



ACAMIS Sports League Charter 2018-2019

Table of Contents

Section 1: General Information	Page
Name and Parent Organisation	3
Purpose	3
Membership	3
Dues	3
Officers	3
Meetings	4
Voting	4
Amendments to Articles	4
Seasons	4
Divisions for Core Sports	4
Tournament Teams	5
Squad sizes	5
Athletes Age Limit	5
Tournament Fees for Core Sports	5
AQI	6
Sports Rules	6
Rules Infractions	6

Section 2: Sports Tournament Guidelines	Page
Tournament Format for core sports	7
Host School expectations - core sports	8
Guest School expectations - core sports	11
Section 3: Appendices	
Appendix 1: ACAMIS Sports League Statement of Philosophy	14
Appendix 2: Sports Tournament Calendar	15
Appendix 3: Sports League Divisions and ADs	16
Appendix 4: Core Sports Tournament Rules	
• Volleyball	18
• Basketball	19
• Soccer	21
Appendix 5: Invitational Tournament Rules	24
Appendix 6: Student Participation Agreement	35
Appendix 7: Visiting Schools Evaluation Sheet Template	37
Appendix 8: Event Budget Synopsis Template	38
Appendix 9: Event Follow up form Template	40
Appendix 10: Application for Athlete Participation Template	41
Appendix 11: Incident Report Template	42
Appendix 12: Tournament Roster Form Template	43
Appendix 13: Sportsmanship Award Rubric Template	45
Appendix 14: Further Inquiries	46

Section 1: General Information

Name & Parent Organisation

The name of this association shall be Association of China and Mongolia International Schools Sports League hereinafter referred to as the ACAMIS Sports League. The Sports League is an organization under the Association of China and Mongolia International Schools and is in all matters subject to their constitution, by-laws, rules, regulations, and governance by the ACAMIS Board of Directors.

Purpose & Philosophy

The ACAMIS Sports League is designed to provide a forum for ACAMIS member school Athletic Directors, coaches, and other interested parties to better meet the aims and purposes of ACAMIS in regard to sport education. The aims and objectives of the ACAMIS Sports League shall be to:

- Give students the opportunity to experience new endeavours as scholar-athletes.
- Allow students to participate in sports.
- Allow students a safe environment in which to experience winning and losing.
- Allow students to experience the thrill of being a part of a team.
- Give students the opportunity to travel.
- Foster interaction with students from other schools, and to develop bonds of friendship.

All members of ACAMIS are required to abide by the ACAMIS Sports League Statement of Philosophy. This can be viewed at Appendix 1.

Membership

Schools that are currently comprehensive members of ACAMIS are considered members of the ACAMIS Sports League. Members shall be encouraged to:

- Support each school's Athletic Director (or designee) attendance at the ACAMIS Annual General Meeting.

Divisionally Aligned members are required to:

- Host at least one core tournament (within a two-year rotation).
- Send a boys and a girls team to all three core sport tournaments within the school's division.

Divisional Membership will be reviewed every two years with a recommendation to the Board to replace a school if the above commitment is not being fulfilled without exceptional circumstances. The process shall be as follows:

- If any school in a division has concerns about the commitment of another team in that division, this should be raised with the Divisional Chair.
- The Divisional Chair will confidentially collect the views of all the members of that division including a recommendation from each on whether or not the school in question should be replaced
- These views and recommendation are brought to the Committee meeting (related to divisional realignment), where a recommendation to the Board will be made.

Unaligned Schools are not required to host or send teams to core sports tournaments. Unaligned schools will be invited to attend a core sport tournament if a space becomes available due to the withdrawal of an aligned school.

Dues

There will be no dues outside of the school's ACAMIS annual membership fee.

Officers

- Athletic Chair. The Athletic Chair will be appointed by the ACAMIS Board following a vote and recommendation by the member Athletic Directors at the AGM. He/she will be an Athletic Director from a member school. The current Chair is Danny Clarke: dannyclarke@nanjing-school.com
- Co-Chair. The Athletic Co-chair will be appointed by the ACAMIS Board following a vote and recommendation by the member Athletic Directors at the AGM. He/she will be an athletic director from a member school. The current co-chair is Darren Skov: darren.skov@bcis.cn
- Committee. A committee is comprised of one representative from each of the Core Sport Divisions, one representative from the Unaligned Schools, the Co-Chair and Chair. The representatives will be appointed by the members of the relevant Division/unaligned group and reviewed on an annual basis. He/she will be an Athletic Director from a member school. See Appendix 4 for committee members (highlighted in table).

Meetings

An Annual General Meeting (AGM) of the Athletic Directors (or their representative) of all member schools of the ACAMIS Sports League shall be held during the spring conference. The Divisional Committee shall meet prior to the full meeting at the same conference. Special meetings may be called at the discretion of the ACAMIS Board of Directors provided Member Schools are notified of such a meeting not less than fifteen (15) days prior to the meeting date.

Voting

All votes concerning the ACAMIS Sports League will be limited to the member schools of the ACAMIS Sports League and passed by a majority vote. Each member school will have one vote. All votes shall be designed to provide the ACAMIS Executive Board with recommendations of an advisory, non-binding nature.

Amendments to Articles

These articles may be amended or altered by a simple majority vote of the members present and voting at the AGM as long as they do not alter Article 7.

Seasons

There will be 3 core sport seasons over the school in the following order: Volleyball, Basketball and Soccer

There will be additional seasons as interest dictates. These may include, but will not be limited to:

- Tennis
- Badminton
- Swimming
- Table Tennis
- Netball
- Golf
- Rugby
- Touch Rugby
- Track and Field

- Cross Country
- Squash

Divisions for Core sports

There will be a maximum of 8 teams per division for core sports except in the most recent division to be formed, which may have up to 9 teams. With more than 9 teams the following pattern should be followed:

- Two five team divisions
- One five team and one six team division
- Two six team divisions
- The most recent division to form will take in new schools

See Appendix 5 for a list of the current divisions

Tournament Teams

Core Sports - each participating school will be limited to 1 boys' team and 1 girls' team per sport per tournament, however, if a school cannot provide a team for a tournament or if a growing division needs an extra team for a tournament, teams may be added.

Invitational Sports - the number of teams allowed per school is at the discretion of the tournament organizer.

Squad Membership and Sizes

A student who represents a school in an ACAMIS event must to be a full time enrolled member of that school.

The expected squad size for each team in the core sports are as follows:

- Volleyball: 10. (Minimum 7. Maximum 12)
- Basketball : 10 (Minimum 6. Maximum 12)
- Soccer: 12. (Minimum 7. Maximum 12)

Invitational Sports – the squad size is based on the Invitational Tournament Guidelines in the Appendices with flexibility at the discretion of the host school.

Athlete's Age Limit

To be eligible for ACAMIS sports competition, the student-athlete may not have turned 19 years of age on or before September 1 of the current school year. Participation in ACAMIS high school core sports events is limited to high school students and those who are 14 and above as of 1st September and below the maximum age limit. Any minimum age requirement exceptions require a majority endorsement of members involved in that division as coordinated by the tournament director. (see Application for Athlete Participation template at Appendix 10).

Underage players cannot displace a correct age player and cannot be used to extend the basketball or volleyball squad to more than 10 players.

The ACAMIS Chair will cast any tie-breaking vote if needed. If the ACAMIS Athletics Chair is representing a member school in that division then the ACAMIS Athletics Co-chair will cast the tie-breaking vote.

Applications for the use of underage players would need to be put forward on or before the due date for rosters unless there are extraordinary circumstances.

Tournament Fees for Core sports

Tournament fees for participant teams in the three core ACAMIS sports (volleyball, basketball, soccer) shall be based on the formula of 800RMB/student, multiplied by the expected squad size (10 for volleyball and basketball and 12 for soccer). For Basketball and Volleyball, if the guest school choose to bring one or two extra players above the recommended squad size of 10, the tournament fee will increase pro-rata per athlete.

Payment arrangements for fees are at the discretion of the host school. The invoice may be sent one week after the tournament invite has been sent which is at the point where all intentions to participate should be confirmed. Guest schools must be given at least 3 weeks to pay the tournament fee.

Finance principles for Hosting ACAMIS Activities:

- The principle for activities is to break even or have a small surplus, up to 1500 RMB. All monies up to 1500 RMB will remain in the host school.
- Any monetary surplus in excess of 1500 RMB should be remitted to ACAMIS.
- Professional development trainings should be planned to cover all expenses incurred. Any surplus will go to ACAMIS.
- All schools are required to complete a financial report and remit any surplus within 2 months of the event. (see Appendix 8)
- Losses for activities are typically not covered by ACAMIS budget funds however losses may be considered in extraordinary circumstances upon a written request to the ACAMIS Board.
- Host schools will assume the responsibility and will not charge the costs for all administrative costs and facility costs associated with events at that school.

AQI

ACAMIS tournaments will modify tournament times/formats in response to an AQI reading of over 200, with tournament stoppage or delay to occur at over 300 (based on best available data –indoor or outdoor) The host Head of School is designated to officially cancel a tournament based on ACAMIS guidelines.

