



GENERAL:

1) Entry

- 1.1 There is **open** entry into the National Secondary Schools Tournament.
- 1.2 There is no limit to the number of teams and/or individuals allowed to enter, from any one school.
- 1.3 Entry forms are available from District Associations, Table Tennis NZ Head Office – PO Box 867, Wellington and from the TTNZ website. <http://www.tabletennis.org.nz>

2) Entry Fees

- 2.1 All team/s entry fees are to be paid to Table Tennis NZ and must accompany the entry form. Entries will not be accepted without fees enclosed.
- 2.2 The entry fees will also be advised in entry information available to all Secondary Schools through the Table Tennis NZ website and District Associations.
The entry fees are to be divided as follows:

Entry fee, per player, for Teams competition** \$25.00 per player
Entry Fee for Individual events \$15.00 per player

****Players who have paid the team entry fee are automatically eligible to play in the individual competition at no extra cost.**

- 2.3 Any team/s withdrawn, within 14 days of the tournament start, will forfeit 50% of the team/s entry fees paid.
- 2.4 Any withdrawal must be made in writing to Table Tennis NZ.

3) Team/Player Eligibility and Eligibility Breaches

As this tournament is currently sanctioned by The New Zealand Secondary Schools Council, strict eligibility criteria governs team and player participation. To view the criteria, and the consequences of breaching the criteria, please go to *Appendix 2* of this document.

4) Composite Teams

- 4.1 A composite team can consist of more than one school.
- 4.2 Table Tennis NZ reserves the right to refuse a composite schools team entry.
- 4.3 Combined school teams must apply to Table Tennis NZ for composite approval. A list of the players, and the schools the players attend, must accompany the application. The application, to enter as a combined school team, must be signed by Principals of the schools involved.
- 4.4 Any player who is not a bona fide pupil of a school is not eligible to play unless the school is registered as a composite team. Schools who flout this regulation will be ineligible to attend a tournament the following year.
- 4.5 One principal must accept responsibility for the composite team which will be called by a name that indicates that more than one school has contributed players.
- 4.6 *Eligibility Rules (see Appendix 2)* apply to composite school teams.
- 4.7 Late registrations may not be accepted. They may attract a \$50.00 levy if accepted.
- 4.8 A composite school team cannot win the Open 'Premier' Grade or the Girl's 'Premier' Grade, at the tournament.

5) Mixed Teams

Co-educational schools may enter a mixed boy's and girl's team which can only be placed in the 'Open' grades at the tournament. A mixed team can win any grade they are in.

- 6) Draw**
- 6.1 Table Tennis NZ will provide rankings, for the teams entered, and forward them to the Host Association once entries have closed.
- 6.2 The Host Association is to decide on the format* for the tournament – teams and individuals, complete the draw and submit a copy to Table Tennis NZ for approval. After approval is given the Host Association is to supply each school with a copy of the draw.
* *formats – full round robin vs pool play and crossover matches + final (teams), group play vs straight draw and plates (individuals).*
- 6.3 The Host Association is responsible for inputting the approved draws into the Xpand2Play software and lodging the draws on the Table Tennis NZ website.
- 7) Managers Meeting**
- 7.1 Team Managers or designated school official **must** attend the Managers Meeting with the Tournament Manager and Referee.
- 7.2 A sample of school playing uniform should be brought to this meeting. *See Appendix 3 (Rules)*
- 8) Team Registration Forms**
- 8.1 There are two Registration forms for use at the National Secondary School Tournament – the *Team Entry Form* and the *Team Registration Form for Manager’s Meeting*. Copies of each form will be available from District Associations, Table Tennis NZ Head Office – PO Box 867, Wellington and from the TTNZ website.
- 8.2 The *Team Entry Form* is to be completed and returned to the Table Tennis NZ office by the due date printed on the form. *(Fees must be included)*
- 8.3 The *Team Registration Form* is to be completed, signed by the Principal and given to the Tournament Manager at the Manager’s Meeting.
- 8.4 The Manager’s Meeting is the final time any amendments can be made to a *Team Registration Form*.
- 9) Players in the Tournament**
- For the duration of the tournament, teams may only use the players registered on the Team Registration Form.
- 10) School Officials Accompanying Secondary School Teams**
- 10.1 Schools are to ensure that their team/s and or individual players are in the charge of a responsible coaching and management team with an appropriate ratio of males/females to take account of different gender requirements. For example, it is not acceptable for a school sports team that includes females to have no female(s) in the management team.
- 10.2 All teams/students participating in the National Secondary School’s Tournament must be under the direct control of a school with the designated adult/s, preferably teachers, assuming responsibility throughout the duration of the event and who are accountable to the principal.
- 11) Rules of the Game**
- The tournament shall be conducted in accordance with the current Rules of the Game of Table Tennis and the Regulations of Table Tennis NZ. All players are encouraged to become familiar with the Laws of table tennis and umpiring duties. Link available [here](#).
- 12) Table Tennis NZ National Code of Conduct**
- The *Table Tennis NZ National Code of Conduct* shall be enforced at all Table Tennis NZ tournaments. (A copy of the *Table Tennis NZ National Code of Conduct* can be found as *Appendix 3* of this document).
- 13) Suspension of Players**
- Refer (*Appendix 3*) of these rules - *Table Tennis NZ National Code of Conduct*.
- 14) Coaching Session**
- The Host Association **may** be required to organise a coaching session for coaches on behalf of Table Tennis NZ, (with costs being paid by Table Tennis NZ).

