College Sport Manual

As of 22nd January 2018
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1.0 ABOUT THE PROGRAM

1.1 INTRODUCTION

This manual has been developed to ensure that as the College Sport Representative, you have all of the available information at your fingertips at all times. This document is designed to encourage you to contact the Competitions Coordinator for clarification if there is something that is not in this manual. The Competitions Coordinator is available to contact at all times and if you are unsure of a particular matter, please contact them to ensure clarification on any matter.

UQ Sport is committed to ensuring that the College Sport Program continues to grow in stature and to ensure the delivery of a high quality, professionally administered and safe program. A heavy reliance on the program’s success lies with each of you as the College Sport Representative.

Due to the varying sports contested within the College Sport Competition, this manual has been produced to clearly outline the requirements for each sport. All sports require a varying amount of players to be nominated and are officiated under different guidelines. For the most part, these guidelines are set by the State sporting organisation in conjunction with the National body. There are some variations added by UQ Sport for differing reasons, including safety, game times and draw issues.

UQ Sport has also developed policies to aid in the professional conduct and administration of the College Sport Program. Policies relate to alcohol at events, forfeiting matches to minimise extra costs for College’s and safety guidelines for each sport.

This manual outlines each sport and the subsequent requirements for those sports. These requirements include the number of players to be nominated, rules governing the sport, events to be competed in, first aid standards, volunteer requirements and any exceptions to the sport specific rules. The Forfeit, Game Change and Failure to Attend policies, along with the Alcohol Policy are also clearly outlined. Breaches of these policies can result in a loss of points or financial penalty.

All of the relevant sporting information needed for College Sport Representatives is contained within this document.
<table>
<thead>
<tr>
<th>Men’s Sports</th>
<th>Women’s Sports</th>
</tr>
</thead>
<tbody>
<tr>
<td>Athletics</td>
<td>AFL</td>
</tr>
<tr>
<td>Badminton</td>
<td>Athletics</td>
</tr>
<tr>
<td>Basketball</td>
<td>Badminton</td>
</tr>
<tr>
<td>Cricket</td>
<td>Basketball</td>
</tr>
<tr>
<td>Cross Country</td>
<td>Hockey</td>
</tr>
<tr>
<td>Rowing</td>
<td>Cross Country</td>
</tr>
<tr>
<td>Rugby Union Opens and U20 divisions</td>
<td>Rowing</td>
</tr>
<tr>
<td>Soccer</td>
<td>Netball</td>
</tr>
<tr>
<td>Swimming</td>
<td>Soccer</td>
</tr>
<tr>
<td>Table Tennis</td>
<td>Swimming</td>
</tr>
<tr>
<td>Tennis</td>
<td>Table Tennis</td>
</tr>
<tr>
<td>Touch Football</td>
<td>Tennis</td>
</tr>
<tr>
<td>Volleyball</td>
<td>Touch Football</td>
</tr>
<tr>
<td>Water Polo</td>
<td>Volleyball</td>
</tr>
<tr>
<td></td>
<td>Water Polo</td>
</tr>
</tbody>
</table>

The ICC sports are played in a round robin format, with fixtures resulting in a 3-2-1 system (3 points for a win; 2 for a draw; 1 for a loss). No points are recorded for a forfeit. The exceptions being Athletics, Cross Country, Rowing and Swimming; for which points are recorded based on individual positions. Once the points are compiled within an event, competition points are allocated to each College based on their position in that particular event.

The winning College receives the maximum amount of points. For Women this is 9 points and for Men 8 points. There is a one point gap between the winning College and the College that comes second. Position points are then allocated on a decreasing basis.
The point’s allocations for both competitions are shown in the table below.

<table>
<thead>
<tr>
<th></th>
<th>Men</th>
<th>Women</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>8</td>
<td>9</td>
</tr>
<tr>
<td>2nd</td>
<td>6</td>
<td>7</td>
</tr>
<tr>
<td>3rd</td>
<td>5</td>
<td>6</td>
</tr>
<tr>
<td>4th</td>
<td>4</td>
<td>5</td>
</tr>
<tr>
<td>5th</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>6th</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>7th</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td>8th</td>
<td>-</td>
<td>1</td>
</tr>
</tbody>
</table>

Where Colleges tie in an overall event the positions’ points the Colleges would ordinarily occupy are averaged out and each College is allocated accordingly.

**Example**

Duchesne and Grace finish and tied for 2\textsuperscript{nd} place. Therefore, they occupy the 2\textsuperscript{nd} and 3\textsuperscript{rd} position points. 2\textsuperscript{nd} place is worth 7 points and 3\textsuperscript{rd} place is worth 6 points. To work out the average it is simply \((7 + 6) / 2 = 6.5\).

**Therefore, both Colleges would receive 6.5 points for coming equal second.**

All sports are counted towards ICC points, however only the top 12 sports for each college will contribute points towards the ICC Sports Trophy.
1.2 ICC COLLEGE SPORT COMMUNICATION STRUCTURE

ICSC
- Consists of:
  1. Heads of College
  2. Fields and Team Sports Manager – UQ Sport
  3. Competitions Coordinator – UQ Sport
  4. ICC Sport Representatives & ICC President

Decides upon:
- Disciplinary action
- Budget and calendar approval
- Competition coordination

External Providers
- First Aid
- Officials
- Equipment
- Security
- Entertainment

Competitions Coordinator
- Draw creation
- Training Allocations
- Results coordination
- Source Event Convenors
- Source External Providers
- Conduct of communication between all parties

ICC Sport Representatives
- Assist in delivery of program
- Deliver key messages from the ICC
- Provide support and assistance to convenors at all sporting events
- Assist and represent the interest of Sport Representatives in ICC

College Sport Representatives
- Submit Nominations, create training schedules
- Ensure that all competition information is communicated with the student body
- Support the implementation of ICSC, ICC and UQ SPORT procedures
- Be a point of contact for the PC in communication with the students and sport convenors
- Provide support and assistance to convenors at all sporting events
- Assist individual Sport Convenors with team administration
- Communicate the wishes of the Student Body to the PC

Sport Convenors
- Coordinate the College Team, Coach and Training
- Liaise with Sport Representative in accordance with Nominations, competition and training times

Students
- Participate in the ICC Sporting Competition
- Abide by the Rules and Procedures outlined and approved by the ICSC
- Support their College

Students
- Participate in the ICC Sporting Competition
- Abide by the Rules and Procedures outlined and approved by the ICSC
- Support their College
### 2018 COLLEGE SPORT KEY CONTACTS

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Phone</th>
<th>Email/Web Link</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ovals Wet Weather Line</td>
<td></td>
<td>3365 6612</td>
<td><a href="mailto:reception@uqsport.com.au">reception@uqsport.com.au</a></td>
</tr>
<tr>
<td>UQ Sport Reception</td>
<td>Emma Taylor</td>
<td>3365 6612</td>
<td><a href="mailto:bookings@uqsport.com.au">bookings@uqsport.com.au</a></td>
</tr>
<tr>
<td>UQ Sport Competitions Coordinator</td>
<td></td>
<td>3365 6612</td>
<td><a href="mailto:collegesport@uqsport.com.au">collegesport@uqsport.com.au</a></td>
</tr>
</tbody>
</table>
2.0 TRAINING ALLOCATIONS & UQ OVALS

2.1 TRAINING ALLOCATIONS BRIEF

Designated College training times have been identified and allocated for College teams participating in the College Sport competition. The Terms and Conditions of Hire (section 2.3) apply to College booking allocations and by utilising these allocations College teams agree to the Conditions of Hire.

Teams competing in the College Sport competition are entitled to utilise the allocated booking times as part of the College Sport fee. Use of these booking times is the responsibility of the College Sport Representative to collectively negotiate. An electronic copy of the training times can be found at www.uqsport.com.au/collegesport.

College Sport Representatives are responsible for communicating available booking times to individual teams. Please note, facility allocations are sport specific and only those sports allocated are permitted to train at the designated venues. Teams requiring training times outside of the complimentary allocations need to book directly with the applicable UQ Sport Venue. The UQ Community rate will apply for these additional booking requests and payment is required prior to the booking. Receipts for payments are available at the point of purchase.

Should Colleges wish to swap training sessions with other Colleges, this must be organised between the Colleges themselves only.

College Teams requiring additional booking times should direct their bookings as follows:

- UQ Sport Aquatic Centre – 3365 6047
- UQ Sport Athletics Centre – 3346 3070
- UQ Sport Fitness Centre – 3365 6612
- UQ Sport Tennis Centre – 3365 6933
- Playing Fields – bookings@uqsport.com.au
2.2 FACILITY HIRE – TERMS & CONDITIONS

1. **Bookings:** Enquiries must be directed to a Bookings Officer:

   Phone: 3365 6612 or email: bookings@uqsport.com.au

   i. All booking details must be confirmed in writing;
   ii. All Booking/Event activities must be outlined on the Booking Registry Form and agreed to by UQ Sport;
   iii. A risk assessment for the event must be conducted and bookings approved only where the hirer follows UQ Sport recommendations; and
   iv. Booking confirmation will be made when the Terms and Conditions of Hire are agreed upon and final payment is received.

