrow	Dusseldorf	2017
O16 Girls	1:04.34	Monique Olivier	Luxembourg	2015	
INDIVIDUAL MEDLEY					
200 meters	U14 Boys	2:38.07	Leo Badaker	Copenhagen	2015
	U14 Girls	2:37.28	Lara Wiedemann	Bonn	2016
	U16 Boys	2.31.11	Mats Verbrugge	Antwerp	2015
	U16 Girls	2.25.78	Monique Olivier	Luxembourg	2014
	O16 Boys	2.27.81	Mats Verbrugge	Antwerp	2016
	O16 Girls	2.22.92	Monique Olivier	Luxembourg	2015
FREESTYLE RELAY					
4x 50 meters	U14 Boys	1.59.88	Cunningham, Badaker Jacovljevic, Van A-Alonso	Copenhagen	2015
	U14 Girls	2:06.04	Geijer, Cannon Marukawa, Olivier	Luxembourg	2008
	U16 Boys	1.51.71	Verbrugge, Auer Lane, Lane	Antwerp	2014
	U16 Girls	2.08.05	Drastich, Blacutt, Clemente, Anderson	The Hague	2017
	O16 Boys	1.51.46	Van Beek F., Connor R. Coppens M., Verbrugge M.	Antwerp	2017
	O16 Girls	2.05.17	Economon, Bien,	Amsterdam	2017

MEDLEY RELAY					
4x 50 meters	U14 Boys	2.24.57	McKenzie , Paletta	The Hague	2014
			Anderson , Maddock		
	U14 Girls	2:23.36	Wilson, Economon	Amsterdam	2015
			Chmiel , Wilson		
	U16 Boys	2.08.72	Lane, Auer	Antwerp	2014
			Lane, Verbrugge		
	U16 Girls	2:24.94	Bilolikar, Wiedemann.H,	Bonn	2017
			Carey, Wiedemann.L		
O16 Boys	2:01.36	Fraizer, Hoelzer	Dusseldorf	2016	
		Woodrow, Hafez			
O16 Girls	2.22.51	Dalenbrook, Lainati	Luxembourg	2014	
		Olivier, Olivier			

A7. RECORDS Track + FIELD

AGE	EVENT	RECORD HOLDER	SCHOOL	YEAR	RECORD
U12G	100m	Emma Astrid Aberg	ISL	2010	13.72s
U12B	100m	Yu Funabashi	ISD	2001	12.69s
U14G	100m	Hannah Griffin	ISL	2015	12.33s
U14B	100m	Jared Lyons	AIS	1992	11.85s
U16G	100m	Hannah Griffin	ISL	2016	12.56s
U16B	100m	Pieter Winters	ISA	1993	11.09s
+16G	100m	Charlotte Arling	SSHL	2001	12.98s
+16B	100m	Andoly Rathling	ASH	1995	10.90s
U14G	80m hurdles	Carla Mulli	ISL	2014	13.65s
U14B	80m hurdles	Marcus Ikaheimonen	ISS	2012	11.67s
U16G	80m hurdles	Isa Winterbom	SSHL	2008	12.76s
U16B	100 m hurdles	Marcus Ikaheimonen	ISS	2013	14.62s
+16G	80m hurdles	Heitti Weiss	ISS	2016	13.79s
+16B	100m hurdles	Brendan Smyth	AIS	2012	15.32s
U12G	200 m	Lucy Thorniley	ISS	1989	28.75s
U12B	200 m	Jonas Lipka	ISD	2007	24.17s
U14G	200 m	Olivia Tuokila	CIS	2014	26.97s
U14B	200 m	Stefan Sigvaldsson	ISL	2012	24.15s
U16G	200 m	Chichi Nwokolo	ISS	1994	25.91s
U16B	200 m	Eivind Omli	AIS	2007	22.87s
+16G	200 m	Chichi Nwokolo	ISS	1996	25.60s
+16B	200 m	Andoly Rathling	ASH	1995	22.25s
U12G	400 m	Naja Hvirgel	ASH	2014	1:07.31
U12B	400 m	Senan Costigan	ISL	2014	1:00.70
U14G	400 m	Hannah Griffin	ISL	2014	58:36s
U14B	400 m	Peter Graham	ISL	1998	54.30s
U16G	400 m	Hannah Griffin	ISL	2016	59.46s
U16B	400 m	Eivind Omli	AIS	2007	51.51s
+16G	400 m	Chichi Nwokolo	ISS	1996	1:00.09
+16B	400 m	Brian Smith	ISA	2014	50.25s
U12G	800 m	Julia Toelle	ISD	2012	2:33.88
U12B	800 m	Floris Zevenbergen	ISH	1998	2:25.44
U14G	800 m	Megan Batty	ASH	2007	2:26.95
U14B	800 m	Brian Smith	ISA	2011	2:08.30
U16G	800m	Claudia Moehrke	AIS	2011	2:27.53
U16B	800 m	Brian Smith	ISA	2013	2:03.04
+16G	800 m	Claudia Moehrke	AIS	2013	2:20.87