15) Table Tennis NZ Alcohol, Drug & Smoke Free Policy

- 15.1 The 'Table Tennis NZ Anti Doping Code' will be enforced at the National Secondary School Tournament. The Anti Doping policy of Table Tennis NZ is the Sports Anti-Doping Rules (2007) available at: <http://www.drugfreesport.org.nz>
- 15.2 All Table Tennis NZ Secondary School tournaments are alcohol, drug and smoke free.
- 15.3 The management of teams competing at Table Tennis NZ National Secondary School tournaments are to ensure their players abide by the Table Tennis NZ alcohol, drug and smoke free policy.
- 15.4 A player/s found to be in breach of this policy may be excluded from his/her current event for the rest of the tournament. For serious breaches, the player/s concerned may be disqualified from all their events, for the rest of the tournament.

16) Hosting Associations Financial Obligations

- 16.1 The host association shall pay a hosting fee to TTNZ. For 2008 it is \$300.
- 16.2 The host association shall accept full responsibility for all financial obligations in connection with the tournament.
- 16.3 All travel, accommodation, transport and sundry costs incurred by the participating players and team officials, shall be excluded from the above clause.
- 16.4 Host Association will provide information to participants about local accommodation, including prices.

17) First Aid

The Host Association must ensure adequate access to medical assistance at all times during the tournament.

18) Sponsorship

- 18.1 Sponsorship obtained by the Host Association is to be compatible with Table Tennis NZ sponsors.
- 18.2 Sponsorships must be notified to and confirmed by Table Tennis NZ.
- 18.3 Approved sponsorship logos may be used on playing apparel provided that the size of any logo shall meet the standard within the Table Tennis NZ Hand Book. Logos that do not meet the standard will need to be taped out.

19) Naming Rights

Table Tennis NZ has naming rights of all Table Tennis NZ tournaments and events, but may approve local hosting rights.

20) Event Promotion

- 20.1 Invite Mayor, or sponsor to present awards at final prize giving.
- 20.2 Notify local print media of the event.
- 20.3 Notify local radio stations of the event at least one week prior to start.

21) Tournament Duration

The tournament will run over three days – two days for the team's competition and one day for the individual competition. This will be reviewed yearly after the tournament has concluded and all reports received.

22) Certificates, Trophies

The following will be awarded at tournaments:

- Trophies as appropriate (To be kept for **one** year)
- Winning Team/Individuals Certificates
- Runner Up Team/Individuals Certificates

23) Tournament Report

The Tournament Manager is to furnish a written report to Table Tennis NZ within four weeks of the tournament concluding.

- 24) Score Cards, Match Sheets & Technical Equipment**
The Host Association shall be responsible for supplying scorecards, match sheets and technical equipment for the tournament.
- 25) Technical Appointments**
- 25.1 The management of the championships shall be entrusted to the Host Association, and be held on such dates as approved by Table Tennis NZ.
- 25.2 The tournament shall be under the control of a Tournament Manager and Referee. Their decision on all matters will be final.
- 25.3 The Referee shall be a qualified NZ umpire and his/her appointment shall be approved by Table Tennis NZ.
- 25.4 The Tournament Manager shall, before the commencement of the tournament convene a meeting of team managers, captains; for the purpose of discussing and clarifying any matters concerning the championships. The date, time and place of this meeting shall be advised to all competing schools and to Table Tennis NZ, at least ten (10) days before the commencement of the championships.
- 25.5 The tournament secretary shall, within seven days of the completion of the tournament, forward complete detailed result sheets of the event to Table Tennis NZ.
- 25.6 An official of a participating team/s is not permitted to be a technical official of the event unless dispensation is granted by Table Tennis NZ. In such cases, where dispensation has been granted, that official must disqualify themselves from all hearings/protests involving the team/s they have an interest with.
- 26) Tournament Format - Teams**
The format will be determined by the host association once the number of teams, competing in the tournament, is known. A large number of teams may dictate that a pool system is used otherwise a Round Robin tournament will be played.
- 27) Tournament Results**
Table Tennis NZ is to keep a record of results (final placings) of the tournament.
- 28) Tournament Allocation**
The National Secondary School tournament shall be held annually at a venue to be determined by Table Tennis NZ.
- 29) Tournament Date**
Whenever possible, and with the approval of Table Tennis NZ, the National Secondary Schoolgirl and Schoolboy tournament shall be held during the NZ Secondary School Sports Council's winter tournament week.
- 30) Unforeseen Events**
If circumstances arise, which are not provided for in these Rules, they will be determined by the Tournament Manager and Referee.

