



JR. SECONDARY SCHOOL

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VOLLEYBALL CHAMPS

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VOLLEYBALL NEW ZEALAND
POIREWA AOTEAROA

TOURNAMENT MANUAL

August 2019 draft

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INTRODUCTION

STRATEGY: DELIVERING THE SPORT

Volleyball New Zealand (VNZ) is committed to:

- the delivery of high-quality events
- meeting the needs of our members across all ages and levels
- working with our regional associations, our providers and our sponsors to ensure volleyball is delivered professionally, productively and profitably
- consistently delivering a quality product which will establish the Volleyball New Zealand event brand as meaningful to our volleyball community, our stakeholders and our sponsors
- delivering events professionally
- ensuring all events contribute financially to the sustainability of VNZ

FUNDAMENTAL VALUES FOR THE VNZ SECONDARY SCHOOLS CHAMPIONSHIPS

Underpinning the Volleyball New Zealand commitments to delivering the sport, VNZ is also committed to the following values:

- annually providing a high-quality competitive event
- developing and supporting players who are eligible and available to NZ National Squads and Teams
- encouraging and rewarding excellence in performance
- providing a high-quality experience for all participants in a safe and enjoyable environment
- promoting the principles of “fair play”:
 - Integrity
 - Fairness
 - Respect

VNZ JUNIOR SECONDARY SCHOOL VOLLEYBALL CHAMPIONSHIPS REGULATIONS

1. TOURNAMENT DATES

- 1.1 The Event will be held in Term Four as sanctioned by School Sport New Zealand (NZSSSC).

2. EVENT LOCATION

- 2.1 VNZ will determine the event location based on criteria as determined and documented by VNZ and which will include the following (in no order of preference):
- Availability of a suitable/financially viable venue
 - Availability of volunteer personnel from within the region
 - Potential sponsorship/partnership/funding opportunities
 - Cost-effective accommodation and transfer options for travelling teams
 - Level of financial contribution to VNZ
- 2.2 Where a venue becomes unavailable due to extraordinary circumstances (e.g. earthquake, late notification that venue is no longer available) and if no alternative suitable venue within the region is available within the criteria as determined, VNZ reserves the right to secure another venue or place a limit on team entries.

3. PRIMARY ROLES

- 3.1 SECONDARY SCHOOLS, NORTH ISLAND AND SOUTH ISLAND ADVISORY (VNZ Board appointed)

After each VNZ Secondary Schools Championship event, VNZ will receive submissions from any participant (i.e. players, coaches, administrators, health professionals, team supporters, National Office, Board etc.) on any aspect of that completed event, review the implementation and application of the Event Manual in relation to the submissions, consider improvements, recommend improvements to the Board and publish the Event Manual for the following year's Junior Secondary School Championships.

- 3.2 EVENT MANAGER (National Office)

- Responsible for the delivery of all facets, including but not limited to administration, operations and logistics, marketing, media, finance, sponsorship and delivery of event.
- Responsible for engaging suitable qualified personnel for the positions listed following 3.2 and all other appropriate personnel for the administration of the event.

- 3.3 TECHNICAL DIRECTOR (VNZ approved)

Volleyball New Zealand will approve a Technical Director who will be contracted by the host Association and report to Volleyball New Zealand

- Responsible for the smooth running of the event to include technical responsibilities for Equipment, Draws, Format and Regulations
- Provide a report to VNZ within 14 days of the completion of the event

3.4 RESULTS MANAGER (VNZ appointed)

Volleyball New Zealand will appoint a Results Manager who will be contracted by and report to Volleyball New Zealand

- Responsible for drafting, consultation and final presentation of the Draw, collation of Team Registrations, management of results and draw, website updating at the event

3.5 REFEREE DELEGATE (VNZ appointed)

Volleyball New Zealand will appoint a Referee Delegate who will be contracted by and report to Volleyball New Zealand

- Responsible for referee qualification requirements, referee support and delegation of duty teams to pre-determined matches and pre-event Referee Meeting

4. FINANCE

4.1 Entry is subject to the payment of the tournament entry fee, tournament bond and player registration fees by the notified due date.

4.2 A Tournament Bond of \$100.00 must be lodged with Volleyball New Zealand at the time of Entry. This bond will be returned at the end of the tournament if all obligations are met.