Communication

Athletics Directors are responsible for clear communication channels in relation to all aspects of the ACAMIS Sports League. This includes communication across all schools, within divisions and within their own schools. All A.D.s should routinely update their Head of School with regard to ACAMIS sports developments.

Sports Rules & Rules Infractions

The sports will be played according to the rules as written in the appendices below.

Rules for the Invitational sports can be adjusted by the host school to fit local circumstances, with participating schools informed of said rules no less than 4 weeks prior to the tournament date. Once an additional sport becomes established, appropriate rules will be determined.

Any school found playing ineligible players in an ACAMIS event will be disqualified from the immediate tournament. If this information is forthcoming after the event, then this team will be deemed disqualified and trophies and rankings will be adjusted accordingly.

All ACAMIS participants are expected to officially agree to the ACAMIS 'Student Participation Agreement' (see appendix 6) which may be done on paper or electronically. Any rule infringements according to the Participation

Agreement shall be reported to the Sports League Chair and the ACAMIS Executive Office through a completed 'Incident Report Form' (see Appendix 11) where it will be kept on record for four years.

The Tournament Director is the person in charge of the event and any decisions taken should be respected and followed by all players, coaches and spectators.

If a player, coach or spectator is displaying behaviour that does not align with the ACAMIS philosophy, the Tournament Director should, in the first instance, make a request in a straightforward, but unaggressive, fashion (to or through the coach) for the behaviour to stop, with a verbal warning that, should the behaviour continue, the school AD will be contacted and that, ultimately, the offending person can be removed from the tournament.

If needed, the Tournament Director should seek support from the following (in this order):

- the AD of the offending school
- the Division Chair
- the ACAMIS Sports Chair

Ultimately, the Head of School has final responsibility for any decisions made and can be called upon should any coach, player or spectator continue to refuse to follow the decision made by the Tournament Director.

Any incident of this nature, would be followed by a completed Incident Report Form sent immediately to the Sports League Chair and ACAMIS Executive Office.

Section 2: Sports Tournament Guidelines

The following guidelines are written for the Core Sports. Invitational Sports tournaments should try to follow similar guidelines where possible but with the understanding that local conditions may require adaptations to be made.

Tournament Format for core sports

- For tournaments with 6 teams:
 - Single round robin followed by elimination games with the following format:
 - Game 16/17/18 B/G 1 v 4, 2 v 3 & 5 v 6
 - Game 19 B/G 3rd/4th Play-off
 - Game 20 B/G Championship Game
- For tournaments with 8 teams:
 - Two groups of 4, 3 game single round robin. Followed by:

GAME		GAME	
13	1 st A v 4 th B	14	1 st B v 4 th A
15	2 nd A v 3 rd B	16	3 rd A v 2 nd B
17	Loser 13 v Loser 16	18	Loser 14 v Loser 15
19	Winner 13 v Winner 16	20	Winner 14 v Winner 15
21	Loser 17 v Loser 18 (7 th /8 th place)	22	Winner 17 v Winner 18 (5 th /6 th place)
23	Loser 19 v Loser 20 (3 rd /4 th Place)		
24	Winner 19 v Winner 20 (1 st /2 nd place)		

- For tournaments that do not have 6 or 8 teams the tournament format will be decided by the tournament coordinator. This format must be sent out to participating schools at least one week prior to the tournament.
- Each year girls and boys play-offs will be reversed. Year 1 – Girls championship game is the final game. Year 2 – Boys championship game is the final game. As a guide, in 2010-2011 the Boys Championship was played first. In the current year 2018-19, the Boys championship game will be played first and the Girls is the final game.
- In an effort to ensure safety and equity in event schedules, the following priorities will be followed:
 - No team should play back-to-back on any day in the round robin stage. Game-Rest-Game should not occur more than once in a tournament for any team.
 - If possible, the school traveling the farthest distance should not be scheduled to play first on the first day.
 - Last game one day and first game the next day should not occur more than once in a tournament for any team.

- The boys and girls teams from the same school should not be scheduled to play at the same time more than once in a tournament.
- Rotate courts and fields for boys and girls competitions. It is expected that host schools of sports tournaments will fairly rotate all tournament courts and fields with the boys and girls divisions for all teams involved, whenever possible.
- For tournaments with 3 venues:
 - Three-venue formats may be used at the discretion of the host school tournament director, ensuring that adequate rest is still provided.
 - Note: please note that a Three-venue format will not be seen as a violation of these priorities.
- The following is the recommended structure of Core sports tournaments and invitational tournaments that requires 2 and a half days of competition. Invitational tournaments can be adapted as needed.
 - Day One:
 - Teams travel to host school.
 - The first and/or second game of the round robin should be played on afternoon/ evening.
 - Day Two
 - Round Robin games continue. Ideally three games will be played by each team
 - Day Three:
 - Final round robin game in the morning (if not already completed)
 - Final position games played.
 - Presentation Dinner
 - Day Four:
 - Teams travel home
- For all tie-breakers from the round robin stage - 'If any stage of the tie-breaker separates all of the tied teams, then the tie-break is complete. If, at any stage of the tie-breaker, only two teams remain tied, the head to head result will determine the placing.'

Host School Expectations – Core Sports

- Communication with schools is essential for the smooth running and preparation of ACAMIS Sports Tournaments. Communication should be conducted via email or by phone when necessary.
- Tournament directors will send out information to participating schools two months prior to scheduled date, and participating schools will respond within 1 week of the invite if they are unable to fulfil their commitment to the tournament.
- If a school in the division is unable to fulfil their commitment to the tournament, the following procedure shall take place:

- The Athletics Chair is informed and the Athletics Chair offers the opportunity to all unaligned member schools on a first come first served basis
- If no unaligned member school takes this opportunity, the Tournament Director can offer the opportunity to a local non-ACAMIS private school or to a second team from the host school. When making this decision, a judgment needs to be made with regard to the substitute team being at a competitive level with the other teams in the division.
- Every effort should be made to find a replacement, but If none can be found, the Tournament Director makes arrangements for a 5 team tournament.
- The communication from the Tournament Director should include:
 - Tournament Roster return sheet (Appendix 10)
 - Tournament itinerary
 - Tournament format
 - Tournament rules / Agreement Forms
 - Coach / chaperone accommodation information
 - Transport arrangements
 - Invoice (where appropriate)
 - Other relevant information
- All AD's are responsible for ensuring student athletes have agreed to the Student Participation Agreement as required by ACAMIS and that coaches have access to, and have alerted the host school, to all necessary medical information
- All ADS are responsible for ensuring coaches, athletes and spectators are aware of the ACAMIS Philosophy Statement
- T-Shirts - All tournament participants should be provided with a tournament T-shirt with information including but not exclusive to:
 - Host School name
 - Tournament date
 - Participating school
 - Design of T-shirts is at the discretion of the host school.
- Trophies/ Awards - Trophies will be awarded for first, second and third placed teams. Further awards will be as follows:
 - Awards will be a T-shirt indicating All-Tournament selection and a trophy/medal (at the host schools discretion)
 - A trophy will be awarded to the team voted the most sporting team at the tournament. Voting for this trophy will be done by all teams based on a standard rubric (Appendix 11)
 - Awards will be given to individual athletes from each school who are nominated for the "all tournament" team. Nominations for All-Tournament team will be on the following basis:
 - 1st placed team = 3 nominations

- 2nd placed team = 2 nominations
 - 3rd placed team = 2 nominations
 - 4th, 5th and 6th placed teams = 1 nomination each.
- Officials - Where possible qualified, impartial officials should be hired for officiating duties throughout the tournament. There should be more officials than the minimum number, which allows for a rotation and suitable breaks for the officials. There is an expectation that an adult translator is always available court/pitch side
- Transport - Transport should be provided to and from airport / train / ferry station for all visiting teams. Transport should also be provided to and from tournament venue and host family residence/hotel.
- Program - A program of the tournament should be provided. Host schools have the option of producing either a hard copy or electronic version of this program. Schools are also encouraged to create websites for their individual events. The program should include but not be exclusive to:
 - Welcome address
 - ACAMIS rules
 - Tournament Itinerary
 - Tournament format
 - Game schedule
 - Team photos
 - Emergency contact details
- Food / Beverages
 - Breakfast: There is no requirement for the host school to provide breakfast. This would normally be provided by the hotel.
 - Lunch should be provided by the host school on each day of the tournament for athletes and coaches.
 - There is no requirement for the host school to provide evening meals with the exception of day three when a presentation dinner must be provided by the host school. If tournament play extends into dinner time, the host school should provide the dinner.
 - Drinks should be made available at all times during the tournament.
 - Hosts should ensure that vegetarian options are available for each meal they provide.
- Housing
 - Host schools will secure a special rate at a “tournament hotel” and all expenses will be the responsibility of the individual visiting school.
 - Each evening, visiting coaches/chaperones shall make contact with each student at the curfew time to establish that they are in their hotel room.

