



CGSAV TENNIS RULES AND HANDBOOK



CGSAV - Return to Play (COVID-19 safety measures)

Practice good hygiene



Stop hand shakes, hugging or highfives between players, coaches and umpires.



Clean hands on arrival, before play, during break and after play.



Where possible, **maintain social distancing** of 1.5m at all times unless competing.



Avoid touching your face and cover your coughs. No spitting.



Do not touch any other external equipment other than match ball or game implements.

Player and parent information

Spectators are permitted. Social distancing must be adhered to at all times.

No socialising before or after competition.

Prepare/get changed beforehand. Avoid use of dressing rooms as much as possible.

Obey venue staff or COVID safety officer (if present).



Stay home if...

You are feeling sick
You have a sick
family member at
home



Download and use the COVID safe

app.





CGSAV TENNIS RULES (as of Nov 2023)

VENUE: CGSAV to arrange the venue for the competition.

In 2024, Division 1 is at Geelong Lawn Tennis Club – 12 Sommers St, Belmont.

Division 2 & 3 at Dingley Tennis Club – 2 Rowan Rd, Dingley Village.

FIRST AID: CGSAV will provide first aid for the tournament, to be booked by the Executive Officer. Each

school is ultimately responsible for the first aid of their own students.

UMPIRES & CGSAV to provide officials. Each team should provide a scorer. Scorers need

SCOREKEEPERS: to sit together each game

FIXTURE: Round Robin with finals as presented by the Executive Officer

SCORE SHEET: Must be returned to central area by the winning team -

AWARDS: Plaques and MVP medals will be given to the winning teams in Junior, Intermediate and Senior

divisions.

UNIFORM: All players must be in team uniforms. No jewellery or chewing gum.

TEAMS Students may only play in one team for the day and cannot rotate between age groups or 'A-D'

AGE GROUP Students are able to participate in a higher age group, but not a lower one. Once they have

moved up an age group, they must remain in this age group.

READINESS In the event a team is not ready to start the game on time, points, goals or runs can be

awarded based on the EO's discretion

SCORESHEET Winning team needs to bring the score sheet of the games to the convener table for collation

FIRST USE: First serve, first use and opening serve will be decided by a coin toss or alternative

BLOOD RULE: Any player with blood on their skin or clothing must be substituted immediately. Play will be stopped, but not the clock.

<u>CONCUSSION</u>: Any student who has suffered a head clash or suspected of having a concussion must be medically assessed as soon as possible after the injury and MUST not be allowed to return to play for the rest of the day. A first aider will be in attendance at each event.

RED/YELLOW Cards

- A player who receives a red card will receive an automatic 1 game suspension as a minimum.
 The hosting school, in consultation with the umpires and the CGSAV Executive Officer will determine whether a longer suspension is to be given.
- Umpires will be instructed to issue a yellow card for swearing. If a player receives a yellow card in two consecutive games that they were to play in, that player would receive an automatic one game suspension.

TIE BREAKERS: Teams tied on the ladder to be separated by Percentage or Goal Difference. If this does not split the tie, who won the fixture when they played Head-to-Head goes into the final.

If still tied, compare scores against the top team. Whoever had the better result goes through. If still tied, compare to the next best team etc, etc.

GAME TIME: 25 - 35 minutes as specified on the fixture for the day. No new points can be started after the

siren. Players should finish the point being played when the siren goes. The organizing school may shorten game time due to adverse weather conditions. eg heat / heavy rain forecast.

TIMING: The central organizer shall keep time. The start and finish of rounds will be clearly signaled

by a horn/loud speaker

RULES: Rules as set out by the L.T.A.A. will be followed unless otherwise stated.

No one is allowed within the court area other than players, coaches and finals umpires.

SCORING: Players will umpire/score their own games. Servers should call the score loudly before serving

each point. The game score should be called clearly at the end of each game. In the Grand final,

umpires(teacher/student) and student scorekeepers will be provided.

SCORE SHEET: Must be returned to the central scoring area by the winning team.

All results will be digitally displayed as soon as possible after each round.

OVERALL SCORING: Each game is worth one point. The winning school is the school with the most games won from

the three sets: 1 singles, 2 doubles. Sets are not used unless games are even.

eg On the siren, School 1 vs School 2 results are: Singles 6-3, Doubles A 2-6, Doubles B 5-5.

Then School 1's total score is 13 and School 2's total score is 14 so School 2 is the winner of the match.

SERVING: Serving and changing of ends as by L.T.A.A.

SUDDEN Sudden death deuce will be played whenever the score reaches deuce (40-40).

