

Queensland School Sport



**13-19 years Tennis
Competition Procedures**

Updated 9/11/2020



QUEENSLAND GOVERNMENT

Contents

1	Queensland School Sport Internal Structures	1
1.1	Sport Specific Committees and Advisory Groups	1
1.2	Registration of New Sports	1
1.3	Alternative Procedures Enabling Participation at a School Sport Australia Competition.....	1
1.4	De-registration of Sports	1
1.5	Sport Specific Committee Reports	1
1.6	State Sport Committee Finances	1
2	Approval of Competitions	1
3	Competition Programs.....	1
3.1	State Championships (Inter-regional Competition).....	1
3.2	State Championship Competition Rules	4
3.3	School Based Competitions	4
3.4	Sponsorship	4
4	Access to State Championships.....	4
4.1	Eligibility	4
4.2	Schools of Excellence	4
4.3	Guidelines for Gender Equity in Sport	4
5	Conduct of State Championships.....	4
5.1	Championship Host.....	5
5.2	Participation.....	5
5.3	Finance.....	5
5.4	Accommodation Framework	5
5.5	Event Officials	5
5.6	Complaints Management	5
5.7	Meetings.....	5
5.8	Health and Safety.....	5
5.9	Excursions and Functions	5
5.10	State Team Selections	6
5.11	Host Report	6
5.12	Travel Subsidy.....	6
5.13	Requests for Access to Students	6
5.14	Loss or Damage of Equipment at State Championships	6
5.15	Photography	6
5.16	Trophies and Presentations	6
5.17	Areas of Responsibility.....	6
5.18	Minimum Venue Standards.....	6
5.19	Regional Delegates Role	6
6	Queensland Teams.....	6
6.1	State Team Selection Policies	6
6.2	Selection Policy Guidelines	7
6.3	Participation at National Events	8
6.4	Appointment of Team Officials	8
6.5	Uniforms	9
6.6	Travel Policy.....	9
6.7	Queensland Team Preparation	9

6.8	Risk Management	9
6.9	Guidelines for Interstate Exchanges / Non School Sport Australia Events	9
6.10	International Tours	9
6.11	Costs	9
7	Accommodation framework	9
8	Codes of Conduct.....	9
8.1	Team Officials, Team Members, Parents and Spectators	9
9	Team Officials – Duty of Supervision.....	9
10	Procedures for the Investigation and Recording of Misconduct	9

This document **must** be read in conjunction with the
QSSMG Competition Procedures.

1 Queensland School Sport Internal Structures

1.1 Sport Specific Committees and Advisory Groups

The Queensland School Sport (QSS) 13-19 years Tennis sports specific committee follows:

- Queensland School Sport Management Group (QSSMG) Competition Procedures.
- Queensland School Sport 13-19 years Tennis Competition Procedures

QSS 13-19 years Tennis Competition Procedures and QSSMG Competition Procedures must be read in conjunction with one another.

1.2 Registration of New Sports

1.3 Alternative Procedures Enabling Participation at a School Sport Australia Competition

1.4 De-registration of Sports

1.5 Sport Specific Committee Reports

1.6 State Sport Committee Finances

2 Approval of Competitions

3 Competition Programs

3.1 State Championships (Inter-regional Competition)

3.1.1 State Championships (Open)

3.1.1.1 Teams events

If an Invitational team is required (as per 3.1.6.2 of the QSSMG Competition Procedures), seedings for the composition of the Invitational team will be determined according to Australian Ranking Regulations used by Tennis Queensland. www.tennis.com.au/tournaments/regulations

3.1.1.1.1 Four players per team are required for each team's event match. Players are to be ranked (one to four) for singles play. This is the published order. Each team must play in this order unless a change is made at the meeting prior to the commencement of the tournament. If a team plays out of order, the team will forfeit the games for those players who played out of order.

3.1.1.1.2 Play will commence at the advertised time each day unless advised by the match committee.

3.1.1.1.3 Each match will consist of six sets – four singles and two doubles (played first). If circumstances prevent the doubles being played first, the order of matches may be changed with

the approval of both managers or the referee or tournament director. Sets are first to six games with a set tiebreak (first to seven with a two point advantage) at five games all. Doubles games will play short deuce. Doubles combinations must be declared prior to the commencement of the play and retained for that match. The no.1 ranked singles player must play in the no.1 doubles combination. Combinations may be changed for subsequent matches.