- Coaches' Meeting - A coaches meeting should be scheduled for day one of the tournament to discuss any relevant matters with all visiting coaches. Coaches meeting may include but is not exclusive to:
 - Tournament rules
 - Tournament format
 - Housing arrangements
 - Emergency contact procedures
- Coaches' Dinner - A coach's dinner should be provided for all visiting coaches on day one or two of the tournament. Coaches are expected to attend this dinner unless one coach is required to chaperone students.
- Coaches' Lounge - Where possible an area for coaches to relax (away from the tournament playing area) and get a snack/beverage should be provided for the duration of the tournament.
- Athlete Information Package - All athletes should be provided with an information package, in hard or soft copy, which includes:
 - Host school address (in English and Chinese)
 - Program
 - Teams Hotel information (in English and Chinese)
 - ACAMIS T-Shirt
- Coach Information Package - All coaches/chaperones should be provided with an information package, in hard or soft copy, which includes:
 - Host school address (in English and Chinese)
 - Program
 - Teams Hotel information (in English and Chinese)
 - Teams Transport information
 - ACAMIS T-Shirt
 - Catering information including coach dinner information
- Medical Support – A First Aid station with basic medical supplies such as ice and bandages must be provided by fully qualified first aid staff at all times during the tournament.
- School Banners - School banners (in appropriate school colours) should be displayed for the duration of the tournament.
- Tournament Feedback - Host school will email the Tournament Evaluation Form (Appendix 7), to all participating schools, inviting feedback for the tournament. Participating schools should email a summary of the responses from the visiting coaches to the host school and the Divisional Representative within 2 weeks of the tournament. Any major issues should be communicated by the Committee Divisional Rep to the Athletics Chair.
- Results & photos - Host school will email end of tournament results (via the Event Follow up Form at Appendix 9) and a selected 25 action photos (without student names) to the ACAMIS Executive officer within 2 weeks of the event – eo@acamis.org.

Guest School Expectations – Core Sports

- All schools should travel with one team coach per team entered and at least one other additional adult chaperone for health and safety purposes
- Invited schools must respond within 1 week of the tournament invite if they are unable to fulfil their commitment to the tournament. It will be assumed that the school is able to provide a boys and girls team for the tournament if no notice is given within 1 week. ACAMIS Schools withdrawing 1 month or less before the event will be expected to pay full fees unless the withdrawal is under extraordinary circumstances.
- Extraordinary circumstances should be discussed between Athletic Directors. If this cannot be resolved at this point then resolution will be through Heads of Schools or ultimately the ACAMIS Board.
- Travelling schools should check, at the point of invitation acceptance, any visa requirements for travel to the host country and when the team is selected, check carefully visa needs of the individuals travelling and their passport expiration dates.
- In the event of a cancellation of a tournament due to events outside the host school's control, the school will tally up all non-refundable expenses (such as trophies, t-shirt printing etc.) and provide an account to ACAMIS and to all schools who would have competed. If the total cost is less than 5000RMB it will be covered by the host school, if over 5000RMB the host school will share the cost equally among all competing schools.
- Serious Incidents and Rule Infringements by a visiting athlete or Coach – The Incident Report Form should be completed by the Coach or AD of the Athlete/Coach concerned and copied immediately to the Athletics Chair and the Executive Officer.

Section 3: Appendices

APPENDIX 1: ACAMIS SPORTS LEAGUE STATEMENT OF PHILOSOPHY

The ACAMIS sports league is focused on learning, sportsmanship and fair play both in preparation for, and during, sports competitions. The growth of our student-athletes is paramount.

Each member schools of ACAMIS, including the Head of School, the Athletics Director, the coaches and the wider school community recognise and agree that:

- Sports participation is first and foremost for the physical, social and emotional benefits that it can bring.
- The satisfaction at the end of the competition comes from knowing you've done your best and losing can be an important learning experience.
- Success comes in different ways for different teams and winning is not the only success factor.
- An ethic of fair play should be a cultural norm in ACAMIS competitions. A 'Winning at all costs' approach is not appropriate in an ACAMIS tournament.
- Rules should be viewed as an important part of maintaining fairness in a competition. Coaches and players should not look to exploit rules, but rather always play within the spirit of the rule.
- The opponent is not the enemy. They offer us an opportunity to learn and to demonstrate our ability, determination and class.
- We treat everyone with respect. This includes our own team members, the opponents, officials, and spectators.
- Coaches and spectators should remain positive and supportive of the athletes. Criticising a referee or celebrating a mistake of the opposition does not contribute to the growth of our athletes. We celebrate our successes and learn from our mistakes.
- Athletes should be encouraged to understand that it is a privilege to represent their school and to do so in the best manner possible both in and out of competition
- Coaches have a responsibility towards the welfare of the student-athletes in their care. In particular, coaches should:
 - be a positive role model for the players with regard to their behaviour towards their athletes, the opposition athletes, parents, coaches and officials
 - be an ambassador for their school through their behaviour and actions as a coach
 - be responsible for, and maintain, the health and safety of their athletes whilst in their care
 - find an appropriate balance between the desire to win and the need to ensure that all athletes gain a positive learning experience.
- Athletics Directors have an overall responsibility for supporting and developing this philosophy across their school.
- Athletics Directors, as representatives of ACAMIS, should place the importance of supporting this philosophy above any interest of their own school's desire to win.
- The Head of School should enable and encourage this philosophy within his/her school's Athletics Department.

APPENDIX 2: SPORTS TOURNAMENT CALENDAR 2018-19

CORE SPORTS

ACAMIS 2018-19	Red	Yellow	Green	Orange	Gold	Blue	Silver
Volleyball	SSIS 25-27 Oct	BCIS 1-3 Nov	SCIS-HQ 25-27 Oct	SCIS-PD 8-10 Nov	XIS 25-27 Oct	CISB/YCIS-BJ 25-27 Oct	BIBA 25-27 Oct
Basketball	DCS 24-26 Jan	UISG 17-19 Jan	AISHK/DC 24-26 Jan	TIS 24-26 Jan	NAIS 24-26 Jan	QISS 24-26 Jan	WTIS 17-19 Jan
Football	QSI tbc	IIS (or SUIS) 11-13 Apr	DCSZ 7-9 Mar	HBJ 18-20 Apr	HIS 18-20 Apr	WCIS 18-20 Apr	LIS 25-27 Apr

INVITATIONAL SPORTS

Individual Events 2017-18	Venue	Date
Cross Country	LIS	17-18 Nov
Tennis	TBC	23-24 Nov
Rugby and Netball	NAIS	16-17 Nov
Touch Rugby	DC/AISHK	1-2 Nov
Golf	SIS	1-2 Nov
Table Tennis	YCIS-BJ	30 Nov 1 Dec
Badminton	KEY	11-13 Apr
Swimming	SSIS/DCSZ	15-16 Mar
Track and Field	ISB	10-11 May
Squash	KEY	25-26 Jan

APPENDIX 3:

SPORTS LEAGUE DIVISIONS and ATHLETIC DIRECTORS

	Division	School	Initials	Athletics Director
1.	Red	Dulwich College Beijing	DCB	Dirk Kraetzer
2.		Dulwich College Shanghai	DCS	Jamie Gerrard
3.		Suzhou Singapore International School	SSIS SZ	Scott Turner
4.		Renaissance College, Hong Kong	RCHK	Kate Nankivell
5.		QSI International School of Shenzhen	QSI SZ	Briana Young
6.		The British International School Shanghai Puxi	BISS PX	Thomas Hitchings
7.	Yellow	Yew Chung International School of Hong Kong	YCIS HK	Michael Hampshire
8.		Ivy Collegiate Academy	ICA	Scott Smith
9.		Shanghai Singapore International School	SSIS-SH	Katrina McClure
10.		Shanghai United International School – Wan Yuan US High School	SUIS-WY	Basem Mallawani
11.		Nansha College Preparatory Academy	NCPA	Thomas Mathews
12.		I-Shou International School	IIS	Sean Sartison
13.		Utahloy International School Guangzhou	UISG	Morgan Scotney
14.		Beijing City International School	BCIS	Darren Skov
15.	Green	Yew Chung International School, Shanghai, Puxi	YCIS PX	Geoff Slade
16.		Discovery College, Hong Kong	DCHK	Lawrence Wilkinson
17.		Australian International School Hong Kong	AISHK	Peter Wooden
18.		Kaohsiung American School	KAS	Adam Yannakakis
19.		Shanghai Community International School - Hongqiao	SCIS HQ	Mathias O'Brien
20.		Dulwich College Suzhou	DCSZ	Jamie Lally
21.	Orange	International School of Tianjin	IST	Fernando Bermudez
22.		Nanjing International School	NIS	Danny Clarke
23.		Shanghai Community International School - Pudong	SCIS PD	Victor Caban
24.		Hong Kong Academy	HKA	Heidi Boshoff
25.		Shekou International School	SIS	Barry Jenkin
26.		Harrow International School Beijing	HISB	
27.		International School of Ulaanbaatar	ISU	Jeffrey Koops
28.		The International School of Macao	TIS Macao	Bing Han
29.	Gold	The British School of Beijing, Shunyi	BSB Shunyi	Travis Washko
30.		Dalian American International School	DAIS	Michael Felker
31.		Hangzhou International School	HIS	Zach Brooks
32.		International School of Nanshan Shenzhen	ISNS	Michael Stafford
33.		Xiamen International School	XIS	Edmund Go
34.		Nord Anglia International School Shanghai Pudong	NAIS PD	Noel Wallace
35.	Blue	American School of Ulaanbaatar	ASU	Gerhardt Swart
36.		Qingdao No. 1 International School of Shandong Province	QISS	Ryan Smith
37.		Canadian International School of Beijing	CISB	Larissa Young
38.		Wellington College International, Shanghai	WCIS	Nick Starbrook

