**LIVERPOOL ZONE P.S.S.A.**

**CONSTITUTION 2024**

**SPECIFIC RULES.**

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**SPECIFIC RULES**

**1. IDENTITY.**

This organisation shall be called the:

“LIVERPOOL ZONE PRIMARY SCHOOLS’ SPORTS ASSOCIATION”.

**1.1** The Zone colours are to be bottle green and gold.

**1.2** The emblem of the Zone is to be a LION.

**2. OBJECTIVES.**

The objectives of this Association shall be: -

**2.1** To encourage good sportsmanship and pride in one’s school.

**2.2** To promote and organise Inter-school competitions within the Zone, in all sports decided by the Association.

**2.3** To give as many children as possible the opportunity to represent their school. The children involved must have attained (8) years of age during the current year.

**2.4** To give all participating children the opportunity to represent their Zone, Region and/or State and to provide managers/coaches for same.

**3. RESPONSIBILITY.**

The Association shall be responsible: -

**3.1** For raising and controlling its’ Finances.

**3.2** For inter school sport organisation within the Zone.

**3.3** To the Regional Director through the Regional Sports Association.

**4. MEMBERSHIP.**

Membership of the Association shall be open to all Primary Departmental Schools within the Zone, if they have paid their affiliation Fees as required by the rules of the Association (see 7.5 Finance)

**4.1** Member schools will be: Casula, Chipping Norton, Dalmeny, Gulyangarri, Hammondville, Holsworthy, Liverpool, Liverpool West, Lurnea, Marsden Road, Newbridge Heights, Nuwarra, Prestons, Wattle Grove.

**5. COMMUNITY INVOLVEMENT.**

This Association: -

**5.1** Welcomes sponsorship of all our premier’s pennants and uniforms e.g. Liverpool Council grants.

**5.2** Encourages schools to seek community expertise to develop skills of children and assist with training, provided Child Protection clearance has been gained.

**5.3** Welcomes the support of the community in supplying officials, referees and umpires, when requested by the Association.

**5.4** Welcomes spectators to all Liverpool Zone sporting events.

**6. MEETINGS.**

There shall be a minimum of five (5) general meetings held each year. The last of these shall be held in concurrence with the Annual General Meeting.

Meeting venues are rotated on a four-year cycle, (roster provided) with all fourteen schools in the Zone hosting one General Meeting during that period. The final General Meeting/ AGM will be held at a neutral venue.

**6.1** The Annual General Meeting (to be known from now on as the AGM), shall be held on the first or second Thursday in December, where the business of the meeting shall be: -

**6.1.1** To elect the Executive Officers.

**6.1.2** To elect conveners for all sports and carnivals to be played within the Zone.

**6.1.3** To elect SSW Delegates.

**6.1.4** To distribute zone awards, including premier’s banners.

**6.2** The first General Meeting will involve preliminary organisation of: -

**6.2.1** The Zone Swimming Carnival.

**6.2.2** The Season One Competition.

**6.2.3** The Yearly Calendar.

**6.2.4** Term One Zone Trials.

**6.3** The second General Meeting will involve the organisation of: -

**6.3.1** Season One Results

**6.3.2** The Season Two Competition.

**6.3.3** Term Two Zone Trials.

**6.3.4** The Zone Cross Country Carnival.

**6.4** The third General Meeting will involve the organisation of: -

**6.4.1** Season Two Results

**6.4.2** Season Three Competition.

**6.4.3** Organisation of the Athletics Carnival.

**6.5** The fourth General Meeting will involve the organisation of: -

**6.5.1** Season Three Results

**6.5.2** Lion’s Head Awards

**6.5.3** Distribution of Nomination Forms for the upcoming AGM.

**6.6** A Special General Meeting shall be called by the secretary, to discuss special business, on receipt of a requisition signed by: -

**6.6.1** At least four (4) member schools.

**6.6.2** Any three of the Executive.

**6.7** All members shall be informed by the secretary of the business, time and place of the General Meeting, the AGM, or any Special Meeting, at least seven (7) days prior to the date set down for the meeting.

**6.8** The quorum for any meeting shall consist of at least one representative from at least half of the member schools in the Zone.

**6.8.1** Voting rights are defined as 2 votes per school and 1 principal vote, if in attendance. No proxy votes will be accepted.

**6.9** The minutes of all General Meetings, AGM’s and Special General Meetings will be circulated to all member schools by the secretary as soon as possible after the meeting.

**6.10** A returning officer (chairperson) shall be appointed by the AGM to conduct the elections at that meeting. The returning officer doesn’t necessarily have to be an executive teacher.

**6.10.1** Two scrutineers will organise and count votes for the AGM elections.

**6.11** The elections shall be conducted in the following order: -

* President
* Secretary
* Treasurer
* Vice- Presidents (2)
* Area Delegates (2)
* Council Delegate
* Webmaster
* Conveners
* Zone coaches
* Principals’ representative

**6.12** The election of these positions shall be by secret ballot if deemed necessary by the meeting.

**6.13** In the event of a deadlock for the position of President, the Returning Officer shall have the casting vote. In all other positions the newly elected President shall have the casting vote.

