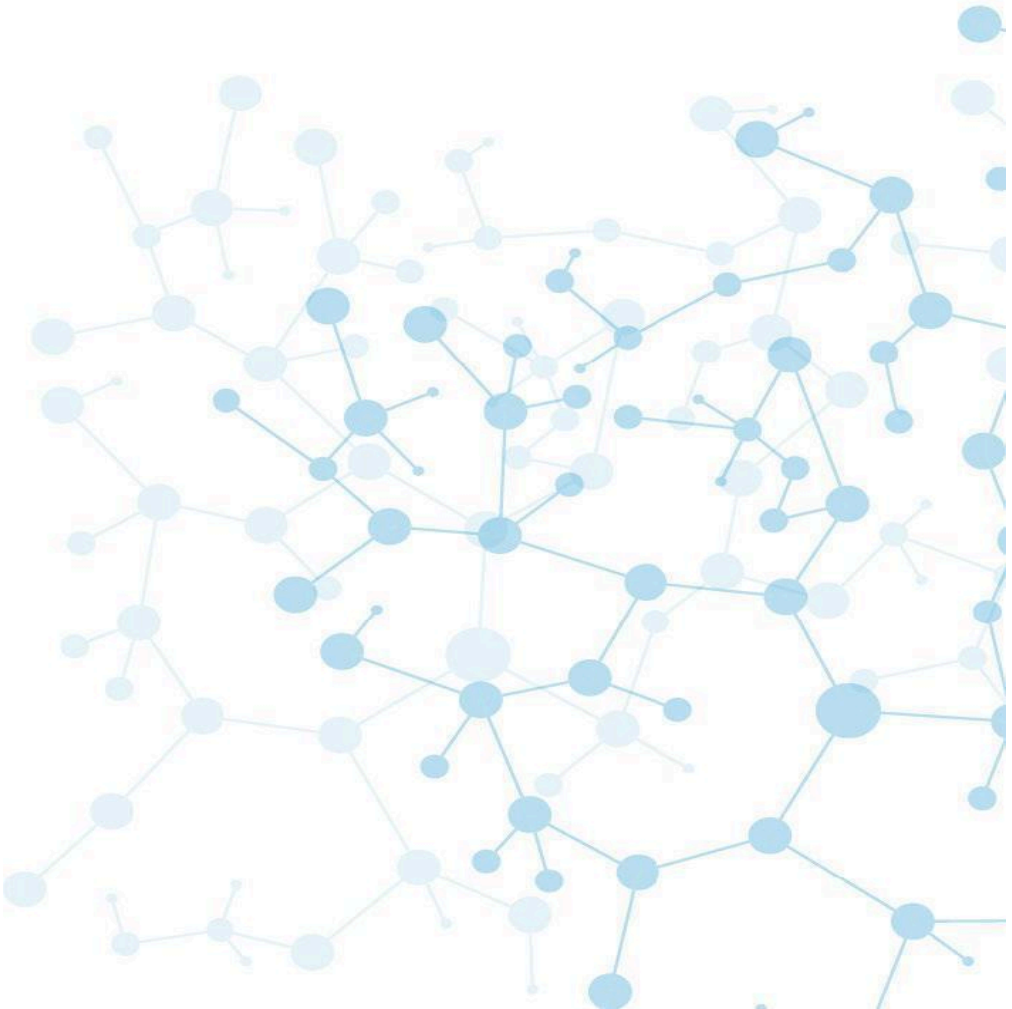
BSME
BRITISH SCHOOLS IN THE MIDDLE EAST

BSME Sports Tournaments
Handbook
2026-27

Created: May 2026 by the BSME Students Events Lead in consultation with the BSME HoPE Committee.



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1 Preamble

1.1 Purpose of the BSME Sports Tournaments Handbook

- Provide schools with the information essential to enable an informed decision as to whether a school is able to participate in or host an individual BSME sports tournament. When making this decision, it is important that the Principal and Head of PE has a thorough understanding of, and accept the recommendations detailed in this Handbook.
- Provide the lead of the team responsible for organising the tournament with a structure to help them with their planning and the information necessary to organise the sports competitions.

1.2 Co-opted HoPE Meeting

- The annual meeting of co-opted Heads of PE (HoPE) and BSME Students Committee members provides the opportunity for both parties to agree recommendations for ongoing improvements to the structure and organisation of the sports tournaments.
- The BSME HoPE Committee will officiate for BSME in conjunction with the BSME Students Events Lead and support the organising team with any issues related to Handbook guidance before, during or after the tournament.

1.3 BSME Student Events Lead and BSME HoPE Committee

BSME HoPE Chair	Ryan Baker
BSME HoPE Vice-Chair (Games Lead & Oman)	Jeremy Wyre
Individual Sports Lead	Gary Wambeek
Country Lead: Bahrain	Kevin Shaw
Country Lead: Egypt & Jordan	Shaun Banham
Country Lead: Kuwait & Pakistan	Adam Martin
Country Lead: Qatar	Pamela Thiesen
Country Lead: Saudi Arabia	Jennifer Gilbert
Country Lead: UAE 1	Sarah Harrod
Country Lead: UAE 2	Richard Austin
BSME Students Coordinator	Rachel Thomas
BSME Student Executive Committee member	Giles Pruett

*UAE 1 & 2 (Dubai, Abu Dhabi, Ajman, Al Ain, Fujairah, Ras Al Khaimah, Sharjah & Umm Al Quwain)

Any questions or queries should be raised to the BSME Students Lead by email (students@bsme.org.uk).

1.4 Procedures for updating the Handbook

- The Handbook will be reviewed annually at the co-opted HoPE Meeting.
- The BSME HoPE Chair and Vice-Chair may make minor changes to the Handbook.
- The BSME HoPE Committee may make major changes to the Handbook.
- Proposals may be submitted to the BSME Students Leads at any time throughout the year.
- Proposals for changes must be submitted before the meeting and included in the meeting agenda.
- For any local changes to the rules for the Tournaments, proposals must be sent to the BSME Students Lead as soon as possible following the procedure below:
    1. Students Lead will send each host school the Handbook as a Google doc with comment only access.
    2. Host schools cannot delete or change any rules without BSME HoPE Committee approval.
    3. Host schools need to propose and suggest changes to the Handbook, e.g. a 300m athletics track, not a 400m track.
    4. BSME Students Lead will then send proposed changes to the HoPE Committee for approval.
    5. Once approved by the HoPE Committee, the Sports Tournaments Handbook will be communicated to the Host School.

6. The Sports Tournaments Handbook will then be circulated to all Participating Schools of each particular Tournament.

- Any changes agreed by the HoPE Committee must be communicated to all participating schools at least 3 months prior to the event.

1.5 Calendar Planning

- From 2023-24 the Games Point System was implemented, this is required to make sure that more of our member schools host our events and it is a shared responsibility i.e. not the same schools hosting each year.
- The BSME Students Event Lead will write to Heads of PE in Term 1/ Term 2 to enable schools to come forward and propose a Games/ Tournaments that they would like to host.
- Host Schools will be allocated after a discussion with the HoPE Committee, with varying host countries taken into consideration for the academic year.
- BSME Country Representatives and the BSME Students and Executive Committees will meet at the BSME Annual Conference in March to finalise the hosting schools and agree proposals for the following years' BSME Students calendar.
- BSME Sports Tournaments will be allocated to a host school for a two year cycle, unless another format is agreed. I.E. If two host schools come forward, they could host for their two years across a four year period.
- After the two year cycle the host school can request to host the tournament again, however if another school comes forward requesting to host, they will take priority.

2 The Tournaments

2.1 Aims

- To provide students with a variety of sporting opportunities at an appropriate level for all member schools in a safe and competitive environment.

2.2 Objectives

- To ensure equal opportunity and participation to both boys and girls.
- To ensure the Tournaments provide a learning experience in sportsmanship and in the value of healthy competition.
- To understand the value of the benefits of training in preparation for competition.
- To enable students to specialise in sports appropriate to their age group.
- To enable schools to be able to host by having sufficient flexibility to organise a programme appropriate to their particular environment and capabilities.

2.3 General Information

- It is important to emphasise that hosting a successful BSME event requires considerable commitment and support on behalf of the Senior Management and Governors of the school. Inevitably there will be cost implications for the school with regards to staff time and facilities.
- The overall coordination of the Tournament must be the responsibility of the host school through a person as nominated by the Principal. This designated person will lead a team to organise the event, working closely with the host school's leadership team to utilise the expertise of the school community and with the support of the BSME Student Events Lead.
- A BSME HoPE committee member will be allocated to each host school to support in the planning process, acting as a point of contact to provide guidance, share best practice, and offer advice where needed throughout the preparation stages, as well as being available as a point of reference on the day of the event if required.

