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All Sanctioned Events must meet the following criteria.

1 GENERAL

- ❏ The Tournament Organiser must have completed the on-line Tournament Organisers workshop and received a “pass” grade
- ❏ All matches must be played on courts affiliated to England Squash and organised by an affiliated club
- ❏ Matches shall be played under the Rules of the Game unless approved or directed by England Squash. Rules can be found at: www.worldsquash.org
- ❏ A Tournament Organiser/Director must be appointed to whom all disputes relating to Entries, Scheduling and Refereeing aspects shall be referred.
- ❏ All entries for all levels of competition will be **ON-LINE ENTRY ONLY** through the England Squash website.
- ❏ Dunlop competition standard squash balls, approved by England Squash must be used for all matches.
- ❏ **Junior players must wear approved eye protection for all matches.** Further details can be obtained from England Squash or at www.englandsquash.com
- ❏ Refreshments must be available throughout the tournament.
- ❏ A qualified first aider must be present at the venue for the full duration of the event.

2 EVENT FORMAT

2.1 One Day “COPPER” Events



- ❏ Entry fee: £5-£12.50 (£2.50 levy retained by ES). Optional souvenir provided by TO which will influence price point.
- ❏ Junior players can **ONLY** enter one age category per sanctioned event.
- ❏ Maximum Number of Matches Per Day: All age groups- can play as many matches as needed to complete the draw on one day.
- ❏ All age groups- Minimum of 1 hour between match start times for all start times.
- ❏ All matches **MUST** be played using PAR 11 (point a rally) and be the best of 3 games. If the score reaches 10 all, a tie break will operate, the winner needing a lead of 2 clear points to win the game
- ❏ If the format of the competition is a round robin and two players are tied for a finishing position the following actions are taken to determine who take the higher finishing position
 - the player with the most wins will take the higher finishing position
 - if the above is tied then the player who won the most points will take the higher finishing position
 - if the above is tied then whoever won the match between the two players takes the higher position
- ❏ Finals should be scheduled no later than 8pm.
- ❏ Matches should be scheduled for at least 20 minutes and block breaks must be incorporated into the daily schedule to ease congestion and to deal with matches overrunning.

2.2 Two Day “BRONZE” Events



- Entry fee: £10-£12.50 (£2.50 levy retained by ES). Optional souvenir provided by TO which will influence price point.
- Junior players can **ONLY** enter one age category per sanctioned event.

Maximum Number of Matches Per Day: (This must be strictly adhered to)

- Under 19/17: 2 matches
 - Under 15/13: 3 matches
 - Under 11: 4 matches
 - Match start times for individual match start times must be scheduled at least 3 hours apart. For Under 11 it must be at least 2 hours.
- All matches **MUST** be played using PAR 11 and be the best of 5 games. If the score reaches 10 all, a tie break will operate, the winner needing a lead of 2 clear points to win the game
 - Matches should not be scheduled to start later than 9.00pm. Finals should commence no later than 6:30pm. U11/U13 games should not be scheduled after 7pm start time.
 - Matches should be scheduled for at least 30 minutes and block breaks must be incorporated into the daily schedule to ease congestion and to deal with matches overrunning.

2.3 “SILVER” EVENTS



- Entry fee: £25 (£5 levy retained by ES). Souvenir must be provided by TO.
- Junior players can **ONLY** enter one age category per sanctioned event.

Maximum Number of Matches Per Day: (This must be strictly adhered to)

- Under 19/17: 2 matches (if a 2-day comp format max draw size would be 16)
 - Under 15/13: 3 matches
 - Under 11: 3 matches
 - U19/U17 match start times must be scheduled at least 4 hours apart.
 - U15/U13 match start times must be scheduled at least 3 hours apart.
 - U11 match start times must be scheduled at least 2 hours apart.
- All matches **MUST** be played using PAR 11 and be the best of 5 games. If the score reaches 10 all, a tie break will operate, the winner needing a lead of 2 clear points to win the game

- 🚫 If a 3-day event format then matches should not be scheduled to start any earlier than 5pm on Friday (term time). If a 2-day format then matches should not be scheduled to start any earlier than 9am on the Saturday. The event should end by 6pm on the Sunday (term time).
- 🚫 Matches should be scheduled for at least 30 minutes and block breaks must be incorporated into the daily schedule to ease congestion and to deal with matches overrunning.