**7. FINANCE.**

**7.1** The financial year for the Association shall be the calendar year.

**7.2** All funds shall be deposited in the name of the Association with the Westpac Bank Moorebank.

**7.3** The Zone shall be responsible for raising and controlling its own Finances.

**7.4** Each member school must be financial by the end of first Term. If unfinancial by the end of Term Two they will be deemed ineligible to participate in any competition.

**7.5** Affiliation fees shall be decided at the AGM.

**7.6** The annual Zone Affiliation shall be paid to Sydney South West School Sports Association by the 30th of June each year.

**7.8** The Treasurer shall: -

**7.8.1** Be responsible for collecting any monies or fees.

**7.8.2** Keep an accurate account of all monies received or dispersed.

**7.8.3** Present a financial statement at each meeting.

**7.8.4** Present an audited sheet at the AGM.

**7.9** There will be an audit on balance sheets before the end of the calendar year which will be carried out by an Executive teacher from a member school or a qualified accountant and these will be presented at the AGM.

**7.10** Honorarium to the President and Secretary.

An Honorarium of one full casual day (approx. $400) to the school of the President and one full casual day (approx. $400) to the school of the Secretary will occur every year. This is to cover the costs of phone calls, photocopying and faxes.

An Honorarium of two full casual days (approx. $800) to the school of the Treasurer will occur every year. This is to cover the costs of phone calls, faxes and time required to prepare financial statements.

**7.11** Competitors who qualify for State and Australian Championships shall be entitled to financial assistance from the Zone. Competitors are to receive this allowance only if they travel to the tournament – i.e. outside the Sydney Metropolitan Area. The subsidies are: $200 per State Rep team selection/transport and $100 per SSW team selection/transport. This amount will be reviewed on a yearly basis and is wholly dependent on the state of finances of Liverpool Zone P.S.S.A.

**7.12** It is the responsibility of the school sports coordinator to inform the President via email of students eligible for payment of these support payments.

**8. MEETING PROCEDURE.**

**8.1** The President shall be responsible for the conduct of the meeting.

**8.2** The order of business will be: -

**8.2.1** Apologies.

**8.2.2** Reading and confirmation of the Minutes.

**8.2.3** Business arising from the minutes.

**8.2.4** Motions of which due Notice has been given in writing.

**8.2.5** Correspondence.

**8.2.6** Business arising from correspondence.

**8.2.7** Financial Statement.

**8.2.8** General, sectional or other reports.

**8.2.9** Notices of Motion.

**8.2.10** Questions.

**8.2.11** General Business.

**9. CONSTITUTION.**

**9.1** Copies of the constitution shall be issued to each member school and the Area Association Sports Organiser at the first General Meeting.

**9.2** The constitution may only be altered by two/thirds (2/3) majority of any General Meeting or Special Meeting, provided all members have been given Notice of Motion in writing at least (7) days prior to the meeting.

**9.3** The secretary shall have available at every meeting an up-to-date copy of the constitution.

**10. APPAREL.**

**10.1** A Vice President (1) shall be responsible for all Zone Apparel.

**10.2** The Vice President (2) shall be responsible for the purchase and distribution of winners and runners up certificates, Lion’s Head certificates and trophies, and premier’s pennants.

**11. AWARDS.**

**11.1** The Vice President (2) shall be responsible for the purchase and distribution of winners and runners up certificates, Lion’s Head certificates and trophies, and premier’s pennants.

**12. PROTEST COMMITTEE.**

**12.1** The protest committee for all carnivals will consist of:

a) carnival manager(s) and

b) two representatives from member schools (Executive to be considered first).

This committee is to be set before the carnival and have a total of three. Should a committee member school be involved in the protest they should stand down for that protest with the carnival manager selecting a replacement from an impartial member school.

**12.1.1** The protest committee for all other zone competitions will consist of the convenor and the President with the final decision being made by the President.

**12.2**  Should an executive officer’s or convener’s school be involved in a protest, he/she or they shall not be allowed to vote.

**12.3** A protest at a carnival must be lodged within fifteen (15) minutes of the conclusion of the disputed event by the team manager only, of the school involved.

**12.4** A protest involving sports other than Carnivals will be lodged in writing to the Secretary, signed by the school’s Sports Organiser and the Principal of the protesting school, and must reach the Secretary within three school days of the dispute.

**12.5**  It shall be the responsibility of the Secretary to inform the Executive and Convener involved and schedule the date for the Protest Committee to convene.

**12.6** All schools need to be aware that any enquiries by parents or care givers regarding any competitions or carnivals organised by Liverpool Zone PSSA should be made via Team Teacher to School Sports Organiser, either of whom will contact Zone Convener. Under no circumstances should parents be encouraged to contact the Convener, the President or the Regional Sports Organiser directly.

**13. AREA DELEGATES.**

**13.1** The Zone Delegates to the Region Meetings shall be, where possible, one of the Executive.

**13.2** Three other Delegates will be elected at the AGM and will be notified if needed as early as practicable, prior to the meeting.

**13.3** A Zone Official for each representative team will attend Region Trials.

**14. COACHES.**

**14.1** It is recommended that the teacher/coach in charge of a team has at least a basic coaching accreditation or equivalent qualifications or experience.

