



MacKillop TENNIS - SELECTIONS OPERATIONAL GUIDELINES

1. General Rules			Refer to NSWCPS General Rules
2. Event Requirements	1	a	Venue <ul style="list-style-type: none"> • A minimum of 12 courts clearly marked in accordance of the rules • Nets and supports must be in good condition. • The surface must be level, in good condition and free of obstructions and loose objects. • Room/area accessible for staff for - lunch, selection discussions • Catering available for Officials & Team Managers • Canteen if available. If a canteen is not available this information is to be included in diocesan information packs indicating students will be required to supply their own food. • Adequate parking. A traffic management plan made available if needed.
		b	Officials <ul style="list-style-type: none"> i) MacKillop Team Manager. ii) Each Diocese is to provide a team manager.
		c	First Aid <ul style="list-style-type: none"> i) Designated first aid officer must be in attendance and be visible. First aid officer should be equipped with ice and medical supplies including for the treatment of asthma and anaphylaxis. ii) Physiotherapy & taping services will not be provided at selections by the designated first aid officer. iii) First aid officer to be informed of any students at high risk by Team Manager iv) Diocesan Team Managers should access the medical information on each student from the CSNSW website. v) Players should ensure that they have an adequate level of hydration before, during and after the game or training session. vi) Students participating at outdoor venues are to be instructed to use adequate sun protection, e.g. an SPF50+, broad spectrum, water resistant sunscreen reapplied regularly and a hat where appropriate. Concussion <ul style="list-style-type: none"> i) It is the responsibility of the parent/guardian to inform team management of any concussion recently sustained. ii) Any student who has sustained a recent concussion injury may not return to contact/collision activities until the resolution of all symptoms. iii) Each sport may have specific guidelines from the National Sport Organisation in relation to returning to play after a concussion. For further information refer to Sports Medicine Australia iv) A medical clearance must be provided to your Diocesan Representative prior to the MacKillop selections.
		d	Eligibility

		<p>i) Students must be enrolled in a CSNSW Sport affiliated school.</p> <p>ii) Students must progress through the Diocesan pathway.</p> <p>iii) Diocesan entries -</p> <ul style="list-style-type: none"> • Canberra Goulburn - navy and gold • Parramatta - gold and royal blue • Sydney - yellow, green and red • Wagga Wagga - light blue, navy and red • Wollongong - red and white. <p>iv) Students trial as individuals not as a diocesan team.</p> <p>v) Students turning 8 - 13 in year of the competition are eligible at the discretion of their Diocese. Duty of care and Diocesan jurisdiction on age and/or grade may narrow the age range.</p> <p>vi) Each diocese can send up to three (3) female and three (3) male players.</p> <p>vii) All players shall be seeded by their Diocese.</p> <p>viii) Students turning 8, 9 or 13 in the year of competition may be selected in the MacKillop team, but may not be selected in a NSWPSA Team for School Sport Australia Championship.</p>
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3. Event Details		b	<p>Date</p> <p>i) Selection date - early Term 1 (around week 2) determined by MacKillop Council based on availability of venue and calendar.</p> <p>ii) Entry Closing Date for Diocese - determined by Convener (usually week 9 of term 4).</p>
	2	a	<p>Registration</p> <p>i) All students selected to represent their Diocese will be progressed to MacKillop by their Diocese following Diocesan selections.</p> <p>ii) Students must register & pay levy on CSNSW portal for the MacKillop Selections with both parent/guardian and Principal consent.</p> <p>iii) CSNSW Sport will invoice Dioceses for participants after the event.</p> <p>iv) Team list will be downloaded from the CSNSW portal by the convenor 1 week prior to the trial. Finalise draws 3 days prior to the trial.</p>
	3	a	<p>Format</p> <p>i) Suggested timeline-</p> <ul style="list-style-type: none"> • 8.15 Team Officials and Development Officers meeting • 8.30 Welcome & induction • 8.45 Games • 2.00 Announce MacKillop team & collect uniform <p>ii) This is a trial not a tournament.</p> <p>iii) A round robin will be played where the top 3 or 4 players (depending on size of the pool) from each pool will progress to the next round.</p> <p>iv) Students will only play the same person once.</p> <p>v) All matches will be played first to 5 with a fast4 tiebreaker to be played if the score reaches 4/all.</p> <p>vi) The tiebreaker is played first to 5 with the serve swapping when each player has had 2 serves.</p> <p>vii) Sudden death point occurs if score reaches 4/all in tiebreaker.</p> <p>viii) Fatal short/sudden death deuce will occur for every game.</p>