2. **Pricing Policy:**
   i. Bookings are made as per UQ Sport’s current pricing schedule (see section 2.3).

3. **Payment Terms:**
   i. All bookings must be paid for prior to usage;
   ii. For bookings made within one month prior to usage, full payment is required immediately;
   iii. For bookings made more than one month in advance, a 10% non-refundable deposit is required within 7 days of making the booking. Full payment is required one month prior to usage; and
   iv. Payment can be made:
      a) In person at the UQ Sport and Fitness Centre Reception;
      b) By mail; to UQ Sport, PO Box 6087, St Lucia QLD 4067; or
      c) By EFT as per invoice instructions.

4. **Cancellations:**
   i. UQ Sport reserves the right to cancel any booking;
   ii. UQ Sport reserves the right to suspend/alter bookings when facilities are required for other purposes. Advance notice will be given where possible and a full refund payable;
   iii. Cancellations should be submitted to the Booking Officer in writing no less than 48 hours prior to the booking, otherwise the full fee will be charged; and
iv. In the event that a booking is cancelled due to bad weather, a 100% refund will be available.

5. **Wet Weather:**
   i. UQ Sport, under the direction of UQ Property & Facilities (P&F) reserves the right to close the fields at any time. Should this situation occur, you will be advised as early as possible;
   ii. For advice on grounds availability during wet weather use the UQ Sport main line on 3365 6612.
   iii. This is updated with changes as they occur. Where possible, information on Field closures will also be posted on the College Sport Facebook page and emailed to the Sport Reps and Heads.

6. **Lights:**
   i. All Oval, Netball, Cricket Net and Beach Volleyball lights are programmed via computer.
   ii. Times vary depending on daylight and the booking schedule.
   iii. Lights are typically turned on 15 minutes prior to usage and turned off 15 minutes after.
   iv. If there is a problem with the lights or they fail to come on, the lights can be switched on manually.
   v. Any problems should be reported to UQ Sport Fitness Centre Reception Staff on 3365 6612.
### 2.3 2018 FACILITY PRICES

<table>
<thead>
<tr>
<th>SPORTING FACILITY HIRE</th>
<th>Public</th>
<th>UQ Community</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sports Hall</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full</td>
<td>$180.00</td>
<td>$144.00</td>
</tr>
<tr>
<td>1/2</td>
<td>$90.00</td>
<td>$72.00</td>
</tr>
<tr>
<td>1/4</td>
<td>$60.00</td>
<td>$48.00</td>
</tr>
<tr>
<td>1 Badminton Court</td>
<td>$30.00</td>
<td>$24.00</td>
</tr>
<tr>
<td>Martial Arts Gym</td>
<td>$70.00</td>
<td>$56.00</td>
</tr>
<tr>
<td>Fitness Studio</td>
<td>$70.00</td>
<td>$56.00</td>
</tr>
<tr>
<td>Squash</td>
<td>$30.00</td>
<td>$24.00</td>
</tr>
<tr>
<td>Connell Gym</td>
<td>$70.00</td>
<td></td>
</tr>
<tr>
<td><strong>Tennis Centre</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Court Hire 7am-5pm</td>
<td>$20.00</td>
<td>$15.00</td>
</tr>
<tr>
<td>Court Hire 5pm-9pm</td>
<td>$25.00</td>
<td>$20.00</td>
</tr>
<tr>
<td>Court Hire After 9pm-10pm</td>
<td>$20.00</td>
<td>$15.00</td>
</tr>
<tr>
<td><strong>Aquatics</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lane Hire</td>
<td>$35.00 plus entry</td>
<td>$35.00 plus entry</td>
</tr>
<tr>
<td><strong>Ovals</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Field 1</td>
<td>$215.00</td>
<td>$175.00</td>
</tr>
<tr>
<td>Field 2 Full</td>
<td>$215.00</td>
<td>$175.00</td>
</tr>
<tr>
<td>Field 2 Half (Soccer only)</td>
<td>$129.00</td>
<td>$103.20</td>
</tr>
<tr>
<td>Field 3</td>
<td>$215.00</td>
<td>$175.00</td>
</tr>
<tr>
<td>Field 4 Synthetic Turf</td>
<td>$225.00</td>
<td>$180.00</td>
</tr>
<tr>
<td>Field 5 Synthetic Turf</td>
<td>$225.00</td>
<td>$180.00</td>
</tr>
<tr>
<td>Field 6</td>
<td>$205.00</td>
<td>$165.00</td>
</tr>
<tr>
<td>Field 7</td>
<td>$225.00</td>
<td>$180.00</td>
</tr>
<tr>
<td>Field 8</td>
<td>$205.00</td>
<td>$165.00</td>
</tr>
<tr>
<td>Field 9</td>
<td>$205.00</td>
<td>$165.00</td>
</tr>
<tr>
<td>William Dart Park Full (1 soccer pitch)</td>
<td>$110.00</td>
<td>$88.00</td>
</tr>
<tr>
<td>Netball</td>
<td>$36.00</td>
<td>$28.00</td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Beach Volleyball (1 Court)</td>
<td>$36.00</td>
<td>$28.00</td>
</tr>
</tbody>
</table>
2.4 COLLEGE TERMS AND CONDITIONS OF HIRE

1. **Indemnity:**
   The hirer shall be responsible for any accidents, loss, damage or injury sustained by any person using the facilities during the time the Hire period, notwithstanding that such injury arose from or by reason of any defect with the facilities and the hirer agrees to indemnify UQ Sport against all claims and demands made or costs incurred in connection with such actions.

2. **Liability**
   UQ Sport cannot accept liability for loss or damage to any item of personal property, goods or articles unless caused by the wilful default or negligence of UQ Sport, its servants or agents. The Hirer on his/her behalf and as agent for any invitees agrees that UQ Sport shall not be liable for any loss, injury or damage suffered by any such invitees by reason of use of the hired facilities.

3. **State Of Premise:**
   Before using a sportsground the Hirer shall ensure that the facility is in a proper and safe condition for use. Any safety concerns must be reported to the UQ Sport Bookings Officer immediately. The Hirer agrees that if the facility is not left in a similar state to that which it was found in terms of tidiness, an additional cleaning fee will be charged. Where possible this shall be agreed prior to the hirer departing the facility.

4. **Damage of Premise:**
   UQ Sport reserves the right to charge any person, department or company for any damage (wilful or otherwise) to UQ Sport property. After an assessment of the damage the decision on the action to be taken remains with UQ Sport at their sole discretion.

5. **Consumption of Alcohol:**
   The consumption of alcohol at any UQ Sport facility is not permitted without prior written consent, not less than 14 days prior to the event.

6. **Unacceptable Behaviour on Campus:**
   Should unacceptable behaviour of a particular person, group or organisation be reported, UQ Security shall be notified. UQ Security will take appropriate action should repeat incidences occur.
7. **Advertising Material & Tents:**
Display of advertising material is not permitted on campus without prior written approval. UQ Sport and UQ branded material may not be produced or disseminated by the hirer, without prior written approval. All tents or marquees must be free standing and no other materials (e.g. Pegs, stakes) are permitted without prior approval.

8. **Security:**
UQ Sport reserves the right to insist on professional security guards or crowd controllers subject to the size and nature of the booking. Only University approved Security Firms are permitted.

9. **Food:**
UQ Sport reserves the right to all food, beverage and merchandising sales unless otherwise agreed to in writing in advance. Temporary Food Stall Licence from the Brisbane City Council are required to supply food on campus where:
- A mobile food vehicle or Mobile Food Cart is operating.
- Cooking, storing, transporting, handling or preparing unpackaged food and drinks occurs.

10. **Safety Equipment:**
The Hirer is responsible for supplying all safety equipment including post pads. Arrangements for equipment hire can be made through the Bookings Officer.

11. **First Aid:**
Hire groups are responsible for providing their own First Aid assistance. For medical emergencies contact security on Ph. 3365 3333. Groups are required to provide details of their Emergency Contingency plan for events.

12. Failure to comply with any of the ‘Terms and Conditions of Hire’ may result in the cancellation of your booking or future bookings.
3.0 COLLEGE SPORT ONLINE NOMINATION PROCEDURE

Since 2007 all College Sport nominations have been done online. As such, it is important to outline the procedures through which you may nominate students from your College.

The nomination procedure requires a few important factors to be confirmed by a number of parties.

