



**VOLLEYBALL NEW ZEALAND**  
**POIREWA AOTEAROA**

# TOURNAMENT MANUAL

August 2020 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 8/Bottom 8 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 1<sup>st</sup> 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 1<sup>st</sup> 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.

The Code of Conduct is applicable to and binding upon all those participating in the tournament.

Every Player, Coach and Official shall, during all matches and at all times whilst within the tournament site, conduct himself/ herself in a professional manner, in accordance with the provisions outlined in this Code of Conduct.

For the purpose of this Code of Conduct, the tournament site shall be defined as all sections of the venue which are under the control of VNZ.

### **1. SCHEDULING & PUNCTUALITY**

It is the Players' responsibility to regularly check on the tournament's order of play, which shall be displayed in a visible place in the tournament administration area and/or online.

Teams are required to commence play at the instruction of the Referee.

Any team failing to take the court when instructed defaults the set or match determined by the referee and must pay the penalty fee before their next match.

The Referee Delegate, after due consideration of all relevant circumstances, may elect under extraordinary circumstances not to declare a default (loss of set). Such a decision will be made immediately.

### **2. ATTIRE, PRESENTATION & SPONSORSHIP**

Players shall dress and present themselves in a professional manner.

Players' attire must meet the standards of common decency, be clean and appropriate for volleyball competition.

Players are not permitted to promote or advertise, during the course of an event, any alcohol or tobacco companies, unless prior written agreement is obtained from VNZ.

The player shall not be permitted to display conflicting branding to any VNZ or event sponsors at any event, unless prior permission has been obtained from VNZ.

Players are free to wear/ use arm and wristbands, socks, drink bottles, towels, bags, etc to display their own personal sponsorship at their own discretion – always subject to paragraphs under 2.

Players' personal accessories should not be placed or positioned as to cover any branding or signage of VNZ or event sponsors.

### **3. MEDIA**

Only the VNZ Event Manager or staff formally authorised by them, may provide official comment to the media on behalf of VNZ.

All media enquiries relating to VNZ must be directed to the VNZ Event Manager.

Any player asked to appear on or speak to the media (whether print, radio, TV or online) should notify the VNZ Event Manager before they appear or speak. This is in order for VNZ to coordinate the messaging and approach and ensure partner and commercial obligations are met.

### **4. BEST EFFORTS**

A Player must use his/ her best efforts to win a match.

If in the opinion of the Disputes Committee, a player has failed to do so, he / she may be subject to disciplinary action up to and including disqualification from the event.

### **5. FAILURE TO COMPLETE A MATCH**

A team must complete a match in progress unless they are reasonably unable to do so.

Violation of this rule shall cause a team to automatically forfeit the match in question and pay the penalty fee.

### **6. CEREMONIES & PRESENTATIONS**

When accepting awards and/or prizes, players are required to thank applicable VNZ sponsors, the event sponsor, and the host venue, including (where applicable) the local council.

### **7. MISCONDUCT**

During competition, the following misconduct categories shall apply.

- i. Unsportsmanlike conduct - argumentation, intimidation, etc.
- ii. Rude conduct – acting contrary to good manners or moral principles, expressing contempt.
- iii. Offensive conduct – defamatory or insulting words or gestures.
- iv. Aggression – physical attack or intended aggression.
- v. Theft – Taking something that is not yours.
- vi. Audible Obscenity - players shall not use an audible obscenity within the tournament precinct.
  - For the purpose of this rule, “audible obscenity” shall be defined as the use of language commonly known and understood to be profane and uttered

clearly and loudly enough to be heard by the Referee, opponents or spectators.