2.4 “GOLD” EVENTS



- 🚫 Entry fee: £35. Souvenir must be provided by TO.
- 🚫 Junior players can **ONLY** enter one age category per sanctioned event.

Maximum Number of Matches Per Day: (This must be strictly adhered to)

- Under 19/17: 2 matches
 - Under 15/13: 3 matches
 - Under 11: 3 matches
 - U19/U17 match start times must be scheduled at least 4 hours apart.
 - U15/U13 match start times must be scheduled at least 3 hours apart.
 - U11 match start times must be scheduled at least 2 hours apart.
- 🚫 All matches **MUST** be played using PAR 11 and be the best of 5 games. If the score reaches 10 all, a tie break will operate, the winner needing a lead of 2 clear points to win the game
 - 🚫 Matches should be scheduled for at least 30 minutes and block breaks must be incorporated into the daily schedule to ease congestion and to deal with matches overrunning.

3 GENERAL INFO:

- 🚫 As a general guideline, organisers should scratch (eliminate) players who haven't arrived within ten minutes of the published match time (or ten minutes after the designated court become available, whichever is later). However, organisers should attempt to contact the player by phone and establish why they have not arrived.
- 🚫 The preferred competition format is full Monrad draws for all competitions as this guarantees player more matches and keeps more players involved throughout the tournament. This is a **COMPULSORY FORMAT** for SILVER, GOLD & PLATINUM competition. A minimum draw size of 16 must be offered. Knockout draws with Plate competitions are only permitted in “BRONZE” and “COPPER” events.

3.1 Plate Events (BRONZE & COPPER ONLY):

- 🚫 **In Knockout draws all players MUST enter the plate if they lose their first match in round one or two.** Should a player withdraw from the plate this should be marked on the draw sheet as a walkover. If this is not for a medical reason the player will not be awarded ranking points for the event.

This rule will enable tournament organisers to draw and schedule plate events before the competition starts, and inform competitors of the plate round times with the main draw.

- In a plate competition, a players' finishing position should be recorded as a main draw finishing position. See below the finishing positions

32 Draw	Finishing Position
Plate Winner	17 th
Plate Runner-up	18 th
Plate Semi Final loser	20 th
Plate Quarter Final loser	24 th
Plate 1 st round loser	32 nd

16 Draw	Finishing Position
Plate Winner	9 th
Plate Runner-up	10 th
Plate Semi-Final loser	12 th
Plate Quarter-Final loser	16 th

If a competition does not fill a conventional 8, 16, 32, or 64 draw, the following should be adopted with preliminary rounds

- Up to 10 players, should adopt an 8 draw
- Up to 18 players, should adopt a 16 draw
- Up to 34 players, should adopt a 32 draw

If byes are required in the draw, this must be given to the number 1 seed. If other byes are necessary then those should be awarded to the next highest seed. Further guidance on this can be found in the resources section of the website.

- **3/4 Play Off's:** 3/4 Play Off's should always be played as they assist with the junior ranking system. Organisers must ensure there is the minimum gap between the semi-finals and 3/4 play offs.
- All semi-finals and finals should be refereed by an appropriate adult or England Squash qualified referee.
- During all junior competitions (except Platinum level events) Junior players are required to mark matches. Under 15 and younger players should only be asked to mark their own age group or younger. Both players from the match are expected to referee/mark together as an opportunity to promote team work and to experience refereeing/mark competitive squash matches.

3.2 Referee Course

We will be introducing an on-line Refereeing course as part of criteria to appear on the ranking system to be completed by all juniors by October 2017.