2.4 Host School Selection

- The BSME Students Event Lead will write to Heads of PE in Term 1/ Term 2 to confirm which sports tournaments require a new host school for the following academic year.
- Host Schools will be allocated after a discussion with the HoPE Committee, with varying host countries taken into consideration for the academic year.
- Each tournament will accommodate the maximum number of teams that the host site can facilitate with all factors considered i.e. how many pax would the site allow vs the duration period of the tournament.
- Each tournament will have their own 'key dates' in which participating schools must adhere to, these dates are confirmed by the host school and approved by the BSME Students Event Lead i.e.

*Should the event reach capacity then registration may close early and schools will be placed on a waiting list

Key Dates	
Registration Opens	14th Sept 2026
Registration Deadline	25th Sept 2026
Payment Deadline	9th Oct 2026

- All BSME Sports Tournaments are based on 1st come, 1st serve, 1st paid

2.5 Age Eligibility

2.5.1 Primary - U11 Tournaments

- To qualify for the U11 Tournaments, the students must be U11 as of 01 September at the start of the academic year in which the tournaments are due to take place.

U11 Tournaments: The student must be 9 or 10 on the 31st August 2026

2.5.2 Secondary – U13, U15, U19 Tournaments

- Students will compete at U13, U15, and U19 level. Age is again taken on 01 September in the year of the competition.
- Please refer to the examples given to calculate the age that a student should be in order to qualify for any of the BSME Tournaments:

U13 Tournaments: The student must be 11 or 12 on the 31st August 2026
U15 Tournaments: The student must be 13 or 14 on the 31st August 2026
U19 Tournaments: The student must be 16, 17 or 18 on the 31st August 2026

(Should you have 15 year old students who wish to participate in the U19 Games please see point 2.5.3)

2.5.3 U19 Tournaments

- For the U19 Tournaments ONLY a participating school may request that a student/s "who is 15 Years old and in Year 11 only" wish to participate in the U19 Tournaments.
- Exceptions will be granted by BSME on a case by case scenario, taking into consideration the size of the participating school, exact age of the student/s and the student/s physicality in terms of competing against older students.

2.5.4 All Tournaments

- Students must not, under any circumstances, participate in the Tournaments if they are 'over age' irrespective of whether or not they are academically placed in participating age groups.
- All participating student passports must be checked by the host school. Failure of a participating school to adhere to the BSME age rulings will have significant repercussions and BSME reserves the right to decide the severity of the penalty to be imposed.
- In the unlikely event of an athlete being 'over aged' the competition will continue and the team will be placed last or the school will have the opportunity to remove the athlete.

2.6 Current Tournament Schedule

- Due to the impact Ramadan falling in Term 2, the tournament schedule will be impacted for the next few years, therefore the table below is a recommendation;

Term 1		Term 2		Term 3	
Nov	U13 Netball	Jan	U11 Football	April	Golf Open
Nov	U11 Saudi Schools Netball & Football	Jan	U15 Netball	April	U13/U15 Volleyball
Nov	U11 Netball	Jan	U15 Football	April	U13 Basketball
Dec	U13 Football			April/May	Swimming

2.7 Tournament Attendance

- It is compulsory for schools to be in the host country the evening before the Tournament commences to ensure athletes are well rested.

3 Essential Information for Participating Schools

3.1 General Information

- It is essential that all participating schools supply information efficiently and meet all deadlines on requests from Tournament organisers.
- Currently stand alone tournaments do not require deposit payments, however participating schools must adhere to the set payment deadlines.
- Once a Tournament has been awarded all participating schools should do everything possible to promote and support the event to ensure its success.

3.2 Accommodation & Transport

- It is the responsibility of participating schools to arrange their accommodation and transport for a Tournament, however the host school or the BSME Student Events Lead may recommend travel options.

3.3 Payments

- Host schools will issue invoices to each participating school and participating schools must arrange prompt payment of invoices by the dates specified by the organisers.
- In the event of a school withdrawing, the following payment terms will be implemented;

Payments Terms for BSME Sports Tournaments

- Cancellations made **30–44 days prior to the event** will receive a 75% refund of invoiced fees*
- Cancellations made **15–29 days prior to the event** will receive a 50% refund of invoiced fees*
- Cancellations made **less than 15 days prior to the event** will not be eligible for any refund*

*If a suitable replacement is found by the host school/ BSME it may be possible to substitute one team for another, however, any additional costs incurred as a result of such changes shall be borne by the Group.

**Should an invoice not have been paid then a school will be charged the % amount due at the time of cancellation i.e. 30 days prior, 25% will be charged.

***BSME has the right to remove hosting points from the participating school should the above not be adhered to.

- Participating schools are responsible for the payment of all bank charges for both banks.
- Visas - Teams travelling overseas with students that require visas must source the relevant visa to secure entry. We will send out visa support documentation as required, but please prepare your teams with possible replacements in case any visas are denied.
- Injury Replacements - Reserve athletes should also be organised and able to step in, in the event that an athlete is forced to pull out through injury or illness, as event fees are not recoverable when late cancellations are made.

3.4 Insurance

- Insurance of individual participants is the responsibility of each participating school.

3.5 Team Kit

- Participating schools should provide their students team representatives with a standard uniform. Where possible this uniform should be numbered for team sport events.
- Students must remove jewellery for all activities. Participating schools are responsible for all of their personal belongings.
- Schools must ensure that sponsor logos are discrete and in keeping with the aims and objectives of the Games.

3.6 Supporters

- The participating schools are responsible for the coordination and collection of any payments relating to their parents attending the events.
- **All accompanying parents are required to acknowledge and adhere to the Codes of Conduct as per section 7 of this handbook.**
- Any unreasonable or late requests by parents may not be accepted by the tournament organisers.

3.7 Codes of Conduct

- By attending a BSME Event individuals agree to abide by the Codes of Conduct.
- There are codes for players, spectators, parents, team members and team officials.
- Participating schools must ensure that all athletes, coaches, spectators and parents have read and acknowledged the relevant Codes.

3.8 Participants

- All BSME member schools are invited to apply to participate in the BSME Sports Tournaments.

3.9 Safeguarding

- Participating schools must ensure that the minimum ratio of 1:8 teachers to students is met at all times.
- All participating schools must review the host school's safeguarding policy and adhere to it.
- Any safeguarding concerns should be raised with the BSME representative on site directly in the first instance.
- Photographs and images will be taken of students during the events. These images and video footage will be used by BSME, including but not limited to, our social media platforms and websites. It is the participating school's responsibility to ensure parental permission has been obtained for this.
- Participating schools are responsible for advising the Event organisers and BSME if photography of certain students is not permitted.

During BSME coordinated events, such as BSME Games and other inter-school competitions, participating schools must adhere to the following requirements to help safeguard children:

- Provide the name of a suitably trained member of staff who is allocated as the leader for the event who has overall responsibility for ensuring the supervision and conduct of the trip and pays due regard to the health, safety and welfare of those involved in the event
- Secure appropriate permission from the child's parent/carer to travel to and participate in the event and are fully aware that they are acting in loco parentis
- Conduct a full and thorough risk assessment of the event and any travel involved prior to departure and detailed steps that have been/will be taken to manage and minimise risk
- Continue to risk assess throughout the event taking into account any changes in staff or students' health, changes in weather, changes in the political situation, etc. which may affect risk
- Check the latest foreign travel advice for any country they plan to visit prior to departure and ensure that you keep abreast of any changes in advice (www.gov.uk/foriegn-travel-advice)
- Ensure that adult to child ratios as per the BSME Standalone Sports Handbook and that any attending adults have the appropriate checks from ACRO, or police clearance from relevant countries
- Have gender appropriate staff deployed on all trips as represented by the students
- Have at least one accompanying adult with an up-to-date first aid certificate
- Have adequate insurance and medical cover
- Review the BSME Event Incident Procedure policy and complete a BSME Student Events Incident Report form if a minor or serious incident occurs and to be shared with BSME within 24hours of the incident occurring.
- Establish robust emergency procedures
- Guarantee separate sleeping arrangements for male and female pupils and arrange for pupils to have an appropriate level of privacy for sleeping, changing and bathing.
- Take responsibility to inform parents that their children may appear in BSME coverage of the event.

3.10 Data Privacy - GDPR

- Where necessary, BSME will collect additional personal information such as passport/medical details etc in order to facilitate entry to host countries, host venues and hotels. This information will only ever be used for the purpose specified on each event. We will process and share the personal information under Legitimate Interest, only where essential to the running of the event Please take time to review our Privacy Statement GDPR Policy should you need any further clarification.

3.11 Laws, Rules and Regulations

- The BSME Sports Tournament Handbook must be used and adhered to for all aspects of the events.
- As per section 1, any local changes to the rules for the Games must be sent to the BSME Students Event Lead as soon as possible after agreeing to host.
- Any changes agreed by the BSME Students HoPE Committee must be communicated to all participating schools at least 3 months prior to the event.

3.12 Terms & Conditions

- The BSME Terms and Conditions must be used and adhered to for all aspects of the Sports Tournaments.
- You can read the full Terms and Conditions on the BSME Website.