+16B	800 m	Brian Smith	ISA	2015	1:57.78
U12G	1500 meters	Marta Moreno Corcoles	ASH	2015	5:11.74
U12B	1500 meters	Vivien Henz	ISL	2016	4:48.63
U14G	1500 meters	Megan Batty	ASH	2006	5:08.48
U14B	1500 meters	Christopher Goldsworthy	CIS	2010	4:39.05
U16G	1500 meters	Elizabeth Hassing	CIS	2001	5:05.91
U16B	1500 meters	Chico Villano	ISD	1990	4:23.64
+16G	1500 meters	Marlies Overbeeke	ISH	1998	4:55.09
+16B	1500 meters	Mathijs Vander Stichele	ISL	2017	4:19.43
U14G	3000 meters	Megan Batty	ASH	2007	11:07.54
U14B	3000 meters	Joseph Phiri	AIS	2005	10:01.20
U16G	3000 meters	Elizabeth Hassing	CIS	2001	11:11.86
U16B	3000 meters	Chico Villano	ISD	1990	9:25.95
+16G	3000 meters	Marlies Overbeeke	ISH	1998	10:25.53
+16B	3000 meters	Daniel Filipson	SSHL	2009	09:33.5
U12G	4x 100m Relay		ISL	2009	58.40s
U12B	4x 100m Relay		ISL	2013	55.57s
U14G	4x 100m Relay		BPIS	2002	53.60s
U14B	4x 100m Relay		ASH	2003	49.66s
U16G	4x 100m Relay	C. Vder Meulen, M. Aberg, R. Crawford & H. Griffin	ISL	2016	53.40s
U16B	4x 100m Relay		ISS	2003	45.69s
+16G	4x 100m Relay		SSHL	1999	53.11s
+16B	4x 100m Relay		ISL	2013	45.76s
U12G	4x 400m Relay		ISL	2000	4:46.87
U12B	4x 400m Relay		ISL	2008	4:39.66
U14G	4x 400m Relay		ISL	2011	4:32.36
U14B	4x 400m Relay		ISL	1989	4:06.93
U16G	4x 400m Relay		CIS	2013	4:32.40
U16B	4x 400m Relay		ISL	2012	3:38.91
+16G	4x 400m Relay		ISL	2006	4:27.65
+16B	4x 400m Relay		ISL	2010	3:33.35

A8. RECORDS Field TRACK + FIELD

AGE	EVENT	RECORD HOLDER	SCHOOL	YEAR	RECORD
U12G	200g Ball Throw	Yuuki Kosaku	ISA	2011	46.80m
U12B	200g Ball Throw	John Heinrich	ISL	2009	50.03m
U14G	Shot Put	Eva Marie Woebse	ISHR	2003	10.48m
U14B	Shot Put	Robert Gronström	SSHL	2007	14.14m
U16G	Shot Put	Julia Toelle	ISD	2017	11.10m
U16B	Shot Put	Sebastian Swett	CIS	2001	12.62m
+16G	Shot Put	Natsuli Teranaka	ISD	2014	10.09m
+16B	Shot Put	Oscar Soderman	SSHL	2001	14.75m
U14G	Discus	Olga Solomatina	ISD	2001	22.66m
U14B	Discus	Eliot Gil	ISA	2002	34.84m
U16G	Discus	Natsuki Teranaka	ISD	2013	27.44m
U16B	Discus	Wayne Alleyne	ASH	1999	32.98m
+16G	Discus	Kristin Mykkanen	ISS	1998	26.23m
+16B	Discus	Joshua Jordan	ISL	2002	36.91m
U16G	Triple Jump	Laerke Wolf	CIS	2013	10.15m
U16B	Triple Jump	M. Finniss	ISL	1993	12.15m
16+G	Triple Jump	Laerke Wolf Andreasen	CIS	2014	9.50m
+16B	Triple Jump	Gennaro D'Agostino	ISL	1990	13.59m

U12G	Long Jump	Eva Marie Woebse	ISHR	2001	4.67m
U12B	Long Jump	Andrei Kasten	AISR	2008	4.97m
U14G	Long Jump	Maren Connary	ISS	1989	4.86m
U14B	Long Jump	John Harris	ISD	1989	5.74m
U16G	Long Jump	Jacobine De Brauw	ISL	1990	5.37m
U16B	Long Jump	Vincent Scillitani	ISS	2004	6.39m
+16G	Long Jump	Petra Sairanen	ISL	1990	5.24m
+16B	Long Jump	Anders Elfving	SSHL	2006	6.29m
U12G	High Jump	A. Egertova	ISL	1993	1.40m
U12B	High Jump	Daniel King	ASH	2015	1.48m
U14G	High Jump	Tanja von Stegman	ISD	2003	1.52m
U14B	High Jump	Toomas Tuohikorpi	ISH	1986	1.75m
U16G	High Jump	Tessa Tumbare	CIS	2013	1.56m
U16B	High Jump	Lawson Sherrard	ISA	2015	1.81m
+16G	High Jump	Tessa Mades	CIS	2015	1.58m
+16B	High Jump	Carl Lundmark	SSHL	1997	1.95m

A9. SAMPLE Housing Letter



INTERNATIONAL SCHOOL OF HAMBURG (Tel. 8000500)
ATHLETIC DEPARTMENT (Tel. 800050144)

Reminder of Hosting arrangements for VARSITY and JV TOURNAMENT

Dear Parents,

The International School of Amsterdam will be travelling to Hamburg for Basketball games at Varsity and JV. level. They will be arriving at I.S.H. on Friday, January 10th at 15:00 hours and departing from ISH. on Saturday, January 11th at approximately 15:00 hours.

You have previously very kindly agreed to host _____ student(s) from Amsterdam for 1 night.

The accommodation requirements are as follows:

- Accommodation for Friday night.
- Evening meal on Friday.
- Breakfast on Saturday morning.
- A packed lunch for your guest(s) to take with him/her on Saturday morning.