1. All nominated students must be members of your College. This does not include associates.
2. If a sport is age restricted, all nominated students must meet this requirement.
3. Ensure that you nominate the required amount of students and no more, unless this has been approved by the Competitions Coordinator, in consultation with the ICSC.

All the above requirements must be met in order for the nominations to be approved. The nominations are then forwarded to your Head of College for final approval.

While throughout the year you may from time to time receive emails from the Competitions Coordinator in regards to nominations and deadlines, it is up to the College Sport Representative to make sure these are entered on time. Failure to submit nominations within the required time are grounds for a financial penalty or the deduction of competition points, the deduction of ICC points only applies to the ICC points events. Nominations for all sports are due seven days prior to a given event, though earlier submissions greatly assists in the competition organisation. All nomination periods are stated within this manual, however College Sport Representative’s should also consult the College Sport Calendar when coordinating training times and be prepared to nominate a few weeks in advance.

The link for all online nominations can be found at www.sport.ug.edu.au/Registration/College/CollegeSport.aspx. There is also a link from the College sport website at www.uqsport.com.au/Collegesport. To complete the nomination a number of important details must be submitted.
• Enter your College name, gender and sport. This will cause the page to provide the required number of nomination slots for the Sport you are nominating.

• As UQ Sport has all College Sport Representative details, for each nomination form please enter the details of the respective Sports Convenor within your College for the particular sport. While throughout the year you will be the **FIRST** point of contact for all ICC Sport enquiries regarding your College, it is also important UQ Sport can contact your Sports Convenors as well.

• Enter ALL of the details requested on the nomination page. This is a legal requirement so we can ensure that all students are of age, in attendance at each College and contactable in case of an emergency.

• Finally, if you are approved extra nominations by the Competitions Coordinator, due to injury, illness or extenuating circumstances use the "I have previously submitted a full team nomination. The below students are amendments." **DO NOT** use this for normal nominations and without prior consultation with the Competitions Coordinator.

Once you are happy with your nomination scroll to the bottom of the page and click on the “Next” button. This will take you to a page which will say “Registration Complete”.

When you submit your nomination an email will automatically be sent to the Competitions Coordinator and your College Head, as well you should receive and automated email with the team that you have nominated. Please check this and ensure all details are correct and make any necessary changes as soon as possible. The final approval of the nomination rests in the hands of your Head of College who can approve the nomination online. It is important to note that nominations are not official until approved by your College Head. Therefore be prepared to enter your nomination a few days prior to the nomination date in order to allow your College Head time to approve the nomination.
4.0 POLICIES AND PROCEDURES

4.1 OVERVIEW

UQ Sport has devised several policies to aid in the conduct and administration of the program. The College Sport Code of Conduct must be adhered to at all times. This policy relates to the behaviour of College Sport participants, spectators, coaches and officials. Breaches of this and any other policies can result in severe punishments.

The Alcohol Policy is designed to meet the following objectives:

- To ensure the safe and professional conduct of all ICC Sport events
- To ensure the Universities Alcohol Policy is adhered to
- To minimise alcohol related incidents and harm to the individual participants
- To minimise alcohol related incidents and harm to spectators and general community
- To minimise alcohol related damage to property
- To improve and preserve the reputation of Colleges, College Sport and the University of Queensland to people in the general community.

The Forfeit, Failure to Attend and Game Change Policy is designed to meet the following objectives:

- To ensure that College teams attend games that have been scheduled
- To ensure that any changes to draws are carried out so ample notice can be given to opponents and officials
- To minimise forfeits of organized games
- To ensure that bookings can be cancelled in the event of changes
- To improve the reputation of Colleges, College Sport and the University of Queensland to people in the general community.

Replaying of games ended due to the weather, lights, umpires/referees not being in attendance will be assessed on a case by case basis and will be discussed with the State Sporting bodies as to the fairest way to determine whether to play whole games, half games or one race. The following factors will be looked at:

- How far into the game/race it was ended
- What the conditions are like at the time
- Whether the situation can be resolved quickly (e.g. lights can be turned back on quickly, someone else can ref or umpire the game).
All policies are included within this manual and must be read and adhered to. It is your job as College Sport Representatives to ensure that these policies and procedures are adhered to or the outlined punishments will be enforced. Please ensure that you make each sports convenor aware of the policy and subsequent disciplinary actions.

4.2 BOOKING POLICY

Colleges may use facilities managed by UQ Sport but must be in accordance with the guidelines listed below.

- Playing Field hire as part of your Training Allocation is included in the College Sport Fee. Additional bookings outside the training allocation schedule are charged out at UQ Community rate. For night trainings, lights will not go on unless you have booked the oval. The Sports Hall at UQ Sport will be available according to the schedule and allocated times for each sport. Times must be booked through the Bookings Officer at UQ Sport. UQ Community rates will apply after these times.
- All other UQ Sport Venues that are “Centre Managed” (Aquatic, Athletics and Tennis Centre) will need to be booked and hired at the UQ Community rate. There will be no free usage of these Venues.

4.3 COLLEGE SPORT ALCOHOL POLICY

A. Objectives

This policy is designed to meet the following objectives:

- To ensure the safe and professional conduct of all ICC Sport events
- To ensure the Universities “Alcohol, Tobacco Smoking and other Drugs Policy” is adhered to
- To minimise alcohol related incidents and harm to the individual participants
- To minimise alcohol related incidents and harm to spectators and general community
- To minimise alcohol related damage to property
- To improve and preserve the reputation of Colleges, College Sport and the University of Queensland to people in the general community
B. Introduction

To assist in the achievement of the above objectives, UQ Sport and the Inter College Sports Committee (ICSC) have established a number of specific guidelines relating to the use or consumption of alcohol by any member involved in College sporting events. It is vital that strict guidelines are put in place to ensure that any College Sport events or fixtures are not marred by impaired and/or unsafe performances, or negatively affected from unruly behaviour related to the consumption of liquor.

The following guidelines outline procedures for the consumption of alcohol and outline punishments for any breach of these guidelines.

C. Guidelines on the Use of Alcohol

{i} Participant involvement

No participants will be permitted to compete in any ICC College Sport sporting event if he/she is consuming alcohol or suffering the obvious effects of alcohol. Any such person/s will be asked to leave the sporting arena through the captain or sports convenor of that Team.

Refusal to cooperate by either the Captain, Convenor or participant will result in immediate expulsion of that team from the game and possible disciplinary action against the individual.

Should such an incident occur, the Convenor employed by UQ Sport for that event must forward an Incident Report Form to Competitions Coordinator for review at the next ICSC meeting. This will then be reviewed by the ICSC for further disciplinary action. This may include but is not limited to:

- Expulsion of that player from the remainder of that sports’ competition
- Expulsion of the College team from that particular sport
- Deduction of points from the College for that particular game
- Deduction of points from the College from the overall standings of that sport

The ICSC will hand down this decision and that particular decision is final.
{ii} Spectator involvement

No spectators within the immediate “playing arena”* will be permitted to consume alcohol while an ICC College Sport sporting event is under progress, except at times and places specified under Guideline iii. Should a spectator be suspected of consuming alcohol or suffering the obvious effects of alcohol in this area, the person/s will be asked to leave the sporting arena through the Captain or Convenor of that team.

Refusal to cooperate by the Captain, Convenor or spectator will result in immediate expulsion of that team from the game and possible disciplinary action against the individual. It is a responsibility of each College’s Sport Representative to ensure that all Convenors, competitors and spectators are made aware of the standard of behaviour expected at College Sport events.

Further disciplinary action may be taken, if so desired by the ICSC, upon receipt of an Incident Report Form from the Convenor. The submissions and complaints will then be reviewed by the ICSC for further disciplinary action. This may include but is not limited to:

- Banning of that spectator from other College Sport events
- Expulsion of the College team from that particular sport
- Deduction of points from the College for that particular game
- Deduction of points from the College from the overall standings of that sport

{iii} Provision for Consumption at Special Events

In particular cases where the ICSC sees fit, special permission may be given for spectators to consume alcohol at College Sport events, namely, ICC Rowing Regatta.