4 Roles

4.1 Officials and Marshalling

- The tournaments require a considerable number of trained and experienced officials.
- In order to facilitate the smooth running of the event, it is expected that each participating school is accompanied by at least 1 member of staff per team entered.
- Accompanying members of staff should have the ability to officiate the sports played within the event. One of these members of staff may be asked by the host school to officiate as required. It is important to bear this in mind when staffing arrangements are being made.
- Staff must not be asked to officiate matches involving their own school in the team events.
- Professional officials may need to be enlisted by the host school. The cost implications for this should be built into the entry fee.

4.2 Host School staff roles during events

- Event Coordinator / Lead: Main point of contact for participating schools; Leads on communication pre, during and post event; Delegates to support staff; Serious Incident Procedure lead contact person
- Additional PE Support Staff: Complete tasks as delegated by Event Coordinator
- Student Leaders / Runners: Support with taking score cards to results tables; Table official
- MC / Announcer: Announcing fixtures, results, updates and general information
- Results: One staff to lead on inputting results into BSME results sheets; Updating visual scoreboards
- Medics (School nurse / external ambulance)

4.3 Venues

- The Host School will locate suitable venues and will complete a risk assessment to ensure venues are suitable and safe.

4.4 Awards: Rationale

- All students should receive a token of participation. This includes but is not limited to: medals, miniature plaques, ribbons, a certificate.
- Individual student medals and team trophies should be awarded for the 1st, 2nd 3rd place in all sports.
- Ribbons are issued for 4th, 5th & 6th place in the BSME Swimming Championship
- Medals should only be ordered for the maximum number of squad players in that event.
- Players of the tournament will be announced at the end of each tournament. This will be voted by the officiating referees/umpires per game. The hosting school/ tournament organiser will collect and count the ballots. OR for BSME Swimming FINA points are used. All records of this should be made available to BSME post event.

4.5 BSME Website

- Following the event the Host School is required to provide a short narrative of the event with accompanying photos, results and testimonials if applicable.
- Should the host school wish to publicise the event in advance on the BSME website they should send the relevant information in JPEG format to the BSME Student Events Lead.

4.6 AQI / Heat Procedures / Environmental Conditions

- All host schools must have established Air Quality Index (AQI), Wet Bulb Globe Temperature (WBGT), and Ambient Temperature protocols in place, which should be shared with all participating schools prior to the event.
- While the table below provides recommended guidelines, the decision to modify, suspend, or amend activities rests with the host school, in consultation with appropriate medical personnel and in accordance with the school's own policies and procedures.

Condition	Elevated Risk	High Risk	Extreme Risk
AQI	101–150: increase hydration and monitor vulnerable participants	151–200: reduce outdoor exposure and modify schedules	201+: suspend/cancel activities
WBGT	28–30°C: extra hydration breaks, shorter warm-ups	30–32°C: shorten matches and increase recovery	32°C+: suspend/cancel activities
Temperature	35–38°C: more hydration breaks	38–40°C: modify schedules/shorten play	40°C+: suspend/cancel activities

Please note the following information is to provide host schools/ participating schools with general information about each tournament.

The host school may amend the format/ length of any of the individual tournaments, as long as this has prior approval from the BSME Student Event lead and the Individual Sports Lead on the HoPE Committee, before initial communication is sent to members.

5 Golf Open

5.1 General Information

- All BSME schools are invited to apply to participate in the Golf Open.
- The host school is responsible for securing a suitable golf course. Cost needs to be taken into consideration when confirming the course.
- In order for a school to enter the team event, a group of at least 3 students with an official EGF or CONGU golf handicap aged between 12 and 18 years of age is required.
- Individual entries are welcomed from students who meet the age and handicap criteria.
- There is no capacity of the number of students an individual school registers for the competition, however if tee times are limited then the host school may need to limit this.
- Should an individual be below the mentioned age criteria, the host school may accept an entry on a case by case basis.
- The host school will issue an invitation letter at their earliest convenience, this will be sent to members and will also be available on the BSME website with the registration link.
- The course used for the tournament will manage the scores per each round, this will most likely be on an app/ the course website.

5.2 Host School

- The host school will lead on organising the tournament which includes;
    - Invitation letter (issued at the earliest opportunity)
    - Once a school has registered the host school will lead on all communication before, during and post the event.
    - Invoices are sent to all participating schools for entry fees & the host school will chase payments
    - Purchasing of any T-shirts, certificates, medals, and trophies, as required.
    - Tournament Scheduling
    - Running the tournament on the day, including set up, managing & updating the results, providing runners to collect the scorecards, provided all requirement equipment
    - Arranging on site medical provision
    - Coordinating officials/ umpires (where required)
    - On site F&B provision
    - Host the awards ceremony

5.3 Costs

- The approximate cost is in the region of 1000 AED per player;
    - Single Tee start both days with lunch.
    - Use of shared electric golf cart
    - Digital Scoring for all groups
    - Full use of practice facilities prior to play
    - Welcome gift and commemorative 1st tee gift (if feasible).
    - Prize Presentation & Dinner after Round two.

5.4 Format

- The competition will be a 36-hole stroke play event with the maximum score on each hole being double par (players should pick their ball up if they go over that number).
- Individual Competition - Prizes will be presented to the best BSME golfers (Best Gross and Net scores for flights A and B). Flight A will consist of golfers with a single figure handicap. Flight B will consist of golfers with handicap of 10 or more.
- Team Competition - The structure of this competition is subject to entry numbers of schools.
- Nearest to the pin competition - Nearest to the pin competition on each par 3 hole on both days.
- Female Competition - Prizes will be presented to the females with the lowest Net score.
- How Players Score: Gross Scores or Net Scores
    - **Scratch Competitions. In a scratch competition:**

        - The player's "gross score" for a hole or the round is his or her total number of strokes (including strokes made and penalty strokes).
        - The player's handicap is not applied.
        - For this competition, each hole has a limit of double par. If double par is reached, the player must pick up and record their score.
    - **Handicap Competitions. In a handicap competition:**
        - The player's "net score" for a hole or the round is the gross score adjusted for the player's handicap strokes.

5.5 Tee Times

- Tee times must take into consideration the players who are travelling to the tournament and when they are expected to arrive.
- Where feasible groups should be allocated on handicaps, with a good spread of players from different schools etc.
- Provisional tee times will be sent to participating schools when feasible and the final tee time schedule and structure will be sent once all entries have been finalised.
- Players are expected to have registered at the golf reception with a member of Host School staff 1 hour before their tee time. Please note that this is provisional and the final tee time schedule and structure will be sent once all entries have been finalised.

5.6 Awards

- An awards ceremony will take place at the conclusion of Round 2.
- The expected awards are as follows;
    - Best Gross - flights A and B
    - Net scores - flights A and B
    - Team Competition
    - Nearest to the pin competition (on each day)
    - Female Competition (lowest Net score)
- Trophies are usually presented for the above awards but this it to be confirmed by the host school

6 U11, U13 & U15 Netball Tournament

6.1 General Information

- Please note that the tournaments are separate events i.e. U11 Netball Tournament, U13 Netball Tournament and the U15 Netball tournament, that take place on separate dates but for the purpose of this handbook the information is the same for each tournament.
- All BSME Member schools are invited to apply to participate in the U11, U13 & U15 Netball Tournaments.
- The host school is responsible for securing a suitable venue, if a school site is not feasible. Cost needs to be taken into consideration when confirming the venue.
- Schools can enter x1 team per age group. I.e. U11 x1 team, U13 x1 team, U15 x1 team.
- Should a school wish to enter more than one team per age group then the host school will confirm if this is feasible once registration has closed. This will be based on first come first served.
- There will be a capacity to the number of teams that the tournament can accommodate, if this capacity is reached, the registration form will be closed.
- BSME will provide the host school with the registration link and the registrations. Once a school has registered the host school will lead on all communication before, during and post the event.

6.2 Host School

- The host school will lead on organising the tournament which includes;
    - Invitation letter (issued at the earliest opportunity)
    - Once a school has registered the host school will lead on all communication before, during and post the event.
    - Invoices are sent to all participating schools for entry fees & the host school will chase payments
    - Purchasing of any T-shirts, certificates, medals, and trophies, as required.
    - Tournament Scheduling
    - Running the tournament on the day, including set up, managing & updating the results, providing runners to collect the scorecards, provided all requirement equipment
    - Arranging on site medical provision
    - Coordinating officials/ umpires (where required)
    - On site F&B provision
    - Host the awards ceremony

6.3 Costs

The approximate cost is in the region of 750 - 1000 AED per team;

- External venue
- Medical provision
- External Umpires - minimum C Level qualification (where feasible)
- Medals and trophies for 1st, 2nd & 3rd in each age group
- Player of the tournament trophy for each age group

6.4 Points

To determine the overall positions, points will be allocated as follows:

- Win 3 points
- Draw 1 point
- Loss 0 points

- The total number of points accumulated at the end of pool play will determine the rankings in each pool.
- If at the conclusion of the pool play, should two teams finish level on points then the score of their match will determine the highest placed team. Should it have been a draw or should there be more than two teams level on points then the following tie breakers will apply in order;
    - Head to Head result: The winning team will proceed through to the higher position ranking.
    - Points difference: Total points/goals scored minus points/goals conceded across all pool matches.
    - Points / Goals scored: The total number of points/goals scored across all pool matches.
    - Points / Goals conceded: The lowest total points/goals conceded across all pool matches.