- 3.1.1.1.4 Matches will be decided on the most games won. Where games are level, sets will be considered. In round robin matches, if games and sets are equal then the match will be deemed a draw. In the event of a draw between two teams in the ladder, the winner will be determined by who won the match in the preliminary round. In the event of a draw in the preliminary round, a Bob Campbell shoot out will determine placings (each team will select a doubles pairing and play a set tie break).

Points will be awarded as follows:

Win	- 3 points
Draw	- 2 points
Loss	- 1 point

*N.B. The **Karyl Young Aggregate Trophy** will be decided by adding together the boys and girls placings for each regional team. The Region with the lowest place score will receive the trophy. In the event of a tie, a mixed doubles combination using a match tiebreak format will decide the winner*

- 3.1.1.1.5 The match committee's decision is final. All disputes must be in writing and lodged with the tournament director by the completion of the day's play. Disputes will be dealt with by the match committee. Where a member of the committee is involved in the dispute, the tournament director will appoint a replacement.
- 3.1.1.1.6 Where possible, two courts and four new balls are allocated for all teams' matches.
- 3.1.1.1.7 Players must wear their official playing uniforms for all teams' matches.
- 3.1.1.1.8 If a region is unable to field a complete team before the championships begin, a substitute player will be supplied at the discretion of the match committee.
- If the host region is unable to supply a substitute player the match committee may approach another region to supply a substitute player.
 - All games contributed by the substitute player will be counted.
 - The substitute player must have participated at the regional trials.
 - The substitute player will be subject to the approval of the match committee.
 - The substitute player will be included in the singles draw and be eligible for selection in the Queensland team.

If a player due to illness or injury is unable to take his or her place in a team's event during the championships, a substitute taken from the host region may be used. If the host region is unable to supply a substitute player the match committee may approach another region to supply a substitute player.

The substitute player will be subject to the approval of the match committee in consultation with the host region. All games contributed by the substitute player will be counted.

If a player is injured in a team's event during the carnival the substitute player is slotted into the same position as the injured player except where the fill in has a higher ranking.

A player once substituted cannot continue within the singles event or return to take part in the team event.

- 3.1.1.1.9 Where wet weather causes interruption to matches, no points will be allocated for a round unless all matches are able to obtain a result.
- 3.1.1.1.10 In the event of a championship fielding an uneven number of teams, finals format for the final three places will be altered at the discretion of the match committee to accommodate participation by all players on the final days play.
- 3.1.1.1.11 During an injury time out any two managers may go on court to assist the trainer and referee in deciding the next appropriate course of action.

3.1.1.2 Singles events

Seedings for the individual draw of the state championships will be determined according to Australian Ranking Regulations used by Tennis Queensland. www.tennis.com.au/tournaments/regulations

- 3.1.1.2.1 Singles events consist of the main draw and feed-in.
- 3.1.1.2.2 Singles championship matches will be best of three tie break sets. A set tie break (first to seven with an advantage of two) will operate at six games all unless the format is changed due to weather conditions. Except, round one and two of the main draw will consist of two tie break sets. A set tie break (first to seven with an advantage of two) to operate at six games all, and a match tiebreak (first to ten with an advantage of two) to be played if a third set is necessary.

Round one to four of the feed-in will consist of two short sets with an advantage of two. A set tie break (first to seven with an advantage of two) to be played at four games all. If a third set is necessary a match tie break (first to ten with an advantage of two) will be played.
- 3.1.1.2.3 Matches will be played under lights if necessary.
- 3.1.1.2.4 Anyone who withdraws from the individual or teams competition will automatically withdraw themselves from the championships.
- 3.1.1.2.5 This tournament shall be conducted in accordance with the Laws of the game and the tennis *Code of Behaviour* adopted by Tennis Australia and the tournament organisation adopted by Tennis Queensland.

3.1.1.2.6 Students must not turn 19 years of age on or before the last day of the month of the National Pizzey Cup championships during the year of play.

3.1.1.2.7 Weather and time permitting losing feed-in players (9-12) will play off for shadow selection in the Queensland team; (9-12) will be ranked 1-4 according to National points rankings; 1 vs 4 and 2 vs 3. Final playoff of winning player will determine shadow.