**14.2** The Zone will endeavour to notify schools of Regional in-service days, for teachers, on refereeing and coaching of sports that are serviced by Zone competitions and Carnivals.

**14.3** The teachers of school teams should read the Zone’s General Rules, By-Laws (relevant to that sport) and Code of Conduct prior to the competition. Non-teaching coaches are expected to read and uphold the rules and By-Laws.

**14.4** Teachers taking school teams are recommended to attend all meetings to discuss rules, by-laws and code of conduct as deemed necessary by the executive and convenors.

It is expected that teachers in charge of school teams educate coaches and community members of rules, By-Laws and the Code of Conduct governing the sport.

**14.5** Each school should have a coaching and practice programme based on conditioning and progressive skill-training methods.

**14.6** When organising Zone Team selection for Area Championships, coaches need to ensure that there is at least one assistant to help with the selection process.

**14.7** Representative Team updates are to be sent to the President or a member of the Exec as soon as practicable after the SSWSSA Championship.

Important information to include:

* Results of the Liverpool Zone team
* The names of players selected to represent SSW.

**15. CONVENERS**. (other than Athletics, Swimming and Cross Country)

**15.1** The convenor must read the Constitution and By-Laws appropriate to the sport and organise the draw accordingly.

**15.2** The duties of the convener are:

1. create draw(s)
2. provide copies of General Rules, By-Laws, Codes of Conduct and draw to all participating schools prior to the competition
3. collate results
4. provide updated results table weekly where possible
5. organise semi-final and final umpires/referees, preferably badged/ticketed (neutral where possible)
6. attend semi-finals and finals and oversee proceedings, making sure that timekeepers and scorers are organised
7. attendgeneral meetings and supply a written report
8. provide a written report to the Secretary at the completion of competition
9. report any problems to the Executive via the Secretary

**15.3** Conveners of Athletics, Swimming and Cross Country see individual By-Laws.

**LIVERPOOL ZONE P.S.S.A.**

**CONSTITUTION 2024**

**GENERAL RULES.**

**1. COMPETITION TIMES.**

**2. FORFEITURE.**

**3. RESULTS.**

**4. DRAWS.**

**5. REPORTS.**

**6. UNIFORMS.**

**7. PUPIL BEHAVIOUR.**

**8. TEAM STRUCTURES.**

**9. PLAYING UP A DIVISION.**

**10. REPLACEMENTS.**

**11. POINTS.**

**12. AWARDS.**

**13. FINALS.**

**14. INJURY.**

**15. FIRST AID.**

**16. REFEREEING CONDITIONS.**

**17. SCORING**

**18. TIMEKEEPING**

**19. VENUES.**

**20. CANCELLATION OF SPORT**

**21. SUN SAFE POLICY**

**GENERAL RULES.**

**1. COMPETITION TIMES.**

1.1a All PSSA Summer sports to start by 9.45 am (9.55 at the latest), or as soon as practicable and all teams are in place. Sport is to be concluded by 11.25 am.

All Winter sports to start by 12.45pm (12.55 at the latest). All games must have concluded by 2.25pm.

1.1b All GALA competitions should start between 9:45am and 10:00am at the latest. Conclusion of these competitions should occur between 2:00pm and 2:15pm.]

**2. FORFEITURE.**

**2.1** If a school team cannot play for any reason, the school must contact the Opposing Team, Convener and President as soon as possible and before the event (if possible), and notify them of a forfeit. The school will not receive points, and the opposing team will be recorded for a win.

**2.**2 When a team is more than half a game a late, they will forfeit the match. Refer to By-Laws for starting times and game length.

**2.3** Schools that fail to meet minimum player numbers will forfeit the match. Refer to By-Laws for clarification. This also relates to mixed sports where a minimum number of girls are required.

**3. RESULTS. (to be reviewed)**

**3.1** Conveners will provide all team managers with result sheets via email prior to the commencement of the season and on each day of competition (if games are played at a central venue). Results must be returned to the convener at the completion of each game (if played at a central venue) or emailed/sent to the convener no later than Monday afternoon following each day of competition. Failure to do so will result in the loss of points.

**3.2** Updated results are to be sent over the course of the season by the convener.

**3.3** The convener is to keep track of all results.

**3.4** BOTH schools are to give results.

**4a. PSSA DRAWS.**

**4.1** The calendar shall be confirmed at the first General Meeting. From this the Draws shall be based. Conveners need to see 11.2 when creating draws.

**4.2** Where the number of teams exceeds the number of available rounds, 2 pools may be needed for the competition to run smoothly. An A competition and B competition may be run (with schools entering additional teams in a B competition).This would be a separate competition from the A competition. See By-Laws for specific competition organisation.

**4.2.1** Sports can be divided into East and West draws. East schools are Chipping Norton, Hammondville, Holsworthy, Newbridge Heights, Nuwarra, Wattle Grove. West schools are Casula, Dalmeny, Gulyangarri, Liverpool, Liverpool West, Lurnea, Marsden Rd, Prestons. Changes can be made according to the numbers entered in the competition and will be discussed at a general meeting or coaches in-service meeting prior to the commencement of competition.

**4.3** The Draw shall be followed by Rounds in all sports.

**4.4** The Draw can be changed at a Zone meeting by the Convener with the agreement of two (2) of the Executive.

**4.5** The President can institute a change in the Draw at any time after consultation with two other members of the Executive.