A written submission from the College Student Club or “parties” looking to hold the event must be put to the ICSC to allow for the consumption of alcohol at a College Sport event. First and foremost, any plans for such an event MUST comply with the Universities “Alcohol, Tobacco Smoking and other Drugs Policy”. The written submission to the ICSC must include:

- Correspondence forwarded to University Security or relevant body
- Event/risk management plans outlining safety guidelines, contingency plans and general conditions of the events
• Permits gained for the event i.e. licensing requirements
• Specified area to be used for consumption
• Hired security arrangements
• Brief overview of the purpose of the event

Based on criteria set by the ICSC, submissions will be passed or rejected. A representative of the applicants may need to attend an ICSC meeting to have the submission passed. Should a submission be passed, all aspects of the submission MUST be followed through or the below penalties may be applied. If organized consumption of alcohol by spectators occurs and there has been a failure to forward a submission for approval, the matter will be forwarded to the ICSC for disciplinary action. This action may include but is not limited to:

• Banning of that College to host such functions at further College Sport events
• Expulsion of the College team from that particular sport
• Deduction of points from the College for that particular sport
• Deduction of points from the College for the overall standings of that sport

It is vital that a submission is passed before any organized consumption of liquor occurs. Penalties will be enforced by the ICSC and their decision will be final. Again, it is a responsibility of College Sport Representatives to inform their students of these guidelines

Any College failing to comply with the College Sport Alcohol Policy will be investigated and disciplined by the ICSC as it sees fit. These decisions will be determined by the Inter College Sports Committee and are Final.

NOTE:
* The playing arena is the area including the actual playing surface and any areas in which spectators could view the event. For instance, the “playing arena” for a soccer match on Oval 2 would require no consumption or effects of consumption to be visible anywhere on that particular Oval or adjacent areas (i.e. grassed hill, under cover area etc).
4.4 FORFEIT AND GAME CHANGE POLICY

This policy is designed to meet the following objectives:

- To ensure that College teams attend games that have been scheduled
- To ensure that any changes to draws are carried out so ample notice can be given to opponents and officials
- To minimise forfeits of organized games
- To ensure that bookings can be cancelled in the event of changes
- To improve the reputation of Colleges, College Sport and the University of Queensland to people in the general community.

To assist in the achievement of the above objectives, UQ Sport and the ICSC has established a number of specific guidelines relating to forfeiting, failing to attend or changing specific games by College sporting teams. It is vital that strict guidelines are put in place to ensure that any competitions, events or fixtures are not interrupted due to forfeits or failure to attend.

The following guidelines outline procedures for changing games, forfeiting and failing to attend and outline punishments for any breach of these guidelines. This applies to all ICC points and non-points events.

Guidelines on Forfeits, Failure to Attend and Game Changes

i. CHANGING GAMES IN SCHEDULED DRAWS

Prior to the commencement of each sporting competition, UQ Sport will forward draws for each sport to each College’s Sports Representative. Should any College feel the need to make changes whereby Ovals and Officials will need to be changed from the allotted times, they must contact Competitions Coordinator for discussion. If a College wants to change a game in this manner, the following MUST occur at least four (4) days prior to the scheduled match:

- Contact made with the opposing College requesting change of fixture.
- A request for game change made to Competitions Coordinator, including proposed new day and time for fixture.
- Have confirmed Oval bookings for that change.
• Confirmation received from the opposing College that they agree with the change (Responsibility of person forwarding request, not UQ Sport).

The Competitions Coordinator will then process the request and contact the Bookings Officer and Officials to ensure that the change is suitable. If it is not suitable, an alternate time must be arranged. If there is no agreement between Colleges and or UQ Sport on the alternate time, the initial game time will stand. Should any College not be able to attend this match, Guidelines ii and iii will apply. Colleges will only be able to make one change to the initial schedule.

Should any College wish to change its game with another in a specific allotted time, **four (4) days** notice is required on the condition that all Colleges involved in the change confirm with the Competitions Coordinator that they agree to the change. For example, if games were to be played at 6pm, 7pm and 8pm and a College was scheduled for the 8pm game, it is able to change with the 6pm or 7pm game as long as all Colleges confirm **three (3) days** prior to the scheduled match that they agree with the change. Please note, it is the responsibility of the College making the request to contact all other affected parties, NOT UQ Sport. This means that the College wishing to change needs to contact all affected College’s and have them agree via email to the Competitions Coordinator or the game will **NOT** be changed.

Extenuating circumstances will be reviewed on a case-by-case basis. A written submission will need to be forwarded for consideration in this matter. E-mail form will be accepted as long as reasonable notice is given. Any decision made by the Competitions Coordinator will be final and may involve any of the below consequences should the request be denied.

If a Team fails to arrive at a scheduled match after 10 minutes of the scheduled start time, a forfeit will be called.

ii. **FORFEITING OR FAILING TO ATTEND GAMES IN THE SCHEDULED DRAW:**

Should a College need to forfeit or not be able to attend a scheduled match either ICC points or non ICC point sports the Competitions Coordinator must be informed as soon as possible prior to the scheduled match. If the opposition is in attendance and UQ Sport has not been duly notified, the following
disciplinary actions may be applied. **All non ICC point sports will not have ICC points deducted but the penalties will occur.**

- The forfeiting College will be invoiced for costs associated with the competition as per the 3 tier policy
- Deduction of points from that particular Competition and from overall ICC Sport standings (except non ICC point sports)

In 2018, there is a three tiered forfeit policy will be in place should forfeiting of matches occur. These are:

- **Tier 1:** College will be invoiced for a $50 (ex GST) minimum for sports which do not require officials or the costs of referees, first aid staff and convenor for the match/matches they forfeit, plus a 10% administration fee.

- **Tier 2:** College will be invoiced two times the cost of referees, first aid staff and convenor for the match/matches they forfeit, plus a 10% administration fee (ex GST). The College may be deducted a maximum of one ICC point, (except non ICC point sports)

- **Tier 3:** College will be invoiced three times the cost of referees, first aid staff and convenor of the match/matches they forfeit, plus a 10% administration fee (ex GST). The College may be deducted a maximum of two ICC points, (except non ICC point sports)

**Example 1** – Women’s College contact the Competitions Coordinator **four days** before their scheduled soccer match, indicating that they will have to forfeit their match. In this situation a Tier 1 forfeit breach may be imposed.

**Example 2** – Union College have advised the Competitions Coordinator **one day** before their scheduled rugby match, indicating that they will have to forfeit their match. In this situation a Tier 2 forfeit breach may be imposed.

**Example 3** – International House have not shown up for their scheduled netball match, with all officials and the opposition team present, and have not contacted the Competitions Coordinator indicating they will not be attending the match. In this situation a Tier 3 forfeit breach may be imposed.
If a Team fails to arrive at a scheduled match after 10 minutes of the scheduled
start time, a forfeit will be called.

The Competitions Coordinator will review each situation and liaise with the
ICSC on a suitable penalty for any infringement. The decision made by the
ICSC will be final and any invoices will be binding and must be paid by Colleges.
It should also be noted that a forfeit will be called if a particular game is unable
to be started after 10 minutes has elapsed from the original scheduled time.

Any College failing to comply with the Forfeit, Failure to attend and Game
Change Policy will be investigated and disciplined by the Competitions
Coordinator and the ICSC as deemed appropriate. These decisions will
be determined by the Competitions Coordinator and the ICSC and are
FINAL.

iii FORFEIT PRICING ACCORDING TO 2018 PRICES

Prices for forfeits would be different depending on the sport however based on
2017 prices the following are approximate costs that would be applied: (all
costs are ex GST)

Tier 1 – One times the amount
Tier 2 – Two times the amount
Tier 3 – Three times the amount

<table>
<thead>
<tr>
<th><strong>AFL, Basketball, Hockey, Netball, Soccer, Touch Football, Volleyball and Water Polo</strong></th>
<th>1 Hour Games</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tier</td>
<td>Umpire/Referee</td>
</tr>
<tr>
<td>Tier 1</td>
<td>28.76</td>
</tr>
<tr>
<td>Tier 2</td>
<td>28.76</td>
</tr>
<tr>
<td>Tier 3</td>
<td>28.76</td>
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### Tennis – 4 Hour Fixtures

<table>
<thead>
<tr>
<th>Tier</th>
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<tbody>
<tr>
<td>Tier 1</td>
<td>79.48</td>
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<tr>
<td>Tier 3</td>
<td>79.48</td>
<td>29.20</td>
<td>10.50</td>
<td>357.54</td>
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</tbody>
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### Cricket – 3 Hour Games

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<thead>
<tr>
<th>Tier</th>
<th>Umpire/Referee</th>
<th>First Aid</th>
<th>Convenor</th>
<th>Admin Fee</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tier 1</td>
<td>48.11</td>
<td>36</td>
<td>29.20</td>
<td>10.75</td>
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<tr>
<td>Tier 2</td>
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### Badminton & Table Tennis

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<tr>
<td>Tier 1</td>
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<td>55</td>
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<tr>
<td>Tier 2</td>
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<tr>
<td>Tier 3</td>
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### Rugby

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<td>29.20</td>
<td>9.50</td>
<td>324.93</td>
</tr>
</tbody>
</table>
4.5 College Sport Penalties

The College Sport Agreement will outline a number of obligations from all parties involved. One of the issues will be how to deal with instances when a party does not meet its obligations within a specific timeframe. Scenarios include:

a) Breaches the code of conduct, or any policies outlined in Sport Reps Manual

Breaches of the Code of Conduct may bring the College, University, College Sport Competition and/or UQ Sport into disrepute. Breaches may include, but are not limited to: consumption of alcohol or display of intoxicated behaviour at fixtures; bad sportsmanship; bad language directed at players, spectators or officials; behaving in a way that may put oneself or others in danger; wilful damage to equipment or property.

