



2023 SQBD SECONDARY ALL SCHOOLS CONDITIONS OF ENTRY

Wednesday 23 August

Conditions of Entry

The 2023 SQBD Secondary Schools Touch Championships is for the enjoyment of all secondary schools teams within South Queensland.

Date: Wednesday 23 August (Thursday 24 August [if required] depending on team nominations)

Time: 8.30am first game

Location: Palm Beach Touch (Mallawa Sports Park, Palm Beach)

Nominations close: 5pm Friday 4 August (unless team nominations have been filled prior)

1. DIVISIONS & AGE CRITERIA

- a) The divisions offered for the 2023 SQBD Secondary All Schools Championships will be:
 - 13 Boys
 - 13 Girls
 - 15 Boys
 - 15 Girls
 - Open Boys
 - Open Girls
 - Open Mixed

- b) At the close of nominations, entries for divisions in which there may be insufficient teams for a competition will be notified of the options available to those teams (e.g combined divisions).

- c) Birth dates for age divisions:
 - a. Open Divisions - 18 years and under (born during or after 2005)
 - b. 15s Divisions - 15 years under (born during or after 2008)
 - c. 13s Divisions - 13 years and under (born during or after 2010)

- d) Players are required to supply their date of birth on the team registration sheet. It is the responsibility of the nominating school/coach to ensure every player meets the age criteria. Should a dispute be raised regarding a player's age eligibility, the player may be required to provide their school identification. If a school identification is not available the following forms of identification will be accepted.
 - Birth Certificate
 - Current Passport

No other evidence is permissible without the consent of the secondary school.

IT IS THE RESPONSIBILITY OF THE SCHOOL TO SIGHT THE DOCUMENTATION AND RECORD THE DETAILS FOR EACH PLAYER.

- 1) Should a player not be able to provide any of the accepted forms of identification, this may result in the player being disqualified from participating in the event further.
- 2) If an ineligible player is found to have played in the round games, the team may be disqualified from the Championship.
- 3) Where a school may have extenuating circumstances in terms of the age criteria, the school must make a written application to SQBD Touch Football by **5pm Friday 4 August** to allow due consideration by the SQBD Touch Football Tournament Committee.

2. PLAYER ELIGIBILITY

Nominating players must meet the following criteria:

- a) Players in each team must be bona fide students of the school they represent, as at the date of the tournament.
- b) Player INSURANCE – schools are fully responsible to ensure that all players, coaches and officials complete the necessary TEAM SIGN ON SHEET. The TFA National Insurance Scheme covers all players and officials who have met the insurance criteria of a current TFA affiliated competition. For this tournament, the player must be a student of the school and be a registered player listed on the relevant team sign on sheet. Team managers must have this information available at the team manager's meeting.
- c) Players cannot compete in more than one (1) division.
- d) Requests for dispensation must be within the timeframe outlined in these rules. [Location] Touch Football reserves the right to invoke disqualification rules where a school has failed to comply.
- e) The use of un-registered / ineligible players will result in Championship points being forfeited and the team possibly being disqualified from the event.

3. REFEREES

Schools are expected to **provide a referee for each team** nominated for the event.

Schools must not pay their nominated referee prior to the event; all referee payments are to be paid by SQBD Touch Football upon the completion of the tournament. The referee's bank account details will be required when completing the referee's registration form (once the [EOI](#) has been accepted by SQBD Secondary All Schools Referee Coordinator).

Referees are to put in their Expression of Interest via the following online form – [referee expression of interest](#) - this needs to be completed by **5pm Friday 4 August**. Once the referees have been accepted by the SQBD Secondary All Schools Referee Coordinator, they will be asked to complete the Referee bank details form which will be shared via email.

All nominated and accepted referees are to be available to referee for the duration of time that that age group participates in the tournament ie U13 girls from 8.30am – 2.30pm Saturday, open girls from 11.30am – 6pm Saturday (a list of indicative times is outlined below, along with the link to register a referee, in item 12).

Should there not be a nominated referee, a \$100 per team nomination fee will be paid and a referee will be supplied by SQBD Touch Football.