- vii. Visible Obscenity - players shall not make obscene gestures of any kind within the tournament precinct.
  - For the purpose of this rule, “visible obscenity” shall be defined as any actions or gestures by a player that commonly have an obscene meaning, understood by a reasonable person, or of an inappropriate nature.
- viii. Abuse of the Ball - players shall not violently, dangerously, in frustration or anger, throw or kick the ball except in the reasonable pursuit of a rally.
  - For the purpose of this rule, “abuse of the ball” shall be defined as intentionally striking, kicking or throwing a ball out of the immediate area of the playing court, or striking a ball dangerously or recklessly.
- ix. Abuse of the Net and Court Fixtures - players shall not violently, dangerously, recklessly, in frustration or anger, hit or pull on the net, other court fixtures, signage or other facilities.
- x. Theft of VNZ / Tournament Equipment - VNZ imposes a zero-tolerance policy in relation to the theft of any equipment. Players found to be in breach of this provision shall be liable to automatic suspension from VNZ events.
- xi. Verbal Abuse - players shall not at any time abuse the match officials, their teammates, opponents, spectators or tournament officials.
  - For the purpose of this rule, “verbal abuse” shall be defined as statements that imply dishonesty or lack of integrity, or are derogatory, insulting or otherwise abusive.
- xii. Physical Abuse - players shall not at any time physically abuse or intend physical harm to any match official, teammate, opponents, spectators or Tournament official.
- xiii. Unsportsmanlike Conduct - Players shall at all times conduct themselves in a sportsmanlike manner, giving due regard to the authority of all tournament officials and the rights of teammates, opponents and spectators.
  - For the purpose of this rule, “unsportsmanlike conduct” shall be defined as any conduct by a player that is clearly abusive, detrimental to the success of the tournament or the sport.
  - This shall include “sledging” by players both on and off the court area and any attempts to influence the referee’s decisions or interfere with an opponent’s play.

## **8. DOPING, ALCOHOL & SMOKING**

VNZ has a zero-tolerance policy in relation to violations of this provision. Players found to be in breach of this provision shall be liable to automatic suspension from the tournament and possibly future tournaments.

i. Alcohol

Players shall at no time consume alcohol whilst:

- Involved in playing or officiating in a match;
- Remaining in the tournament draw; and/or
- Within the tournament precinct unless in an area designated by the playing venue or by VNZ.

ii. Illegal or Banned Substances

- Players shall at no time use any illegal substances whilst within the tournament precinct.
- Players shall at no time compete whilst under the influence of any illegal or banned substances as specified by the World Anti-Doping Agency (WADA).
- Testing for illegal substances may be carried out at events. Players found in breach of the WADA policy will be subject to sanctions outlined in the WADA policy and in Volleyball New Zealand's anti-doping policy.

iii. Smoking

- As Volleyball in New Zealand is a smoke free sport, players shall not smoke during the tour events.

## **9. SANCTIONS**

A Player excluded from a tournament must show cause to the Disputes Committee as to why they should be allowed to continue their participation in any future Tournament.

The Disputes Committee will rule upon any disputes or protests arising after the conclusion of an event and will act as an avenue of appeal on disputes and protests arising during an event.

Players or teams wishing to appeal to the Disputes Committee must lodge their appeal in writing with the Volleyball New Zealand office within fourteen (14) days of the incident giving rise to the appeal.

## **10. ADMINISTRATION OF THE CODE**

The Disputes Committee is empowered to enforce the rules and any subsequent sanctions, as outlined in this Code of Conduct, at any time during the course of an event.

Any sanctions imposed by recognised governing bodies in other local, regional, national or international competitions, tours or series, shall carry over and have full effect in NZ.

## **11. OFFICIALS' CODE OF ETHICS**

Paid officials, volunteer officials and players who take on official roles (e.g. refereeing duty) are subject to this Code of Ethics.

The duty of the sports official is to act as an impartial judge of sporting competition. This duty carries with it an obligation for the official to perform with accuracy, consistency, objectivity and the highest sense of integrity. In order to preserve and encourage confidence in the professionalism and integrity of officiating, officials must first foster ethical behaviour.