39.		Yew Chung International School of Beijing	YCIS BJ	Matthew McEwan
40.		Yew Chung International School of Shanghai Pudong	YCIS PD	Matt Uffindall
41.	Silver	Beijing International Bilingual Academy	BIBA	Ben Corset
42.		Leman International School Chengdu	Leman	Brian Bedford
43.		Wuxi Taihu International School	WTIS	Gavin Cottingham
44.		Yew Chung International School of Chongqing	YCISCQ	Luc Donald
45.		International School of Dongguan	ISD	Hal Hennenfent
46.		Yew Chung International School, Qingdao	YCISQD	Robert Clarke
47.		Teda International School, Tianjin	Teda	Yuan Yuan
48.		Utahloy International School Zengcheng	UISZ	Andy Baldwin
49.	unaligned	Access International Academy Ningbo	AIAN	Steve Tsandelis
50.	unaligned	The American International School of Guangzhou	AISG	Mark Elliott
51.	unaligned	BISS Beijing International School	BISS-BJ	Pambos Chatzithomas
52.	unaligned	Beijing World Youth Academy	BWYA	Mirko Mirkovic
53.	unaligned	Canadian International School of Guangzhou	CISG	Sidney Bartlett
54.	unaligned	Chengdu International School	CDIS	John Blanchard
55.	unaligned	Chinese International School, Hong Kong	CISHK	Stephen May
56.	unaligned	Christian Alliance International School, HK	CAISHK	Rebecca Vuong
57.	unaligned	Concordia International School Shanghai	CIS-SH	Christopher Bishop
58.	unaligned	Hanova International School, Xian	HISX	Anthony Lynn
59.	unaligned	International School of Beijing	ISB	Simon Parker
60.	unaligned	International School of Qingdao (MTI)	ISQ	Eric Kang
61.	unaligned	Keystone Academy Beijing	KEY	Derek Davies
62.	unaligned	Kunming International Academy	KIA	Randy Lounds
63.	unaligned	Nord Anglia International Hong Kong	NAISHK	Martin Pate
64.	unaligned	Qingdao Amerasian International School	QAIS	Reuben Fitzgerald
65.	unaligned	Shanghai American School Pudong Campus	SAS PD	Scott Hossack
66.	unaligned	Shanghai American School Puxi Campus	SAS PX	Steve Doleman
67.	unaligned	Shen Wai International School	SWIS	Josh Youngman
68.	unaligned	The Independent Schools Foundation Academy	ISF	Gavin Fausset
69.	unaligned	Tianjin International School	TIS	Nicholas Strong
70.	unaligned	Victoria Shanghai Academy, HK	VSAHK	Carrie Liu
71.	unaligned	Western Academy of Beijing	WAB	Martin Halpern
72.	unaligned	Western International School, Shanghai	WISS	Tony Anderson
73.				
74.				
75.				

Committee Rep

APPENDIX 4: CORE TOURNAMENT RULES

Volleyball Rules

ACAMIS Volleyball Rules and Regulations

Accepted by ACAMIS Athletic Directors on March 18, 2007; Revised/Edited January, 2010

The FIVB (latest edition) Rules shall be implemented for ACAMIS tournaments with the following notes.

<http://www.fivb.org/>

Game Length

- Games will be played best of 3 sets.
- The first 2 sets will be played to 25 points (win by 2 points). In case of a 1-1 tie, a deciding third set is played to 15 points with a minimum lead of 2 points.

Time-outs

- There shall be 2 time-outs allowed per set for each team.
- The length of each time-out is 30 seconds.
- The length of time between sets is 1 minute.

Net height

- The net height for women shall be 2.24m.
- The net height for men shall be 2.43m.

Warm-up

- All teams will receive a five minute warm-up period, 3 minutes at the net and 2 minutes for serving. (10 minute total)
- If the games fall behind schedule, each team will have 3 minutes at the net and 2 minutes serving together. (8 minute total - at the discretion of the Tournament Director)

Substitution of Players

- A player may re-enter the game an unlimited number of times, but must switch with the same player for the entire set.

Officials

- The number and source of the officials shall be determined by the host school whilst meeting the requirement in the Host School Guidelines above.
- When possible, the host school shall use host country officiating organizations to officiate the tournament.

Tournament scoring for round robin standings

- Volleyball Round Robin scoring to include 1 point for a win 0 points for a loss

Tie Breaker for Round Robin Tournament Standings:

- Tie-Breakers - 'If any stage of the tie-breaker separates all of the tied teams, then the tie-break is complete. If, at any stage of the tie-breaker, only two teams remain tied, the head to head result will determine the placing.'
- Sequence (in order)
 1. Head to Head
 2. Set Difference
 - a. The difference between total sets won and lost between tied teams.
 - b. The difference between total sets won and lost in all matches played.
 3. Point Difference
 - a. The difference between the total points scored and lost between tied teams.
 - b. The difference between total points scored and lost in all matches played.
 4. Coin toss

Basketball Rules

Accepted by ACAMIS Athletic Directors on March 18 2006; Revised/Edited January 2010; Revised/Edited at March 2018 AGM

The FIBA Rules (latest edition) shall be implemented for ACAMIS tournaments with the following notes.

<http://www.fiba.com/>

Game Length

- Games will be play 4 quarters of 7 minutes each with Stop Clock
- A 35 second shot clock must be used and where possible placed above the backboard.
- Overtime Periods will be 3 minutes and begins with a jump ball.
- New games may be scheduled every 75 or 90 minutes.

Time-outs

- First Half – Two (2) time-outs for each team.
- Second Half – Three (3) time-outs for each team.
- Overtime Periods - One (1) time-out is granted per overtime period for each team.
- Timeouts do not carry over from half to half or into overtime
- The length of each time-out is 1 minute.
- The length of time between quarters is 2 minutes.
- The maximum length of halftime is 8 minutes.

- Coaches may request a timeout by approaching the scorers' table. The scorer notifies the referee of the timeout at an appropriate time, which includes: a dead ball, free throw, immediately after a scored basket by the opposing team. (Current FIBA Rule)

Equipment and Court Markings

- Girls' games shall use a size 6 ball (28.5" / 72cm).
- Boys' games shall use a size 7 ball (29.5" / 75cm).
- Boys use regular FIBA court dimensions
- Girls use USA high school/collegiate 3 point line (19'9") / lane and lane markings

Warm-up session

- All teams will receive up to a ten-minute warm-up period prior to the start of the game, on the side of the court away from their bench. Any second half warm-up will be in front of own bench. This corresponds to direction of play in each half.
- If the games fall behind schedule, each team will have up to 8 minutes to warm-up at their own end of the court.

Squad size and Substitution of Players

- A team will have a minimum squad of 6 players and a maximum of 12 players.
- Unlimited amount of substitutions. Substitutes are to approach the scorer's table and be directed onto the court during a dead ball situation.

Officials / Referees

- 2 referees shall be utilized for all basketball games.
- ACAMIS Tournament games should use personnel from local recognized officiating organizations, if possible.

Fouls – Personal and Technical Fouls

- A player is disqualified from a game when they commit their fifth personal foul.
- Technical fouls against a player also count as a personal foul against the same player and count as a team foul. A player is disqualified if they receive two (2) technical fouls.
- Technical fouls against the coach, bench or fans is charged to the coach, but is not counted as a team foul. A coach is disqualified if they receive three (3) technical fouls.

Team Fouls

- A team is in a team foul penalty situation when it has committed five (5) team fouls in a period. Two (2) bonus free throws are awarded to the opposing team once the fifth (5) team foul is committed. Team fouls reset to zero (0) at the start of the next quarter. Team fouls and bonus penalties from the 4th quarter continue into all overtime periods.

Mercy Rule

- Mercy Rule – If a game gets to a 20 pts differential – teams must not press and coaches are encouraged to use their bench to balance the game – if the game gets to 30 points differential it switches to running clock and remains running clock for the remainder of the game.

Tie breaker from round-robin standings for tournament seeding (in order of application):

- Tie-Breakers - 'If any stage of the tie-breaker separates all of the tied teams, then the tie-break is complete. If, at any stage of the tie-breaker, only two teams remain tied, the head to head result will determine the placing.'
- A maximum point differential of 20 points will be used for calculations. This is to minimize "running up" the score in order to improve a team's seeding.
- Overtime points do not count in points differential

Sequence:

1. Head-to-Head Result (if 2 teams)
2. Best point differential in games between tied teams.
3. Best point differential in all games.
4. Most points scored in games between tied teams:
5. Most points scored in all games.
6. Least team fouls made in games between tied teams.
7. Least team fouls made in all games.
8. Coin toss

Notes of FIBA Rules:

- A team has 8 seconds to advance the ball into the front court from the backcourt.
- Alternating Possession is used for all jump ball situations including the start of the 2nd, 3rd, and 4th quarters.