4. TEAM COMPOSITION

Teams must comply with the following:

- a) A maximum of 14 players per team can register for the event with a maximum of 6 players taking the field at any one time. Should there be only one team nominated in a division, SQBD Touch Football have the right to play this team in another division with consultation with the school.
- b) Schools may not have players from another school within their team without prior approval from the SQBD Touch Football Tournament Committee.

5. CHAMPIONSHIP NOMINATION

Online registrations close at **5pm Friday 4 August**. After nominations are received an invoice will be raised and made payable to SQBD Touch Football.

Invoices for team registrations will be distributed the week after nominations close and must be paid in full 1 week prior to the event. Please note: There will be no refund of fees for any teams withdrawing from the competition after this time. The 2023 entry fee is \$200 (GST incl) per team and the expectation is that every team supply a referee.

6. TEAM NOMINATIONS (individual player details)

Team Nominations will be subject to the following:

- a) All players are required to be registered online for this tournament.
- b) Coaches/ team managers must complete the official team sign on sheet and lodge it with the tournament director at the TEAM MANAGERS' MEETING –7.30am Wednesday 23 August in the Board room of the clubhouse (upstairs) at Palm Beach Touch.
- c) A maximum of 14 players must be correctly identified on the team registration form supplied. Once the form has been submitted and accepted at the team manager's meeting no additions or replacements will be permitted.
- d) Where team numbers (through injury or an extenuating circumstance) fall below the minimum (required to take the field) a school may seek the approval of the tournament committee to make additions or replacements.
- e) Schools should take all necessary steps to ensure that players are available for the duration of the Championship. Where a player will be arriving late it is the responsibility of the school to ensure that the player is registered at the team manager's meeting.

7. COMPETITION FORMAT

The competition will be based on the following:

- a) A round robin format will be utilized for preliminary rounds.
- b) Where pools are required, crossover semi-finals will be played to determine grand finalists.

Position for the Final Series will be determined as follows:

- 1) Teams will be ranked at the completion of the round games based on points and their finishing position.
- 2) If equal – For & Against
- 3) If equal – Percentages
- 4) If equal – Drop Off

Drawn quarter finals, semi finals and finals will be determined by Drop Off.

Player Qualification for Finals:

Players will be required to have played a minimum of 2 round games to be eligible for the final series.

Game Duration:

- a) All games (INCLUDING FINALS) will be straight 25 minutes in duration with NO HALF TIME BREAK – both teams will be afforded the tap off opportunity.
- b) Teams shall not be required to reverse direction on the scoring of a Touchdown.
- c) Both teams shall have a chance to tap off to commence the game. The team that wins the toss shall have the choice whether they tap first or second. Once the team that taps first has lost possession, the teams come back to half way to commence the tap for the second team. Play shall continue as usual from this point.
- d) All drawn quarter finals, semi finals and grand finals will be decided by DROP OFF.
- e) The tournament timekeeper will control the start and finish time of games. A hooter will be used to signal the various start and completion times.
- f) Tournament control will control DROP OFF times with the referees.

8. COMPETITION POINTS

For all round games competition points will be awarded on the results obtained:

Win	=	Three (3) points
Draw	=	Two (2) points
Loss	=	One (1) point
Forfeit	=	Zero (0) Points

(Any team forfeiting a game without the prior permission of the Tournament Committee will be fined \$50 for each game).

Game Card – At the conclusion of games the referees will seek the signature of the team official (coach/manager or other designated person) to verify the game result. Results need to be confirmed prior to signing. There will be no appeal or discussion relating to incorrect scores. Once a card has been signed – that result will stand.

Protests / Appeals should be written and in the hands of the Administration within twenty minutes of the game in question. (Please note – protests regarding referee decisions will not be accepted).

All protests shall be adjudicated on by the SQBD Touch Football Tournament Committee.