4 BEFORE THE EVENT

- ❏ **Changes to Dates of Events:** The date of an event cannot be changed without agreement from the England Squash Competition & Events Department. To be put in writing: events@englandsquash.com clearly explaining the legitimate reason.
- ❏ **England Squash Sanctioned Event Status:** The England Squash poster template **MUST** be used to advertise your event. The relevant England Squash Sanctioned event logo **MUST** be used on all other circulated materials e.g. draws, event information and programmes. Use of the logo signifies to players that the results will be used for ranking purposes and the tournament will be administered according to the England Squash Sanctioned Event Regulations.
- ❏ The tournament publicity material (poster template and/or event information sheet/pack) **MUST** incorporate the following information:
 - Details of the date, format, categories and anticipated draw sizes
 - For individual junior categories (under 19/17/15/13/11) players must be under the relevant age on the **final** day of the competition.
 - Exact details of dates on which competitors in each category would be expected to play (i.e. players must be told if, for example, first round matches will be held on the Friday evening (5pm onwards); or if for junior events different age groups will be on different days).
 - Details of England Squash disciplinary procedures governing player withdrawal from events, with the exact wording as follows:

“Current England Squash disciplinary procedures will be enforced for this tournament. Withdrawal from the tournament (including withdrawals from the plate) must be notified to the organiser as soon as possible by telephone with a valid reason. Your reason for withdrawal should then be confirmed in writing to England Squash within 7 days and, in the event of illness or injury should be accompanied by a letter of explanation (from parent or coach) or medical certificate.”

- ❏ Parents/coaches must refrain from interference in matches. Any complaints should be addressed formally to the Tournament Desk. Sanctions may be brought against anyone who does not adhere to this regulation.
- ❏ England Squash Membership is **COMPULSORY** for all players wishing to compete in Sanctioned Events.
- ❏ Closing dates **MUST** be 3 weeks prior for COPPER, BRONZE, SILVER events and 4 weeks for GOLD events.
- ❏ All players shall wear clothing suitable for squash including non-marking soles.
- ❏ **For junior events the wearing of approved eye protection is mandatory for all players. Further details can be obtained from England Squash or at www.englandsquash.com**
- ❏ The England Squash Code of Conduct shall apply, which can be found at www.englandsquash.com

5 SEEDING

- Once entry has closed, seedings will be completed by England Squash and sent to the Tournament Organiser within 2 working days. Seedings will also be published on the England Squash tournament page. England Squash will seed appropriately from the Junior National Ranking system and may consult the Performance Department. Once seedings have been released **NO REFUNDS** will be issued to any player withdrawing from the competition. However, if a player does not make the draw they will be refunded post event, as players will go on a reserve list

6 THE DRAW

- The draw should be completed using the seedings provided by England Squash using the random draw method. The top seed should be placed at the top of the draw, and the second seed at the bottom, seeds 3 and 4 must be drawn randomly and placed in the 3/4 slots. The 5/8 seeds must then be drawn randomly and placed in the 5/8 seed positions and so on for 9/16 seedings. Unseeded players must be drawn randomly into the remaining slots. Should any help be required with this please contact the Events Department.
- The full draw should be published and circulated to all competitors and England Squash at least **2 WEEKS** before the event together with any relevant travel, club location and accommodation details.
- In the event of withdrawals after a draw has been made, replacements can only be made from a reserve list compiled from those players who did not initially secure a place in the draw.
- COPPER, BRONZE, SILVER: Re-draws will only be done if a top 8 seed withdraws from the competition. No re-draws will take place after any withdrawal after 10am on the Monday prior to competition.
- GOLD & PLATINUM: Re-draws will only be done if a top 8 seed withdraws from the competition. No redraws will take place after any withdrawal after 10am on the Wednesday prior to competition.

7 AFTER THE EVENT

- Results must be forwarded to England Squash in the required format within two days of the event completion. It is vital England Squash receive results within two days of the tournament to ensure that rankings can be kept up to date, refunds issued and entry fees released to Tournament Organisers. If all processed on-time then all finances will be complete within 12 days post event. Results that do not comply with this format will be returned and all money transfers delayed.
- Any players withdrawing after the seedings have been completed and published, or subsequently not arriving to compete must be reported to England Squash within one week on the disciplinary form provided. Plate withdrawals should also be noted on this form. Players/parents must also inform England Squash of the reason for withdrawal, as well as the Tournament Organiser.
- Ensure all withdrawals, including plate withdrawals are recorded as thus (and not as finishing positions) when submitting results.
- Player or Parent misconduct should also be reported on the disciplinary report form. We hope that all organisers will adhere firmly to this disciplinary policy, and your co-operation is essential to the implementation of the necessary disciplinary procedures. Penalty measures for players will be strictly enforced by England Squash.

If you have any questions or queries regarding the running of your sanctioned event please contact events@englandsquash.com or call 0161 231 4499.