Soccer

Accepted by ACAMIS Athletic Directors on March 18 2006; Revised/Edited January 2010; Revised/Edited at March 2018 AGM

FIFA rules <http://www.fifa.com/> will be applied at all times, except for the following amendments:

Match Length

- Matches shall be 2 x 20 minute halves with a 5 minute interval for half time.
- In matches where ties are not permitted (post Round Robin), 2 x 5 minutes halves of extra-time shall be played. No Break between halves. Neither the “golden goal” nor the “silver goal” rule shall apply during the extra-time. If at the end of extra time the score is still tied then it goes to penalty kicks.

Team Size

- Maximum roster size shall be 12 players.
- Matches shall be played 7 vs. 7 players (1 goalkeeper + 6 outfield players) and teams must have a player designated as goalkeeper at all times.

Ball Size

- Girls and boys shall both use a size 5 ball.

The Field of Play

- The overall size shall be reduced to approximately half of the regulation size (60 x 40 m).
- The following changes should be made to the field markings if possible:
 - The goal area and the penalty area are combined into one area. This size of this new “goal/penalty area” shall be somewhere between that of the proper goal area and that of the proper penalty area. All rules which normally pertain to these 2 areas are still in affect.
 - The penalty spot shall remain 11 meters from the goal line for regulation sized goals. (If seven aside goals are used the Penalty spot is 9 meters from the goal line)
 - Goals shall be regulation size (24’W x 8’H.) or 7 a side goals (21’W x 7’H). This information must be conveyed to all participating teams at least 1 month in advance of the tournament
 - The Centre Circle shall be reduced to 8 meters in diameter.

Substitutions

- An unlimited number of substitutions are permitted in each match.
- Substitutions shall be allowed at the all stoppages of the game.

Officials

- Each match shall be officiated by one referee.
- Assistant referees are not required.

Offside

- The offside rule shall NOT be applied.

Yellow & Red Cards

- A player who receives 2 yellow cards in the same match will not be permitted to play in the next match.
- A player who receives a red card will not be permitted to play in the next match.
- A player who receives a red card for the use of foul/abusive language, serious foul play or violent conduct will not be permitted to participate in the remainder of the event. The Tournament Director and the Head Official must meet to discuss this decision.

Penalty Kicks

- Shall only be used in post Round Robin matches where the result is still undecided following the completion of extra-time.
- Shall only involve 3 players from each team (otherwise FIFA regulations apply).
- Only players on the field at the end of extra time are eligible for taking penalty kicks.
- A player who is already on the field at the conclusion of play can take over the goalkeeping duties.
- Other players should not enter the field of play after the final whistle. Players who are on the field should not leave

Tournament scoring for round robin standings

- Soccer Round Robin scoring is 3 points for a win, 1 point for a draw and 0 points for a loss

Tie Breaker for Round Robin Tournament Standings:

Tie-Breakers - 'If any stage of the tie-breaker separates all of the tied teams, then the tie-break is complete. If, at any stage of the tie-breaker, only two teams remain tied, the head to head result will determine the placing.'

Sequence:

1. Head-to-Head Result (if 2 tied teams)
2. Best goal differential in games between 3 tied teams.
3. Best goal differential in all games.
4. Most goals scored in games between 3 tied teams.
5. Most goals scored in all games.
6. Coin toss

APPENDIX 5: Invitational Tournament Rules

The maximum age (of 19 as of 1st September of the relevant school year) stated in this document is related to all sports. The Tournament Director in consultation with the ACAMIS Athletics Chair states the minimum age for the invitational Events

Golf

In addition to normal golf expectations and etiquette, for ACAMIS golf we have adopted the following rules:

General Rules

Local and Tournament rules:

1. Red stakes indicate lateral hazards, yellow stakes indicate water hazards.
2. Relief must be taken from sanded divots on fairways, one club length, no nearer to the hole.
3. Staked trees, cart paths, flowerbeds & sprinkler heads. Relief may be taken, one club length no nearer to the hole from the nearest point of relief.
4. Use Dropping zones where available.
5. Royal & Ancient rules govern all play unless otherwise stated within.
6. All staked or unplayable and lost balls will be treated as a red staked lateral hazard. This is in attempt to move on the speed of play and avoid playing provisional balls.
7. Note: A red staked lateral hazard is defined as: a ball may be dropped on the line of entry within 2 club lengths of the nearest point of relief.
8. In the event that a player or a team scores double the strokes of any hole before holing out, then the player or team must pick up and move to the next tee. E.g. a team or player has taken 6 strokes on a par 3 before reaching the green, the team or a player must pick up and mark 6 strokes on his card.
9. Ball hitting Light Post, shot may be replayed from original position without penalty.

Texas Scramble – Round 1

1. Each Team must nominate a team captain. The captain is specifically responsible for ensuring that all the tournament rules are adhered to! And the marking of the Scorecard.
2. The handicap of the team is calculated as follows, sum the handicaps of all 4 players and divide by 1/16th. In the event that there are only 3 players, sum the handicaps of all 3 players, divide by 1/16th and then add 1.
3. Each team member must use at least 3 tee shots during the course of the round.
4. The captain must clearly show on the scorecard on which holes those tee shots were used.
5. Once a tee shot been selected, the ball chosen must then be marked. The remaining 3 players must place their ball within 1 club length of the marked ball. If the selected ball is in the rough or a hazard the 1 club length must also be within that hazard or rough.

6. On the green, the ball chosen as the playing ball must be marked, a second marker is then placed a putter head away from the original marked ball. This will allow players to putt from the original position.
7. If a player has a putt of 1 foot or less, please let player HOLE OUT prior to other players attempting the longer putt. If player does not make putt then mark it. Remaining players can attempt it after attempting the longer putt if still necessary. This will save time.
8. In the event that only 3 players are in a team, the same rules apply except that they may have an extra drive and extra putt on each hole by one person only and that person must be rotated every 3 holes.
9. The captain and one other team member must sign the playing card before submitting it to the tournament officials.

Swimming

Official FINA rules are followed: <http://www.fina.org/>

- Each Swimmer may enter **FOUR (4) events** only.
- Please note the **Qualifying times** for each event
- Please note that Events 3 & 4, the 200m Free and Events 27 & 28, the 200m I.M. are combined age events, but will be scored in individual age groups in line with other age group events
- Medals will be awarded to 1st, 2nd and 3rd Place winners. High Point Trophy will be awarded to male and female swimmer in each age group.

Table Tennis

The International Table Tennis Federation has decided the format for the team events at the Olympic Games 2008, according to the ITTF website.

<http://www.ittf.com/>

- The principles followed by the Olympic Commission when making their decision were that a maximum of five matches should comprise a fixture, three players must compete with all players having the opportunity to play in two matches in each contest.
- No player will play more than two matches in each fixture.
- The contest will start with two singles matches.
- The third match will be doubles and must include the player who has not been selected in either of the preceding singles matches.
- Following the doubles, there will be two further singles matches; those involved being the player who competed only in the doubles and the player who did not participate in the doubles.
- Separate singles and doubles tournaments follow the team competition.

Badminton Team Competition

All IBA rules and regulations are in force. The host school will inform the traveling schools which shuttles will be used during the competition at least 6 weeks prior to the event. The new IBF scoring with rally points has been adopted by ACAMIS but only 15 points.

Number of Participants

8 players per team, 4 boys and 4 girls

2 coaches per team

Players will be seeded by their own coaches, and equivalent seeding paired up for matches. It is stressed that this system depends upon the integrity of the coaches in ranking their own players. Seeding will be finalized at the coaches meeting, and must be adhered to subsequently.

Tournament format: Boys singles, girls singles, boys doubles, girls doubles, mixed doubles.

- a. Tournament Tie-Breakers
- b. Head to head
- c. Total sets won among the tied teams
- d. Total games won among the tied teams Points won (if possible)
- e. Coin toss

Coaches should not give instructions during the course of games that will stop play. Coaches need to be pro-active in monitoring the calls made by their own players and the opposition, if there are any issues the coaches are to contact the tournament director to possibly assign a neutral umpire.

Netball

Where local laws are not listed, or are unclear, IFNA rules will apply. Umpires are charged with the responsibility of applying the rules at all times, their decisions final.

<http://www.netball.org/>

Teams:

Squads are made up of 10 players.

Each team is required to bring 2 sets of bibs in case of color clash.

Hair must be tied back

Nails will be checked prior to games (gloves may be worn)

No jewelry is to be worn

Games:

A coin toss will determine either possession or direction of the first centre pass.

Games will be 4 x 12 minute periods.

Change ends each quarter.

2 minute break at quarter and three quarter time, 3 minutes at the half.

Running clock, except serious injury – umpires to call.

Players may change at breaks only – exception for serious injury – both teams may then change positions, with only the injured player being replaced.

2 points for a win, 1 for a tie, 0 for a loss (pool games)

Finals played extra time for a result – game stops, toss made for possession and 2 goal advantage finishes the game. Grand Final Exception – 2 x 7 minute halves played, and if ties still, 2 goal advantage rule applies.

Captains are to confirm game scores at the end of each match – results final 15 minutes after play finishes.