3.2 State Championship Competition Rules

3.2.1 General rules

3.2.1.1 Players are to abide by the “*Code of Behaviour*” as set down by Tennis Australia. Such abuse of this code may disqualify any player from subsequent Queensland team selection.

If required, a Disciplinary Committee including, but not limited to, an executive member, championship convenor, host RSSO and QSS officer can deal with QSS Code of Conduct issues.

3.2.1.2 Players involved in non-umpired matches should make themselves familiar with Tennis Australia Rules for non-umpired matches. Players should ensure that the scorecard is kept up to date during the match. Both players should check the card constantly to verify the accuracy of the score.

3.2.1.3 To avoid controversy over the score, the server should announce the game score before starting a game and the point score prior to serving for each point.

3.3 School Based Competitions

3.3.1 State knockout competitions/championships

3.3.1.1 Tennis Queensland 13-19 years school team tennis competition.

The 13-19 school team tennis competition is endorsed by the committee and run by Tennis Queensland.

Please refer to Tennis Queensland for all competition rules and procedures.

3.4 Sponsorship

4 Access to State Championships

4.1 Eligibility

4.2 Schools of Excellence

4.3 Guidelines for Gender Equity in Sport

5 Conduct of State Championships

5.1 Championship Host

5.2 Participation

5.3 Finance

5.4 Accommodation Framework

5.5 Event Officials

5.6 Complaints Management

5.7 Meetings

5.7.1 Sports committee

The committee will meet on at least one occasion other than the AGM during the year. The timing and location of meetings outside of the AGM will be determined by the executive of 13-19 years tennis committee and may make use of teleconferencing facilities if appropriate.

5.7.2 Selection of executive officials

Nominations for the positions of chairperson, secretary and treasurer for the 13-19 years tennis committee will be taken at the AGM. Nomination forms will be available one month prior to the AGM.

5.7.3 AGM

The AGM of 13-19 years tennis committee will occur during the state championships. A general meeting of 13-19 years tennis committee will follow this meeting. The timing of the AGM will be negotiated with the host region for the championships.

5.8 Health and Safety

5.9 Excursions and Functions

5.9.1 Official dinner

The official dinner for 13-19 years tennis committee will occur during the state championship with the timing of this dinner to be negotiated with the host region. It is expected that all regional personnel attend this function.

5.9.2 Service Awards will be presented at the Official dinner.

5.9.2.1 Service Awards are to be recognised in 5 year blocks.

Platinum 20 years service

Gold 15 years service

Silver 10 years service

Bronze 5 years service

5.9.3 Life Membership to QSS Tennis(13-19 years) will be determined using the following criteria

1. Record of Service to QSS Tennis(13-19 years)
 - Minimum 20 years service at regional and district level
 - Minimum 10 years service at state level
2. Demonstrate respected leadership of colleagues within QSS Tennis(13-19 years) which must be validated with the nomination.

Three panel members consisting of the executive (unless they are nominees, whereas an experienced regional delegate will step in) will review applications. QSS Officer to be an observer on the panel.

5.10 State Team Selections

5.11 Host Report

5.12 Travel Subsidy

5.13 Requests for Access to Students

5.14 Loss or Damage of Equipment at State Championships

5.15 Photography

5.16 Trophies and Presentations

5.16.1 The following awards will be made at the closing ceremony at the conclusion of the championships.

- Champion Girl and Runners up
- Champion Boy and Runners up
- Winning Girls region - 1st, 2nd, 3rd
- Winning Boys region - 1st, 2nd, 3rd
- Karyl Young Aggregate Shield
- Announcement of Queensland team in alphabetical order
- Announcement of Queensland captains – Girls and Boys

5.17 Areas of Responsibility

5.18 Minimum Venue Standards

5.19 Regional Delegates Role

6 Queensland Teams

6.1 State Team Selection Policies

6.1.1 Appointment of Queensland team selectors

These appointments are made annually at the pre carnival meeting prior to the state championships. The chairperson of 13-19 years tennis committee, Queensland coach and manager are automatically selectors plus two elected from the regional officials. Nominations for these two positions will be called prior to the State Championships. If there is no suitable applicant nominations will be called for from the floor.

One male and one female selector must be appointed where possible.