HOUSING RULES

Please remember that all the NECIS Directors and A.D.s have agreed upon the following rules which should be adhered to without exception:

1. The host parents are to decide whether or not a student may be allowed out unchaperoned in the evening. Please take into account the age(s) of the student(s) you are hosting when taking this decision. The NECIS Organisation strongly recommends that visiting students who are under the age of 16 should not be allowed out unchaperoned in the evenings. If you do allow your guest(s) to go out unchaperoned, please insist that he/she be back in the house again by 23:00 hours.
2. No student should be allowed to smoke, drink alcohol or use drugs during the tournament weekend.
3. If students are allowed out in the evening without a chaperone, the host student must remain with his/her guest AT ALL TIMES.
4. On no account are hosting arrangements to be altered in any form. The housing list as presented to the visiting students should be strictly adhered to.
5. Our guest students will have had a long journey on Friday followed by a game. It would be much appreciated if the I.S.H. host parent(s) could make arrangements to meet their guest(s) at I.S.H. after the game has ended and to transport them home by car for an evening meal. If host and guest students would like to go out for the evening directly from the school, it would be much appreciated if the I.S.H. host parent(s) could make arrangements to meet their guest(s) at the LSJl. gym beforehand to relieve their guest(s) of their luggage and in order to remind them and their own son/daughter of the curfew time and other rules as laid down by NECIS
6. If host parents or students would like to take their guests out for an evening meal they should not expect their guest to pay for the meal.
7. No students should be left alone in the home without adult supervision.
8. Should any student create a problem by breaking one of the above rules, I would be grateful if you would inform me as soon as possible. Thank you for your cooperation.

EMERGENCY TELEPHONE NUMBERS

Mr. G. Jones, Hamburg A.D. - Tel. 800050144 (work)

Amsterdam coaches - Tel. 899520 (Novotel, Albert-Einstein-Ring 2, 22761 Hamburg).

Thank you very much for your help. Without your support these NECIS tournaments would not be able to continue. If you are able to host more than the number of students stated earlier in this letter, please contact me at the school - we can always do with more help!

G. Jones, A.D.

A9a. Rule Books and Info Sheet

(as of September 2006)

The list below shows the current sources for rulebooks that are the "bibles" for the tournaments. Members may purchase the relevant books, if desired, at their own expense but they can be downloaded directly by clicking on the website hyperlinks underlined. Whenever necessary, specific rule changes will be circulated to all member schools, via the respectively assigned AD.

Soccer: Referees' Chart and Player Guide to and Laws of the Game http://www.fifa.com/en/regulations/regulation/0,1584,3,00.html FIFA House, Hitzigweg 11, P.O. Box 85, 8030 Zurich, Switzerland Telephone: +41-43/222 7777, Fax: +41-43/222 7878
Volleyball: Rules of Volleyball (published by the English Volleyball Association) http://www.fivb.org/TheGame/Rules.htm FIVB Headquarters, Avenue de la Gare 12, 1000 Lausanne 1, Switzerland Phone: +41 21 345 35 35, Fax: +41 21 345 35 45 Website: http://www.fivb.org
Basketball: Official Basketball Rules for Men and Women Mini-Basketball rules: http://www.mini-basketball.org.uk Mini-Basketball England, PO Box 22, Royston, Herts, SG8 5NB Telephone 01223 207213, Fax 01223 207166 FIBA Europe: http://www.fiba.com/pages/en/aboutfiba/downloads/rules.asp Widenmayerstrasse 18, 80538 Munich, Germany, Tel (+49-89) 78 06 08-0 Fax (+49-89) 78 06 08-59
Track / Field: Rules for Competition http://www.iaaf.org/downloads/IAAFHandbook/index.html International Amateur Athletic Federation. 17 rue Princesse Florestine, BP359-MC98000, Monaco Cedex Tel: (+377) 93 10 8888, Fax: (+377) 93 15 951
Tennis: Rules of Lawn Tennis (published by the Lawn Tennis Association) http://www.iftennis.com/abouttheitf/rulesregs/rules.asp The International Tennis Federation, Bank Lane, Roehampton, London , SW15 5XZ, United Kingdom Telephone: +44 (0)20 8878 6464, Fax: +44 (0)20 8392 4744
Softball : Published by High School Federation) http://www.internationalsoftball.com/rules.html International Softball Federation, 1900 S. Park Road, Plant City, FL 33563, USA Tel (813) 864-0100, Fax (813) 864-0105
Swimming: Rule Book (published by F.I.N.A) http://www.fina.org/rules/SW/rules_sw.htm Federation Internationale de Natation Amateur, Avenue de Beaumont, 9, 1012 Lausanne, Switzerland Phone 312 6602, Fax 3126610
Amateur Swimming Association ASA http://www.britishswimming.org/vsite/vcontent/page/custom/0,8510,5026-170957-188175-37247-206210-custom-item,00.html Harold Fern House, Derby Square, Loughborough, Leicestershire, LE11 5AL Tel: 01509 618 700, Fax: 01509 618 701
Rugby: Rugby Union Rules http://www.rfu.com/microsites/handbooks/index.cfm?fuseaction=handbook.home Rugby Football Union, Rugby House, Rugby Road, Twickenham, Middlesex, TW1 1DS

A10. SCORESHEET Sample Volleyball U12/U14

TEAM A					
Player Name	No.	✓	Player Name	No.	✓

TEAM B					
Player Name	No.	✓	Player Name	No.	✓

FIRST SET			TEAM A			TEAM B			
Player #	Sub.	Sub.	SCORE		Player #	Sub.	Sub.		
1.			1	21	1	21	1.		
2.			2	22	2	22	2.		
3.			3	23	3	23	3.		
4.			4	24	4	24	4.		
5.			5	25	5	25	5.		
6.			6	26	6	26	6.		