A Breach may be occurred by an athlete, spectator, official, or staff member.

The relevant authorities may be contacted in the event of a serious breach or criminal activity.

- A complaint must be submitted that details how a breach has occurred. This may come from an athlete, spectator, College, Sports Rep, official, or other UQ Sport staff member.
- The ICSC will be provided with the information.
- The complaint will be reviewed and the relevant parties contacted.
- Depending on the scope of the breach, and any associated consequences resulting from the breach, the ICSC, in conjunction with the relevant governing body (eg. College or UQ Sport) will issue the penalty which may include, but is not limited to:
  - Stripping the offending College/s of points earned for that game/round of fixtures (this may have an impact on the overall standings of a sport, therefore Points);
  - Suspension of offender from participating / spectating;
  - Deduction of ICC Points;
  - Financial penalty equating to offset any damages of equipment and/or property;
  - Written apology;
  - In the event of a UQ Sport employee being involved in a breach, UQ Sport will follow UQ Sport HR / FairWork Australia policies and processes; or
Other penalties as determined by the ICSC from time to time.

b) **Team forfeiting a fixture**
   - Refer to page 26 of this Sports Rep Manual for current fines.

c) **No volunteers / personnel provided:**
   - Written warning issued in the first instance.
   - After a written warning has been issued, a fine will be issued at $50 per outstanding offence (plus GST).

d) **Late nominations for team registrations:**
   - Written warning issued in the first instance outlining how many days’ extension the Sports Representative has to submit the relevant information.
   - If information is not received after the extension period, a fine will be issued at $50 per offence (plus GST).

e) **Late ICC Team / 3-2-1 / Athlete of the Year / ICC Spirit nominations:**
   - Written warning will be issued in the first instance outlining how many days’ extension the Sports Representative has to submit the relevant nominations.
   - If nominations are not received after the extension, that College forfeits their opportunity to nominate their students.
4.6 CONDITIONS OF USE

In these Conditions of Use:

- “We”, “Our” and “Us” means UQ Sport Ltd, its employees, agents and contractors and where the context requires, includes the University of Queensland; and
- “You” and “Your” means the College and any student and staff of the College who enters or uses the Facilities.

1. You must comply with these conditions of entry and follow instructions displayed within the Facilities or given by Us (and any person appointed by Us to manage the Facility) from time to time.

2. You must use the Facilities in accordance with Your booking and strictly only between the times and the dates specified in Your booking.

3. You must not smoke in the Facilities (or any one of them) or within 4 metres of the entrance to any of the Facilities.

4. You must not litter or cause damage to the Facilities. We reserve the right to on-charge You for any damage You cause to the Facilities.

5. No alcohol, illegal or offensive substances or items, weapons, glass or sharp objects or oversized items of any kind are permitted in the Facilities.

6. The use of cameras, audio or video recorders and other recording devices within the Facilities is strictly prohibited, unless We specifically advise otherwise.

7. It is a condition of entry that You consent to bag searches and We may confiscate prohibited items and items which in Our opinion may cause injury or a nuisance to patrons using the Facilities.

8. You must not obstruct entry, exit or general movement of any person using any of the Facilities.

9. Animals are not permitted at any of the Facilities with the exception of Guide/Assist dogs.

10. Offensive or inappropriate behaviour will not be tolerated and will result in immediate eviction from the Facility.

11. We reserve the right to temporarily close the Facilities at any time without notice in an emergency, during inclement weather or for maintenance & construction works.

12. We may evict or refuse entry to any person if such eviction or refusal is reasonably necessary to ensure the safety or comfort of other patrons of the Facilities.

13. You must promptly report to Us any health or safety concerns You become aware of while in the Facilities.

14. To the extent permitted by law:
a. You enter and use the Facilities at Your own risk;
b. We do not accept responsibility for any loss or damage to personal property, whether in the Facility or elsewhere, except to the extent that the loss or damage is caused by Our negligent act or omission;
c. We do not accept liability for any physical or mental injury or death to any person whilst in the Facility or elsewhere, except to the extent that the injury or death is caused by Our reckless conduct (that is, in circumstances where We should reasonably have been aware of a significant risk that the conduct could result in personal injury to another person and We engaged in the conduct despite the risk and without adequate justification);
d. You indemnify Us against any loss, damage or claim which may arise from Your entry or use of this Facility or the entry or use by minors in Your care or control, except to the extent that the loss, damage or claim is caused by Our negligent act or omission;
e. You release Us from all claims and liability in respect of, and indemnify Us fully against claims or liability to any other person and expense We incur or may incur in respect of any personal injury, death, theft, loss or damage arising from Your entry into, and use of the Facilities or the entry or use by minors in Your care and control, except to the extent that the personal injury, death, theft, loss or damage is caused by Our negligent act or omission or by Our reckless conduct.

15. Surveillance cameras may be in use at this Facility.
16. You must wear appropriate attire and only non-marking shoes at all times.
17. You must not use Our equipment or Facilities for any other purpose than the relevant sporting activity.
18. You must not allow any person not subject to this Agreement to use the Facility. Failure to observe this condition may result in Your access rights being immediately cancelled.
19. Access to the Facility may not be permitted in wet weather or when under maintenance. Facility status can be obtained from us on 07 3365 6612.
20. Your student or membership card is required at time of booking and You must carry the card at all times at the Facilities.

I have read, understood, and agree to the Conditions of Use:

Name: _______________________________
Signature: ____________________________ Date: ________________

*All team members and spectators must abide by these conditions*
4.7 CODE OF CONDUCT

Ref: UQSCOC_2013

The UQ Sport Code of Conduct has been developed to assist all persons involved in sport and recreation at the University of Queensland (UQ), UQ Sport, or a UQ Sport club to promote active participation in quality sport and recreation activities within a safe and enjoyable environment.

UQ Sport has adopted the principles of the Australian Sports Commission’s “The Essence of Australian Sport” and any person involved in sport and recreation should strive to uphold the principles of:

- **Fairness**: operating within the spirit of the rules, never taking an unfair advantage and making informed and honourable decisions at all times;
- **Respect**: recognising the contribution people make to sport, treating them with dignity and consideration, as well as caring for the property and equipment they use;
- **Responsibility**: taking responsibility for own actions and being a positive role model at all times; and
- **Safety**: encouraging healthy and safe procedures and preventing and reporting dangerous behaviour, while demonstrating concern for others.

Further to the principles, any person: athlete, coach, official, parent, spectator, or administrator involved in sport and recreation must aim to meet the following minimum standards in regards to their conduct:

**GENERAL**

- Operate within the rules and spirit of the sport, promoting fair play over winning at any cost;
- Encourage and support opportunities for people to learn appropriate behaviours and skills;
- Support opportunities for participation in all aspects of the sport;
- Treat each person as an individual;
- Be a positive role model - display control and courtesy to all involved with the sport;
- Respect the rights and worth of every person regardless of their age, gender, sexual orientation, ability, culture, or religion;
- Respect the decisions of officials, coaches and administrators in the conduct of the sport;
• Wherever practical, avoid unaccompanied and unobserved one-on-one activity (when in a supervisory capacity or where a power imbalance will exist) with people under the age of 18 years;
• Adopt appropriate and responsible behaviour in all interactions;
• Adopt responsible behaviour in relation to alcohol and other drugs;
• Act with integrity, objectivity, and accept responsibility for your decisions and actions;
• Ensure your decisions and actions contribute to a safe environment;
• Be fair, considerate and honest in all dealings with others;
• Ensure your decisions and actions contribute to a harassment free environment; and
• Do not tolerate harmful or abusive behaviours.

In addition to the principles and general code of conduct, any person involved in any of the following capacities must aim to meet the following minimum standards in regard to their conduct:

ATHLETES
• Give your best at all times; and
• Participate for your own enjoyment and benefit.

COACHES
• Place the safety and welfare of the athletes above all else;
• Help each person (athlete, official etc.) reach their potential - respect the talent, developmental stage and goals of each person and compliment and encourage with positive and supportive feedback;
• Any physical contact with a person should be appropriate to the situation and necessary for the person’s skill development; and
• Be honest and do not allow your qualifications to be misrepresented.

OFFICIALS
• Place the safety and welfare of the athletes above all else;
• Be consistent and impartial when making decisions; and address unsporting behaviour and promote respect for all people.