**4.6** Matches cancelled due to extreme weather are to be played the following competition day. Rounds are to proceed through the year in sequence. If a round is washed out that round is to be played on the next available competition day.

**4.7** Social rounds are not to be included as wet weather matches.

**4.8** The Draw can be changed by the Executive to accommodate a washed-out game as soon as practicable, if the game is needed to complete one full round of competition for semi-finals positions.

**4.9** Twelve rounds should be scheduled for both Summer and Winter competitions

**4.10** The Gala Day Competition will consist of three (3) separate seasons.

**4.10.1** Season One (1) will run across Terms 1 and 2

**4.10.2** Season Two (2) will run across Terms 2 and 3

**4.10.3** Season Three (3) will run across Terms 3 and 4

**4.10.4** In each season, there will be a total of 4 Gala Days allocated.

1. three (3) Gala Days shall be allocated for Round based games
2. The fourth Gala Day in each season is allocated as a Finals Round or Extreme Weather Back-Up week.

**4.10.5** In the event of a cancellation in rounds due to extreme weather, the final Gala Day will be allocated as rounds, and the winners will be awarded as highest awarded team on the table.

**4b. GALA DRAWS.**

**4.1** The calendar shall be confirmed at the first General Meeting. From this the Draws shall be based. Conveners need to see 11.2 when creating draws.

**4.2** Where the number of teams exceeds the number of available rounds, 2 pools may be needed for the competition to run smoothly. An A competition and B competition may be run (with schools entering additional teams in a B competition).This would be a separate competition from the A competition. See By-Laws for specific competition organisation.

**4.2.1** Sports can be divided into East and West draws. East schools are Chipping Norton, Hammondville, Holsworthy, Newbridge Heights, Nuwarra, Wattle Grove. West schools are Casula, Dalmeny, Gulyangarri, Liverpool, Liverpool West, Lurnea, Marsden Rd, Prestons. Changes can be made according to the numbers entered in the competition and will be discussed at a general meeting or coaches in-service meeting prior to the commencement of competition.

**4.3** The Draw shall be followed by Rounds in all sports.

**4.4** The Draw can be changed at a Zone meeting by the Convener with the agreement of two (2) of the Executive.

**4.5** The President can institute a change in the Draw at any time after consultation with two other members of the Executive.

**4.6** Matches cancelled due to extreme weather are to be played the following competition day. Rounds are to proceed through the year in sequence. If a round is washed out that round is to be played on the next available competition day.

**4.7** Social rounds are not to be included as wet weather matches.

**4.8** The Draw can be changed by the Executive to accommodate a washed-out game as soon as practicable, if the game is needed to complete one full round of competition for semi-finals positions.

**4.9** Enough rounds should be scheduled to allow each team to play against each other at least one time, where possible.

**4.10** The Gala Day Competition will consist of three (3) separate seasons.

**4.10.1** Season One (1) will run across Terms 1 and 2

**4.10.2** Season Two (2) will run across Terms 2 and 3

**4.10.3** Season Three (3) will run across Terms 3 and 4

**4.10.4** In each season, there will be a total of 4 Gala Days allocated.

a. Three (3) Gala Days shall be allocated for Round based games

b. The fourth Gala Day in each season is allocated as a Finals Round or Extreme Weather Back-Up week.

**4.10.5** In the event of a cancellation in rounds due to extreme weather, the final Gala Day will be allocated as rounds, and the winners will be awarded as highest placed team on the table.

**5. REPORTS.**

**5.1** Formal written reports are to be submitted to the President prior to the last meeting which then will be presented and tabled as a record of that sport. If the sport has not finished this shall be forwarded to the President within 7 days. This will be included at the 1st General Meeting of the new year.

**6. UNIFORMS.**

**6.1**  While we encourage the wearing of correct and distinct attire, no school or pupil will be penalised or protested for their uniforms if they are approved by the school that they are representing in that sport.

**6.2**  Jewellery of any sort should not be worn for any sport.

**6.3**  All children shall wear suitable protective clothing as required by NSW PSSA and Australian Sports Governing Bodies.

**7. PUPIL BEHAVIOUR.**

**7.1**  Non refereeing, non-umpiring teachers shall supervise all non-playing pupils in an area well away from the playing area. All teachers are responsible for all children at all venues. All spectators should be behind a fence where possible.

**7.2** Conveners and/ or teachers are to explain to all competitors at the start of the season or carnival accepted codes of play and conduct.

This may be restated throughout the competition.