Timeouts: 1 2

SECOND SET			TEAM B			TEAM A			
Player #	Sub.	Sub.	SCORE		Player #	Sub.	Sub.		
1.			1	21	1	21	1.		
2.			2	22	2	22	2.		
3.			3	23	3	23	3.		
4.			4	24	4	24	4.		
5.			5	25	5	25	5.		
6.			6	26	6	26	6.		

Timeouts: 1 2

THIRD SET			TEAM A			TEAM B			
Player #	Sub.	Sub.	SCORE		Player #	Sub.	Sub.		
1.			1	21	1	21	1.		
2.			2	22	2	22	2.		
3.			3	23	3	23	3.		
4.			4	24	4	24	4.		
5.			5	25	5	25	5.		
6.			6	26	6	26	6.		

Timeouts: 1 2

Timeouts: 1 2

Timeouts: 1 2

Timeouts: 1 2

FOURTH SET			TEAM B			TEAM A			
Player #	Sub.	Sub.	SCORE		Player #	Sub.	Sub.		
1.			1	21	1	21	1.		
2.			2	22	2	22	2.		
3.			3	23	3	23	3.		
4.			4	24	4	24	4.		
5.			5	25	5	25	5.		
6.			6	26	6	26	6.		

Timeouts: 1 2

Timeouts: 1 2

FIFTH SET			TEAM			TEAM			
Player #	Sub.	Sub.	SCORE		Player #	Sub.	Sub.		
1.			1	16	1	16	1.		
2.			2	17	2	17	2.		
3.			3	18	3	18	3.		
4.			4	19	4	19	4.		
5.			5	20	5	20	5.		
6.			6	21	6	21	6.		

Timeouts: 1 2

Timeouts: 1 2

INSTRUCTIONS:

A or B: Team A begins the match to your left.

Scoring: Cross off the score as each point is scored.

Enter game score in match summary after each game.

Players: Enter all player names and numbers before the match.

At the end of each set check beside the number of any player that has played a full set.

All players must play one full set by the end of set 3.

Check that this is correct before set 3 begins and inform both coaches.

7	27	7	27
8	28	8	28
9	29	9	29
10	30	10	30
11	31	11	31
12	32	12	32
13	33	13	33
14	34	14	34
15	35	15	35
16	36	16	36
17	37	17	37
18	38	18	38
19	39	19	39
20	40	20	40

MATCH SUMMARY		
TEAM A _____	SET	TEAM B _____
	First	
	Second	
	Third	
	Fourth	
	Fifth	

Winning team: _____

7	27	7	27
8	28	8	28
9	29	9	29
10	30	10	30
11	31	11	31
12	32	12	32
13	33	13	33
14	34	14	34
15	35	15	35
16	36	16	36
17	37	17	37
18	38	18	38
19	39	19	39
20	40	20	40

NECIS

Volleyball Scoresheet

Under-12/Under-14

A12. FINANCIAL STATEMENT for Tournament



SUBJECT **NECIS TOURNAMENT FINANCIAL STATEMENT**
Tournament **BREAKDOWN OF TOURNAMENT COSTS**
Date **MS Basketball**
Host AD **March 2-4, 2012**
Host School **Robert Zeilstra**
AISR

ITEM	DESCRIPTION	EXPENSE
Facilities	5 courts/ 3 days	2832.72
Officials	16 @ €500	€8,000
	water	€66
Table or other help	13	€800
Lunches officials	35 @ €20	€700
Food/snacks	officials/coaches	€667
First Aid	1 nurse	0
Patches	55 champ + 412	€1,834.08
Medals	224 @ €4.95 ea	€1,108.80
Trophies	16	€698
Balls	10	€ 436.70
Canteen	Schenkel Sporthall	€ 600.00
Programs	250 @ €2	€500.00
Coaches/help T-shirts	50 @ €17 ea	€850
Cleaning	school/sporthall	€500
Transport	2 Trips- Novotel/AISR	€300.00
OTHER ITEMS		
Scoresheets 2012	110	€214.91
Scoresheets 2012,13	500 sheets	€319.75
Social	Dance: DJ/social items	€454.00
Miscellaneous	flowers	€28
Lunches	€20 per person/3days	
Total Cost		€ 20,909.56
Number of teams	36	
Cost per team	From all of the above	€581.00
453 Lunches	3 days @ 20 per person	see below
Social		
dinner billed sererately	see below	
dance costs	see above	

PARTICIPATING SCHOOLS	Tournament Fee	Lunch Cost	Social Cost	Total
no. of part./teams		€20 p/p	dinner	
ISA- 53- 4 teams	€ 2,324.00	€1060.00	€1058.10	€ 4,442.10
ASH-52- 4 teams	€ 2,324.00	€1040.00	€1038.13	€ 4,402.13
AIS- 48- 4 teams	€ 2,324.00	€960.00	in Novotel Bill	€ 3,284.00
CIS- 52- 4 teams	€ 2,324.00	€1040.00	in Novotel Bill	€ 3,364.00
ISD- 52- 4 teams	€ 2,324.00	€1040.00	in Novotel Bill	€ 3,364.00
BIS- 48- 4 teams	€ 2,324.00	€960.00	in Novotel Bill	€ 3,284.00
ISH- 54- 4 teams	€ 2,324.00	€1080.00	in Novotel Bill	€ 3,404.00
ISL- 54- 4 teams	€ 2,324.00	€1080.00	in Novotel Bill	€ 3,404.00
AISR- 40- 4 teams	€ 2,324.00	€800.00	in Novotel Bill	€ 3,124.00

You will be sent an invoice

Robert Zeilstra Athletic Director
 American International School of Rotterdam

A13. TOURNAMENT REPORT for Tournament



Tournament Evaluation Form

Date: 10/11/2014

Sport: Host School: Submitted by (School):