DEATH DEUCE:

DRAW IN A SET: One "Sudden death" game is played if the score reaches 5-5(5 All). No tie break or advantage

is played. The winner of the next game wins the set.

DRAW IN A A match during the rounds will be called a draw if the totaled games are even,

MATCH: and the total sets are even.

FINALS: If, in the finals, the scores are tied, then teams with the most sets win. If sets are equal overall,

then the game scores in the singles match will determine the final result.

If at the end of the tournament two schools are equal on points then the school with the

greater total of games will be declared the winner.

EQUIPMENT: CGSAV will provide the competition balls. The balls should be approved by the L.T.A.A. Balls

used must be new and of competition standard. Each school must bring their own practice

balls for the day.

Racquets must also be approved by the L.T.A.A.

UNIFORM: Each player needs to wear appropriate tennis attire or school Sports uniform. All players must

wear approved tennis shoes. Hats are recommended.

TEAMS: Minimum of 5 players per age group team. **Players must play within the same section for the**

day. Single players (2) can only play singles for the day. Once a player has played singles, they cannot compete in the doubles section. Doubles A and Doubles B can have 2 reserves. The

strongest pair must play in Section A. Scoring is completed as a team.

AGE GROUPS: Junior 1 team of 5 girls (1 x singles & 2 x doubles)

Inter 1 team of 5 girls (1 x singles & 2 x doubles)

Div 2 Senior 1 team of 5 girls (1 x singles & 2 x doubles)

Div 1 & 3 Senior 1 team of 4 girls (2 x doubles)



CGSAV TENNISSCORE SHEET

JUNIOR/INTER/SENIOR

Girls

EAMS		• • • • • • • • • • • • • • • • • • • •	Vs	•••••	
	SET	GAMES		SET	GAME
#1 SINGLES PLAYER	WON	WON	#1 SINGLES PLAYER	WON	WON
#2 SINGLES PLAYER	SET	GAMES	#2 SINGLES PLAYER	SET	GAME
	WON	WON	#2 SHOLES I LISTER	WON	MON
	SET	GAMES	#3 SINGLES PLAYER	SET	GAME
#3 SINGLES PLAYER	WON	WON		WON	WON
#4 SINGLES PLAYER	SET	GAMES	#4 SINGLES PLAYER	SET	GAME
	WON	WON		WON	1OW
FIRST DOUBLES PAIRING	SET	GAMES	FIRST DOUBLES PAIRING	SET	GAME
	WON	WON		WON	MON
SECOND DOUBLES PAIRING	SET	GAMES		SET	GAME
SECOND DOUBLES FAIRING	WON	WON	SECOND DOUBLES PAIRING	WON	WOM
SETS WO	N		SETS WON	ı	
	GAMES WON			GAMES WON	
	WINN	ING TEAM:			
Signatures:					
Captain of 'Team A'			Captain of 'Team B'		

- Each game is worth one point. The winning school is the school with the most games won from the three sets (1 x singles and 2 x doubles). Sets are not used unless games are even.
- A maximum of 5 minutes warm-up is permitted on court beforethe start of each rubber
- Score sheets must be returned to the central scoring area by the winning team.
- One 'Sudden Death' game is played if the score reaches 5-5 (5 all). No tie-break or advantage is played. The winner of the next game wins the set.
- 'Suddendeath' is played whenever the score reaches deuce (40-40). The receiver indicates which side the server should serve to, and the winner of that point wins that game.
- A match during the rounds will be called a draw if the totalled games and the totalled sets are even.
- If two schools are on equal points after completion of all the rounds, the school with the highest total games won throughout the rounds progresses to finals. If schools are still equal, the school with highest games won in the head to head match up progresses to finals.
- Refer to Tennis Rules for further information regarding finals.



Child Safety - Code of Conduct

Safeguarding Children and Young People at CGSAV Events Code of Conduct CGSAV – Catholic Girls Sports Association of Victoria

The Catholic Girls Sports Association of Victoria (CGSAV) provides the opportunity for students of member Colleges

- to enjoy and experience sport through representing their school,
- to strive for their personal best through individual and team based competition,
- to feel valued, make new friends and social connections, develop a sense of self through mastery of skill and involvement in teams
- to improve their physical fitness, health and well-being

Through the participation in sport within CGSAV we aim to develop:

- · sportsmanship, including the ability to win with modesty, lose with dignity and accept decisions
- interpersonal skills, where students learn appropriate communication skills and behaviours within their team and towards their opposition
- suitable competitions that allow for new skills and/or refine already existing skills
- students develop a connectedness to their own College and develop friendships/ connections with students from other associated Colleges
- students develop a sense of pride through representing themselves and their College out in the community
- a range of students develop leadership skills
- staff have an opportunity to interact with students in a positive manner.