Tie breaker – in the event of team finishing with the same number of points during round robin stage for finals seeding positions, the following will apply – head to head, points difference, points scored, coin toss.

Track & Field

Whilst the host school has flexibility to adapt to local conditions, the following format should be used as much as possible.

The Hy-Tek Track & Field Team Manager (lite version) is used where possible. <http://www.hy-tek ltd.com/downloads.html>

The event will normally run from Friday 9am – 5pm and Saturday 9am – 3pm. Teams should aim to arrive in the host city on Thursday evening and plan to leave Saturday evening or Sunday morning.

There is no team event for the ACAMIS Track Championships. Instead, individual athletes are able to and encouraged to enter as many events as they wish.

There will be a Pentathlon event as part of the overall event. To complete the Pentathlon, a competitor must compete in 1 sprint (i.e. 100m, 200m, or 400m), 1 middle distance run (i.e. 800m, 1500m, or 3000m), 1 throw (i.e. shot put, discus, or javelin), 1 jump (long jump, triple jump or high jump), and 1 other event. The best performance from each event will count towards to the final points total, this includes their qualifying performance for any finals. The placings will be awarded based on the highest points total.

The following is a list of event records for the ACAMIS Track and Field Championships, all these events will normally run at the ACAMIS Championships.

ACAMIS Track & Field Records

1	Boys 15-19 400 Meter Hurdles .914m (36	1:01.77	5/12/2017	Cameron Young - Nanjing
2	Girls 15-19 400 Meter Hurdles .762m (30	1:13.05	5/1/2014	Hannah Newell - NIS
3	Girls 15-19 3000 Meter Run	11:22.00	5/1/2013	Nozomi Masugata - DCS
4	Boys 15-19 3000 Meter Run	9:28.05	5/12/2017	Luke Shr - ISB
5	Girls 15-19 200 Meter Dash	27.58	5/1/2014	Helen Che - International Sc
6	Boys 15-19 200 Meter Dash	24.33	5/12/2017	Cameron Young - Nanjing
7	Girls 15-19 4x100 Meter Relay	55.12	5/6/2016	International School of Beijin - ISB C Sha, J Marais, J Wang
8	Boys 15-19 4x100 Meter Relay	46.94	5/1/2015	SSIS - SSIS
9	Girls 15-19 Javelin Throw 600 grams	25.14m	5/1/2014	Helen Che - International Sc
10	Boys 15-19 Javelin Throw 700 grams	39.69m	5/1/2014	James Long - International Sc
11	Girls 15-19 High Jump 1.10m (5cm)	1.45m	5/6/2016	Marie Lengert - UISG
12	Girls 15-19 Triple Jump	9.95m	5/12/2017	Jazzlyn Jansen - WAB
13	Boys 15-19 Triple Jump	12.20m	5/1/2014	Kevin Kwok - International Sc
14	Girls 10-14 200 Meter Hurdles .762m (30	32.76	5/12/2017	Emilia Sullstorm - WAB
15	Boys 10-14 200 Meter Hurdles .762m (30	27.93	5/12/2017	Ho Pui Brian Cheung - SSIS
16	Girls 10-14 200 Meter Dash	28.90	5/1/2013	Michelle Gerke - Nainjing
17	Boys 10-14 200 Meter Dash	25.27	5/12/2017	Ho Pui Brian Cheung - SSIS
18	Girls 10-14 4x100 Meter Relay	57.76	5/12/2017	WESTERN ACADEMY OF BEIJING - WAB A Wright, C Wong, E Sullstorm, C Rempel
19	Boys 10-14 4x100 Meter Relay	49.59	5/12/2017	Suzhou SIS - SSIS
20	Girls 10-14 High Jump .9m (5cm)	1.45m	5/12/2017	Amanda Sandberg - SSIS
21	Girls 10-14 Discus Throw 1 kg	24.80m	5/12/2017	Lonneke van der Akker - WAB
22	Boys 10-14 Discus Throw 1 kg	24.03m	5/12/2017	Ho Pui Brian Cheung - SSIS
23	Boys 15-19 110 Meter Hurdles 1m (39")	17.72	5/1/2014	Kevin Kwok - International Sc
24	Girls 15-19 100 Meter Hurdles .84m (33"	18.10	5/7/2016	Jamie Marais - ISB
25	Boys 10-14 100 Meter Hurdles .84m (33"	17.35	5/13/2017	Ho Pui Brian Cheung - SSIS
26	Girls 10-14 100 Meter Hurdles .762m (30	17.89	5/13/2017	Emilia Sullstorm - WAB
27	Girls 15-19 800 Meter Run	2:39.62	5/7/2016	Joy Kuai - Macao
28	Boys 15-19 800 Meter Run	2:10.19	5/13/2017	Cameron Young - Nanjing
29	Girls 10-14 800 Meter Run	2:39.01	5/13/2017	Amanda Sandberg - SSIS
30	Boys 10-14 800 Meter Run	2:19.40	5/13/2017	Takuma Andrew Matsuki - SSIS
31	Girls 15-19 100 Meter Dash	13.28	5/1/2013	Maddison Simpson-Taechel - Suzhou
32	Boys 15-19 100 Meter Dash	11.86	5/1/2013	Caleb Smith - Suzhou
33	Girls 10-14 100 Meter Dash	14.01	5/1/2013	Michelle Gerke - Nainjing
34	Boys 10-14 100 Meter Dash	12.17	5/1/2013	Francisco Plaza-Villaroel - Nainjing
35	Girls 15-19 400 Meter Dash	1:04.56	5/13/2017	Edda Maria Dessel - SSIS
36	Boys 15-19 400 Meter Dash	55.47	5/1/2014	Howard Fang - International Sc
37	Girls 10-14 400 Meter Dash	1:06.93	5/7/2016	Meghna Ancha - Nanjing
38	Boys 10-14 400 Meter Dash	59.81	5/13/2017	Eric Liu - ISB
39	Girls 10-14 1500 Meter Run	5:48.56	5/13/2017	Amanda Sandberg - SSIS
40	Boys 10-14 1500 Meter Run	5:16.00	5/1/2013	Jin Ryoul Kim - Nainjing

41	Boys 15-19 Discus Throw 1.5kg	37.73m	5/1/2014	Brandon Smith - International Sc
42	Boys 10-14 High Jump 1.1m (5cm)	1.60m	5/13/2017	Ho Pui Brian Cheung - SSIS
43	Boys 15-19 High Jump 1.3m (5cm)	1.75m	5/7/2016	Matthew Chick - Qingdao #1
44	Girls 10-14 Long Jump	4.20m	5/7/2016	Meghna Ancha - Nanjing
45	Boys 10-14 Long Jump	5.04m	5/13/2017	Ho Pui Brian Cheung - SSIS
46	Girls 10-14 Shot Put 3kg	8.79m	5/13/2017	Sierra Kurth - Shekou
47	Boys 10-14 Shot Put 4kg	12.41m	5/1/2013	Marcus Karlsson - Nainjing
48	Girls 10-14 Triple Jump	8.64m	5/13/2017	Michaela Gattringerova - SSIS
49	Boys 10-14 Triple Jump	10.44m	5/13/2017	Ho Pui Brian Cheung - SSIS
50	Girls 15-19 Discus Throw 1 kg	26.39m	5/1/2014	Helen Che - International Sc
51	Girls 15-19 4x200 Meter Relay	2:00.38	5/13/2017	WESTERN ACADEMY OF BEIJING - WAB K Cheung, E Gendler, J Jansen, K Low
52	Boys 15-19 4x200 Meter Relay	1:41.43	5/13/2017	Nanjing International School - Nanjing
54	Boys 15-19 1500 Meter Run	4:24.39	5/1/2015	Roger Chesebro - SYIS
55	Girls 15-19 4x400 Meter Relay	4:44.06	5/7/2016	International School of Beijin - ISB A Lee, A Wong, L Song
56	Boys 15-19 4x400 Meter Relay	3:51.24	5/13/2017	Nanjing International School - Nanjing K Tyoschin, S Tyoschin, A Underwood, C Young
57	Girls 15-19 Long Jump	4.89m	5/7/2016	Jamie Marais - ISB
58	Boys 15-19 Long Jump	5.67m	5/13/2017	Simeon Hatzopoulos - SSIS
59	Girls 15-19 Shot Put 4kg	9.70m	5/7/2016	Jamie Marais - ISB
60	Boys 15-19 Shot Put 5kg	11.80m	5/7/2016	Matthew Chick - Qingdao #1

ACAMIS Track & Field Standards

	U14 Boys	U14 Girls	U19 Boys	U19 Girls
Discus	1kg	1kg	1.5kg	1kg
Shot	4kg	3kg	5kg	4kg
Javelin	x	x	700g	600g
Sprint hurdles	100m, 0.84m	100m, 0.762m	110m, 1m	110m, 0.84m
200 hurdles	0.762m	0.762m	x	x
400 hurdles	x	x	0.914m	0.762m

ACAMIS Track & Field Rules:

1. Competitors must check in with the officials at least 5mins before the event is scheduled to start.
2. If a competitor is scheduled with a track event and a field event at the same time, the track event will take precedence. The competitor must check in with their field event, state their clash of track event, and return to their field event immediately after their track event*. Any throwing or jumping attempts missed due to the participation in the track event may be made up before the end of the qualifying round. The final of a field event should be completed before the start of the

next scheduled field event or the end of the session, therefore a competitor returning from a track event who has attempts remaining must complete them before this time**.