		b	The convener reserves the right to alter the format.
		d	The event program for MacKillop tennis selections will be available to view on the CSNSW Sport portal approximately 2 days prior to the selections.
	4	a	Equipment <ul style="list-style-type: none"> <input type="checkbox"/> 40 green balls provided by host diocese <input type="checkbox"/> A3 copies of the tennis round to display <input type="checkbox"/> sunscreen <input type="checkbox"/> emergency water 24 pack <input type="checkbox"/> laptop
		b	Convenor Documentation <ul style="list-style-type: none"> <input type="checkbox"/> Copies of round robin x 10 copies <input type="checkbox"/> MacKillop certificates <input type="checkbox"/> Program <input type="checkbox"/> prayer, acknowledgement, induction, structure of day, selections <input type="checkbox"/> clipboards x 8 <input type="checkbox"/> stationery- black textas, pens, bluetack, sticky tape <input type="checkbox"/> Accident form

4. Rules & Guidelines	1	a	The rules of Tennis Australia will apply.
		b	Students will score their own games
		c	Students are to be instructed not to enter other courts occupied by players to retrieve tennis balls (or for any other reason) whilst play is in progress
		d	Students shall share the ball boy/girl duties
		e	Any equipment inside the fence that poses a danger to students must be removed
		f	Spectators and non-participating players are to be instructed to remain outside the court during play
		g	Gates must be closed during play
		h	Tennis Spectator etiquette that is encouraged during games: <ul style="list-style-type: none"> • Clapping good points for all players in a match • Good sportsmanship from all players • Allow officials/children to resolve any on court situations without parent/spectator interference • Encourage your child in a positive and non-aggressive manner • Congratulating players on playing to the best of their ability • Thanking your team manager and trial organiser
		i	Tennis Spectator behaviour that is NOT acceptable <ul style="list-style-type: none"> • Cheering or clapping when an opponent makes a mistake • Being aggressive or intimidating towards a trial, competition staff or other spectators • Putting undue pressure on children, berating them or putting down their oppositions' performance • Coaching children from the sidelines (verbal or physical signaling) • Getting involved in line calling, score calling or court conflict • Using derogatory language at the trial venue

5. Selection criteria	1	a	Selection panel to comprise of the appointed MacKillop Team manager
		b	Selection panel will liaise and collaborate with Diocesan team officials if needed
		c	Selection will be based on demonstrated ability on the day of selection. The areas of performance considered are: i) Results ii) Attitude and behaviour of player both on and off the court
		d	A paper selection may occur if circumstances arise
		e	A MacKillop tennis team of five (5) male & five (5) female students will be selected to represent MacKillop at the NSW Primary School Sports Association (NSWPSSA) State Championships
		f	The MacKillop team selected will be progressed by CSNSW staff

6.Event Compliance Documents	1	a	Documents available on CSNSW.SPORT portal in Staff Resources <ul style="list-style-type: none"> ● Organisational Checklist ● Pre Event Risk Management Checklist ● On The Day Risk Checklist ● Risk Assessment & Management ● Budget Proforma ● Teacher Relief Claim form ● Event Officials hobbyist & WWCC form
		b	CSNSW Sport Office will provide <ul style="list-style-type: none"> ● MacKillop certificates ● MacKillop Team Manager appointment notices ● Sample MacKillop tennis uniform for sizing ● MacKillop paperwork

8. Post Event Evaluation	1		Post Event Evaluation >>
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