9. RULES

- a) All games to be played under the current TFA (8th Edition) rules.
- b) Interchange boxes will be used for this tournament. Substitute players must remain in their interchange area for the duration of the match.
- c) During games teams may have up to 14 players in the sub box in playing attire. No other similarly attired individuals may be in the box area at any time during the game. This applies to all spectators, team supporters and personnel other than coaching and managing staff. Failure to comply will see forfeiture of that game's points.
- d) All interchanges must occur at or within the team's interchange area, and only after the substituted player has crossed the boundaries and entered the interchange area.
 - a. All interchanges must be made on the one side of the field and without delay.
 - b. Physical contact does not have to be made between interchanging players and players leaving or entering the field of play shall not hinder or obstruct play and must enter from an onside position.
 - c. An infringement will result in a penalty being awarded to the non-offending team five (7) metres infield from where the substituted players left the field or where the substituting player entered the field, whichever the greater advantage.
 - d. Following the scoring of a touchdown, players may interchange at will without having to wait for the substituted player to enter the interchange area.
 - e. All divisions are to comprise six (6) to a side, on the field. Mixed teams are to be played with a minimum of 1 boy and maximum of 3 boys on the field at any one time.

Drop Off:

The standard TFA drop off rule will apply.

A one minute break at the conclusion of the game will occur. This will allow referees to determine the final score and indicate to the tournament control or a tournament official that the game is drawn.

The team that did not commence the game with possession of the ball is to take the ball to the centre of the half way to tap off. The teams will continue to play in the same direction as the game finished. Each team is to start the game with 4 players on the field, the Drop-Off will commence with a two (2) minute period of extra time. Should a Team be leading at the expiration of the two (2) minute period of extra time then that Team will be declared the Winner and Match complete.

Should neither Team be leading at the expiration of two (2) minutes, a signal is given and the match will pause at the next Touch or Dead Ball. Each Team will then remove another player from the Field of Play.

The Match will recommence immediately after the players have left the field at the same place where it paused (i.e. the Team retains Possession at the designated number of Touches, or at Change of Possession due to some Infringement or the sixth Touch) and the Match will continue until a Try is scored.

10. UNIFORMS

- a) All playing uniforms must include numbered shirt, shorts and socks (socks must be visible) and regulation footwear (refer TFA Rules). Numbered shirts must correspond to the team registration sheet and duplicate numbers are not allowed.
- b) School playing colours are desirable but teams are permitted to wear their team/club uniform if the school uniform is unavailable.
- c) All playing uniforms must match. Any player who does not comply will not be permitted to participate in any match until he/she does comply.

11. TOURNAMENT OFFICIALS

- a) Referees:
 - a. Referees will be under the control of the [Location] Touch Football referees coordinator. Referees must hold a minimum TFA Level 1 referee accreditation to officiate at this tournament.
 - b. Referees nominated by their school are required to attend for the duration of the playing time for the age division they have been *nominated (these times may vary)*.
 - c. Referees are to be registered via the following online registration – [referee expression of interest form](#) - this needs to be completed by **5pm Friday 4 August**. Once the referees have been accepted by the SQBD Secondary All Schools Referee Coordinator, they will be asked to complete the referee bank details form which will be emailed to them directly.

- b) Tournament Control:
All tournament issues will be controlled by SQBD Touch Football or the Tournament Coordinator appointed by SQBD Touch Football.
- c) Judiciary / Disputes Committee:
A judiciary/disputes committee will be appointed by the SQBD Touch Football Tournament Committee or appointed Tournament Coordinator.

12. COACH/OFFICIALS REQUIREMENTS

It is a compulsory requirement that any official involved in coaching/managing junior team members is eligible to work with children under the requirements of the Commission for Children and Young People. Volunteer compliance by schools is a lawful direction that is required to be met by schools. Compliance is the responsibility of the school.

13. TEAM MANAGERS MEETING

A compulsory team managers' meeting will be held at **8am Wednesday 23 August** in the administration area. The coach/manager is required to attend this meeting.