These obligations are:

- play all matches as scheduled
- perform all duties scheduled (or as directed by Technical Director)
- provide a minimum Local qualified First Referee and all Duty personnel
- Named Referees must attend the Referees Meeting.
- Team Coach and or Manager ONLY, must attend the Technical Meeting.
- meet all the requirements under Tournament Regulations

A register of non-compliance will be maintained at the tournament, and bond forfeiture notified following the event to a level as determined by VNZ.

4.3 Where a team fails to meet their obligations during the event, the bond shall be forfeited immediately, and the team will be required to post an additional \$100.00 bond with VNZ prior to continuing to participate in the event.

4.4 Entries to the Event are confirmed on receipt of the School Entry Form, Bond Form; Entry, Bond and Membership Fees; and completed on-line Team List/s.

4.5 Refund of entry fees will be made in accordance with the refund dates specified on the school entry form in any given year.

5. PLAYER ELIGIBILITY

5.1 Players participating in the Event must meet the following eligibility criteria:

- be in Year 9 or Year 10 and be Under 15 before 1 January in the year of the event.
- be a “full-time” (80%) student enrolled at the school the player is competing for and be a registered member of Volleyball New Zealand Incorporated.
- the birthdates of players competing in the Event and in all qualifying matches must be declared on the official Team List/s. This form must be signed by the Principal of the school, acknowledging that all team members meet the eligibility requirements.
- comply with the eligibility criteria as set down by School Sport NZ (NZSSSC) and adopted by Volleyball New Zealand (VNZ).
- a quota of four (4) new to school and non-domestic students will apply.
- the period for which a student is new to school is 2 years prior to the first day of the event, except those enrolled as Year 9 students at the beginning of the school year.
- an exemption from the quota is available for new to school students who can **provide evidence that their primary caregiver has relocated, and they could not reasonably be expected to have remained at their previous school.**

6. ASSOCIATION QUALIFYING EVENTS

- 6.1 New Zealand is divided into Associations within which qualifying competitions are run to determine regional seedings for the event. VNZ is responsible for seeding allocations.
- 6.2 All qualifying competitions must be completed **at least 10 days** prior to the start of the event.

7. GRADES & DIVISIONS

NORTH ISLAND

- 7.1 Entries by seeding will be allocated to initial grades of 32 teams (8 pools of 4).
- 7.2 Lower grades will be determined by the number of entries.
- 7.3 Following pool play, each grade of 32 will split into divisions of 16 or in the case of lower grades as determined by the number of entries.
- 7.4 There will be automatic promotion/relegation of the regional position between grades based on the finishing places of the bottom 3 /top 3 New Zealand placed teams in each grade.
- 7.5 Following promotion/relegation (7.4) grades will be seeded on the previous three years results of a region. This will be calculated as follows:
- 60% weighting for the results from the previous year
 - 30% weighting for the results two years previous
 - 10% weighting for the results three years previous
- 7.6 For the first round, pools will be arranged to ensure that where possible, there will be an even distribution of teams from each region as follows:

- Changes of one seeded place may only be made in the bottom half (17-32) of the draw when moving teams between pools to accommodate the even distribution of teams from the same region.

7.7 A team must play in the grade they are seeded in.

7.8 Regions are not guaranteed a Top 32 seeding.

SOUTH ISLAND

7.9 Entries by seeding will be allocated into initial grades of 16 teams (4 pools of 4).

7.10 Lower grades will be determined by the number of entries.

7.11 Following pool play, Division 1 of 16 will split into Top 12/Bottom 4 or in the case of lower grades as determined by the number of entries.

7.12 There will be automatic promotion/relegation of the regional position between grades based on the finishing places of the bottom 2 /top 2 New Zealand placed teams in each grade.

7.13 Following promotion/relegation (7.12) grades will be seeded on the previous three years results of a region. This will be calculated as follows:

- 60% weighting for the results from the previous year
- 30% weighting for the results two years previous
- 10% weighting for the results three years previous

7.14 For the first round, pools will be arranged to ensure that where possible, there will be an even distribution of teams from each region as follows:

- Changes of one seeded place may only be made in the bottom half (9-16) of the draw when moving teams between pools to accommodate the even distribution of teams from the same region.

7.15 A team must play in the grade they are seeded in.

7.16 Regions are not guaranteed a Top 16 seeding.

8. INTERNATIONAL TEAMS

International teams are encouraged to participate in the Event.

8.1 A maximum of two international teams may be entered in the Top 32 for North Islands and a maximum of one international team in the Top 16 for South Island.