# ***LIVERPOOL PSSA CODE OF CONDUCT***

## Players, Teachers, Coaches and Spectators Code

### *Young people involved in sport have a right to participate in a safe and supportive environment*

* *The goals of the game are to have fun and improve skills. Be modest in success and generous in defeat.*
* *Play for the fun of it.*
* *Play by the rules and always respect the decisions of officials.*
* *Make no criticism either by word or gesture. Deliberately distracting or provoking an opponent or player is not acceptable or permitted in any sport.*
* *Be a good sport. Applaud good performance and efforts from all individuals and teams. Congratulate all participants on their performance regardless of the game’s outcome.*
* *Condemn unsporting behaviour and promote respect for opponents.*
* *Condemn the use of violence in any form.*
* *Respect the rights, dignity and worth of all participants regardless of their gender, ability, cultural background or religion.*

*Place the safety and welfare of the participants above all else.*

**7.2.1** Individuals around the playing field, supporting, observing or otherwise, must not harass or interfere with the referee in any way. This includes but is not limited to verbal or physical intimidation, threats, arguing, and boorish barracking. The teacher in charge of the game may suspend play at their discretion until the offending people have left the area. They are also within their right to call the game off altogether if they feel uncomfortable, and the individuals involved do not comply with the teacher’s requests. The game shall be declared a no result, and the Zone Executives shall determine a fair distribution of points for that fixture if necessary.

**7.3** **Serious, unacceptable behaviour - The SIN-BIN / SUSPENSION.**

**7.3.1** A player may be sent from the field for a serious breach of the rules or a breach of good conduct.

**7.3.2** The player shall remain in the sin-bin at the discretion of the referee and shall be fully supervised at this time.

**7.3.3** A second offence by the one player in the one game shall result in their suspension for the remainder of the game.

**7.3.4** If the initial offence is deemed to be of a very serious nature by the referee or umpire, the player shall be withdrawn from the match for its entirety at that point. Follow up should take place with the player concerned and their teacher as soon as it is practicable.

**7.3.5** Habitual offenders (a person with two full match suspensions in one season) should be referred to the Convener and then to the Executive where school liaison may be needed to formulate a strategy to reinstate or remove the player from the competition.

**8. TEAM STRUCTURE.**

**8.1** Team structure is to be-

1. JUNIOR- Years 3 and 4.
2. SENIOR - Years 5 and 6.

**8.2** There is to be one Senior and one Junior Competition, except where a competition is strong enough to support separate competitions. i.e. Senior A and Senior B netball.

**8.2.1** Schools fielding multiple teams in the same competition (e.g. two league tag teams) will have the first two weeks of the season to finalise their sides. From Week 3 of that season onwards, students must remain in their chosen side and cannot move between ‘A’ and ‘B’ teams. This also includes any finals that a team may have qualified for.

**8.3** Where a school enters A and B teams, the A team must be considered the stronger. (Refer to Point 9 - playing up a division.)

**8.4** Schools with less than 100 children in years 3-6, Years 3-6 have the option of going into a B division as a competitive team rather than a social team.

**8.5** **Gender:** When schools are entering teams in a Zone PSSA competition it is expected that the team members will be of the same sex as that of the stated competition i.e. boys in a boy’s competition and girls in a girl’s competition. If this is not deemed possible, e.g. a same sex competition is not run or the school does not have the appropriate number of students to field a team, then the school has two options;

1. They may field up to two players of the opposite sex on the playing area at any one time i.e. use opposite sex players to make up the numbers or;
2. They may field 3 or more players of the opposite sex, accepting that this team will be deemed a social team and will not gain competition points.

**8.5.1** For mixed sports, see By-Laws on each sport for ratios of male to female participants.

**8.6** Liverpool Zone follows the **guidelines for the inclusion of transgender and gender diverse people in sport**,as set out by Sport Australia in conjunction with the Australian Human Rights Commission. These guidelines focus on inclusivity.

**8.7** Social teams.

Where a team does not satisfy 8.1, 8.2, 8.3, 8.4, 8.5, 8.6 with the permission of the convener, the team may enter as a social team but will score no competition points; this rule exists to maximise the involvement of students in PSSA sport, particularly less able students and students from smaller schools.

**8.8** Players can only play one sport each season.

**9. PLAYING UP A DIVISION.**

**9.1** There is no playing up a division. If this happens, the game will be deemed as social and a forfeit recorded.

**9.1.1** At convenors discretion by written request a child under special circumstances can play permanently up a division.

**10. REPLACEMENTS.**

**10.1** There will be no limit on the number of replacements that a team can make during any PSSA game in any sport apart from Cricket (see By-Laws for limits on replacements), although limits will be placed on the Squad sizes used by schools in each match and the replacement procedure to be used, under the By-Laws of each Zone sport.

**10.2** Each student who attends sport must play at least half a game each week, unless sick, injured or have broken the Code of Conduct.

**11. POINTS.**

**11.1** Points awarded in all competitions shall be standardised as follows: -

* Three (3) points for a Win.
* Zero (0) Points for a Bye
* Two (2) points for a Draw.
* One (1) point for a Loss.
* Zero (0) points for a Forfeit.

**11.1.2** In the event of a forfeit the disadvantaged team will receive an average total of ‘against’ points added to their ‘for’ points from the forfeiting teams tally following the following formulae: total points scored ÷ games played.

**11.2** The final points table will only be calculated on fully completed round(s) of competition.

**11.2.1** Points will be shown as a percentage (Points accrued ÷ points available x 100). E.g. Casula played 7 games and had 2 Byes, so they had 21 points available to them (7x3). Convenors are to divide total number of points accumulated by total number of points available, then multiply by 100 to create the percentage. E.g. Casula accrued 9 points over the 7 matches, so 9/21 x 100= 42.85%.