6.5 Format

- The format for this competition will be confirmed by the host school, however it is advised to provide schools with as many matches as possible. (This is of course dependent on the number of courts available vs the number of teams entered per age group).
- The likely format will be as follows;
    - Where there are 12 competing schools, the teams should be divided into 2 pools of 6.
    - Each pool should be selected randomly.
    - Each team should then play 5 games in a round-robin competition to determine places for play-offs.
    - The top 2 teams in each pool should play-off in the semi-finals; 1st Pool A vs. 2nd Pool B and 2nd
    - Pool A vs. 1st Pool B. The winners of these matches should progress to the final and the losers should compete for 3rd place.
    - The 3rd and 4th teams in each pool should play off for 5th-8th place and the teams who finish 5th and 6th in the pool matches should play off for 9th-12th places.
    - Where there are 16 teams there should be 4 groups of 4 teams. In each group the top team qualifies for the quarter final.
    - Where there are 20 teams there should be 4 groups of 5 teams. In each group the top team qualifies for the quarter final.

6.6 Cup, Plate and Bowl Competitions

- For tournaments with 12 or more teams, all teams should advance beyond the initial pool stage into a tiered knockout format, ensuring maximum participation and meaningful competition for all schools.
- Following the completion of pool matches, teams will be ranked within their respective groups. Based on these final standings, teams will progress into one of four knockout competitions:
    - Cup – contested by the highest-placed teams from each pool
    - Plate – contested by the next highest-placed teams
    - Bowl – contested by the remaining teams
- Each competition will follow a knockout format (semi-finals and finals, or quarter-finals where appropriate), depending on the number of teams. All teams should therefore continue competing for a final overall position within their respective tier.

6.7 Awards

- An awards ceremony will take place at the conclusion of the tournament.
- The expected awards are as follows;
    - U11 - 1st, 2nd, 3rd placed teams
    - U11 - Player of the tournament
    - U13 - 1st, 2nd, 3rd placed teams
    - U13 - Player of the tournament
    - U15 - 1st, 2nd, 3rd placed teams
    - U15 - Player of the tournament
- Standalone Events should have a Cup, Plate, Bowl competition depending on numbers. For every 6 teams, an additional award should be awarded. I.e 12 team competition Cup and Plate / 18 team competition Cup, Plate, Bowl
- Trophies are usually presented for the above awards but this it to be confirmed by the host school

6.8 Specific Sports Rules (Netball)

6.8.1 General Information

- Games should be 7 minutes each way with 1 minute half time. (This will be established with the hosting school, where time permits in the schedule).
- All matches should be played on a standard size netball court
- The host school may outsource referees or may request visiting teams bring a teacher to assist with the officiating
- There should be two umpires per court.

- In any game, the umpires will have the authority to administer the rules of play. The umpire's decision is final. Only the Team Coach may approach an umpire for clarification of any rules or disputes on court. This may only be done at half time or full time.
- The height of the goal will be 10ft.
- Netball will be a Size 5

6.8.2 Rules

- The rules are aligned with those set out by the International Netball Federation.
- 7-aside with a maximum squad number of 12 girls.

6.8.2.a Substitution

- Both teams have the right to make substitutions and/or team changes:
    - a. During an interval.
    - b. When play is stopped for injury/illness of a player or blood.
- Both teams may make tactical changes immediately after a goal has been scored following a request from an on-court player to hold time for this purpose, ensuring that:
    - a. The umpire is clear the request is for a tactical change and not for injury/illness of a player or blood.
    - b. Any on-court players leave the court or change playing positions without delay.
    - c. Any substitutes take up their position on court without delay.
    - d. All team officials including primary care persons remain at the team bench.
    - e. The umpire is able to restart play quickly so the momentum of the match is not affected.
- There is no limit to the number of substitutions, which can be made by a team provided that players used do not exceed the total number listed at any team registration.

6.8.2.b Starting or restarting the game

- A coin toss between two representatives on each team is carried out before the match begins. This is to confirm who will have the first centre pass and which end the teams will shoot from.
- A central hooter will be used to start each round of matches, as well as the end of the first half and beginning of the second half. The umpire's whistle, however, officially starts and ends each period of play.
- Centre passes are taken alternately by the two Centres, after a goal has been scored.
- All players must start in the goal thirds except the two Centres.
- The Centre with the ball starts with either one or both feet in the Centre Circle, however the landing foot must remain in the centre circle until the ball has been thrown. The Centre must obey the footwork rule after the whistle has been blown.
- The opposing Centre stands anywhere within the Centre Third and is free to move.
- The Centre pass must be caught or touched by a player in or landing in or jumping from a stance in the Centre third.

6.8.2.c Playing the ball

- A player who has caught the ball shall play it or shoot for goal within three seconds.
- Once released, another player must next touch the ball.
- There must be room for a third player between the hands of the thrower and the catcher.
- A player on the ground must stand up before playing ball.
- Umpires will play advantage on a foul rather than blow the offence and re-set. There will be no set time on the advantage; that is at the umpires discretion.
- Without having possession, a player may:
    - a. Bat or bounce the ball to another player.
    - b. Bat the ball once, and then either bat or bounce the ball to another player.
    - c. Bounce the ball once, and then either bat or bounce the ball to another player.
    - d. Touch the ball in an uncontrolled manner once or more than once, and then either bat or bounce the ball to another player.

6.8.3 Play-off rules

- Where an outcome is required (ie, play-off games), in the event that scores are tied the teams will play for an additional 5 minutes. If the teams are still deadlocked at the end of extra time, play will continue until the next goal has been scored (the Golden Goal Rule).
- In the event of a draw during a semi-final or final match, five minutes extra time will be played. There will be a 1-minute break, and teams will change ends.

- If teams are still deadlocked at the end of extra time (with the exception of the final), play will continue until the next goal has been scored (the Golden Goal Rule).
- For the final, up to two periods of extra time may be played (with a 2 minute break between each period) before resorting to the Golden Goal Rule.
- To prevent excessive score disparities and to maintain team morale, a 10-goal mercy rule will be implemented. Once a team leads by 10 goals, this will be recorded as the official final score. Teams may then choose to continue playing without recording further scores or mutually agree to end the game.

6.8.3.a Golden Goal Rule

- In the event that scores are tied when the final hooter sounds at the end of extra time, the following procedure will be followed:
    - The umpire in control of play will blow their whistle to stop play.
    - All players remain on court in the exact place.
    - No substitutes can be made.
    - The umpire will explain that time is up, and that the next goal will decide the match.
    - Play will recommence with a free pass, in the place/area where play stopped, to the team in possession prior to the whistle being blown.

6.8.4 End of the Game

- There will be a bell/hooter to signal the end of time but the umpire's whistle will determine the end of the game.
- If the whistle to end play (or to hold time) is blown after the ball has left the hands of the shooter and the shot is successful, the goal will be scored.
- Three cheers and handshakes to be encouraged.
- Team managers shall shake hands.
- It is expected that team captains and managers shake hands with the match officials.

7 U11, U13 & U15 Football Tournament

7.1 General Information

- Please note that the tournaments are separate events i.e. U11 Football Tournament, U13 Football Tournament & U15 Football tournament, that take place on separate dates but for the purpose of this handbook the information is the same for each tournament.
- All BSME member schools are invited to apply to participate in the U11, U13 &U15 Football Tournament.
- The host school is responsible for securing a suitable venue, if a school site is not feasible. Cost needs to be taken into consideration when confirming the venue.
- Schools can enter x1 team per age group. I.e. U11 x1 team, U13 x1 team, U15 x1 team.
- Should a school wish to enter more than one team per age group then the host school will confirm if this is feasible once registration has closed. This will be based on first come first served.
- There will be a capacity to the number of teams that the tournament can accommodate, if this capacity is reached, the registration form will be closed.
- BSME will provide the host school with the registration link and the registrations. Once a school has registered the host school will lead on all communication before, during and post the event.