*If the field event is High Jump, the competitor must state their starting height. Their attempts will be recorded as “P” for pass until their starting height.

**In the case of the high jump the bar will continue to rise while you are absent. When you return you will have only the attempts remaining that you left with, and any heights missed while gone will be marked as passes not clears.

3. Competitors must wear a competitor number on the front of their uniform when they compete. Nb. Competitors are encouraged to wear their uniform when receiving their medal.
4. Lanes will be used for 100m, 200m, and 400m sprints. Waterfall starts will be used for 800m, 1500m and 3000m races. A lane order for the waterfall start will indicate the order from the competitor closest to lane 1.
5. The starters commands for a sprint, i.e. 100m, 200m, and 400m; will be “On your marks”, “Set”, and then the gun will be blown to start the race. If a competitor advances past the set position before the gun, the starter will blow the gun twice. This is a false start. The false start is assigned to all competitors. The competitor who false starts on the subsequent start will be disqualified (DQ). This process will continue until a fair start is made.
6. The starters commands for a middle distance race, i.e. 800m, 1500m, and 3000m; will be “On your marks”, and then the gun will be blown when all competitors are in a ready position behind the waterfall start line. The same false start rules above apply to the middle distance races.
7. Each HS field event, except the High Jump, each competitor will receive 3 attempts to qualify for the final. The top 6 competitors will qualify for the final. The final will start immediately after qualifying. The finalist will receive 3 attempts. The competitors will start in reverse order to their qualifying performance, i.e. the 6th qualifier will start first, 5th qualifier will start second, and so on.
8. In the field events, a competitor’s best performance made in qualifying will count towards their best performance overall for placings. Competitors who have the same best performance will be placed based on their second best performance, and so on until a competitor’s performance is higher than the other competitor(s).
9. If a high jump competitor does not want to start at the starting height, they may nominate their starting height when they check in. All heights before their nominated starting height will be recorded as “P” for pass.
10. Each high jump competitor will have 3 attempts to clear each height. Any 3 consecutive failures will result in a competitor being out of the competition. A competitor may pass at any height.
11. Any two or more high jump competitors who finish with the same height will be placed based on the count back rules (IAAF rule 181.8). Rule A) The competitor with the lowest number of the attempts at the height last cleared shall be awarded the higher place. B) If competitors are equal after rule A, the competitor with the lowest total failures throughout the competition will be awarded the higher place. C) If competitors are still equal after rule B, the athletes will be awarded the same place, unless it concerns first place. D) If competitors are equal in first place after rule C, the competitors will complete a jump off in which the bar is lowered by 3cm and each competitor has a maximum of 3 attempts**. This procedure will continue until one competitor has cleared at an attempted the other competitor(s) have not, at which point that competitor who cleared has won the competition.

** In this case, officials must bring in the Track Meet Organiser.

12. Long jump competitors will jump from a board no longer than 3m from the pit. A foul jump will be given to a competitor who has any part of their foot over the front of the jump board. The jump will be measured at the mark where the jumper cuts the sand closest to the jump board.
13. Triple jump competitors must nominate which jump board they wish to jump from when they check in. Competitors may choose from: 5m, 7m, 9m, and 11m boards. A competitor may change which board they want to jump from only if their 2nd phase is landing dangerously near the pit or the 3rd phase is failing to reach the pit. A foul jump will be given to a competitor who does not perform a hop, followed by a step, and then lands in the pit.
14. A javelin throw may only be legal if the tip of the metal head strikes the ground before any other part of the javelin (IAAF rule 193.1b). The throw will be measured from where the metal head strikes the ground. A foul throw will be given to a competitor who steps on or over the throwing line during a throw.
15. A shot putter or discus thrower may enter the throwing circle from any position to complete their put or throw. A foul put or foul throw will be given to a competitor who exits the front of the circle after a put or throw. A foul put or throw will be given to a competitor who steps on top of the circle rail during a put or throw.

7's Rugby (Contact)

Seven-a-side variations: <http://www.irblaws.com/EN/laws/8/24/variatiions/variatiions-sevenaside/>

Age Group Variations:

Under 15, Under 17, Under 19

AGE Restrictions: In keeping with IRU policy guidelines for Age group limitations: -

Under 19 players must be under 19 on 1st August, i.e. 18 years and 17 years on that date

Under 17 players must be under 17 on 1st August, i.e. 16 years and 15 years on that date

Under 15 players must be under 15 on 1st August, i.e. 14 years and 13 years on that date

A. Scrum

1. Three players from each team form the scrum.
2. Teams can opt to have uncontested scrums.
3. New ELV in place offside from the scrum is 5 meters behind hindmost foot.
4. Crouch, Touch, Pause, Engage
5. No wheeling Ruling: Penalty Kick
6. Unintentional wheel past 45 degrees Ruling: Reset Scrum
7. Maximum 1.5 push Ruling: Free Kick
8. Ball must be released from base of scrum Ruling: Free Kick

B. Lineout

1. A minimum of 2 players per side is required to form the lineout.
2. Those not involved must retire 10 meters or subject to offside rules.
3. Quick lineout will be allowed if is the same ball and not handled by anyone except the thrower and the player taking the ball into touch.

C. Scoring

1. Tries will score 5 points, 2 for the resulting conversion.
2. When a try is scored, the team that is scored upon will kick off for the restart.

Conversions

1. Conversions will be taken by drop kick or place kick in line from where the try was scored at the spot indicated by the referee.

D. Penalties and infractions

1. A player sent off for breach of the rules will not be allowed to play the next game.
2. Dangerous play. Jumping into the tackle, high tackles and spear tackles will all be considered dangerous play. A blatant disregard of these rules or a team repeat offence will lead to Player sin bin of 2 minutes.

E. Substitutions

1. Will be Unlimited. However, the player coming onto the field must report to the substitute co-coordinator and enter the field from half way. The player entering must wait until the leaving player is off the field entirely.

Note: Substitutes can only happen at every stoppage of play except at a penalty and a free kick (this will then allow the game to natural flow with no interruptions to the players or referee).

F. Periods of Play

1. Two halves of 7 minutes each, including finals.

Under 13

Age restrictions -. Under 13 players must be under 13 on 1st August i.e. 12 years and 11 years on that date

Rule variations -

Scrum	passive scrum (no pushing) both hookers may strike for the ball
Lineout	contestable lineout.
Handoffs	full handoff acceptable.
Kicking	in own 22 only. to touch from penalty is only allowed in own half.
Conversions	no conversions

Under 11

Age restrictions –Under 11 players must be under 11 on 1st August i.e. 10 years and 9 years on that date

Rule variations

Scrum passive scrum (no pushing) both Hookers may strike for the ball.

Lineout contestable lineout 3 meters from touch. All forwards must take part in the lineout.

Handoffs no Handoffs.

Kicking in own 22 only.

Conversions no conversions

Touch Rugby

- FIT Rules are followed.
- Players must be Under 19 years of age on 1 Sep of the school year.
- Maximum squad size of 14
- Mixed Gender 6-a-side. There must be a minimum of 4 players on the field otherwise there is a forfeit.
- The maximum number of males or females allowed on the field of play is three and the minimum male or female requirement on the field of play is one.
- **Substitutions:** unlimited but **the game should not be stopped for substitution.**
- Game times to be decided by host school. Something in the region of: 2 x 15 minutes halves with a 5 minute half time. 15 minutes between games (1 hour cycles)
- Field area ideally will be 65m x 48m (approximately)

Results

Round Robin Phase

3 points for a win, 1 point for a draw and 0 points for a loss.

In the case of a tie in points at the end of the round robin phase:

1. Head to head result.
2. If a draw in head-to-head game or a multi-way tie, the following shall be applied to break a tie:
 - Total tries differential between the tied teams
 - Total tries scored against tied teams
 - Total tries **conceded** against all teams
 - Total tries **differential** against all teams
 - If still tied, there will be a toss of the coin to determine the placings

Final Phase

If the game is tied, the game will continue as per FIT Rules for Drop Off. This essentially means that every 2 minutes, one player will be removed for each team until there is a score or there are 3 players left per team. The game finishes on the first score.

APPENDIX 6:

ACAMIS

Student Participation Agreement

Student's Name _____ Student's Age _____

Student's Date of Birth _____ (m/d/yr) Student's Mobile # _____

Parent's/Guardian's Name _____ Mobile Phone# _____

Allergies _____

Medications _____

Special Dietary Needs Yes No

If yes then please specify _____

Special requests or instructions you would like the chaperone to follow during your child's' stay.

During the field trip, while your child is in the care of chaperones from your school they must follow ACAMIS rules and those of your school to ensure his/her overall safety and well-being. ACAMIS events are undertaken as a voluntary field trip from the student's school whose field trip guidelines require that each participant has appropriate medical insurance as a condition of enrolment. Thus, neither ACAMIS nor the host school is responsible for medical care for any accident or injury during the event. In signing this release form the above-mentioned parties acknowledge that their family medical insurance applies to these sports and they have no basis to claim for medical care or legal retribution for any physical accidents that may take place during the course of the sports events.