**11.2.2** In the event that teams are tied on percentage points at the conclusion of the rounds, for and against will determine final placings.

**11.2.3** In the event that teams are tied on percentage points and for and against at the completion of the rounds, the most recent result between the teams will determine final placings.(See point 13.7)

**11.2.4** In the event that the most recent result still does not allow final placings to be determined, points ‘for’ will be used to determine final placings.

**12. AWARDS.**

**12.1** Children coming first, second or third in Final events at a Zone carnival shall receive a Zone ribbon at or after the carnival.

**12.2** Junior, 11 Years and Senior Championchildren at Zone athletics and swimming carnivals will receive a Medal.

**12.3** Teams winning a Friday P.S.S.A. competition will earn for their school a printed pennant for permanent display. Premiers will receive A4 size Winners Certificates and Runners- up will receive A5 size Certificates after the conclusion of the Final. Winning and runners up schools will be supplied with one extra certificate.

**12.4** Number of certificates supplied (as minimum per team)

* AFL - 13
* Cricket – 14
* League Tag/Touch Football - (Juniors – 11, Seniors – 13)
* Newcombe Ball – 13
* Softball and T-ball - 13
* Netball - 11
* Rugby League - 16
* Girls Football (soccer) - 13
* Boys Football (soccer) - 13
* Basketball – 11

**12.5** At each carnival, the school with the highest overall score will be deemed Overall Point score winners and will receive a printed pennant for permanent display.

**12.6** At each carnival, the Percentage score will be determined using the formula:

Point score 100

--------------- X ------ = % Score.

Enrolment 1

The school with the highest percentage score per school child will be declared Percentage Score winners and will receive a printed pennant for permanent display.

**12.7** Lion’s Head Awards

**12.7.1** The Lion’s Head Certificate will be awarded to students who have represented Liverpool Zone at Sydney South West Carnivals in three or four sports.

**12.7.2** The Lions Head Plaque will be awarded to students who have represented Liverpool Zone at Sydney South West Carnivals in five or more sports.

**12.7.3** Zones will be sent nominations by the Vice President by the start of Term 4. All nominations must be in before the due date.

**13a. PSSA FINALS.**

**13.1** At the conclusion of the competition proper: -

**13.1.1** A spare Friday shall be factored into each calendar year for the express purpose of extending the Finals season in event of an Extreme Weather Cancellation (EWC) of a semi or grand-final. This Friday shall be marked on the calendar and schools are to consider this when making their yearly plans. Should there be a cancellation in semis week, all 4 teams will move on to the next week to play their semi. If the washout occurs in the final week, both final teams are to play the game on the spare (designated) Friday.

**13.2** In any of the semi-finals, play offs shall be structured as 1 v 4 and 2 v 3.

**13.3** In the event of a draw in the semi-finals, the higher placed team at the end of the round robin games will progress to the grand-final. In the event of a weather cancellation, the extra week of the finals is to be utilised. In the event of another cancellation, the two higher placed teams will advance to the final.

**13.4** In event of a EWC in the final the spare week is to be utilised. In the event of a EWC again, the team finishing higher on the ladder at the end of the competition rounds will be declared the premiers.

**13.4.1** When determining premiers if the final is cancelled, percentage after the rounds and not for and against will be used.

**13.4.2** When determining premiers if the final is cancelled, percentage will not be applied to sports that use a conference system i.e. football. In this instance, either ‘Joint Premiers’ or ‘Conference Premiers’ will be awarded to the respective schools.

**13.5** In the event of a draw in the final, joint premiers will be declared.

**13.6** In the event of an act of nature or unavoidable hazard that forces the forfeiture of the game whilst it is underway:

**13.6.1** If the game has not reached half t-me, it shall be declared null and void and joint premiers will be declared. Individual sport By-Laws may refer to this eventuality and a specific course of action given e.g. Newcombe Ball

**13.6.2** If the stoppage occurs after half time the winner will be the team that is ahead after the half and at the point of stoppage.

**13.7** Players must play a minimum 50% of matches to be eligible to play finals. Playing a non-regulation player will result in a forfeit. Requests due to exceptional circumstances to be communicated to zone executive for consideration.

**13.8** Under special circumstances and in consultation with the Zone Convener of the sport in question, the President of the Zone and the other school(s) in question, a team can reschedule a semi or final at another convenient date. This game must be played prior to the scheduled game or end of the season, whatever comes first.

**13.9** For sports such as Newcombe Ball and Oztag, where two junior and two senior games are scheduled each week, semi-finals and grand finals may be both played on the same date. This date is to be determined by the convener and may be subject to making up for wet weather and other factors that alter the draw. Additional weeks may be used to make up for lost time in the season. This also applies to the following Friday (grand final date) if the scheduled semi-finals date is cancelled due to wet weather etc.

**13b. GALA FINALS.**

**13.1** The fourth Gala Day for each season is to be allocated for Finals. This will include all forms of finals.

**13.2** Where competitions have more than eight (8) teams, quarter finals may be played, followed by semi-finals and the grand final. For competitions with less than eight (8) teams, semi-finals will be played before the grand final.