7.2 Host School

- The host school will lead on organising the tournament which includes;
    - Invitation letter (issued at the earliest opportunity)
    - Once a school has registered the host school will lead on all communication before, during and post the event.
    - Invoices are sent to all participating schools for entry fees & the host school will chase payments
    - Purchasing of any T-shirts, certificates, medals, and trophies, as required.
    - Tournament Scheduling
    - Running the tournament on the day, including set up, managing & updating the results, providing runners to collect the scorecards, provided all requirement equipment
    - Arranging on site medical provision
    - Coordinating officials/ umpires (where required)
    - On site F&B provision
    - Host the awards ceremony

7.3 Costs

- The approximate cost is in the region of 750 - 1000 AED per team;
    - External venue
    - Medical provision
    - External Umpires - qualification required (where feasible)
    - Medals and trophies for 1st, 2nd & 3rd in each age group/ tier
    - Player of the tournament trophy for each age group

7.4 Points

To determine the overall positions, points will be allocated as follows:

- Win 3 points
- Draw 1 point
- Loss 0 points

- The total number of points accumulated at the end of pool play will determine the rankings in each pool.
- If at the conclusion of the pool play, should two teams finish level on points then the score of their match will determine the highest placed team. Should it have been a draw or should there be more than two teams level on points then the following tie breakers will apply in order;
    - Head to Head result: The winning team will proceed through to the higher position ranking.
    - Points difference: Total points/goals scored minus points/goals conceded across all pool matches.
    - Points / Goals scored: The total number of points/goals scored across all pool matches.
    - Points / Goals conceded: The lowest total points/goals conceded across all pool matches.

7.5 Format

- The format for this competition will be confirmed by the host school, however it is advised to provide schools with as many matches as possible. (This is of course dependent on the number of pitches available vs the number of teams entered per age group).
- The likely format will be as follows;
    - Where there are 12 competing schools, the teams should be divided into 2 pools of 6.
    - Each pool should be selected randomly.
    - Each team should then play 5 games in a round-robin competition to determine places for play-offs.
    - The top 2 teams in each pool should play-off in the semi-finals; 1st Pool A vs. 2nd Pool B and 2nd Pool A vs. 1st Pool B. The winners of these matches should progress to the final and the losers should compete for 3rd place.
    - The 3rd and 4th teams in each pool should play off for 5th-8th place and the teams who finish 5th and 6th in the pool matches should play off for 9th-12th places.
    - Where there are 16 teams there should be 4 groups of 4 teams. In each group the top team qualifies for the quarter final.
    - Where there are 20 teams there should be 4 groups of 5 teams. In each group the top team qualifies for the quarter final.

7.6 Cup, Plate and Bowl Competitions

- For tournaments with 12 or more teams, all teams should advance beyond the initial pool stage into a tiered knockout format, ensuring maximum participation and meaningful competition for all schools.
- Following the completion of pool matches, teams will be ranked within their respective groups. Based on these final standings, teams will progress into one of four knockout competitions:
    - Cup – contested by the highest-placed teams from each pool
    - Plate – contested by the next highest-placed teams
    - Bowl – contested by the remaining teams
- Each competition will follow a knockout format (semi-finals and finals, or quarter-finals where appropriate), depending on the number of teams. All teams should therefore continue competing for a final overall position within their respective tier.

7.7 Awards

- An awards ceremony will take place at the conclusion of the tournament.
- The expected awards are as follows;
    - U11 - 1st, 2nd, 3rd placed teams
    - U11 - Player of the tournament
    - U13 - 1st, 2nd, 3rd placed teams
    - U13 - Player of the tournament
    - U15 - 1st, 2nd, 3rd placed teams
    - U15 - Player of the tournament
- Standalone Events should have a Cup, Plate, Bowl competition depending on numbers. For every 6 teams, an additional award should be awarded. I.e 12 team competition Cup and Plate / 18 team competition Cup, Plate, Bowl
- Trophies are usually presented for the above awards but this it to be confirmed by the host school

7.8 Specific Sports Rules (Football)

7.8.1 General Information

- Games should be 7 minutes each way with 1 minute half time. (This will be established with the hosting school, where time permits in the schedule).
- All matches should be played on grass where possible.
- Players should ensure they are wearing appropriate footwear.
- All players must wear shin guards/pads. Players will not be allowed to play without them.
- The host school may outsource referees or may request visiting teams bring a teacher to assist with the officiating.
- Pitch Dimensions: 7 a-side: 60x40 yards (or as near to these dimensions as possible)
- Recommended Goal Size is 2m x 5m

- Football will be U13 = Size 4, U15/U19 = Size 5

7.8.2 Rules

- The rules are aligned with those set out by the International Football Federation.
- 7 -a-side with a maximum squad size of 12 students.
- The pass back rule DOES APPLY. Should the goalkeeper handle the ball from a pass from one of their own team, an indirect free kick is awarded where the ball was picked up
- No off side
- Throw in's must be correct. Officials will note a foul throw if not.
- Rolling substitutions are allowed.
- All other football rules apply

7.8.3 Play-off Rules

- In the group stages should two teams still be tied on points after following the process mentioned above in section 6.4 a Penalty shoot-out (three members of the team take one shot alternating with the other team followed by sudden death) will take place.
- In the event of a tie at full time in the semi-finals, third-place play-off, or grand final, the match outcome shall be determined by one period of five minutes extra time. If the scores remain level, a penalty shoot-out shall take place, with three designated players from each team taking one penalty each on an alternating basis. Should the scores remain tied following the initial penalties, the shoot-out shall proceed to sudden death.
- In the event of a draw in any playoff game from 5th down there will be no extra time or penalties and the competition points will be added together and divided by two.

7.8.4 End of the Game

- This will be determined by the official.
- Three cheers and handshakes to be encouraged.
- Team managers shall shake hands.
- It is expected that team managers shake hands with the match officials.

8 U13 & U15 Volleyball Tournament

8.1 General Information

- Please note that the tournaments are separate events i.e. U13 Volleyball Tournament & U15 Volleyball tournament, that may take place on separate dates but for the purpose of this handbook the information is the same for each tournament.
- All BSME member schools are invited to apply to participate in the U13 Volleyball Tournament & U15 Volleyball tournament
- The host school is responsible for securing a suitable venue, if a school site is not feasible. Cost needs to be taken into consideration when confirming the venue.
- Schools can enter x1 team per age group, per gender. I.e. U13 x1 team, U15 x1 team.
- Should a school wish to enter more than one team per age group then the host school will confirm if this is feasible once registration has closed. This will be based on first come first served.
- There will be a capacity to the number of teams that the tournament can accommodate, if this capacity is reached, the registration form will be closed.
- BSME will provide the host school with the registration link and the registrations. Once a school has registered the host school will lead on all communication before, during and post the event.

8.2 Host School

- The host school will lead on organising the tournament which includes;
    - Invitation letter (issued at the earliest opportunity)
    - Once a school has registered the host school will lead on all communication before, during and post the event.
    - Invoices are sent to all participating schools for entry fees & the host school will chase payments
    - Purchasing of any T-shirts, certificates, medals, and trophies, as required.
    - Tournament Scheduling
    - Running the tournament on the day, including set up, managing & updating the results, providing runners to collect the scorecards, provided all requirement equipment
    - Arranging on site medical provision
    - Coordinating officials/ umpires (where required)
    - On site F&B provision
    - Host the awards ceremony

8.3 Costs

- The approximate cost is in the region of 750 - 1000 AED per team;
    - External venue
    - Medical provision
    - External Umpires - qualification required (where feasible)
    - Medals and trophies for 1st, 2nd & 3rd in each age group/ gender
    - Player of the tournament trophy for each age group/ gender

8.4 Points

To determine the overall positions, points will be allocated as follows:

- Win 3 points
- Loss 1 point

- The total number of points accumulated at the end of pool play will determine the rankings in each pool.
- If at the conclusion of the pool play, should two teams finish level on points then the score of their match will determine the highest placed team. Should it have been a draw or should there be more than two teams level on points then the following tie breakers will apply in order;
    - Head to Head result: The winning team will proceed through to the higher position ranking.
    - Points difference: Total points/goals scored minus points/goals conceded across all pool matches.
    - Points / Goals scored: The total number of points/goals scored across all pool matches.
    - Points / Goals conceded: The lowest total points/goals conceded across all pool matches.

8.5 Format

- The format for this competition will be confirmed by the host school, however it is advised to provide schools with as many matches as possible. (This is of course dependent on the number of courts available vs the number of teams entered per age group).
- The likely format will be as follows;
    - Where there are 12 competing schools, the teams should be divided into 2 pools of 6.
    - Each pool should be selected randomly.
    - Each team should then play 5 games in a round-robin competition to determine places for play-offs.
    - The top 2 teams in each pool should play-off in the semi-finals; 1st Pool A vs. 2nd Pool B and 2nd
    - Pool A vs. 1st Pool B. The winners of these matches should progress to the final and the losers should compete for 3rd place.
    - The 3rd and 4th teams in each pool should play off for 5th-8th place and the teams who finish 5th and 6th in the pool matches should play off for 9th-12th places.
    - Where there are 16 teams there should be 4 groups of 4 teams. In each group the top team qualifies for the quarter final.
    - Where there are 20 teams there should be 4 groups of 5 teams. In each group the top team qualifies for the quarter final.