ADMINISTRATORS / VOLUNTEERS
• Act honestly, in good faith and in the best interests of the sport as a whole;
• Ensure that any information acquired or advantage gained from the position is not used improperly;
• Conduct your responsibilities with due care, competence and diligence; and
• Do not allow prejudice, conflict of interest or bias to affect your objectivity.

PARENTS
• Encourage children to participate and have fun;
• Focus on the child’s effort and performance rather than winning or losing; and
• Never ridicule or yell at a child for making a mistake or losing a competition.

SPECTATORS
• Respect the performances and efforts of all people; and
• Reject the use of violence in any form, whether it is by spectators, coaches, officials or athletes.

I have read, understood and agree to abide by the UQ Sport Code of Conduct:

Name: __________________________________________
Signature: ________________________________ Date: _________

*All team members and spectators must abide by these conditions*
4.8 INSURANCE

Claims procedure

To make a re-imbursement claim for medical expenses under group university and group sporting association policies, please complete an Insurance claim form (PDF). **Claim forms to be completed and returned to UQ Sport within 30 days of incident to avoid unnecessary delay.**

Please note that the Health Insurance Act (Cth) 1973 does not permit the Insurer to contribute to any Medical Expenses covered (whether fully or partly) by Medicare (“the Medicare Gap”).

Correct completion of these forms will assist us to make accurate and faster decisions regarding our customers’ claim for benefits and ensure that where benefits are payable, they reach our customers in a timely manner. Incomplete claim forms will be returned for completion, leading to assessment delays.

To enquire further please email insurance@uqsport.com.au

**Non-Medicare Medical Expenses means expenses:**

(a) Incurred within twelve (12) months of sustaining a Bodily Injury: and (b) paid by a Covered Person or by the Policyholder for Doctor, physician, surgeon, nurse, physiotherapist, chiropractor, osteopath, hospital and/or ambulance services for the following treatments:

- Medical
- Surgical
- X-ray
- Chiropractor
- Osteopathic
- Physiotherapy
- Hospital
- Nursing Treatment
But does not include dental treatment, unless such treatment is necessarily required, to teeth other than dentures and is caused by the Bodily Injury referred to in (a) above.

CONDITIONS APPLYING TO NON-MEDICARE MEDICAL EXPENSES

1. The benefit payable is less any recovery made from any private health insurance fund with respect to the expense.
2. No benefit is payable in respect of the Medicare gap, being the difference between the payments made by Medicare and the Medicare Benefits Schedule fee for the expense.
5.0 ICC SPORT TEAMS

For each sport contested throughout the year, an Inter-College Council (ICC) Team will be selected. The number of players selected from each College will be commensurate to where that College placed overall. For Individual events such as Athletics, all participants who finish first in each event will be selected for the ICC Team.

In 2017 some of these teams may participate in selected matches against other university sporting teams. These may include UQ University Games Teams and in the Intercampus Challenge against UQ Gatton Halls of Residence students.

The following table outlines how many players are to be nominated for the ICC Teams based on where they finished. Teams should also nominate the playing position for their players, which will aid in the selection of teams for matches that the ICC Teams play in.

All ICC Team nominations must be submitted no later than **seven (7) Days** after the completion of that sport.

**Athletics**

All athletes who finish first in each event will be selected for the ICC Team. All members of the winning relay team will be selected in the ICC Team.

### AFL WOMEN

<table>
<thead>
<tr>
<th>Overall Finishing Position</th>
<th>Number of people Selected</th>
</tr>
</thead>
<tbody>
<tr>
<td>1&lt;sup&gt;st&lt;/sup&gt; Place</td>
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</tr>
<tr>
<td>2&lt;sup&gt;nd&lt;/sup&gt; Place</td>
<td>2</td>
</tr>
<tr>
<td>3&lt;sup&gt;rd&lt;/sup&gt; Place</td>
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</tr>
<tr>
<td>4&lt;sup&gt;th&lt;/sup&gt; Place</td>
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</tr>
<tr>
<td>5&lt;sup&gt;th&lt;/sup&gt; Place</td>
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</tr>
<tr>
<td>6&lt;sup&gt;th&lt;/sup&gt; Place</td>
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</tr>
<tr>
<td>7&lt;sup&gt;th&lt;/sup&gt; Place</td>
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</tr>
<tr>
<td>8&lt;sup&gt;th&lt;/sup&gt; Place</td>
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Basketball

<table>
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Cross Country
All athletes who finish in the top ten of the individual race will be selected for the ICC Team.

Hockey

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Rowing
All members of crews who finish first in the Men’s 8 and first in the Women’s First 4 will be selected for the ICC Team.

Rugby Union

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Swimming

All athletes who finish first in each event will be selected for the ICC Team. All members of the winning freestyle relay team will be selected in the ICC Team.

Table Tennis

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6.0 Athlete Awards

ICC SPORT MALE & FEMALE ATHLETE OF THE YEAR

Male Athlete of the Year & Female Athlete of the Year will be the person who has attained a level of excellence greater than that achieved by their peers or whose performance has been so exceptional that their achievements have identified them as being clearly outstanding from their peers. This award will be voted by the ICSC.

Selection Criteria
- Where this particular award does not exist at a particular College, then that College can nominate up to one male and one female (where applicable) for this award.
- Quality of athletic performance
- Consistency of athletic performance
- Display of good sportsmanship

Selection of winner
- A maximum of one male and/or female nomination per College is allowed
- Nominations must be approved by the respective Head of College
- Nominations must be submitted via the official Nomination Form and received before the closing date
- If decision can’t be made between two nominees a short interview may be requested.

ICC SPORT FAIR PLAY AWARD

This award will be the individual (male or female) that has demonstrated exceptional or outstanding acts of sportsmanship during ICC point’s events; fair play; and/or acts of co-operation, courtesy and respect to all officials and opposing players.

Selection Criteria
- Respect toward the Opponent
- Respect towards the Officials
- Quality of athletic performance

Selection of Winner
- This award will be judged by a 3, 2, 1 points system.
Points will be allocated by the match official (e.g.: umpire). For individual carnivals/one day sports (e.g.: swimming), or if the sport is umpired by Colleges themselves (e.g.: tennis), the College Sport Specific Convener will allocate individuals from their College based on a 3, 2, 1 system.

- The total points accrued by an individual will be divided by the number of ICC points events contested for their gender.
- The person with most amount of points at the end of ICC sporting year will be the winner.

Example:
- For Touch Football – the umpire will allocate three individuals 3, 2, or 1 points for each match.
- For Cross Country – the College Cross Country Convener will nominate athletes from their College for 3, 2, or 1 points and these allocations will be forwarded to the Competitions Coordinator within one week of the event.
SPIRIT OF ICC SPORT AWARD
This award will be the person that has demonstrated exceptional spirit or support during the ICC Sporting year. This award will be voted by the ICSC. Exceptional spirit or support may be represented by, but is not limited to, the following:

- Outstanding College Sport volunteer
- Shows strong College spirit
- Goes out of their way to help on game day, or ‘behind the scenes’
- Committed
- Energetic
- Regular attendance at matches
- Always friendly & courteous to officials and opposing team.
- Abide by all codes of conduct

Selection of winner:
- A maximum of one male and/or female nomination per College is allowed
- Nominations must be approved by the respective Head of College
- Nominations must be submitted via the official Nomination Form and received before the closing date.
- If decision can’t be made between two nominees a short interview may be requested.

Nominations for awards will open Tuesday 28 August 2018 and close 5pm Thursday 27 September 2018.
7.0 SPORT RULES

The following pages will detail the rules for each individual sport within the College Sport program.
7.1 ATHLETICS

Genders Competing:

Male and Female College’s will compete in all Athletics events in 2018.

Minimum and Maximum Squad Numbers:
Each College should nominate one Athlete per event. An athlete may compete in a maximum of three individual events and any number of relay events.

Sports Rules:
Events shall be run according to the rules accepted by Queensland Athletics. These can be found at www.qldathletics.org.au/.

Sport Specific Rule Changes:
Not applicable

Nominations Due:
No later than 5pm, seven days prior to the event.

Officials for the event:
One starter, one track judge and two field judges to be present throughout the day these officials are sourced from Brisbane Athletics Officials Club.

First Aid Requirements:
Qualified First Aid attendant to be present throughout the day.

College Volunteers required:
Two volunteers per College.