14. DRAW

- a) The FINAL DRAW will be issued on Friday 18 August (if not before) and posted on the [SQBD Touch Football website](#). It will also be emailed to all registered team managers.
- b) SQBD Touch Football reserves the right to amend the draw.
- c) Where amendments are necessary, every effort will be made to provide schools with amended draws before the event.
- d) The final draw will be confirmed at the team manager's meeting.
- e) Results will be posted live throughout the day and can be accessed through COMPETITIONS at www.touchfootball.com.au

15. CODE OF BEHAVIOUR

- a) It is the responsibility of each school to ensure team officials and players act in an appropriate manner and in the spirit of the game. SQBD Touch Football will have the power to control behaviour at the tournament and penalise players/teams for misconduct.
- b) SQBD Touch Football has the power to impose penalties should behaviour on and off the field not be deemed appropriate. This applies to spectators and parents alike.
- c) Players sent from the field (not a period of time) in a match shall be required to serve a two-game penalty. Note – two periods of time offences in games will constitute a two-game penalty also.

16. COACH REQUIREMENTS

When coaches position themselves at the end of the field, they must remain five (5) metres behind the end zone line. Where a fence prevents this, they must remain at the fence. **COACHES cannot coach and give verbal instructions from the end zone of the field. This rule applies to all members of a team, including parents, staff, and other team members. It will be strictly enforced.**

Where there is a common end zone, coaches must not take up a position at the end of the field if there is a game in progress on the adjacent field.

Coaches are reminded they are under the control of the referees regardless of whether they are in the sub box or at the end of the field.

17. MEDICAL

SQBD Touch Football will provide qualified medical staff (St Johns and/or qualified sports trainer and/or physiotherapist) to attend to injuries sustained at the tournament. A comprehensive first aid kit and tent facilities will be available for players requiring treatment.

If players require preventative strapping they are to tend to this themselves, or they may approach the medical staff to assist, however, this will be dependent upon their availability and charged on a fee for service basis.

In the event of a serious injury where an ambulance is required to transport the player, the organisation will be under the control of the Tournament Medical Officer.

18. BLOOD BIN

- a) Any player with a bleeding cut or abrasion is to leave the field immediately and have the cut or abrasion cleaned and covered. At this time, any bloodstained clothing must also be either cleaned or replaced.
- b) If the player does not leave the field immediately, the referee will stop the game and ask the player to leave the field (normal substitution rules apply).
- c) Once the flow of blood has been stemmed, the cut or abrasion cleaned and covered and any blood stained clothing and equipment cleaned or replaced, the player may return to the field and continue play.
- d) If bleeding cannot be controlled and the wound securely covered, the player must not continue in the game.
- e) TFA Blood Bin Policy guidelines apply at all times.

19. INJURIES & INJURY TIME POLICY

- a) Any injuries incurred during the tournament will not be the responsibility of SQBD Touch Football or its tournament committee. Players eligible to participate are required to be financial under the rules of this tournament (which includes insurance cover).

The following Injury Time policy will apply:

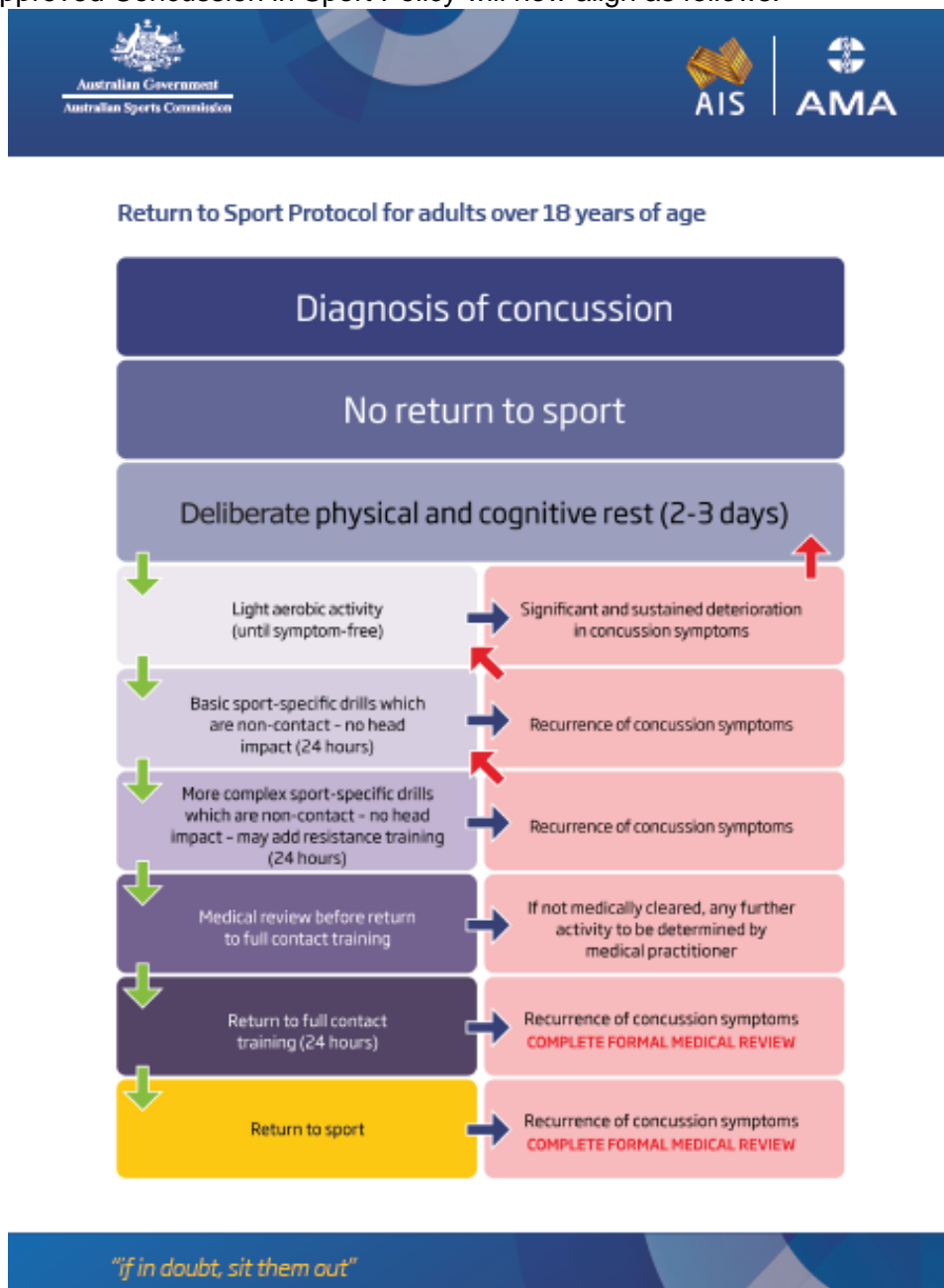
- In the event that a player is seriously injured during a game, there is to be NO attempt to remove the injured player until it has been ascertained by a suitably qualified injury assessment person that it is appropriate to move that player.
- In instances where the medical staff examines a participant and it is indicated that they should not participate for a certain amount of time, the participant will be deemed to be ineligible to do so. Therefore, if the participant does participate, the team may be disqualified. In addition, there also may be some insurance issues due to the participant being deemed as ineligible.
- In the event of a game being stopped due to a player being seriously injured and unable to be moved from the field of play, refer item 22 – match reschedule.

20. CONCUSSION POLICY

The Australian Institute of Sport (AIS) and the Australian Medical Association (AMA) have established a joint Position Statement on Concussion in Sport and have launched concussioninsport.gov.au – an Australian-Government funded website providing simple but specific advisory tools for athletes, parents, teachers, coaches and medical practitioners.

How to recognise concussion and what are the symptoms / signs of concussion and further information can be found here <https://concussioninsport.gov.au/>

The TFA approved Concussion in Sport Policy will now align as follows:



21. WEATHER

SQBD Touch Football reserves the right to organise affected games in whatever format will assist the games to occur in as equal conditions as possible.

SQBD Touch Football will use the following TFA Guidelines in the case of Electrical Storms, Wet Weather, Extreme Heat and Air Quality.