8.6 Cup, Plate and Bowl Competitions

- For tournaments with 12 or more teams, all teams should advance beyond the initial pool stage into a tiered knockout format, ensuring maximum participation and meaningful competition for all schools.
- Following the completion of pool matches, teams will be ranked within their respective groups. Based on these final standings, teams will progress into one of four knockout competitions:
    - Cup – contested by the highest-placed teams from each pool
    - Plate – contested by the next highest-placed teams
    - Bowl – contested by the remaining teams
- Each competition will follow a knockout format (semi-finals and finals, or quarter-finals where appropriate), depending on the number of teams. All teams should therefore continue competing for a final overall position within their respective tier.

8.7 Awards

- An awards ceremony will take place at the conclusion of the tournament.
- The expected awards are as follows;
    - U13 - 1st, 2nd, 3rd placed teams (boys and girls)
    - U13 - Player of the tournament (boys and girls)
    - U15 - 1st, 2nd, 3rd placed teams (boys and girls)
    - U15 - Player of the tournament (boys and girls)
- Standalone Events should have a Cup, Plate, Bowl competition depending on numbers. For every 6 teams, an additional award should be awarded. I.e 12 team competition Cup and Plate / 18 team competition Cup, Plate, Bowl
- Trophies are usually presented for the above awards but this it to be confirmed by the host school

8.8 Specific Sports Rules (Volleyball)

8.8.1 General Information

- There should be 2 courts playing matches concurrently
- It is strongly recommended that sunken/ socketed posts are used where feasible
- Matches will start every 20 minutes.
- Team roster: each School should provide a team roster to the scorekeeper along with each player's number.
- Teams should be on court at the correct time. Warm Ups should be completed prior to the official start time.
- If an obstruction is on one side of the court and the ball hits it - then it is a replay point. Game organisers need to check and inform participating schools.
-

8.8.2 Rules

- The rules are aligned with those set out by the International Volleyball Federation.
- 6 players on court. Teams can have a maximum of 12 players in the squad.
- The first team to 25 points wins. If the score is tied at 24-24, then the first point wins.
- Time-Out: One time-out per set per team.
- With the exception of the serve, players may use any part of their body.
- Players cannot touch the net between the antennas.
- Players' whole foot cannot cross the middle of the court.
- There is no libero player in U13 or U15 volleyball
- A libero player can be used for U19 Volleyball
- Net Heights: U15/U19 Intermediate 2m 30cm. U13 Junior 2m 24cm.

8.8.2.a Serving

- There must be a gap between the ball and the hand when serving.
- U13 only: Serves will be limited to 5 consecutive points from the same individual.
- The ball shall be hit with one hand or any part of the arm after being tossed or released from the hand(s).
- Only one toss or release of the ball is allowed. Dribbling or moving the ball in the hands is permitted.
- At the moment of the service hit or take-off for a jump service, the server must not touch the court (the end line included) or the floor outside the service zone. After the hit, he/she may step or land outside the service zone, or inside the court.
- The server must hit the ball within 8 seconds after the 1st referee whistles for service.
- A service executed before the referee's whistle is cancelled and repeated.

8.8.2.b Substitutions

- All substitute players must remain on the team's bench during the game.
- Each team is permitted x6 substitutes per set.
- A substitute may enter the game for a specific player in the starting line-up once. After being substituted in, they can only be replaced by the same player they initially replaced, and this exchange can occur only once per set.

8.8.2.c Referee Assistance

- Once a school has played their game, a staff representative from that school must stay and be a line judge where possible.

8.8.3 Play-off Rules

- The 1st and 2nd place finals will be played as best of three sets: two sets to 25 points, with a deciding third set to 15 points if required. Teams must win the final set of 15 by a margin of 2 points.
- All matches for 3rd place and below will be played as a single set to 25 points. Teams must win by a margin of 2 points.

8.8.4 End of the Game

- This will be determined by the official.
- Three cheers and handshakes to be encouraged.
- Team managers shall shake hands.
- It is expected that team managers shake hands with the match officials.

9 U13 Basketball Tournament

9.1 General Information

- All BSME member schools are invited to apply to participate in the U13 Basketball Tournament
- The host school is responsible for securing a suitable venue, if a school site is not feasible. Cost needs to be taken into consideration when confirming the venue.
- Schools can enter x1 team per age group & gender. I.e. U13 x1 team (boys), U13 x1 team (girls).
- Should a school wish to enter more than one team per age group then the host school will confirm if this is feasible once registration has closed. This will be based on first come first served.
- There will be a capacity to the number of teams that the tournament can accommodate, if this capacity is reached, the registration form will be closed.
- BSME will provide the host school with the registration link and the registrations. Once a school has registered the host school will lead on all communication before, during and post the event.

9.2 Host School

- The host school will lead on organising the tournament which includes;
    - Invitation letter (issued at the earliest opportunity)
    - Once a school has registered the host school will lead on all communication before, during and post the event.
    - Invoices are sent to all participating schools for entry fees & the host school will chase payments
    - Purchasing of any T-shirts, certificates, medals, and trophies, as required.
    - Tournament Scheduling
    - Running the tournament on the day, including set up, managing & updating the results, providing runners to collect the scorecards, provided all requirement equipment
    - Arranging on site medical provision
    - Coordinating officials/ umpires (where required)
    - On site F&B provision
    - Host the awards ceremony

9.3 Costs

- The approximate cost is in the region of 800 - 1100 AED per team;
    - External venue
    - Medical provision
    - External Umpires - qualification required (where feasible)
    - Medals and trophies for 1st, 2nd & 3rd in each age group/ gender
    - Player of the tournament trophy for each age group/ gender

9.4 Points

To determine the overall positions, points will be allocated as follows:

- Win 3 points
- Draw 1 point
- Loss 0 points

- The total number of points accumulated at the end of pool play will determine the rankings in each pool.
- If at the conclusion of the pool play, should two teams finish level on points then the score of their match will determine the highest placed team. Should it have been a draw or should there be more than two teams level on points then the following tie breakers will apply in order;
    - Head to Head result: The winning team will proceed through to the higher position ranking.
    - Points difference: Total points/goals scored minus points/goals conceded across all pool matches.
    - Points / Goals scored: The total number of points/goals scored across all pool matches.
    - Points / Goals conceded: The lowest total points/goals conceded across all pool matches.

9.5 Format

- The format for this competition will be confirmed by the host school, however it is advised to provide schools with as many matches as possible. (This is of course dependent on the number of courts available vs the number of teams entered per age group).
- The likely format will be as follows;
    - Where there are 12 competing schools, the teams should be divided into 2 pools of 6.
    - Each pool should be selected randomly.
    - Each team should then play 5 games in a round-robin competition to determine places for play-offs.
    - The top 2 teams in each pool should play-off in the semi-finals; 1st Pool A vs. 2nd Pool B and 2nd
    - Pool A vs. 1st Pool B. The winners of these matches should progress to the final and the losers should compete for 3rd place.
    - The 3rd and 4th teams in each pool should play off for 5th-8th place and the teams who finish 5th and 6th in the pool matches should play off for 9th-12th places.
    - Where there are 16 teams there should be 4 groups of 4 teams. In each group the top team qualifies for the quarter final.
    - Where there are 20 teams there should be 4 groups of 5 teams. In each group the top team qualifies for the quarter final.

9.6 Cup, Plate and Bowl Competitions

- For tournaments with 12 or more teams, all teams should advance beyond the initial pool stage into a tiered knockout format, ensuring maximum participation and meaningful competition for all schools.
- Following the completion of pool matches, teams will be ranked within their respective groups. Based on these final standings, teams will progress into one of four knockout competitions:
    - Cup – contested by the highest-placed teams from each pool
    - Plate – contested by the next highest-placed teams
    - Bowl – contested by the remaining teams
- Each competition will follow a knockout format (semi-finals and finals, or quarter-finals where appropriate), depending on the number of teams. All teams should therefore continue competing for a final overall position within their respective tier.

9.7 Awards

- An awards ceremony will take place at the conclusion of the tournament.
- The expected awards are as follows;
    - U13 - 1st, 2nd, 3rd placed teams (boys and girls)
    - U13 - Player of the tournament (boys and girls)
- Standalone Events should have a Cup, Plate, Bowl competition depending on numbers. For every 6 teams, an additional award should be awarded. I.e 12 team competition Cup and Plate / 18 team competition Cup, Plate, Bowl
- Trophies are usually presented for the above awards but this it to be confirmed by the host school

9.8 Specific Sports Rules (Basketball)

9.8.1 General Information

- Games should be 10 minutes each way with 2 minute half time. (This will be established with the hosting school, where time permits in the schedule).
- Games should be individually timed where possible using a ‘running clock’, except during timeouts, free throws, and the final two minutes of the game (second half). A ‘stop-clock’ will be used for all other stoppages mentioned above.
- There should be at least 2 courts playing matches concurrently.
- Each team is permitted 1 time out per half.
- The ball should be size 5 for girls and size 6 for boys
- Each game will be officiated by three referees:
    - Referee 1 will be responsible for managing the scoresheet and overseeing the shot clock.