They are to report to the Athletics Centre one hour prior to the first event. Sports Representatives must ensure volunteers are present at the appropriate time. Two people will be required throughout the night but do not have to be the same people for the whole night.
Points System:

<table>
<thead>
<tr>
<th>Men’s Place</th>
<th>Individual</th>
<th>Relays</th>
<th>Women’s Place</th>
<th>Individual</th>
<th>Relays</th>
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<tr>
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Events:

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<tr>
<td>1500 Metres</td>
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<tr>
<td>110 Metres Hurdles (107 cm)</td>
<td>100 Metres Hurdles (84cm)</td>
</tr>
<tr>
<td>4 X 100 Metres Relay</td>
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<tr>
<td>4 X 400 Metres Relay</td>
<td>4 X 400 Metres Relay</td>
</tr>
<tr>
<td>Long Jump</td>
<td>Long Jump</td>
</tr>
<tr>
<td>High Jump (start height – 1.5m)</td>
<td>High Jump (start height – 1.2m)</td>
</tr>
<tr>
<td>Triple Jump</td>
<td>Triple Jump</td>
</tr>
<tr>
<td>Shot Put (7.26kg)</td>
<td>Shot Put (4kg)</td>
</tr>
<tr>
<td>Javelin (800g)</td>
<td>Javelin (600g)</td>
</tr>
<tr>
<td>Discus (2kg)</td>
<td>Discus (1kg)</td>
</tr>
</tbody>
</table>
7.2 AFL

Genders Competing:
Only Female College’s will compete in all AFL events in 2018.

Minimum and Maximum Squad sizes:
Teams shall nominate a maximum squad size of 16 players and a minimum squad size of 11 players, with a maximum of 9 players being on the field at any one time.

The minimum number of players for teams that can be fielded at the start of play without incurring a forfeit is six (6).

Sport Rules:
AFL shall be run in accordance with the rules of AFL Queensland. These can be found at http://www.aflq.com.au/.

Sport Specific Rule Changes:
AFL is played in accordance with AFL 9’s rules, and with some other slight modifications. These are stated below:

Competition Rules

1.1 Playing Times
- Games will be played with 2 x 15 minute halves.

1.2 The Team
- The team shall consist of a maximum of 9 players on the field and up to 7 reserves (=max 16 squad size).
- At centre bounces, each team shall consist of three forwards, three centre line players and three backline players.
- Players may be interchanged at any time.
- Players must stay in one position for the entire half but are not restricted from playing in any part of the ground during play.
- If a player is to be replaced or interchanged, it must occur in the position she is playing.

1.3 Start of Play
- The game shall be started by a ball up between two players in the centre of the ground.
• A player may not grab the ball at ball ups and play on. She must knock, palm or punch the ball and cannot play the ball again until it has been touched by another player.
• No more than three players from each team shall be closer to the ball up than approximately 20 metres, i.e. players to stay in their forward, middle or back “area”.
• After a goal, the ball is taken to the centre and restarted.
• If a point is scored, the opposition full back shall kick in from the goal square or 10 metres out from goal.

1.4 Out of Bounds
• When the ball goes out of bounds by either foot or hand, the nearest opponent shall kick the ball in. The player may kick for goal from an out of bounds kick.
• If there is doubt as to which team forced the ball out of bounds, the umpire shall throw the ball up.

1.5 Tackling
• A player in possession of the ball may be tackled by an opponent by wrapping both arms around the area below the top of the shoulders and on or above the knees.
• Once “wrapped” the player must dispose of the ball or a penalty will be given.
• No player shall be tackled to the ground or dumped/thrown to the ground by any tackler under any circumstances.

1.6 Mark
• Any player catching the ball directly from the kick of another player, provided the ball has travelled at least 10 metres, shall be awarded a mark.

1.7 Bouncing the Ball
• A player in possession may bounce the ball only once.

1.8 Kicking Off the Ground
• A player is able to deliberately kick the ball off the ground.
1.9 Order Off Rule
A send-off rule will be in operation as follows:
- A player may be sent off at the discretion of the umpire for any reportable offence.
- The player sent off may be replaced. He/she shall take no further part in the remainder of the game.
- Generally one warning for foul or illegal play will be issued. Disciplinary action for players sent from the ground will be decided upon at the completion of the game by the coaches and Umpires. The Convenor will advise AFL Queensland of any decisions.
- Players may also be sent off by umpires for minor breaches for a "cooling off" period. These players will stay off for the remainder of that half. They may be replaced. No tribunal is necessary for minor breaches. However it is the responsibility of the College co-ordinator to impose disciplinary action, if they believe the action contravenes the mission of the competition.

1.10 Coaches
- Coaches are not permitted on the ground during the course of the game unless attending an injury.

1.11 Kicking for Goal
- Any player on the ground can score for their team.
- Goals can be kicked from an out of bounds free kick.

Nominations Due:
No later than 5pm, seven (7) days prior to the first week of fixtures.

Officials for the Event:
To be sourced, where possible, from the UQ AFL Club and AFL Queensland.

First Aid Requirements:
An accredited Sports Trainer/First Aid person must be present during all matches.
College Volunteers Required:

Each College will need to supply a boundary/goal umpire for each game they play.

Points system:

Teams will be awarded 3 points for a win, 2 points for a draw and 1 point for a loss.

Final points will be awarded on goal difference if there is a tie after all the games are played.

For example Women’s College and St John’s College finished on 17 points. However Women’s College had scored 29 goals and only had 2 goals scored against them so their goal difference was 27. St John’s scored 22 goals and had 6 goals scored against them so their goal difference was 16. Therefore the winner of the competition was Women’s College as they had a greater goal difference.

Competition Format:

This sport will be run in fixtures format, with each College playing each other once.

Other Important Items:

Not Applicable.
7.3  BADMINTON

Genders Competing:
Badminton will be played by Male and Female College's in 2018.

Minimum and Maximum Squad sizes:
Two individuals from each College to be nominated to play doubles.

Minimum squad size is 2 and the maximum squad size is 2 players

Sports Rules:
The tournament will be conducted in accordance with the Laws of Badminton adopted by the International Badminton Federation and the Queensland Badminton Association. These can be found at http://bwfbadminton.com/

Sport Specific Rule changes:

- Events will be played in a fixtures format, with each college playing each other once. These matches will be the best of 3 games to 21 using the rally point scoring system.
- If played as a pools event, playoff matches will be held, determined by the final position of each team in their pool. Semi-final or final matches will be the best of 3 games to 21 using the rally point scoring system. All other playoff matches will be 1 game to 31 points, using the rally point scoring system.
- Plate (consolation) events will be held for all knockout events. Plate matches will be 1 game to 31 points, using the rally point scoring system.
- If the Tournament is interrupted for any reason (power failure etc.) the convenor reserves the right to postpone any, or all events, until such time or date they consider suitable, or to abandon matches or events.
- ALL decisions of the Referee (or the responsible official for the time being) are FINAL.
- Warm up time will be limited to three minutes per match.
- Local conditions: It will be a fault if, in play, the shuttle hits the roof or other part of the hall structure.
Nominations Due:
No later than 5pm, seven (7) days prior to the first week of fixtures.

Officials for the event:
UQ Badminton Program Convenor will officiate the day with assistance from other Badminton officials.

First Aid Requirements:
First Aid can be sought from the UQ Sport & Fitness Centre Reception Desk.

College Volunteers Required:
Players are required to assist in the setting up and cleaning up process.

Points system:
Teams will be awarded 3 points for a win, 2 points for a draw and 1 point for a loss.

Competition Format:
This sport will be run in Fixtures format, with each College playing each other once.
7.4 BASKETBALL

Genders Competing:
Basketball will be played by Male and Female College’s in 2018.

Minimum and Maximum Squad sizes:
Each College may nominate a maximum squad of 12 players and minimum of 7 players, with five (5) on the court at any time.

The minimum number of players that can be fielded at the start of play without incurring a forfeit is four (4).

Sports Rules:
Basketball shall be played according to the rules accepted by Basketball Australia. These can be found at [http://www.fiba.basketball/documents](http://www.fiba.basketball/documents)

Sport Specific Rule changes:
In the men’s and women’s competitions, the games shall consist of four quarters of ten (10) minutes each, with one minute between first and second quarter, three minutes for half time and one minute between third and fourth quarter. In the case of even scores at full time, a draw will be awarded. No extra time will be given.
No swinging or hanging from the basketball hoops will be allowed, *unless, in the judgement of the referee, there is another player underneath them, in which case, players may hang on the ring to protect themselves.* (See art. 36.3.1 in FIBA rulebook).

Nominations Due:
No later than 5pm, seven (7) days prior to the first week of fixtures.

Officials for the event:
Two Referees will be assigned to each game. Where possible, officials will be sourced from the state’s governing body (Basketball Queensland) or the UQ Basketball Club.

First Aid Requirements:
An accredited Sports Trainer/First Aid person must be present during all games.
College Volunteers Required:

Scorers will be needed for each game.

Points system:

Teams will be awarded 3 points for a win, 2 points for a draw and 1 point for a loss.

Final points will be awarded on goal difference if there is a tie after all the games are played.