- [Electrical Storm and Wet Weather Guidelines](#)
- [Extreme Heat Guidelines](#)
- [Air Quality Guidelines](#)

22. MATCH RESCHEDULE

If, due to any other extraordinary circumstances, a game cannot be completed to full time the game may be rescheduled as soon as possible at a time and on a ground arranged by Tournament Management.

If the game has commenced and the half way mark of the game has not been reached the following will apply:

- a. The game will start from the beginning and must be completed up to the regulation full time.
- b. The score will commence at 0–0.

If at least the half way mark of the game has been reached and the game cannot continue, the following will apply:

- a. The result will be the score at the point in time when the stoppage occurred.
NOTE: Tournament Management reserves the right to judge and adjust to suit the conditions as required.

If, due to time constraints or any other reason, a game cannot be rescheduled the following will occur:

- a. Games that did not reach the half way mark will be abandoned and a 0–0 score will result.

23. FORFEITS

- a) Teams must be in attendance at their designated playing field five (5) minutes before the commencement of their match. It is the responsibility of each team captain to report to the referees **two (2) minutes** before the commencement of the game so that the toss of the game can be affected without loss of time.

- b) It is the responsibility of the referees appointed for the game to adhere to the time frames set down in this clause.
- c) If a team is not at the field at the advertised starting time of the game, the attending team can be awarded the winning of the toss. The offending team will receive a maximum of FIVE (5) minutes from the commencement of the game (hooter/whistle) to position the team on field and be ready to commence play.
- d) If the offending team is not in attendance after the FIVE (5) minutes has expired, the game will be deemed a forfeit and the non-offending team will be awarded a 5-0 win and three (3) competition points. The offending team will receive a 0-5 score, no competition points and incur a \$50 fine.
- e) Should the non-offending team agree to participate in the match following the expiration of the FIVE (5) minute time limit the game result will stand.
- f) The appointed representative of an offending team may be required to meet with the SQBD Touch Football Tournament Committee to determine the team's further participation.
- g) Forfeits for any reason in the final series, negates the forfeiting team's right to participate further in the tournament, and will again incur a \$50 fine.

24. WITHDRAWALS

Any team that withdraws their nomination after paying the team nomination fee **will not be refunded.**

25. INSURANCE

The TFA Accident Insurance Scheme covers all players, referees and officials who have met the insurance criteria. For this tournament the player must have completed the provided team sign on sheet for the team he/she is representing (*or the online player registration*). The school must have met the financial payment required to cover the players for insurance during the tournament.

26. RIGHT TO AMEND

SQBD Touch Football reserves the right to amend any of the above conditions of entry. Should there be an amendment, the nominated team contact and the school contact will be advised.

27. PHOTOGRAPHY

SQBD Touch Football will be taking photos on the day of the event to use for promotional purposes on their social media sites and in future promotions. If there are any students who should not be photographed, please indicate on the online player registration form or the team registration sheet by placing an asterix next to their name in the Media Release section of the form . This will allow our photographer to be fully informed.

28. CLARIFICATION OF CONDITIONS

Any situations requiring clarification and not covered in the above conditions will be determined by SQBD Touch Football staff. They reserve the right to make all final decisions as required in the interests of the tournament and all participants.

29. FORCE MAJEURE

If SQBD Touch Football is unable to perform, in whole or part any obligation under these regulations of a Force Majeure event, SQBD Touch Football is relieved of that obligation under these regulations to the extent and the period it is unable to perform.

In addition to Policies, SQBD Touch Football has no obligation to refund to any individual or team any fees paid if it is unable to perform by reason of a Force Majeure event.

Force Majeure event

For the purpose of these regulations a force majeure event includes but is not limited to any or all of the following:

- Acts of God including flood, drought, earthquake, storm, cyclone, fire, explosion, epidemic or;
- War;
- Terrorism;
- Riot or Civil Disturbances;
- Permanent injunction of any duly constituted court;
- Any fact, circumstance, matter or thing beyond the reasonable control of SQBD Touch Football.