**13.2.1** Structure of eight (8) or more team competition finals day:

a) quarter finals – QF 1 = 1v8, QF 2 = 2v7, QF 3 = 3v6, QF 4 = 4v5

b) semi finals – SF 1 = Winner of QF 1 v Winner QF 4, Game 6 = Winner of QF 2 v Winner of QF 3.

c) final – Winner SF 1 v Winner SF 2

**13.2.2** Structure of less than eight (8) team competition finals day:

a) Semi-finals – SF 1 = 1 v 4 and SF 2 = 2 v 3

b) Final – Winner of each semi final

**13.2.3** All teams that lose a final throughout the day, shall continue to play friendly/social matches amongst other teams in attendance on the day.

**13.3** In the event of a draw in the quarter finals or semi-finals, the higher placed team at the end of the round robin games will progress to the next stage i.e. semi-final or grand-final.

**13.4** In event of a EWC before the start of the final, the team finishing higher on the ladder at the end of the competition rounds will be declared the premiers.

**13.4.1** When determining premiers if the final is cancelled, percentage after the rounds and not for and against will be used.

**13.4.2** When determining premiers if the final is cancelled, percentage will not be applied to sports that use a conference system i.e. football. In this instance, either ‘Joint Premiers’ or ‘Conference Premiers’ will be awarded to the respective schools.

**13.5** In the event of a draw in the final, joint premiers will be declared.

**13.6** In the event of an act of nature or unavoidable hazard that forces the forfeiture of the game whilst it is underway:

**13.6.1** If the game has not reached half time, it shall be declared null and void and joint premiers will be declared. Individual sport By-Laws may refer to this eventuality and a specific course of action given e.g. Newcombe Ball

**13.6.2** If the stoppage occurs after half time the winner will be the team that is ahead after the half and at the point of stoppage.

**13.7** Players must play a minimum 50% of matches to be eligible to play finals. Playing a non-regulation player will result in a forfeit. Requests due to exceptional circumstances to be communicated to zone executive for consideration.

**13.8** In the event that EWC affects the final after the GALA Day has already begun and in consultation with the Zone Convener of the sport in question, the President of the Zone and the other school(s) in question, a team can reschedule the final at another convenient date after the gala day. This game must be played within two (2) weeks of the allocated finals day.

**14. INJURY.**

**14.1** Where injury occurs during the game, the student should be excluded wherever there is any doubt as to the extent of injury or fitness to continue. Teachers/coaches should exclude students from returning to playing after injury until it is clear that the student is fit to resume. If there is any doubt, the student is not to play until medically cleared.

**15. FIRST AID.**

**15.1** A well-equipped medical kit must be readily available at all venues; it is the convener’s responsibility to ensure this is organised with team managers.

**15.2** Where possible, ice should be available for the treatment of injuries. All teachers present should have current First Aid qualifications.

**15.3** Where possible an outside agency first aid team will be available at all major carnivals.

**16. REFEREEING CONDITIONS.**

**16.1** Refereeing arrangements will be made by mutual agreement of the teachers in charge of both teams. If a parent umpires they should have appropriate accreditation and the approval of their school Principal before the competition. It should be by mutual agreement of the teachers in charge of both teams; where possible, a teacher from both schools should be present during the game. Where two games are played simultaneously at the same venue, a teacher from either school must be present for the game to be played and that teacher is responsible for the supervision of both schools, whilst the other teacher is completing supervisory duties at the other game.

**17. SCORING.**

**17.1** A representative from each school must be together to score throughout the game and need to agree on the result. Cricket, soccer and hockey are exceptions where the referee scores.

**18. TIMEKEEPING.**

**18.1** A representative from each school must be together to keep time throughout the game. Except for those sports with central timing, or those sports where it is the responsibility of the referee to time (e.g. soccer).

**18.1.1** All games should cease at the sound of the siren/whistle, except for sports such as; League Tag, Touch Football and Rugby League where play continues until the ball is classified as “dead”.

**19. VENUES.**

**19.1** All ground surfaces used for Zone competitions should be free of obstacles and should be inspected prior to the commencement of all matches. The ground should be correctly marked out for the game using safe line marking or witches' hats.

**19.2** Grounds should be left in a neat and tidy condition.

**19.3** Venues used for:

**19.3.1** **SUMMER PSSA**

Amalfi Memorial Park Lurnea – Cricket

**Ash Rd Prestons – AFL**

Brownes Farm Reserve Hoxton Park – League tag (back up venue)

Daruk Park Casula - T-Ball/ Softball

Hammondville Oval/ Hammondville Park – Cricket/ T-Ball/ Softball

Hillier Oval Liverpool - League tag

Homestead Park Chipping Norton – Newcombeball

Jacquie Osmond Reserve Warwick Farm - T-Ball/ Softball

Jardine Park Casula – Summer back up venue

Peter Miller Park Casula – AFL

**Phillips Park Lurnea – Cricket**

South Park Chipping Norton – Cricket

Woodward Park Liverpool – League tag

**19.3.2** **WINTER PSSA**

**Ash Rd Prestons – Football**

Brownes Farm Reserve Hoxton Park - Rugby League/ Football

Childs Park Chipping Norton – Football

Ernie Smith Reserve Moorebank – Football

Hammondville Oval/ Hammondville Park – Rugby League/ Football

Hillier Oval Liverpool – Rugby League

Ireland Park Liverpool – Football

Jardine Park Casula – Football

Larry Grant Memorial Oval Ashcroft – Football

Peter Miller Park Casula – Touch Football (back up venue)