The overriding objectives for Officials are to:

- Place the safety and welfare of the participants above all else.
- Accept responsibility for all actions taken.
- Be impartial.
- Avoid any situation, which may lead to a conflict of interest.
- Be courteous, respectful and open to discussion and interaction.
- Value the individual in sport.
- Seek continual self-improvement through study, performance appraisal and regular updating of competencies.
- Encourage inclusiveness and access to all areas of officiating.
- Be a positive role model in behaviour and personal appearance.
- Refrain from any form of personal abuse towards athletes.
- Refrain from any form of harassment towards athletes.
- Show caution and concern towards sick and injured athletes

Officials have the right to expect that:

- Their health and safety are paramount.
- They are treated with respect and openness.
- They are appointed to a level of competition appropriate to their level of competence.
- They have access to self-improvement opportunities.

## **12. COACHES CODE OF ETHICS**

All coaches are under the direct authority of the Tournament Director during the tournament.

### **12.1 Coaching Procedure**

- These procedures and policies apply to all coaches and assistant coaches. Team managers or other team assistants are also expected to follow these guidelines even if not officially registered as part of the team management.
- There is no limitation to the number of teams an individual can coach. However, any team is limited to only one designated coach and one assistant coach at the tournament.
- A prospective coach can only register as a coach on the official team lists as provided to VNZ with team registration.
- As a professional, the way you present yourself is important. You should be aware that your appearance is an important consideration with regards to how you are perceived.

- Coaches are permitted to film matches. Once a match at which you are coaching has started, you are not permitted to be involved in the filming in any way thereafter until the match is over. You are not allowed to attend to your camera during the match. A coach may film matches in which his/her team is not participating, however such filming must be done in a manner that is not in any way intrusive to the participants or spectators. Coaches are not allowed to conduct still photography during a match they are coaching.

#### 12.2 Unsportsmanlike Conduct

- All participants (players, coaches, officials, and management) in tournaments and meetings under the authority of VNZ have a duty to conduct themselves in a reasonable and acceptable manner. They must avoid all unsportsmanlike conduct, acts or practices that are, in the opinion of VNZ, detrimental to the sport.

#### 12.3 Gambling

- A coach found to be in violation with any of the following rules shall be automatically fined \$1,000.00 and shall also be subject to suspension and possible permanent expulsion from VNZ tournaments.
- A coach shall not bet money or anything else of value on a formal volleyball competition in which the coach has a team competing.
- A coach shall not offer or give a bribe, gift, payment, reward or anything of value to any other coach or player with the intention of influencing the coach or players efforts in a competition; nor shall a coach solicit, agree to accept a bribe, gift, payment, reward or anything of value offered or given with the intention of influencing the participants efforts in competition.
- A coach must report promptly to VNZ any known or suspected violations by anyone of the rules enumerated above.
- Coaches shall not gamble in any manner related to VNZ tournaments.
- A coach may not use any VNZ mailing list for personal or business-related matters. The list is for competition exclusively.

#### 12.4 Coaching Policy During a Match

- A coach is expected to dress and maintain his/her appearance at the court in a manner consistent with the dignity and integrity of the sport. Beyond this requirement, a coach courtside will always wear minimally shirt, shorts, and closed footwear.
- A coach may leave a match in progress to coach another of his/her teams at a different match. A coach in such instances may join the subsequent match in progress. A coach is not permitted to return to that same match at a later point in time at his/her pleasure as this is potentially disruptive to the match.
- A coach may not use an audible obscenity or make an obscene gesture within the precincts of the tournament site.
- A coach will not abuse (verbally or physically) tournament officials, opposing players, spectators, or other persons within the precincts of the tournament site.



## 12.5 Misconduct and Sanctions

- If coach misconduct occurs during a match, the team will be warned and penalized in accordance with normal yellow and red card procedures.
- The team will be responsible for the payment of any fines suitably assessed by the Tournament Director due to the misconduct of their coach.
- In circumstances that are deemed flagrant or particularly injurious to the success of the tournament, the Tournament Director may at his/her discretion order the coach to be removed from the site of the match or the precincts of the tournament site and upon the coach's failure to comply with such order may declare an immediate default of the coach's team.

### **SUMMARY**

#### **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

#### **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**  
**POIREWA AOTEAROA**

## **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.