1. Correspondence of Information

- Timing Tournament information was provided Meets the required standard
- Usefulness of Tournament Information Meets the required standard
- Usefulness of Information for parents Meets the required standard
- Comments

2. Scheduling

- Timing of games/events? Meets the required standard
- Appropriate rest period between games/events Meets the required standard
- Comments

3. Coaches' Meeting

- Organization (including venue) Meets the required standard
- Information Presented Meets the required standard
- Usefulness Meets the required standard
- Comments

4. Facilities

- Quality of facilities Meets the required standard
- Suitability for NECIS competitions Meets the required standard
- Comments

5. Officials / Scorekeepers

- Professionalism and Courteousness (Officials) Meets the required standard
- Consistency (Officials) Meets the required standard
- Professionalism and Courteousness (Scorekeepers) Meets the required standard
- Comments

6. Transportation/Bus Schedule

- Maps and Directions Meets the required standard
- Timing Meets the required standard
- Comments

7. Medical Services

- Visibility Meets the required standard
- Professionalism Meets the required standard
- Comments



Tournament Evaluation Form

8. Level of Sportsmanship

- Players Meets the required standard
- Coaches Meets the required standard
- Parents Meets the required standard
- Comments

9. NECIS Program Booklet

- Provision of relevant information Meets the required standard
- Layout Meets the required standard
- Comments

10. Online Information

- Provision of relevant Information Meets the required standard
- Up-to-datedness Meets the required standard
- Comments

11. Hotel

- Suitable for NECIS Tournaments Meets the required standard
- Hospitality Meets the required standard
- Food Meets the required standard
- Comments

12. Food/Drinks at Tournament Site

- Suitable for NECIS Athletes Meets the required standard
- Costs for Food/Drinks Meets the required standard
- Comments

13. Tournament T-Shirt

- Design Meets the required standard
- Price Meets the required standard
- Comments

14. Awards Ceremony

- Timeliness Meets the required standard
- Organization Meets the required standard
- Trophies Meets the required standard
- Comments

15. Social Event

- Appropriate for NECIS Tournaments Meets the required standard
- Food Meets the required standard
- Comments



Tournament Evaluation Form

16. Overall Rating

- Overall Tournament Rating Meets the required standard
- Additional Comments/Concerns

A14. TRACK and FIELD PROGRAM of EVENTS

DAY 1				
TIME	Track Event	T	AGE	SEX
9.00 - 10.00	Hurdles Heats / Finals (to be run as finals if 6 or 8 less athletes entered)	T1	U14 (80m)	G
		T2	U14 (80m)	B
		T3	U16 (80m)	G
		T4	16+ (80m)	G
		T5	U16 (100m)	B
		T6	16+ (100m)	B
10.00 - 11.30	100m Heats <i>No semi-final, if 3 heats in age group</i> <i>If one heat, final to be run on Day2</i>	T7	16+	B
		T8		
			16+	G
		T9	U16	B
		T10	U16	G
		T11	U14	B
		T12	U14	G
		T13	U12	B
		T14	U12	G
		11.30 - 12.30	1500m Finals	T15
T16	16+			G
T17	U16			B
T18	U16			G
T19	U14			B
T20	U14			G
T21	U12			B
T22	U12			G
12.30 - 2.30	200m Heats <i>No semi-final, if 3 heats in age group</i> <i>If one heat, final to be run on Day2</i>	T23	16+	B
		T24	16+	G
		T25	U16	B
		T26	U16	G
		T27	U14	B
		T28	U14	G
		T29	U12	B
		T30	U12	G
2.30 - 4.30	400m Heats <i>(to be run as finals on this day, if 6 or 8 less athletes entered)</i>	T31	16+	B
		T32	16+	G
		T33	U16	B
		T34	U16	G
		T35	U14	B
		T36	U14	G
		T37	U12	B
		T38	U12	G
4.30 - 6.00	4 x 100m Relay Finals	T39	16+	B
		T40	16+	G
		T41	U16	B
		T42	U16	G
		T43	U14	B
		T44	U14	G
		T45	U12	B
		T46	U12	G

TIME	Field Event	F	AGE	SEX
9.00 - 10.30	Long Jump	F1	U12	B
	High Jump	F2	16+	G
	Ball Throw	F3	U12	G
	Discus	F4	16+	B
10.00 - 10:30	Mini Hurdles (no 100m competitors)		U12	B
10:30-11:00			U12	G
10.30 - 12.00	Shot Put	F5	U16	G
	Long Jump	F6	U12	G
	High Jump	F7	16+	B
12.00 - 1.30	Shot Put	F8	U14	G
	Long Jump	F9	U14	B
	High Jump	F10	U16	B
1.30 - 3.00	Shot Put	F11	U14	B
	Long Jump	F12	U14	G
	High Jump	F13	U16	G
	Discus	F14	U16	B
	Discus	F15	16+	G
3.00 - 4.00	Triple Jump	F16	U16	B
	Triple Jump	F17	16+	G
	Ball Throw	F18	U12	B
	High Jump	F19	U14	G
		F20		
4.00 - 5.00	Triple Jump	F21	16+	B
	Triple Jump	F22	U16	G