6.2 Selection Policy Guidelines

6.2.1 Queensland team selection policy and procedures

Performance in the Queensland 13-19 years schools championships and feed-in events are the major determining factors in the selection of the Pizzey Cup Team. The eight players for each of the boys and girls teams will be selected as per the following criteria:

6.2.1.1 The attitude and behaviour of the player on and off the court will be considered in selection.

- Seven players selected shall be participants in those above-mentioned events – the four semi-finalists of the main (championship) draw, the two finalists in the feed-in draw, and the winner of a playoff between the two losing semi-finalists of the feed-in draw.
- The final team position may be filled from the following at the discretion of the selectors:

- A 'highly ranked' state/national player who is unable to compete in the championships because of:

(a) Injury

(b) Selection by Tennis Queensland/Tennis Australia to participate in State and national events

(c) Participation with another QSS (state) or SSA (national) team in a different sport; or

(d) Compassionate reasons.

Sufficient and appropriate documentation should accompany such applications (e.g. medical certificate/letter from state or national tennis body etc.). Such documentation should be supplied prior to the championships and tabled during the initial briefing session.

- The loser of the playoff between the two losing semi-finalists in the feed-in draw.

- A "highly seeded player" who is injured during the championships and is forced to withdraw from the tournament without meeting the performance standard outlined above. NB: When a player withdraws from the tournament they are withdrawing from both individual and teams events. Independent medical documentation must be obtained promptly in this instance.

6.2.1.2 In the case of inconclusive results due to rain, selectors will choose a team based on available evidence from the tournament to that point.

6.2.1.3 In the event of cancellation of the state championships, selection of the Queensland team will be based on the top eight seeds for the year of the

championships in accordance with Australian ranking points updated to the beginning of the tournament.

6.2.2 Queensland captain – selection criteria

- Player should be an experienced tournament player of a high standard
- Player should be a 'senior' player in the team
- Player should possess and exhibit good leadership qualities
- Player should possess and demonstrate good communication skills
- Player should share a positive relationship with team members and team management
- Player should be able to handle captaincy responsibilities without it affecting their playing performance

The Pizzey Cup Team will be officially announced at the presentation ceremony.

6.3 Participation at National Events

6.4 Appointment of Team Officials

6.4.1 Appointment of Queensland Team Officials

6.4.1.1 Election of officials shall be conducted under the rules and regulations of Queensland School Sport.

6.4.1.1.1 An internal ballot will be conducted where each of the twelve regional delegates will rank applicants. The result of this ballot will determine the recommendations given to the QSS selection panel.

6.4.1.2 Applicants for QSS Queensland Team should be aware that the team could stay in 'camp' with team officials and therefore the duty of care associated with supervising students in accommodation will apply.

6.4.1.3 Preference will be given to applicants who have been involved in state championships for at least two out of the past five years as a team official, state or national championship convenor, organising committee member or be an executive member of the 13-19 years tennis committee.

6.4.2 Appointment of Queensland team selectors

6.4.2.1 A maximum of five selectors will be determined each year. The panel will consist of the following personnel – Chair of 13-19 years tennis, Queensland team officials, and two, selected from the nominations received prior to the commencement of the state championships.

6.4.2.2 A regional official shall only nominate to be a selector of the gender in which s/he is an official.

6.4.2.3 The tenure for selectors with the exception of Queensland team officials shall be one year.

6.4.2.4 The chair of the selectors will be the chair of 13-19 years tennis.

6.4.2.5 Nomination forms for selectors will be emailed to all regional school sport officers who will distribute to their team officials prior to the state championships. The nomination forms should be returned to the secretary of 13-19 years tennis prior to the pre-championship briefing.

6.4.2.6 If there are more nominations than the required number of positions, a secret ballot will take place at the pre-championship briefing. Selectors will be announced at the pre-championship briefing. If there are no nominations

received prior to the state championships, nominations may be taken from the floor at the pre-championship briefing.

- 6.4.2.7 Minutes must be taken at the selectors' meeting that occurs during the state championships (or by teleconference if the championships are cancelled). Guidelines for the selection panel will be made available to each selector.

6.5 Uniforms

6.6 Travel Policy

6.7 Queensland Team Preparation

6.8 Risk Management

6.9 Guidelines for Interstate Exchanges / Non School Sport Australia Events

6.10 International Tours

6.11 Costs

7 Accommodation framework

8 Codes of Conduct

8.1 Team Officials, Team Members, Parents and Spectators

9 Team Officials – Duty of Supervision

10 Procedures for the Investigation and Recording of Misconduct