TECHNICAL:

1) Interschool Teams Tournament

- 1.1 The format for the tournament shall be clearly outlined on the tournament entry form. The regulations of the relevant School Heads Association (currently the NZSSSC) and National Sport Organisations are to be taken into account by Table Tennis NZ before formulating the rules of the tournament.
- 1.2 Any items not covered shall be decided by the Tournament Manager.

2) Draw and Seedings/Rankings

- 2.1 The draw for all teams and individual events shall be carried out at least ten (10) days prior to the tournament commencing. The date and time shall be advised by the Secretary of the Organising Committee to all delegations under separate advice. Where possible the draw will take place under the direction of the Referee or nominated Deputy Referee.
- 2.2 All school teams will be seeded by Table Tennis NZ. The entered teams shall be ranked from first to last using all relevant information.
- 2.3 Depending upon the number of entries for each competition the host association shall decide on the format for the event - full round robin or pool play with cross over matches and a final. If required, grading matches will be held to finalise positions between grades. The winners of these grading matches will then take their place in the higher grade and the losers in the lower grade.

3) Contest Format

- 3.1 Secondary Schools Tournament shall use a 7 match system (6 singles and a doubles), the order of play shall be for singles A v Y, B v X, C v Z, a doubles A,B,C v X,Y,Z, singles A v X, C v Y, B v Z.
- 3.2 All matches will be played as the best of 5 advantage sets to 11 points.
- 3.3 Teams shall consist of up to a maximum of five players.
- 3.4 In the doubles match, any of the team members shall be permitted to play, irrespective of whether they may be playing in singles matches in that contest.
- 3.5 A doubles pair need not be named until that doubles match becomes due for play.
- 3.6 All matches shall be played, unless both captains agree to terminate the contest after one team has won a majority of matches. Where only one of the teams does not wish to play the remaining matches, that team shall be required to default those matches.
- 3.7 Grades are as follows:

Open Premier Grade	Girl's Premier Grade
Open B Grade	Girl's B Grade
Open C Grade	Girl's C Grade

The number of grades is dependent on entries. Grades will added/subtracted in the format above, as required

4) Substitution

- 4.1 No player shall be allowed to substitute for another player during any contest except with the permission of the Referee and such permission shall not be given unless a player is incapacitated by illness, accident or other unavoidable cause. Should such incapacitation take place during the course of a match, such match shall be awarded to the opponent. Where an illness or injury was present at the commencement of the contest, such player can not be replaced due to that same condition during any stage of that contest.
- 4.2 Substitution of players is permitted in any contest after a team, in that contest, has won a majority of matches.
- 4.3 No player may play in more than one position on the result sheet – *Appendix 1*.
- 4.4 Having been replaced by a substitute, a player can no longer take part in any further singles matches in that contest.

5) Contest Procedure

- 5.1 Each team shall be under the control of a captain.
- 5.2 The captain of each team shall, at least ten (10) minutes before play is scheduled to commence, list the names of his/her players in playing order. The opposing captains shall exchange their lists then the names are entered on the result sheet – *see Appendix 1*. The captains shall then arrange for the matches to be played when the assigned table/s become free.
- 5.3 The captains of the competing teams shall provide the umpires as designated on the result sheet.
- 5.4 In all matches, the members of each team shall wear the official uniform of their School. If any member of a team fails to play in the approved uniform, without the consent of the Referee, all matches in which that player takes part, shall be awarded to his/her opponent(s).
- 5.5 The Tournament Manager shall have the power to direct teams to use two tables without the team's consent, where it is apparent that the teams in question have not taken all appropriate steps to ensure the contest is progressing on time, as per the time schedule. Such steps include collecting sheets a full ten (10) minutes prior to start time, starting on time, not taking an unnecessary length of time between matches, and sticking to two (2) minute warm-ups. Having long close games in a number of matches does not constitute unnecessary delay, and hence moving to 2 tables, unless the consent of both teams is obtained.