DAY 2		T	AGE	SEX
TIME	Track Event	T	AGE	SEX
08.00 - 09.00	Hurdles Finals (if necessary)	T47	U14 (80m)	B
		T48	U14 (80m)	B
		T49	U16 (80m)	G
		T50	16+ (80m)	G
		T51	U16 (100m)	B
		T52	16+ (100m)	B
09.00 - 09.45	100m Semi-Finals	T53	U12	G
		T54	U12	B
		T55	U14	G
		T56	U14	B
		T57	U16	G
		T58	U16	B
		T59	16+	G
09.45 - 10.45	3000m Finals	T60	16+	B
		T61	U14	G
		T62	U14	B
		T63	U16	G
		T64	U16	B
		T65	16+	G
10.45 - 11.45	200m Semi-Finals	T66	16+	B
		T67	U12	G
		T68	U12	B
		T69	U14	G
		T70	U14	B
		T71	U16	G
		T72	U16	B
		T73	16+	G
11.45 - 12.30	400m Finals	T74	16+	B
		T75	U12	G
		T76	U12	B
		T77	U14	G
		T78	U14	B
		T79	U16	G
		T80	U16	B
		T81	16+	G
12.30 - 1.00	100m Finals	T82	16+	B
		T83	U12	G
		T84	U12	B
		T85	U14	G
		T86	U14	B
		T87	U16	G
		T88	U16	B
		T89	16+	G
		T90	16+	B
1.00 - 2.00	800m Finals	T91	U12	G
		T92	U12	B
		T93	U14	G
		T94	U14	B
		T95	U16	G
		T96	U16	B
		T97	16+	G
		T98	16+	B
2.00- 2.45	200m Finals	T99	U12	G
		T100	U12	B
		T101	U14	G
		T102	U14	B
		T103	U16	G
		T104	U16	B
		T105	16+	G
3.00 - 4.00 See over across	4 x 400m Relay Finals	T106	16+	B
		T107	U12	G
		T108	U12	B
		T109	U14	G
		T110	U14	B

TIME	Field Event	F	AGE	SEX
09.00 - 10.30	Shot Put	F23	U16	B
	Long Jump	F24	U16	G
	High Jump	F25	U12	G
	Turbo Javelin	F26	U12	B
	Discus	F27	U14	G
10.30 - 12.00	Shot Put	F28	16+	B
	Long Jump	F29	U16	B
	High Jump	F30	U12	B
	Standing LJ	F31	U12	G
	Discus	F32	U14	B
12.00 - 1.30	Shot Put	F33	16+	G
	Long Jump	F34	16+	B
	High Jump	F35	U14	B
	Standing LJ	F36	U12	B
	Discus	F37	U16	G
	Turbo Javelin	F38	U12	G
	1.30 - 3.00	Long Jump	F39	16+
3.30 - 4.00 cont'd	4 x 400m Relay Finals	T111	U16	G
		T112	U16	B
		T113	16+	G
		T114	16+	B

NECIS Track and Field Meet - Schedule of FIELD EVENTS by Event

DAY 1.	Discus	Shot Put	Ball Throw	Long Jump	Triple Jump	High Jump	Turbo Javelin	Standing Long Jump
09.00 - 10.30	16+ B		U12 G	U12 B		16+ G		
10.30 - 12.00		U16 G		U12 G		16+ B		
12.00 - 1.30		U14 G		U14 B		U16 B		
1.30 - 3.00	16+ G & U16 B	U14 B		U14 G		U16 G		
3.00 - 4.30			U12 B		U16 B/16+ G 15:00 - 16:00	U14 G		
4.00 - 5.00					U16 G/16+ B			
DAY 2.	Discus	Shot Put	Ball Throw	Long Jump	Triple Jump	High Jump	Turbo Javelin	Standing Long Jump
09.00 - 10.30	U14 G	U16 B		U16 G		U12 G	U12 B	
10.30 - 12.00	U14 B	16+ B		U16 B		U12 B		U12 G
12.00 - 1.30	U16 G	16+ G		16+ B		U14 B	U12 G	U12 B
1.30 - 3.00				16+ G				

NECIS Track and Field Meet - Schedule of FIELD EVENTS by Age Group

DAY 1.	U12 G	U12 B	U14 G	U14 B	U16 G	U16 B	16+ G	16+ B
09.00 - 10.30	Ball Throw	Long Jump					High Jump	Discus
10.30 - 12.00	Long Jump				Shot Put	High Jump		High Jump
12.00 - 1.30			Shot Put	Long Jump				
1.30 - 3.00			Long Jump	Shot Put	High Jump	Discus	Discus	
3.00 - 4.30		Ball Throw	High Jump			Triple Jump 15:00 - 16:00	Triple Jump 15:00 - 16:00	
4.00 - 5.00					Triple Jump			Triple Jump
DAY 2.	U12 G	U12 B	U14 G	U14 B	U16 G	U16 B	16+ G	16+ B
9.00 - 10.30	High Jump	Turbo Javelin	Discus		Long Jump	Shot Put		
10.30 - 12.00	Stand Long Jump	High Jump		Discus		Long Jump		Shot Put
12.00 - 1.30	Turbo Javelin	Stand Long Jump		High Jump	Discus		Shot Put	Long Jump
1.30 - 3.00							Long Jump	