8.2 Seedings will be determined by VNZ with the top ranked team allocated a seed between 9-12 and the second team allocated a seed between 21-24 for North Island and South Island 13-16 with a second team in Division II.

8.3 The New Zealand teams ranked two lowest in Division 1 may be relegated to top ranked positions in Division II subject to International entries.

8.4 The seeding of all other International teams will be determined by VNZ.

TOURNAMENT REGULATIONS

GAME SCHEDULE

1. The first game in the day may commence as early as 8.00am. Games will be allocated 1 hour in the North Island event. For the South Island, 1 hour 15 minutes will be allocated except for the first round of day where 1 hour 30 minutes is allocated as teams playing in the second round are on duty.
2. All matches will start at the scheduled time, or earlier by agreement between Team Captains and the Duty team.
3. Teams must be present at the allocated court at least 15 minutes prior to the scheduled time of their match. Official net time warm up will begin immediately after the toss has been completed.
4. Matches running behind time must be underway 15 minutes after the completion of the previous match.
5. Coaches and/or Managers are responsible for confirming scheduled games and any changes to the draw.

DEFAULT GAMES

1. Any team which is not ready to take the court (6 players) at the scheduled start time of the match, or 15 minutes after the completion of the previous match (if behind schedule) will lose the first set by default.
2. If after 10 minutes after the commencement of the match, the team has not arrived, the game is forfeited.
3. A team that defaults a game without adequate reason will forfeit the tournament bond and may be subject to further disciplinary action.

THE OFFICIAL TEAM

1. Only players and team officials (as listed on the team sheet) are permitted on the playing areas during allocated match times.

MATCH BALL

1. The official tournament ball is Molten V5M5000.
2. One match ball per court is supplied.

3. All games will play the 1 ball system.

TEAM UNIFORMS

1. Team players shall wear uniforms that comply with VNZ rules for this event.
2. Team shirts and shorts must be matching in design and colour.
3. If two or more sets of uniforms are used, it is preferable players wear the identical number for each set of shirts.
4. Shirt numbers must be clearly visible and numbered 1-99 front and back.
5. Players are not permitted to play with casts as set by FIVB.

ALLOCATION OF DUTIES

1. Where possible, the following principles will be followed when allocating team duties.
2. For the North Island, the first duty on each day will be carried out by one of the teams playing the third round matches of the day. For the South Island, the first duty will be carried out by one of the teams playing the second round matches of the day.
3. Where possible teams will do duties on matches that follow their own matches.
4. A team will have a minimum break of one game after completing a duty.
5. Teams that play or do duty on the last match will not play or do duty on the first match the next day.

PROTESTS

Should any team wish to make an official protest the Team Captain must indicate this to the 1st Referee. A \$50.00 fee shall be paid to the Technical Director or Referee Delegate for the protest to be considered. (This will be refunded if the protest is upheld). The game is frozen until the Disputes Committee meets and settles the protest. A protest will only be considered on an application or interpretation of a rule.

MATCH PLAY RULES AND REGULATIONS

1. NET HEIGHT

- 1.1 Net height for Junior Boys shall be 224cm.
- 1.2 Net height for Junior Girls shall be 215cm.

2. SET FORMAT

North Island

Best of 3 sets (2 sets to 25, 1 set to 15), change ends when first team reaches 8 points.
All sets rally points to two point advantage, no cap

South Island

Best of 3 sets (all sets to 25), change ends when first team reaches 13 points.
All sets rally points to two point advantage, no cap

3. SUBSTITUTIONS

- 3.1 The 12-substitution rule applies. Once substituted, a player may only enter/exit into the same position in the line-up. Individual player may only enter the court a maximum of 3 times per set. Starting the set counts as 1st entry.

4. LIBERO

- 4.1 The Libero rule will **not apply** to these events.

5. WARM UP

- 5.1 Warm up must be completed prior to the toss.
- 5.2 Teams will have 5 minutes net time each.

6. RESULTS

- 6.1 Match results will be scored:
 - 2 points for a win
 - 1 point for a loss
 - 0 points for a default
- 6.2 Ties are separated by:
 - Sets ratio (Sets for divided by sets against)
 - Points ratio (Points for divided by points against)
 - If two teams are still tied, then they will be separated by the result of the game between them.

CODES OF BEHAVIOUR

Players, Coaches and Managers are expected to demonstrate good sportsmanship and appropriate behaviour at all times. Inappropriate behaviour that in the opinion of the organisers brings the game into disrepute will be subject to sanction penalties.