  - Referees 2 and 3 will officiate the game on the court, ensuring fair play and making necessary calls.
- Basket height should be 9.5ft

9.8.2 Rules

- The rules are aligned with those set out by the International Basketball Federation.
- Each team should consist of a maximum of 12 players, with 5 on court at any one time.
- Players must wear numbered tops/vests
- No travelling.
- No double dribble.
- No contact with opponents (pushing, pulling, holding).
- On loss of possession the defending team MUST withdraw to the halfway line.
- Half court man-to-man defence must be played with no double-teaming.

9.8.2.a Shot Clock

- A 24-second shot clock will be applied in all games. The court referees will not count the full 24
- seconds but will call out the final 8 seconds as a verbal reminder to the players.

9.8.2.b Half-Court violation

- Teams must move the ball across the half-court line within 8 seconds.
- The first violation will result in a warning. Any additional violations will result in a team foul.

9.8.2.c Defence

- There will be no zone defence.
- No pressing in the opponent's half. If a basket is scored, or possession is lost, the defending team must retreat to beyond the halfway line. If this rule is violated a free pass from half way will be awarded.

9.8.2.d Free throws

- Please make sure the free throw line is clearly defined/ consistent across all courts used, where feasible a host school should inform participating schools as to the distance of the free throw line pre games

9.8.2.e Turnover ball

- If the attacking team loses possession to the defending team in the attacking half they should immediately retreat to the halfway line. Referees should remind players of this if they remain and try to regain the ball before penalising them.

9.8.2.f Substitution

- Substitutions can be made at any time from the halfway line. A player must leave the court before the replacement goes on. Substitutions can only be made when the ball is dead. There is no limit to the number of substitutions in any one game.
- Players must report substitutions at the scorer's table.

9.8.2.e Fouls

- Double-teaming or zone marking will result in a warning and a technical foul.
- 4 individual fouls per player per game, including extra time - teams will receive 1 free throw after 4 team fouls.
- A player committing four fouls must be substituted and is disqualified from the remainder of the match.
- Fouls will not reset at half time.

9.8.3 Play-off Rules

- For Finals and 3rd/4th Play-Offs, If a match is drawn at the end of regulation time, a 2-minute overtime period will be played using stop-clock rules. The team leading at the end of overtime will be declared the winner.
- If the score remains level after overtime, Golden Basket rule will take place:
    - The first team to score in the next possession wins the game.
- For 5th Place and Below, If a match is drawn at the end of regulation time, the result will be decided by an immediate shootout (no overtime):
    - All players must remain on court (no substitutions permitted)
    - Each team will nominate three players from those on court to take one free throw each and submit their names to the referee
    - A coin toss will determine which team shoots first
    - If the scores remain level after the initial three attempts, the shootout will proceed to sudden death

9.8.4 End of the game

- This will be determined by the official.
- Three cheers and handshakes are to be encouraged.
- Team managers shall shake hands.
- It is expected that team captains and managers shake hands with the match officials.

10 Swimming Championship

10.1 General Information

- Please note that the championships are separate events i.e. Primary Swimming & Secondary Swimming that take place on separate dates but for the purpose of this handbook the information is the same for each tournament.
- All BSME schools are invited to apply to participate in the Primary Swimming & Secondary Swimming.
- The host school is responsible for securing a suitable venue, if a school site is not feasible. Cost needs to be taken into consideration when confirming the venue.
- There will be an individual entry fee and a relay entry fee. As well as a school entry fee.
- A student is able to participate in a maximum of 4 individual and 2 relay entries per swimmer.
- There will be a capacity to the number of entries that the championship can accommodate, if capacity is reached, the registration form will be closed.
- BSME will provide the host school with the registration link and the registrations. Once a school has registered the host school will lead on all communication before, during and post the event.

10.2 Host School

- The host school will lead on organising the championship which includes;
    - Invitation letter (issued at the earliest opportunity)
    - Once a school has registered the host school will lead on all communication before, during and post the event.
    - Invoices are sent to all participating schools for entry fees & the host school will chase payments.
    - Purchasing of any T-shirts, certificates, medals, and trophies, as required.
    - Championship Scheduling
    - Running the Championship on the day, including set up, managing & updating the results, providing runners to collect the scorecards, provided all requirement equipment
    - Arranging on site medical provision
    - Coordinating officials/ umpires (where required)
    - On site F&B provision
    - Host the awards ceremony

10.3 Costs

- The approximate cost is in the region of;
    - 50 AED individual entry fee
    - 100 AED relay entry fee
    - 500 AED school entry fee
- These costs for example cover;
    - External venue hire
    - Medical provision
    - External Referees - qualification required (where feasible)
    - Medals and trophies for 1st, 2nd & 3rd in each age group
    - Ribbons for 4th, 5th & 6th in each age group
    - Hi-point trophies for 1st, 2nd and 3rd place (FINA points overall winners). All awards will be given per gender in each age group.

10.4 Format

- The format for this competition is dictated by the number of events (races) that the event will allow

10.5 Awards

- Awards will be distributed throughout the championship - Medals for 1st, 2nd and 3rd place, Ribbons for 4-6th place, per each race, gender & age group.
- Hi-point trophies for 1st, 2nd and 3rd place (FINA points overall winners). All awards will be given per gender in each age group, at the conclusion of the Championship.

10.6 Specific Sports Rules (Swimming)

10.6.1 General Information

- Reference should be made to FINA rules for further rule clarification. These can be found at www.fina.org
- Competitors may only enter a maximum of 2 individual events and 2 relays – there is no minimum amount. For the fairness of competition it is very important that this is adhered to by all.
- All races will ideally take place in a 25m pool. Host school to inform participants of the length of the pool in advance, if the only pool available is 50M.
- Use of starting blocks is at the discretion of the host school but must be advised to participating schools in advance of the tournament if blocks are to be used.
- Events will be announced ahead of the actual race. This is when competitors must make their way to the competitors' marshalling area. Only one member of staff from each school will be allowed to take the swimmers to the swimmer marshalling area.
- Schools will be allocated areas for their competitors at the side of the pool. Each school needs to ensure that they have adequate supervision for their team.
- Lanes will be standardised so each school or two schools have the same lane each swim to make it easier to monitor the teams.
- DQ slips will be used. These will be made available to the team coach before the end of the swim meet.

10.6.2 Events

10.6.2.a Primary (Boys & Girls)

1/2	200m Freestyle
3/4	50m Breastroke
5/6	100m Backstroke
7/8	50m Freestyle
9/10	100m Butterfly
11/12	8 & under 200m Medley Relay
13/14	9 & under 200m Medley Relay
15/16	10 & under 200m Medley Relay
17/18	200m Individual Medley
19/20	50m Backstroke
21/22	100m Breastroke
23/24	50m Butterfly
25/26	100m Freestyle
27/28	8 & under 200m Freestyle Relay
29/30	9 & under 200m Freestyle Relay
31/32	10 & under 200m Freestyle Relay

10.6.2.b Secondary (Boys & Girls)

1/2	200m Freestyle
3/4	50m Breastroke
5/6	100m Backstroke
7/8	50m Freestyle
9/10	100m Butterfly
11/12	11 & under 200m Medley Relay
13/14	12 & under 200m Medley Relay
15/16	13 & under 200m Medley Relay
17/18	14 & under 200m Medley Relay
19/20	15 & over 200m Medley Relay
21/22	200m Individual Medley
23/24	50m Backstroke
25/26	100m Breastroke
27/28	50m Butterfly
29/30	100m Freestyle
31/32	11 & under 200m Freestyle Relay
33/34	12 & under 200m Freestyle Relay
35/36	13 & under 200m Freestyle Relay
37/38	14 & under 200m Freestyle Relay
39/40	15 & over 200m Freestyle Relay

10.6.3 Procedures

10.6.3.a The Start

- A series of 3 short sharp blasts on the whistle indicates a swimmer to stand up from the chair.
- 1 long blast of the whistle will be sounded for the swimmer to step forward and approach the starting area.
- On the starters command “take your marks”, they shall immediately take up a starting position with at least one foot at the front of the starting area.
- The position of the hands is not relevant. When all swimmers are stationary, the starter shall give the starting signalled by a final short blast of the whistle.
- A physical demonstration of the starting procedures is to take place at the start of the meet.
- The start in Freestyle, Breaststroke, Butterfly and Individual Medley races shall be with a dive.
- The start in Backstroke and Medley Relay shall be from the water.

- At the first long whistle, the swimmers shall immediately enter the water and without undue delay go to the starting position. When all the swimmers have assumed their starting positions, the starter shall give the command “take your marks”. When all swimmers are stationary, the starter shall give the starting signal.
- Starting signal will be appropriate to the timing system used at the host school.
- A swimmer will only be disqualified if they personally cause a false start twice.