Purpose

This Code of Conduct has a specific focus on safeguarding children and young people at **CGSAV Events** against sexual, physical, psychological and emotional abuse or neglect. It is intended to complement other professional and/or occupational codes.

All staff, volunteers, contractors, and board/school council members at **CGSAV** are expected to actively contribute to a school sporting association culture that respects the dignity of its members and affirms the Gospel values of love, care for others, compassion and justice. They are required to observe child safe principles and expectations for appropriate behaviour towards and in the company of children, as noted below.

Acceptable behaviours

All staff, volunteers, contractors, visitors, parents/guardians and board/school council members are responsible for supporting the safety of children within our association by:

- adhering to the CGSAV Child Safety Policy and upholding the associations commitment to child safety at all times
- taking all reasonable steps to protect the young people at our events from abuse
- treating everyone in the SCSA community with respect, modelling positive and respectful relationships and acting in manner that sustain a safe and positive environment
- · promoting the cultural safety, participation and empowerment of Aboriginal and Torres Strait Islander young people
- promoting the cultural safety participation and empowerment of young people with culturally and /or linguistically diverse backgrounds
- promoting the safety, participation and empowerment of young people with a disability

Child Safety Code of Conduct November 2016

- if an allegation of child abuse is made, ensuring as quickly as possible that the young person/people are safe in accordance with the CGSAV Child Safety Policy
- ensuring that this Code of Conduct is followed in any interactions with students from every associated member school of CGSAV when attending any CGSAV event

Unacceptable behaviours

All staff, volunteers, contractors, visitors, parents/quardians and board/school council members must NOT:

- exhibit behaviours with young people which may be construed as unnecessarily physical
- engage in open discussions of a mature or adult nature in the presence of young people
- use inappropriate language in the presence of young people
- express personal views on culture, race or sexuality in the presence of young people
- discriminate against any young person on the basis of age, gender, race, culture, vulnerability, sexuality, ethnicity or disability
- photograph or video a young person without the consent of the parent or guardian
- consume alcohol or take illicit drugs under any circumstances at an event where students are present.
- work with any young person while under the influence of alcohol or illegal drugs

Responsibilities in matters of Child Safety:

All staff, volunteers, contractors, visitors, parents/guardians and board/school are responsible for:

- listening and responding to concerns of young people; particularly if they are telling ou that they or another young person have been abused or that they are worried about their safety/the safety of another young person
- reporting any allegations of child abuse as outlined in the CGSAV Child Protection Reporting Obligations
- understanding and complying with all reporting obligations as they relate to mandatory reporting and reporting under the Crimes Act 1958 (Vic) and as contained in the CGSAV Child Safety Policy
- reporting any child safety concerns as outlined in the CGSAV Child Protection Reporting Obligations
- ensuring as far as practical that adults are not alone with a young person
- ensuring child safety protocols at all SCSA events and venues are implemented
- ensuring risk assessments at all SCSA events and venues incorporate child safety

All staff, volunteers, contractors, visitors, parents/guardians and board/school must NOT:

- ignore or disregard any suspected or disclosed child abuse
- put young people at risk of abuse
- initiate unnecessary physical contact with a young person or do things of a personal nature that a young person can do for themselves, such as toileting or changing clothes
- exchange personal contact details such as phone number, social networking sites or personal email addresses with a young person

Full details of the following are available on the CGSAV Website (scsa.org.au):-

- CGSAV Child Safety Policy
- CGSAV Child Protection Reporting Obligations



Code of conduct for Coaches/ Officials/ Players.

The following information has been adapted from the Australian Sports Commission document – Code of Conduct.

Official Code of Behaviour

In your role as an official appointed by your school, you must:

- 1. Place the safety and welfare of the players/participants above all else.
 - 2. Accept responsibility for all actions taken.
 - 3. Be impartial.
 - 4. Avoid any situation which may lead to a conflict of interest.
- 5. Be courteous, respectful and open to discussion and interaction.
 - 6. Value the individual in sport.