A16. VENUES for NECIS Tournaments

Year	Fall			Winter			Spring					No Tournament
	U12/U14 Soccer & Volleyball	Cross Country	JV/V Soccer & Volleyball	U12/U14 Basketball	JV/V Basketball	Swimming	U12/U15/V Soccer & U16/U19 Rugby	Golf	Tennis	Softball	Track and Field	
2005-06	ISL	NA	ISA	AISR	AIS	ASH	CIS	NA	ISH		SSHL	
2006-07	ISL	NA	ISA	ASH	AISR	ISD	AIS	NA	ISH		CIS	
2007-08	ISD	NA	ISA	ASH	AIS	ISL	CIS	NA	ISH	AISR	SSHL	
2008-09	ISD	NA	ISA	ASH	AIS	SSHL	ISS	NA	ISH	AISR	ISL	CIS
2009-10	ISL	NA	ISA	ASH	AIS	SSHL	ISS	NA	ISH	AISR	CIS	ISD
2010-11	ISL	NA	ISA	ASH	AIS	SSHL	ISS	NA	ISH	AISR	ISD	CIS
2011-12	ASH	NA	ISA	AISR	AIS	ISS	ISL	ISL	ISH	BIS	ISD	CIS
2012-13	ISL	BIS	ISA	AISR	AIS	ISS	BIS	ISH	ISH	ISD	CIS	ASH/SSHL
2013-14	ASH	AIS	ISA	ISD	AIS	ISL	BIS	ISH	ISH	AISR	CIS	SSHL/ISS
2014-15	ASH	AIS	ISA	ISD	AIS	ISL	BIS	ISH	ISH	AISR	CIS	SSHL/ISS
2015-16	ASH	AIS	ISA	AISR	AIS	ISL	ISD	SSHL	ISH	BIS	CIS	ISS
2016-17	ISD/ISH	ASH	ISA	ASH	AIS	ISL	ISD	SSHL	ISH	BIS	CIS	AISR/ISS
2017-18	CIS/ISL	ASH	ISD/ISA	ISH/ISD	AIS	ISL	BIS	SSHL	ISA	AISR	CIS	ISS
2018-19												
2019-20												

A17. TIE Break Procedures

	<u>Soccer</u>	<u>Volleyball</u>	<u>Basketball</u>	<u>Softball</u>	<u>Tennis</u>
	During the initial league stage or in a round-robin, 3 points are awarded for a win, 1 point for a draw and 0 points for a loss.	During the initial league stage or in a round-robin, 2 points are awarded for a win and 0 points for a loss.	During the initial league stage or in a round-robin, 2 points are awarded for a win and 0 points for a loss.	During the initial league stage or in a round-robin, 2 points are awarded for a win, 1 point for a draw and 0 points for a loss. A tie (draw) in a league game or in a round-robin will be allowed to stand.	During the initial league stage or in a round-robin, 2 points are awarded for a win (including a game won by default), 1 point for a draw and 0 points for a loss.
<u>Two-Team Tie Procedure</u> (steps to be followed in order)	<ol style="list-style-type: none"> 1. Result of the mutual game. 2. Goal difference: goals for minus goals against from all group games to a maximum of 5 goals per game. 3. Most goals scored from all group games to a maximum of 5 goals per game. 4. Least goals conceded from all group games. 5. 5 penalties per team. 6. Sudden-death penalties. 	<ol style="list-style-type: none"> 1. Result of the mutual game. 	<ol style="list-style-type: none"> 1. Result of the mutual game. 	<ol style="list-style-type: none"> 1. Result of the mutual game. 2. If the mutual game was tied, the individual tie break will come into operation. Starting with the top of the extra inning, and each half inning thereafter, the offensive team shall begin its turn at bat with the player who batted last in the previous inning placed at second base (in scoring position). The player who is running can be substituted in accordance with the substitution rules. 	<ol style="list-style-type: none"> 1. Result of the mutual game. 2. Total points difference: points scored minus points conceded from all group games. If a defaulted match affects these calculations, all the results of the player who defaulted a match will be omitted from the calculations of the total points difference. If a player who has defaulted a match is one of the two players involved in a tie at the end of the league stage and their mutual game ended in a draw, then the defaulted match is scored as follows: the average of all the 'points for' from all the group (league) games (either Group A OR Group B) in that section/level of the tournament and the average of all the 'points against'.

	<u>Soccer</u>	<u>Volleyball</u>	<u>Basketball</u>	<u>Softball</u>	<u>Tennis</u>
<u>hree-Team Tie procedure</u> (steps to be followed in order)	<ol style="list-style-type: none"> Points total from the mutual games involving the three teams. Goal difference: goals for minus goals against from mutual games to a maximum of 5 goals per game. Most goals scored from mutual games to a maximum of +5 goals per game. Least goals conceded from mutual games. Goal difference: goals for minus goals against from all group games to a maximum of +5 goals per game. Most goals scored from all group games to a maximum of +5 goals per game. Least goals conceded from all group games. Three-way penalty shoot-out with every team taking 5 penalties against the other 2 teams (total 10 penalties per team). 	<ol style="list-style-type: none"> Sets won minus sets lost from mutual games. Most sets won from mutual games. Score difference: points scored minus points conceded from mutual games. Most points scored from mutual games. Sets won minus sets lost from all group games. Most sets won from all group games. Score difference: points scored minus points conceded from all groups games. Most points scored from all group games. 	<ol style="list-style-type: none"> Score difference: points scored minus points conceded from mutual games to a maximum of +20 per game. Most points scored from mutual games to a maximum of +20 per game. Score difference: points scored minus points conceded from all group games to a maximum of +20 per game. Most points scored from all group games to a maximum of +20 per game. <p>Points scored in periods of overtime should NOT be included in steps 1 to 4 shown above.</p>	<ol style="list-style-type: none"> Runs scored minus runs conceded from the mutual games involving the three teams. Least runs allowed from the mutual games. Run Difference: runs scored minus runs conceded from all group games. Least runs allowed from the mutual games. 	<ol style="list-style-type: none"> Total points difference: points scored minus points conceded from all group games. If a defaulted match affects these calculations, all the results of the player who defaulted a match will be omitted from the calculations of the total points difference. If a player who has defaulted a match is one of the two players involved in a tie at the end of the league stage and their mutual game ended in a draw, then the defaulted match is scored as follows: the average of all the 'points for' from all the group (league) games (either Group A OR Group B) in that section/level of the tournament and the average of all the 'points against'.
<u>Knockout Phase</u>	<p>In the event of a two-team tie in the knockout stages of a tournament, the following steps should be followed in order:</p> <ol style="list-style-type: none"> 1. 2 x 7½ minutes extra time (all age groups) 2. 5 penalties per team. 3. Sudden-death penalties. 				<p>If the score is tied when the signal sounds at the end of a final (placing) game, the point currently being played will NOT count. The person due to serve next will serve again and the winner of that point will be declared the match winner.</p>