6) Default (Non arrival) Procedures

- 6.1 If any team or teams fail to arrive at the place arranged for play within 15 minutes after the time appointed for play, such team or teams shall lose the contest by default.
- 6.2 If any member of a team fails to arrive to play any of his/her matches in team sheet order, he/she shall lose those matches by default. However, if the delay, in the opinion of the Referee, was beyond the control of the team or players, then the contests or matches may be rescheduled to be played at a time and place as decided by the Referee.

7) Grade Winners

- 7.1 The host Association will determine how grade winners will be decided, when setting the format for the event.
- 7.2 Each registered winning team member, up to the maximum number of players, but excluding non-playing captains, shall be issued with a team certificate. Where medals are presented, they shall be a part or the entire 'overall' prize.



National Secondary Schools Tournament



Boys / Girls:

Grade: _____ Round: _____

Date: _____

Table No: _____

_____ vs _____

A. _____ X. _____

B. _____ Y. _____

C. _____ Z. _____

UMP	Singles	Team A			Team X		
		M	G	Points	M	G	Points
C	A _____						
	Y _____						
Y	B _____						
	X _____						
B	C _____						
	Z _____						

Doubles

A _____							
B _____							
C _____							
X _____							
Y _____							
Z _____							

Singles

Z	A _____										
	X _____										
A	C _____										
	Y _____										
X	B _____										
	Z _____										
Totals											

Won by _____

Captains Signature: _____

Captains Signature: _____

APPENDIX 2

New Zealand Secondary Schools' Sports' Council Eligibility Criteria:

As this tournament is currently sanctioned by The New Zealand Secondary Schools Council, strict eligibility criteria governs team and player participation. They're as follows:

Team Eligibility

- a) A school team, eligible to compete in the national secondary school event, must not have in the team, more than one student in years 11/12 and 13, new to the school over the past two years except under point b) below.

Sport: Table Tennis Students New To School Maximum = 1

- b) A student who transfers from one New Zealand school to another will be exempt the quota of students new to the school if the principals from both schools agree that an exemption should be granted AND the principal of the entry school has written confirmation of this agreement from the principal of the exit school.
- c) A team will be limited to a maximum of two (2) overseas or non-resident students who must be included in the maximum number allowed in each team.
- d) Domestic students are defined as: a NZ Citizen, the holder of a residence permit, an Australian citizen, a NZ passport holder (e.g. Cook Islands), a dependent of a work permit holder, refugee, diplomat or whatever definition the Ministry of Education currently applies.

Player Eligibility

- a) All members of a team, representing a school, must be bona fide pupils of that school for at least **4 weeks** prior to the tournament, be in years 9-13 and studying at least 80% of a programme that is part of the timetable provided by the school.
- b) The school must be able to authenticate a student's birth date by Birth Certificate or Passport, if requested by the Tournament Manager or Referee. (photocopies are acceptable)

Eligibility Breaches

If during a tournament, if it is discovered that a team has a player who does not comply with all rules under the *Team and Player Eligibility* sections, the Tournament Manager, will act as outlined in the following scenarios:

At the Manager's Meeting or before the first match is played

The ineligible player/s concerned is/are not to play for the team at the tournament.

During the Tournament

All played matches shall have the results reversed and the points table shall be corrected accordingly. The team may continue to play at the tournament and the ineligible players/s will continue to be regarded as part of the team. In all subsequent games played during the tournament the opposing team will be credited with a win. If the discovery is made in a cross-over match/final the match will be awarded to the opposing team – no retrospective action will be taken, however, a fine may be levied on the offending team, at the discretion of Table Tennis NZ. The school involved, will be excluded from next years tournament. The team using the ineligible player/s will be placed last and the final placings adjusted accordingly.

Table Tennis New Zealand Tournament Code of Conduct:

The purpose of this code of conduct is to ensure that the game of table tennis is conducted in a manner where all participants enjoy it; the contest is competitive and fair to all parties.

This Code will apply to all interclub matches and Tournaments conducted under the jurisdiction of **Table Tennis New Zealand (TTNZ)**. All players, while representing their association, province, region or school, will be expected to abide by the individual conduct provisions of this Code.

General:

Players and spectators shall not engage in any conduct that will prejudice or affect the integrity of the game of table tennis or the enjoyment of the game, and shall at all times be mindful that their conduct must be fair. The code will apply in any of the stadiums controlled at the time by TTNZ.