**Phillips Park Lurnea – Football**

South Park Chipping Norton – Football

Stanwell Oval Ashcroft - Football

Woodward Park Liverpool – Rugby League/ Touch Football

Woodward Park Liverpool – Netball courts

**19.3.3 SEASON ONE GALA**

Woodward Park – Touch Football

Hillier Oval – Touch Football

Hammondville Oval (Top fields and bottom fields) - Girls Soccer / Cricket

Peter Miller Park - Cricket

Ireland Park – Girls Soccer

Ash Road – Girls Soccer

Amalfi Park – Cricket

Childs Park – Touch Football / Girls Soccer

**19.3.4 SEASON TWO GALA**

Woodward Park – Rugby League

Hillier Oval – Rugby League

Woodward Park (Netball Courts) - Netball

Hammondville Oval (Top fields) - Boys Soccer

Peter Miller Park – Boys Soccer

Ireland Park – Boys Soccer

Ash Road – Boys Soccer / Rugby League

Amalfi Park – Boys Soccer / Rugby League

Childs Park – Boys Soccer / Rugby League

**19.3.5 SEASON THREE GALA**

Woodward Park – League Tag

Hillier Oval – League Tag

Hammondville Oval (Top and Bottom fields) - Softball

Peter Miller Park – AFL

Jacqui Osmond - Softball

Homestead Park – Newcombe Ball

Childs Park – Newcombe Ball

Ireland Park – League Tag

Ash Road – Ash Rd

Amalfi Park – Back up

**20. CANCELLATION OF SPORT.**

**20.1** It is the President’s responsibility to cancel sport should the weather become inclement or the

grounds become unplayable or be closed by the Council. Should the President be unavailable, he or she should nominate a member of the Zone Executive to fulfil the role for that week.

The Presiding officer should check with the Council, via phone line or website, on Thursday afternoon by midday (12:00pm) to ensure that the grounds are open for the following day of play. Should the grounds be closed, sport should be cancelled immediately and all schools immediately informed by email.

**20.2** Should the grounds still be open; the President will check the weather at 6.30am on Friday (summer comp) morning. If the weather is considered inclement, the presiding officer, in consultation with one other member of the Executive, where possible, should cancel sport and inform all schools by email. During the summer competition the call to cancel sport should be made as early as possible to help with bus company cancellations.

**20.3** In the winter, should sport still be on, a final check of the weather will be made at 11.00am. If the weather is considered inclement the presiding officer, in consultation with one other member of the Executive, where possible, should cancel sport and immediately inform all schools by email or phone. Beyond 11.00am, all sport remains on (if the Zone President or presiding officer has not cancelled it by that time). Beyond 11.00am it will then be the responsibility of individual schools, if they have concerns about prevailing weather conditions, to decide whether they attend sport or not. If they decide not to attend they forfeit the game.

**20.4** A fixed temperature cut-off will not be applied when determining whether to cancel sport. The forecast heat, air temperature and humidity (‘Wet Bulb’ temperature) will be taken into consideration. Refer to Sports Medicine Australia’s ‘Beat the Heat’ fact sheet.

**20.5** Sport may be cancelled due to other weather events including hazards caused by excessive smoke.

**21. SUN SAFE POLICY.**

**21.1** Liverpool Zone P.S.S.A. strongly promotes sun safe practices.(\*Refer to 21.2) As of 1998, all schools have a “No Hat, Play in the Shade” policy in place, so it becomes the responsibility of the teacher / coach in charge of the match, to monitor both teams as far as the wearing of a hat is concerned. The above rule, “No Hat, Play in the Shade”, will apply if a child does not have a hat during the afternoon’s sport. These guidelines will be enforced all year round. (\*Refer to 21.3) Liverpool Zone P.S.S.A. also strongly recommends the use of sunscreen and other protective means to protect the children in our Zone from harmful UV rays. (\*Refer to 21.4)

**21.2** The fields in Liverpool Zone do not always provide the shady conditions needed. Where possible, the President in consultation with Liverpool Council will arrange for P.S.S.A. matches to be played at the grounds that provide the most shade.

**21.3** Hats cannot be worn during play in certain sports. However, for the sports of Cricket, Softball and Newcombe Ball, it will be compulsory to wear hats during play. For all other sports, the wearing of a hat will be enforced before and after the match has been played.

**21.4** Whilst our Zone recommends the use of sunscreens and other protective means, these will not become a compulsory means of protection to participate in P.S.S.A. Sport.

**21.5** Liverpool Zone P.S.S.A. also strongly recommends the use of wide brimmed hats, Sunglasses and Long Sleeve clothing with collars to aid the children in protection against harmful UV rays.

**21.6** Preferably, the Summer competition will run from the 1st week in March to the last week in November where possible to avoid the hot summer months. However, the Summer P.S.S.A. season will be scheduled to commence in late February and conclude in early December when deemed necessary by the executive to accommodate a twelve week season. This scheduling will take place with reference to the latest edition of the D.O.E.’s ‘Sun Safety for Students Guidelines’.