Coach Code of Behaviour

In your role as a coach appointed by the school, as the Coach you:

- 1. Do not tolerate acts of aggression.
- 2. Provide feedback to players and other participants in a manner sensitive to their needs. Avoid overly negative feedback.
- 3. Recognise players' rights to consult with other coaches and advisers. Cooperate fully with other specialists (for example, first aiders, doctors and physiotherapists).
- 4. Treat all players fairly within the context of their sporting activities, regardless of gender, race, place of origin, athletic potential, colour, sexual orientation, religion, political beliefs, socio-economic status and other conditions.
- 5. Encourage and facilitate players' independence and responsibility for their own behaviour, performance, decisions and actions.
- 6. Involve the players in decisions that affect them.
- 7. Encourage players to respect one another and to expect respect for their worth as individuals regardless of their level of play.
- 8. Ensure any physical contact with players is appropriate to the situation and necessary for the player's skill development.
- 9. Be acutely aware of the power that you as a coach develop with your players in the coaching relationship.
- 10. Avoid situations with your players that could be construed as compromising.
- 11. Do not exploit any coaching relationship to further personal, political or business interests at the expense of the best interest of your players.
- 12. Accept and respect the role of officials in ensuring that competitions are conducted fairly and according to established rules.
- 13. Know and abide by rules, regulations and standards, and encourage players to do likewise. Accept both the letter and the spirit of the rules.

Player Code of Behaviour

In your role as a player/participant in any activity held by the CGSAV, you will:

- 1. Respect the rights, dignity and worth of fellow players, coaches, officials and spectators.
- 2. Not tolerate acts of aggression.
- 3. Respect the talent, potential and development of fellow players and competitors.
- 4. Care for and respect the equipment provided to you as part of your program.
- 5. Be frank and honest with your coach concerning illness and injury and your ability to play
- 6. Conduct yourself in a professional manner relating to language, temper and punctuality.
- 7. Maintain high personal behaviour standards at all times.
- 8. Abide by the rules and respect the decision of the official, making all appeals through the formal process and respecting the final decision.
- 9. Cooperate with coaches, officials and staff.



Heat and cancellation policy

INCLEMENT WEATHER PROCESS FOR CANCELLATION

All sport should proceed where possible, in all weather conditions, with the exception of hail, lightning and extreme heat. Weather conditions need to be continually assessed during the playing time. In rainy conditions the playing surface conditions must be considered safe by the responsible staff. Safety of players is paramount.

Wet Weather

Cancellations due to wet weather should be made by 7.00am on the morning of the event (adverse weather conditions - http://www.bom.gov.au/vic/forecasts/melbourne.shtml), otherwise cancellations should be made at the venue.

Lightning and Severe Hail

Where student safety is compromised with severe hail or electrical storms play will immediately stop. In the case of electrical storms play should only recommence if students' safety can be assured i.e. 30 minutes after the last sound of thunder. Should weather conditions fail to improve, the game shall be cancelled.

Thunderstorm (including asthma policy).

All people at increased risk of thunderstorm asthma should:

- learn about thunderstorm asthma and what they can do to help protect themselves during grass pollen season
- where possible, avoid being outside during thunderstorms from October through December especially in the wind gusts that come before the storm.
- have an asthma action plan (if advised to by your GP) and have practical knowledge of the four steps of asthma first aid
- have reliever medication appropriately available in grass pollen season and be aware of how to use it (ideally with a spacer)
- be alert to and act on the development of asthma symptoms as explained in your asthma action plan if you have one, or if you don't, use asthma first aid.
- Check the epidemic thunderstorm asthma forecast during the grass pollen season at VicEmergency
- While CGSAV is the managing body of a CGSAV event, each school should still be responsible for their own students regarding the management of each student's asthma action plans.

(https://www.betterhealth.vic.gov.au/health/conditionsandtreatments/thunderstorm-asthma)

Extreme Heat

Cancellations due to extreme heat should be made at the venue if the weather forecast exceeds 34°C, however if the forecast in greater than 34°C the day prior, the event can be cancelled & all schools contacted (http://www.bom.gov.au/vic/forecasts/melbourne.shtml),

Sports Medicine Australia has written a policy on exercising in heat, with reference to The Heat Stress Index or WBGT (wet-bulb globe temperature). The WBGT takes into account temperature, humidity and air velocity and it is considered a reliable measure of the environmental heat stress. A safe temperature level will be set by the SCSA using the SMA policy as reference material. A guideline temperature is **34°C** (https://sma.org.au/resources-advice/policies-and-guidelines/hot-weather/)

Match Results

If a match cannot continue for safety reasons, a minimum of half the match needs to have been completed for there to be a result.

Major Carnivals, Annual Events and Tournaments

The CGSAV Executive Officer will make cancellations for full day activities as early as possible. The decision to cancel will be rung through/emailed to each school – from here Parents/Carers will be contacted by each school.

If a cancellation has not been made prior to the start time, it is expected that all schools will arrive in plenty of time for the start of the carnival, event or tournament. CGSAV has the right to cancel or abandon aspects of the event at any time when inclement weather makes the activity unsafe.