PLAYERS

- Be a good sport
- Play for enjoyment
- Work hard for your team as well as yourself
- Treat all team-mates and opponents as you enjoy being treated
- Play by the rules
- Co-operate with team and game officials
- Control your behavior on and off the court
- Learn to value honest effort, skilled performance and improvement

TEACHERS AND COACHES

- Set a good example to your players
- Encourage and create opportunities to develop individual skills
- Teach a wide range of team skills
- Ensure the level of competition is appropriate for the age group and the skill development level of the players involved
- Teach your players to respect and be friendly towards officials and opponents
- Give all interested players a chance to participate in training and games
- Remove from the field of play any of your players whose behavior is not acceptable
- Keep your own knowledge of coaching and the developments of the game up to date

PARENTS

- Encourage participation by your children
- Provide a model of good sports behavior for your children to copy
- Be courteous in your communication with players, team officials, game officials and sports administrators
- Encourage honest effort, skilled performance and team loyalty
- Make any new parents feel welcome on all occasions
- Do not interfere with the conduct of any events

ADMINISTRATORS AND OFFICIALS

- Ensure rules, equipment, training, schedules and games are safe and match the needs and skill level of the children involved
- Ensure that equal opportunities for participation in sports are available for all children
- Involve children in the planning, evaluation and decision-making
- Ensure everyone involved, including parents, understand their responsibilities regarding fair play and appropriate behavior

- Encourage a positive attitude towards children’s sport by
 - Emphasizing fun and enjoyment
 - Encouraging both teams
 - Setting a good example
- Be consistent, courteous and helpful towards all participants
- Use common sense to ensure that the spirit of the game for children is not lost by overcalling violations
- Ensure that qualified and competent coaches and officials capable of developing appropriate sports behaviour and skill techniques provide adequate supervision.
- Remember that children play for enjoyment – downplay awards
- Focus on the needs of the participants rather than the enjoyment of the spectators
- Distribute (or publish in programme) a Code of Behavior sheet to spectators, players, coaches and the media and take other positive steps to ensure people understand their responsibilities regarding fair play in children’s sport

SPECTATORS

- Demonstrate appropriate social behaviour
- Don’t let your behaviour detract from the participant’s enjoyment
- Let game officials conduct events without interference
- Support skilled performances and team play with generous applause
- Demonstrate respect for opposing players and their supporters

THE MEDIA

- Provide coverage of children’s sport as well as reporting adult sport
- Be aware of the difference between adult sports programs and children’s sports programs
- Children are not miniature professionals and adults should not place unfair expectations upon them
- Place in proper perspective the isolated incidents of unsporting behaviour rather than make such incidents the “highlight” of the event
- Focus upon children’s fairplay and their honest effort

BEHAVIOUR

Players who demonstrate poor sportsmanship during matches will be subject to the Sanction Scale as per the official FIVB Rules of Volleyball. Any other matters that arise (not covered by the official rules or happen outside a match) will be dealt with by the Disputes Committee. The decision of the committee is final.

MEDIA COVERAGE

Livestream coverage will feature some games throughout the week. The school principal must sign the consent form supplied after registering online. This contains approval for Volleyball New Zealand to capture photos and videos of teams and players and to be used for media and marketing purposes. Athletes may also be interviewed.



VOLLEYBALL NEW ZEALAND
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Risk Management Procedures for an Emergency

COMMUNICATION

1. Cell phone
2. Landline
3. Word of Mouth

PRIORITIES OF EMERGENCY

1. Life-threatening (e.g. heart attack)
2. Major injury (e.g. broken bone)
3. Non life-threatening (e.g. asthma attack)
4. Minor injury (e.g. sprain)
5. Other incl. injuries/medical conditions/fire/legal

PROCEDURE:

1. Referee freezes game/s and if appropriate calls Court Controller.
2. Lower priority emergencies treated at court if appropriate, and measures taken to ensure court is clean and safe for continuation of game.
3. Court Controller communicates with the Event Manager/Technical Director or Referee Delegate the priority level of emergency if requiring further medical assistance.
4. Event Manager/Technical Director immediately calls for external medical assistance for high priority (1-2) emergencies, and priority 3-5 if considered appropriate.
5. Event Manager/Technical Director complete Accident/Emergency Report immediately after the game is completed and emergency managed, and file with Event Manager.