10.7.3.b Freestyle

- Freestyle means that in an event so designated the swimmer may swim any style, except that in individual medley or medley relay events, freestyle means any stroke other than backstroke, breaststroke or butterfly.
- Some part of the swimmer must touch the wall upon completion of each length and at the finish.
- Some part of the swimmer must break the surface of the water throughout the race, except it is permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 metres after the start and each turn. By that point, the head must have broken the surface.

10.7.3.c Backstroke

- Prior to the starting signal the swimmers shall line up in the water facing the starting end, with both hands holding the side. The feet, including the toes can be above the surface but not on the poolside or on the gutter.
- At the signal for starting and after the turning the swimmer shall push off and swim on his back throughout the race except when executing a turn. A normal position on the back can include a roll movement of the body up to and including 90 degrees from the horizontal. The position of the head is not relevant.
- Some part of the swimmer must break the surface of the water throughout the race, except it shall be permissible for the swimmer to be completely submerged during the turn and for a distance of not more than 15 metres after the start and each turn. By that point the head must have broken the surface.
- During the turn the shoulders may be turned over the vertical to the breast after which a continuous single arm pull or a continuous simultaneous double arm pull may be used to initiate the turn.
- Once the body has left the position on the back, there will be no kick or arm pull that is independent of the continuous turning action. The swimmer must have returned to a position on the back upon leaving the wall. When executing the turn there must be a touch of the wall with some part of the swimmer’s body.
- Upon the finish the swimmer must touch the wall on the back.
- Backstroke flags are placed 5 m from each end wall of the pool.

10.7.3.d Breastroke

- From the beginning of the first arm stroke after the turn, the body shall be kept on the breast. It is not permitted to roll onto the back at any time.
- All movements of the arms and legs shall be simultaneous and in the same horizontal plane without alternating movements.

7. The hands shall be pushed forward together from the breast on, under, or over the water. The elbows shall be under the water except for the final stroke at the finish. The hands shall be brought back on or under the surface of the water. The hands shall not be brought back beyond the hip line, except during the first stroke after the start and turn.

- The feet must be turned outwards during the propulsive part of the kick. A scissors, flutter or downward kick is not permitted. Breaking the surface of the water with the feet is allowed unless followed by a downward dolphin kick.
- At each turn and at the finish of the race, the touch shall be made with BOTH hands simultaneously at, above, or below the water level. Swimmers will be disqualified for a one handed touch on the turn or at the end of the race. The head may be submerged after the last arm pull prior to the touch, provided it breaks the surface of the water at some point during the last complete or incomplete cycle preceding the touch.
- During each complete cycle of one arm stroke and one leg kick, in that order, some part of the head must break the surface of the water, except after the start and after each turn the swimmer may take one arm stroke completely back to the legs and one leg kick while totally submerged. The head must break the surface of the water before the hands turn inward at the widest part of the second stroke. A single downward dolphin kick followed by a breaststroke kick is permitted while wholly submerged. Following which, all movements of the legs shall be simultaneous and on the same horizontal plane without alternating movements.

10.7.3.e Butterfly

- From the beginning of the first arm stroke the start and after each turn, the body shall be kept on the breast and both shoulders shall be in line with the normal water surface. Under water kicking on the side is allowed. It is not permitted to roll onto the back at any time.
- Both arms must be brought forward together over water and brought backward simultaneously.
- All movements of the feet must be executed in a simultaneous manner.
- Simultaneous up and down movements of the legs and feet in the vertical plane are permitted. The legs and feet need not be the same level, but no alternating movements are permitted.
- At each turn and at the finish of the race, the touch shall be made with BOTH hands simultaneously, at, above o below the water surface.
- At the start and at turn, a swimmer is permitted one or more leg kicks and one arm pull under the water, which must bring him to the surface. It shall be permissible for a swimmer to be completely submerged for a distance of not more than 15 metres after the start and after each turn. By that point the head must have broken the surface. The swimmer must remain on the surface until the next turn or finish.

10.7.3.f Medley Events

- In the individual medley events, the swimmer covers the four swimming styles in the following order: Butterfly, Backstroke, Breaststroke and Freestyle.
- In the medley relay events, swimmers will cover the four swimming styles in the following order: Backstroke, Breaststroke, Butterfly and Freestyle.
- Each section must be finished in accordance with the rule, which applies to the style concerned.

10.7.3.g The Race

- A swimmer must finish the race in the same lane in which he started.
- In all events, a swimmer when turning shall make physical contact with the end of the pool or course. The turn must be made from the wall and it is not permissible to take a stride or step from the bottom of the pool.
- Standing on the bottom during a race shall not disqualify a swimmer, but they shall not walk.
- Pulling on the lane rope is not permitted.
- Obstructing another swimmer by swimming across a lane or otherwise interfering shall disqualify the offender.
- Any swimmer having finished his race and the last swimmer in the relay team must stay in the water until instructed to leave the water. In the 1st, 2nd and 3rd leg of the relay events swimmers must leave the pool as soon as possible without obstructing any other swimmers who have not yet finished the race.

10.7.3.h The Referees and Timekeepers

- The referee's decision concerning inconsistencies between placing, times and the stroke judge's decisions shall be final. Ideally three timekeepers will time each lane. The middle time will be counted. If only two timekeepers per lane are used, then the average time will be used.

11 Codes of Conduct

All participants (players, spectators, coaches and parents) shall, at all times, act in the best interests of the game and shall not act in any manner which is improper or brings the game into disrepute or use any one, or a combination of, violent conduct, serious foul play, threatening, abusive, indecent or insulting words or behaviour.

11.1 Players' Code of Behaviour

- Be a good sport and play for enjoyment
- Strive for personal excellence
- Work hard for your team as well as yourself
- Treat all teammates and opponents as you enjoy being treated yourself
- Play by the rules
- Cooperate with team and game officials
- Control your behaviour, on and off the field
- Learn to value honest effort, skilled performance, improvement and team loyalty

11.2 Parents' Code of Behaviour

- Encourage participation by your children
- Model good sportsmanship for your child to copy
- Be courteous in your communication with players, teachers, game officials and sport administrators
- Encourage honest effort, skilled performance, improvement and team loyalty
- Make any new parents feel welcome on all occasions
- Do not interfere with the conduct of any events
- Do not engage in any personal interaction with children, other than your own

11.3 Spectators' Code of Behaviour

- Demonstrate appropriate social behaviour
- Remember children play for enjoyment. Don't let your behaviour detract from their 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
- Do not engage in any personal interaction with children

11.4 Team Members' Code of Behaviour

11.4.1 As a Team Member

- Compete by the competition conditions and rules.
- Never argue with the Judge's, Referee or Umpire's decision.
- Control your temper - no criticism by word or gesture.
- Work equally hard for yourself and your team.
- Going to bed at a reasonable hour will assist your own and your team's performance.
- Be a good sport. Encourage and support your own team members.
- Cooperate with your coach and teammates. Show respect for your opponents and their skills.
- Be friendly to all participants.

11.4.2 As a Guest in Hotels

- Check for any damage to premises on arrival and notify your team official.
- Keep your room tidy - make your own bed, help with chores.
- Do not leave the accommodation area without permission from the team manager.
- Be aware of which teacher is on supervision duty.
- Know where your team officials are staying.

11.5 Team Officials'/Teachers'/Coaches' Code of Behaviour

- Ensure that your behaviour at all times does not bring the name of "School Sport" into disrepute
- Avoid over-playing the talented players. All players need and deserve appropriate time
- Develop team respect for the opponents as well as for the officials and opposing coaches
- Compliment participants on their efforts
- Moderate any over-zealous competitiveness of team-members
- Condemn unsporting behaviour
- Ensure adequate supervision and monitoring of your students at all times
- Ensure that your behaviour is consistent with the principles of good sporting behaviour
- Refrain from criticism of, or reaction to an umpire's/referee's judgement and decision
- Maintain a standard of dress appropriate to the presentation of the team
- Refrain from overzealous coaching from the sideline
- Immediately report any student, staff or parent behaviour that raises concern
- Refrain from smoking and consuming alcohol at any time while in the direct supervision of students

11.6 Social Media

- Participants (player, spectator, coach or parent) are deemed responsible for any posts on their social media accounts. If a post is made by a third party, this does not necessarily prevent disciplinary action. This ensures compliance with Federal Decree-Law No. 34 of 2021 Concerning the Fight Against Rumours and Cybercrime of the UAE which prohibits the posting of defamatory or insulting comments online.

12 Incident Reporting & Sanctions

12.1 Incident & Behaviour Management Procedure for BSME Events

- This framework provides host schools with a clear process to follow when managing incidents or inappropriate behaviour involving players, coaches/teaching staff, and/or spectators during BSME events. The aim is to ensure incidents are handled fairly, consistently, and safely, while protecting the integrity and positive ethos of a BSME Event.
- The document can be viewed here.

12.2 Student Events Incident Report

- This form must be submitted within 24hours of an incident occurring.
- The form can be viewed here.