Inclement weather

During the round robin phase:

If inclement weather occurs during the round robin phase of the tournament, a winner will be awarded if 80% of the games have been completed. If less than 80% of the games have been completed and there is no back up date, no winner(s) will be awarded for that year.

During finals:

If inclement weather occurs after all rounds have been played & before the finals have been played, then the results will be taken from the points & percentages from the rounds to establish the winner. Highest points & percentage will be the winner for the event.

If inclement weather occurs half way through the finals, then the team ahead at the time is declared the winner.



<u>CGSAV TENNIS HONOUR ROLLS – SCHOOL</u> <u>WINNERS</u>

YEAR	SCHOOL	DIVISION	AGE
2014	SANTA MARIA	1	JUNIORS
2014	SANTA MARIA	1	INTERMEDIATES
2014	ST COLUMBUS	1	SENIORS
2014	PCW	2	JUNIORS
2014	OUR LADY SION	2	INTERMEDIATES
2014	PCW	2	SENIORS
2014	KILBREDA	3	JUNIORS
2014	MATER CHRISTI	3	INTERMEDIATES
2014	ACADEMY	3	SENIORS
2015	CLC	1	JUNIORS
2015	ST COLUMBAS	1	INTERMEDIATES
2015	CLC	1	SENIORS
2015	AVILA	2	JUNIORS
2015	CLONARD	2	INTERMEDIATES
2015	PCW	2	SENIORS
2015	MT ST JOSEPHS	3	JUNIORS
2015	MT ST JOSEPHS	3	INTERMEDIATES
2015	MATER CHRISTI	3	SENIORS
2016	CLC	1	JUNIORS
2016	ST COLUMBAS	1	INTERMEDIATES
2016	CLC	1	SENIORS
2016	AVILA	2	JUNIORS
2016	AVE MARIA	2	INTERMEDIATES
2016	PCW	2	SENIORS
2016	MT ST JOSEPHS	3	JUNIORS
2016	ACADEMY	3	INTERMEDIATES
2016	MATER CHRISTI	3	SENIORS
2017	CLC	1	JUNIORS
2017	SANTA MARIA	1	INTERMEDIATES
2017	SHC GEELONG	1	SENIORS
2017	AVILA	2	JUNIORS
2017	KILBREDA	2	INTERMEDIATES

2017	OLSH	2	SENIORS
2017	CLONARD	3	JUNIORS
2017	ACADEMY	3	INTERMEDIATES
2017	MARIAN	3	SENIORS
2018	ST COLUMBAS	1	JUNIORS
2018	OLSH	1	INTERMEDIATES
2018	CLC	1	SENIORS
2018	AVILA	2	JUNIORS
2018	AVILA	2	INTERMEDIATES
2018	MERCY	2	SENIORS
2018	CLONARD	3	JUNIORS
2018	CLONARD	3	INTERMEDIATES
2018	CLONARD	3	SENIORS
2019	ST COLUMBAS	1	JUNIORS
2019	OLSH	1	INTERMEDIATES
2019	SHC GEELONG	1	SENIORS
2019	AVILA	2	JUNIORS
2019	CLC	2	INTERMEDIATES
2019	AVE MARIA	2	SENIORS
2019	MT ST JOSEPHS	3	JUNIORS
2019	SHGC	3	INTERMEDIATES
2019	ACADEMY	3	SENIORS
2020	SANTA MARIA	1	JUNIORS
2020	OLSH	1	INTERMEDIATES
2020	SHC GEELONG	1	SENIORS
2020	AVE MARIA	2	JUNIORS
2020	ST COLUMBAS	2	INTERMEDIATES
2020	AVE MARIA	2	SENIORS
2020	MARIAN	3	JUNIORS
2020	MT ST JOSEPHS	3	INTERMEDIATES
2020	MATER CHRISTI	3	SENIORS
2021	CLC	1	JUNIORS
2021	OLSH	1	INTERMEDIATES
2021	OLSH	1	SENIORS
2021	AVILA	2	JUNIORS
2021	AVILA	2	INTERMEDIATES
2021	KILBREDA	2	SENIORS
2021	ACADEMY	3	JUNIORS
2021	MARIAN	3	INTERMEDIATES
2021	MT ST JOSEPHS	3	SENIORS
2022	AVILA	1	JUNIORS
2022	AVILA	1	INTERMEDIATES
2022	OLSH	1	SENIORS

2022	SHGC	2	JUNIORS
2022	MARIAN	2	INTERMEDIATES
2022	ST COLUMBA'S	2	SENIORS
2022	SANTA MARIA	3	JUNIORS
2022	ACADEMY	3	INTERMEDIATES
2022	ACADEMY	3	SENIORS