- Offences will be noted and the penalties applied as prescribed by this code of conduct.
- Matters related to this code should be reported immediately to the tournament referee, who will make a decision that will be binding on all parties.
- There will be no right of appeal against the decision of the tournament referee.

Failure to comply with the decision of the TTNZ referee shall result in automatic default.

TTNZ referees:

- Table Tennis New Zealand will appoint a referee or referees, for all competitions.
- All persons officiating as TTNZ referees shall have the power to implement this code of conduct, on behalf of TTNZ.
- TTNZ referees will generally be persons not participating in play.
- Where players are appointed as TTNZ referees, there will be more than one on duty, so that that TTNZ referee shall not be required to make rulings related to that persons matches or those of their team members.

Rules:

- 1) Matches shall follow each other without delay, in accordance with the scheduled order of play. Specific penalty - Players not ready to commence within 10 minutes after their match is called, may be defaulted by the TTNZ referee.
- 2) Players may not leave the table or playing area during a match, without the permission of the table umpire or TTNZ referee.
Specific penalty - Players contravening this rule default the match.
- 3) Players shall commence the match without unreasonable delay and generally after a warm up period of 2 minutes. Thereafter play shall be continuous, as provided for in the rules of table tennis.
- 4) Players shall change ends within the prescribed 2 minutes, from the time the ball is out of play, to the time until the ball is served for the first point of the next game.
- 5) Players shall dress and present themselves in approved table tennis attire and use approved equipment (TTNZ rules). Clean and acceptable attire must be worn at all times during match play. Doubts on dress or equipment must be resolved with the TTNZ referee, before the player goes to the table. Specific penalty - Players improperly dressed shall generally not be permitted to play.
- 6)
 - I. Their club/school/association shall officially register the colour of their shirts. Warmer tops may be worn if of similar colour to the registered club/school/association shirt.
 - II. Tops must comply with the laws of table tennis regarding the colour and width of any white stripes.
 - III. Shorts, skirts and trousers should be of a dark colour, without wide white stripes.
 - IV. Footwear must be white soles table tennis or other sports shoes.
- 7) Teams are required to pay match fees by date specified. Specific penalty - the TTNZ referee may deduct a competition point or 1 match table point, as appropriate.
- 8) Players shall behave at all times in a sportsmanlike manner, and give due regard to the rights of opponents, spectators and others. They shall abide by the decisions of the TTNZ referee, in all matters. They shall refrain from behaviour or mannerisms that might unfairly affect an opponent, may offend spectators or bring the game into disrepute.
- 9) Players shall not, at any time physically abuse an official, spectator or other person

Penalties for Breach of Rules:

- The umpire shall warn the player for contraventions and advise them to stop the offending behaviour and warn that repetition is liable to incur penalties. If in doubt the umpire may suspend play and call on the TTNZ referee at any time.
- When imposing a penalty, the umpire or TTNZ referee should address the player with the words "Code Violation", followed by the details and penalty incurred.
- After the warning, the umpire may award 1 point to the offender's opponent, and, for a second offence he may award 2 points, suspend play and call for the TTNZ referee.
- If misbehaviour persists, the TTNZ referee may disqualify the offending player.
- The TTNZ referee may, at his discretion, disqualify a player for persistent unfair or offensive behaviour, whether reported by the umpire, or not. Such disqualification may be from a match, from an event or from the whole competition.
- The TTNZ referee may default a player for any flagrant violation of this code, anywhere within the playing venue.
- If, under these rules, a player is disqualified from 2 matches of a team or individual event they shall be automatically disqualified from that team event or individual competition.

Note:

The types of behaviour for which such penalties may be imposed include deliberate damage to equipment such as:

- breaking the ball
- hitting tables or barriers
- bad language
- excessive shouting
- foot stamping
- offensive gestures
- kicking barricades
- unfair delaying tactics
- hitting ball out of playing area
- disrespect of match officials, TTNZ referees
- Persistent disregard of regulations prohibiting advice during play.

Record of Offences:

Umpires who impose penalties without the presence of the TTNZ referee should report to the TTNZ referee, following the completion of the match.

TTNZ referees shall complete a suitable report to the appropriate committee relating to every incident resulting in a default. Copies of such reports shall be forwarded to the offending player.

Miscellaneous:

- Gluing of bats is not permitted within the playing venues.
- Umpires using scorecards must still call the score loudly enough to be clearly heard by the players.
- Smoking is not permitted inside the venues used by TTNZ