An example of a 4(3) team tie in soccer

Team	Game 1	Game 2	Game 3	Pts	Goal Difference (mutual games)	Most Goals Scored (mutual games)	Position
A	Lost 1-9	Won 2-0	Draw 4-4	4pts	-5, +2, 0 = -3	N/A	4th
B	Won 7-1	Draw 4-4	Lost 0-5	4pts	+5, 0, -5 = 0	+5, +4, 0 = +9	2nd
C	Draw 2-2	Won 5-0	Lost 2-0	4pts	0, +5, -2 = +3	N/A	1st
D	Draw 2-2	Won 9-1	Lost 1-7	4pts	0, +5, -5 = 0	2, +5, +1 = +8	3rd

All 4 teams have played in the same league so all their games are mutual games.

All 4 teams have 4 points each so there is a 4-team tie.

After comparing goal difference from all (mutual) games, Team C is declared 1st and Team A 4th.

Teams B and D continue to be tied with goal difference so we look at goals scored from the mutual games after which Team B is declared 2nd and Team D 3rd.

We never count more than +5 goals or more than -5 goals.

A18. TOURNAMENT COSTS History for NECIS Tournaments

All the costs below are in Euro's for all sports with the following breakdown. Team = T, Social = S, Social + Lunches = S+L. Some of the costs were only exchanged to Euro's in May2017 so may not have

Tournament	12-13	13-14	14-15	15-16	16-17
U12/U14 Soccer& Volleyball	ISL	ASH	ASH	ASH T = €496.75 S = €10.85pp	
U12 Soccer& Volleyball	X	X	X	X	ISD T = €928,22 S = €12pp L = €5pppd
U14 Soccer& Volleyball	X	X	X	X	ISH T = €638.77 S&L = €23pp
Cross Country	BIS	AIS €1064 pt avg €49 pp avg	AIS €675 pt avg €34 pp avg	AIS €876 pt avg €31 pp avg	AIS
JV/V Soccer & Volleyball	ISA T=€659.63 S=€23.92pp	ISA T = €702.15 S = €25.35pp	ISA T = €744.97 S = €25.15pp +€18 lunch	ISA T = €687.89 S = €25.35pp +€18 lunch	ISA T=€822.26 S=€25.47pp +€21 lunch
JV Soccer & Volleyball	X	X	X	X	X
V Soccer & Volleyball	X	X	X	X	X
U12/U14 Basketball	AISR	ISD T = €42.68pp S = €3.04pp	ISD T = €52.99pp S = €21.42pp	AISR	ASH
U12 Basketball	X	X	X	X	X
U14 Basketball	X	X	X	X	X
Swimming	ISS T = 75kr ps S = 572	ISL I = €39.65pp S = €36.71pp	ISL I = €41.66pp S = €34.38pp	ISL I = €52.03 pp S = €38.32pp	ISL
JV/V Basketball	AIS €866 pt avg €75 pp avg L = €6/day	AIS €1191 pt avg €105 pp avg L = €6/day	AIS €863 pt avg €78 pp avg L = €6/day	AIS €807 pt avg €70 pp avg L = €6/day	AIS €898 pt avg €76 pp avg L = €7/day
JV Basketball	X	X	X	X	X
V Basketball	X	X	X	X	X
U12/U15&V Girls Soccer	BIS	BIS T = €278.46	BIS T = €245.96pt	ISD T = €592.69pt	ISD
Golf	ISH T = €212 pp S = 22 pp	ISH T = €201 pp S = €22 pp	ISH T = €268 pp S = €26.78 pp	SSHL 960kr	SSHL €325 pp

Tennis	ISH	ISH	ISH T = €1164.78pt S = €22pp	ISH Tea = €866.79 S = €18pp	ISH
Softball	ISD T = €779.15 S = €25pp	AISR T = 354.30 L = 6.10pp S = 20.80pp	AISR T = €553.80 L = €6.49pp S = €21.87pp	BIS Tea= €400.55 L = €3.5pp	BIS
Track and Field	CIS	CIS T = €53.85pp S = €24pp	CIS T = €56.50pp L = €16pp S = €56pp	CIS T = €56.30pp L = €16pp S = €29pp	CIS

A19. FACILITIES needed to host and run NECIS Tournaments

Tournament	Facilities	
U12/U14 Soccer& Volleyball	5 courts	
U12 Soccer& Volleyball		
U14 Soccer& Volleyball		
Cross Country		
JV/V Soccer & Volleyball		
JV Soccer & Volleyball		
V Soccer & Volleyball		
U12/U14 Basketball		
U12 Basketball		
U14 Basketball		
Swimming		
JV/V Basketball		
JV Basketball		
V Basketball		
Golf		
Tennis		
Softball		
Track and Field		

HISTORY

Some historical context to NECIS that maybe of interest to some.



Picture Taken March 2017 of NECIS AD's at Winter Antwerp meeting.

CLOSURE

Thank you for reading these bye laws. Hopefully they have beneficial to your organization in competing, or hosting future NECIS events.