Student Name _____ Signature _____

Parent's/Guardian's Name _____ Signature _____

Photograph Release:
I agree to allow the school and ACAMIS to reproduce the likeness of my child (photo, video, etc) in public relations materials or publications (brochures, web pages, etc) for non-commercial purposes.

Parent's/Guardian's Name _____ Signature _____

Date _____

To participate in an ACAMIS event, each participant must complete this participation form and give it before departure to their coach who will have the forms available at the host school.

Rules for ACAMIS Events

1. The use of tobacco, drinking of alcohol, or use of illegal drugs will not be allowed during travel or while in the host city during the period of time covered by the ACAMIS activity. *(Consequence: suspension from immediate and further participation and student's principal notified. A second offense in the same school year will result in exclusion in all ACAMIS events for one school year including the same event the following year.)*
2. Any departures from the hotel will be done only with permission of the lead chaperone/coach. *(Consequence: disciplinary action at the discretion of the lead chaperone)*
3. Students are expected to be in areas designated by the tournament chaperones at all times. At no point should students be in hotel rooms of members of the opposite gender. *(Consequence: disciplinary action at the discretion of the activity organizer and lead chaperone)*
4. Visiting students will be in their assigned rooms no later than 10pm. *(Consequence: suspension from immediate and further participation and student's principal notified. A second offense in the same school year will result in exclusion from all ACAMIS events for one school year including the same event the following year.)*
5. Any unusual circumstances or problems that occur during the stay in the host city will be reported as soon as is possible to the host school and lead chaperone.
6. In the event of any accident or injury the lead chaperone/coach has permission to deal with the situation. Should they be unable to contact the parents or guardians, they may make emergency decisions on the recommendation of medical practitioners. Parent signature below grants permission to the lead chaperone/coach to make such emergency decisions.

We have read, understand, and agree to abide by the rules that are stated above.

Signature of student's parent/guardian

Signature of student

Date

Date

To participate in an ACAMIS event, each participant must complete this participation form and give it before departure to their coach who will have the forms available at the host school.

APPENDIX 7:

ACAMIS Visiting Schools Evaluation Sheet

Date:

Host:

Category: Volleyball/Basketball/Soccer
Other:

Your evaluations will help to further improve the quality of such events.

Information:

The information provided by the host school, both prior to and at the event	Worked Well	Possible Improvements

Hotel:

The hotel arrangement in terms of suitability for visiting teams	Worked Well	Possible Improvement

Transport:

The transport provided by the host school, both to & from airport & to and from event facilities	Worked Well	Possible Improvement

Facilities:

The facilities used for the Games	Worked Well	Possible Improvement

Meals, water etc:

The quality of meals, snacks etc provided for competitors/coaches	Worked Well	Possible Improvement

Events / officiating:

The quality of events and the respective quality of officiating	Worked Well	Possible Improvement

General Comments:

Name and School:	
-------------------------	--

APPENDIX 8: ACAMIS Event Budget Synopsis

Event Name:	
Event Organizer(s):	
Person submitting report:	
Event Date:	
Event Venue(s):	
Registration Fee charged:	
Event Receipts (including donations):	
Source:	Amount:
Source:	Amount:
Event Expenses:	
Source:	Amount:
Source:	Amount:
Source:	Amount:
Source:	Amount:
Source:	Amount:
Source:	Amount:
Source:	Amount:
Source:	Amount:
Source:	Amount:
Source:	Amount:
Event Balance Display:	
Total Receipts:	Comments:
Total Expenses:	Comments:

Balance/Deficit:	Comments:
<p>If income was generated, where is it on deposit?</p> <p><i>**All monies up to 1500 RMB will remain in the host school.</i></p> <p><i>**Any monetary surplus in excess of 1500 RMB should be remitted to ACAMIS.</i></p>	
<p>What changes or comments (regarding the budget) would you suggest for next year?</p>	
<p>Other Comments:</p>	

Please complete and forward this form to eo@acamis.org

APPENDIX 9: ACAMIS Event Follow-up Form

Name of the Event:	
Host School:	
Organiser/Coordinator:	
Description of the Event (only required for non-sports event):	
Structure of the Event:	

Date	Activities

Participants:

ACAMIS School Name	Number of Student Participants
EVENT FEEDBACK:	

Please complete this form and forward to eo@acamis.org. If this event is a competition, please include the results.

APPENDIX 10: Application for Athlete participation

Athletes Age Limit

That participation in ACAMIS high school sports events be limited to students who are 14 and above as of 1st September and below the maximum age limit. Any other exceptions require a majority endorsement of members involved in that division as coordinated by the Tournament Director– The ACAMIS Chair would cast any tie-breaking vote if needed.

If the ACAMIS Athletics Chair is representing a member school in that division then the ACAMIS Athletics Co-chair will cast the tie-breaking vote.

Applications for the use of underage players, need to be put forward on or before the due date for rosters unless there are extraordinary circumstances.

Underage players cannot displace a correct age player and cannot be used to extend the basketball or volleyball squad to 12 players.

Name of School: _____ Sport: _____

	Name of Athlete	Date of Birth	Reason for application
1			

Process:

- Applicant school notify tournament director of age exception request.
- Tournament director supply applicant school with application form (if request not originally in form format) – cc Division chair.
- Applicant School return form to tournament director – cc Division chair.
- Tournament director open application up to discussion by forwarding application to division members – cc'ing Division chair.
- Division members e-mail discussion items to all divisional members.
- Tournament director call for vote (after appropriate discussion - ensure input/acknowledgement by all) - by e-mailing all divisional members cc'ing Division chair.
- Divisional members transparently cast votes via all member divisional e-mails – cc'ing Division Chair (or alternatively e-mailing tournament director directly who collates and reports results verbatim cc'ing Division Chair).

Tournament director announces the result of the vote (cc'ing ACAMIS Athletics chair).



Appendix 11: ACAMIS Incident Report

In the event of a disciplinary matter or student accident or injury, it is important that a report detailing the circumstances be recorded and a copy sent to Athletics Head and the ACAMIS Executive Office. This will help to protect all parties should the incident be contended afterward.

Host School	Name of Event
Date of Event	Date and Time of Incident

Description of the Incident

Action Taken

Who was contacted

Printed Name of Person Filing Report Signature of Person Filing Report Date

Send to: eo@acamis.org and dannyclarke@nanjing-school.com

APPENDIX 12: Tournament Roster Form Template

ACAMIS Tournament Roster Sheet						
Please complete the white sections and return via email by _____ with team pictures so that the program can be printed. Thank you.						
School Name						
Team Name (Mascot)						
Head of School						
Principal						
Athletic Director			Email			
Coach			Coach's gender		T-shirt size	
Assistant Coach			Assistant coach's gender		T-shirt size	
Color of Uniform Shirt			Color of Uniform Shorts			
Student Name	Grade / Age	Nationality	Allergies / Medications	Passport Number	T-shirt size	Special food requests (ex: vegetarian)
1.						
2.						

3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
Additional Information:						
1. Arrival time, flight / train number						
2. Departure time, flight / train number						
3. Additional questions and concerns						

APPENDIX 13:

ACAMIS Sportsmanship Award Rubric

Evaluating School: _____

Place scores in the school columns of all categories, considering behaviour of both athletes AND coaches. The host school tournament/event director will complete “Away from competition behaviour” category

	1 = Poor	2 = Inconsistent	3 = Good	4 = Exemplary	TEAM	TEAM	TEAM	TEAM	TEAM	TEAM
Interaction w/ opponents	Abusive or argumentative; challenging, disrespectful, provocative	Sometimes negative or disrespectful; otherwise OK	Obviously respectful, with fair play demonstrated and positive effort shown	Serious effort while showing respect for opponents. Complimentary and/or helpful with opponents						
Interaction w/ teammates & own coach	Complaining, whining, disrespectful	Sometimes at odds with teammates or coach	Mostly full effort given during play, cooperative	Total effort and cooperation; supportive, encouraging, positive						
Interaction w/officials, spectators	Argumentative and disrespectful	Sometimes argumentative or challenging; otherwise OK	Mostly without reaction to officials calls, or crowd calls	Never a negative reaction to or questioning of officials’ calls or crowd reactions; thanking/complimenting officials						
Away from competition behaviour (Tournament Director completes)	Loud, abusive, disruptive—not cooperating with host families, school officials	Occasional questionable off-court/out of play behavior; otherwise OK	Mostly polite and respectful, as observed	Extremely respectful, polite, and personable; respectful and communicative with host families—an exemplary representative for his/her school						
TOTAL SCORE:										

Appendix 14: Further Inquiries

For questions related to this document, please contact:

Athletics Chair: Danny Clarke dannyclarke@nanjing-school.com

Athletics Co-chair: Darren Skov darren.skov@bcis.cn

Or:

ACAMIS Executive Officer: Angie Lee eo@acamis.org

For a high quality copy of the ACAMIS Logo, please email the ACAMIS Executive Office at: eo@acamis.org