For example King’s College and St Leo’s College finished on 17 points. However King’s College had scored 29 goals and only had 2 goals scored against them so their goal difference was 27. St Leo’s scored 22 goals and had 6 goals scored against them so their goal difference was 16. Therefore the winner of the competition was King’s College as they had a greater goal difference.

Other Important Items:

Players and spectators must abide by the rules of the host venue, UQ Sport Fitness Centre.

Competition Format:

This sport will be run in Fixtures format, with each College playing each other once.
7.5 CRICKET

Genders Competing:
Cricket will only be played by Male College's in 2018.

Minimum and Maximum Squad sizes:
Each College may nominate a maximum squad of 17 players and a minimum squad of 13 players, with 11 used for each match.

The minimum number of players that can be fielded at the start of play without incurring a forfeit is seven (7).

Sports Rules:
Cricket will be played in accordance with the International Cricket Council Regulations and Guidelines. These can be found at https://www.icc-cricket.com/

Sport Specific Rule changes:
- College Cricket is to be played in a Twenty20 format.
- At the conclusion of each game, team Captains and Umpire(s) are to sign the score sheet in agreement of the score determined by the Umpire.
- Each team will have a maximum of 20, six (6) ball overs with no bowler bowling more than four (4) overs. Time allowed for each match is three hours.
- In the event of a full day washout the games shall be re-scheduled to another date. If other matches are able to be completed during the day, washed out matches will be declared a draw.
- If rain interrupts the match such that at least 16 overs are not bowled by each team, then the match shall be deemed a washout. The result will be a draw.
- When a game is commenced late, the number of overs bowled will be reduced by an amount decided between the two captains and the umpires, using the formula of one over per four minutes lost.
- If bad light interrupts or ends play (decided by the umpire only) and a minimum of 16 overs have been bowled by both sides, the match will be decided on overall run rate.
- Each team shall consist of 11 players for the match. A player may only be substituted during that match in the event of an injury. The replacement player is not permitted to bat or bowl (only field).
- Bowling shall be from both ends for the match. There will be two (2) new balls per match - one for each team bowling.
At all times during the match there shall be no more than 5 fielders outside the circle.

One day rules apply to wides and bouncers - shoulder height for bouncers and anything down leg side and out of reach for wides

**Nominations Due:**

No later than 5pm, seven (7) days prior to the first week of fixtures.

**Officials for the event:**

One Umpire will be assigned to each game. Where possible, officials will be sourced from the state’s governing body or the UQ Cricket Club.

**First Aid Requirements:**

An accredited Sports Trainer/First Aid person must be present during all Cricket games.

**College Volunteers Required:**

Square leg umpires needed from each batting team.

**Points system:**

Teams will be awarded 3 points for a win, 2 points for a draw and 1 point for a loss.

**Competition Format:**

This sport will be run in Fixtures format, with each College playing each other once.
7.6 CROSS COUNTRY

Genders Competing:
Male and Female College's will compete in Cross Country in 2018.

Minimum and Maximum Squad sizes:
Each College may nominate as many runners as possible in the Individual events and six (6) in the Men’s relay and four (4) in the Women’s Relay.

Sports Rules:
The distance of the men’s individual race will be 5km and the women's individual race will be 4km. The men’s relay will be a 6 x 2km race and the women's will be a 4 x 1.5km race.

Sport Specific Rule changes:
UQ Sport will advise of course details two weeks prior to the event.

Nominations Due:
Nominations for the relays can be done on the day with the convenor.

Officials for the event:
Colleges will be required to provide marshalling and course officials.

First Aid Requirements:
An accredited Sports Trainer/First Aid person must be present during the event.

College Volunteers Required:
Two volunteers per College, for each event with volunteers looking after timesheets, maps, and race rules at separate marshalling points across the course.

They are to report to the starting point 30 minutes prior to the first event. Sports Representatives must ensure volunteers are present at the appropriate time.

Points system:
This system applies to the individual race only.
A minimum of twenty runners from each college will score points.

All runners who finish in the top 40 (places 1 – 40), score points for their college.

Those runners who finish in the top 10 will be allocated points 68 - 50, based on their finishing position. Runners finishing in the next 30 will be allocated points from 49 – 20 depending on their finishing position.

First place is awarded 68 points, second place 66 points, third place 64 points. …38th place 22 points, 39th place 21 points, 40th placed 20 points.

If a student does not finish in the top 40, but is amongst the next six runners in their college, they will score 10 points for their college. The next 14 runners will score 1 point for their college to promote participation and the college’s that try to get their whole college to run on the day.

The college with the highest point score wins.

For example: Duchesne has eight runners finish in the top 40. All eight runners will score points for the college, based on their finishing position. Then the next six runners will receive 10 points for their college, and then the next 14 will receive 1 point for their college.

\[
\text{Duchesne} - 3^{\text{rd}} (64), 8^{\text{th}} (54) 10^{\text{th}} (50) 15^{\text{th}} (45) 17^{\text{th}} (43) 22^{\text{nd}} (38), 30^{\text{th}} (30), 40^{\text{th}} (20) 40+ (10), 40+ (10), 40+ (10), 40+ (10), 40+ (10), 40+ (10), 40+ (1), 40+ (1), 40+ (1), 40+ (1), 40+ (1), 40+ (1), 40+ (1), 40+ (1), 40+ (1), 40+ (1), 40+ (1), 40+ (1)
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Total points = \(64 + 54 + 50 + 45 + 43 + 38 + 30 + 20 + 10 + 10 + 10 + 10 + 10 + 10 + 10 + 1 + 1 + 1 + 1 + 1 + 1 + 1 + 1 + 1 + 1 = 418\)
Grace has four runners finish in the top 40. These four runners will score points for the college, based on their finishing position. Grace’s next six runners who finish the race will also score 10 points for the college, and then the next 14 will receive 1 point for their college.


Total points = 62 + 56 + 41 + 36 + 10 + 10 + 10 + 10 + 1 + 1 + 1 + 1 + 1 + 1 + 1 + 1 + 1 = 269

Points System:

<table>
<thead>
<tr>
<th>Men's Place</th>
<th>Individual</th>
<th>Relays</th>
<th>Women's Place</th>
<th>Individual</th>
<th>Relays</th>
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<td>9</td>
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Overall Results:

Individual Results + Relay Results then ICC points allocated.

For example King’s won the individual race with 250 points which would give them 8 points and then they came fourth in the relay they would get 4 points so therefore would have a total of 8 + 4 = 12 points

St Leo’s came second in the individual race with 220 points which would give them 6 points and then they came third in the relay they would get 5 points so therefore would have a total of 6 + 5 = 11 points.

So King’s would then receive 8 ICC points and St Leo’s would receive 6 ICC points for Cross Country.
7.7 HOCKEY

Genders Competing:
Hockey will only be played by Female College’s in 2018.

Minimum and Maximum Squad sizes:
Each College may nominate a maximum squad of 16 players and minimum squad of 14 players with a maximum of 11 players on the field. The minimum number of players that can be fielded without incurring a forfeit is seven (7).

Sports Rules:
Hockey shall be played according to the rules accepted by the Hockey Australia. These can be found at http://www.hockey.org.au/.

Sport Specific Rule changes:
In the women’s competition, the time for each half shall be twenty-five (25) minutes with five (5) minutes between each half.

No Tomahawks – If the stick is flat on the ground and the range of motion is in contact with the ground in a low sweeping motion of less than 90 degrees turn, it will be allowed as a reverse stick tackle or pass or shot at goal. If however the range of motion is greater than 90 degrees, more significant speed and force will be gained and therefore increasing the danger. If the stick starts raised well off the ground, around waist height or above and is swung downwards to the ground to make contact with the ball, this is counted as a tomahawk and is not allowed.

Nominations Due:
No later than 5pm, seven (7) days prior to the first week of fixtures.

Officials for the event:
Two Umpires will be assigned to each game. Where possible, officials will be sourced from the state’s governing body.

First Aid Requirements:
An accredited Sports Trainer/First Aid person must be present during all Hockey games.
College Volunteers Required:

Not Applicable.

Points system:

Teams will be awarded 3 points for a win, 2 points for a draw and 1 point for a loss.

Final points will be awarded on goal difference if there is a tie after all the games are played.

For example Grace College and Union College finished on 17 points. However Grace College had scored 29 goals and only had 2 goals scored against them so their goal difference was 27. Union College scored 22 goals and had 6 goals scored against them so their goal difference was 16. Therefore the winner of the competition was Grace College as they had a greater goal difference.

Other Important Items:

Maintain use of coloured cards to control behaviour during game. Ensure forfeit policies and maximum team numbers are strictly adhered to and communicated.

Competition Format:

This sport will be run in Fixtures format with each College playing each other once.
7.8  NETBALL

Genders Competing:
Netball will only be played by Female College’s in 2018.

Minimum and Maximum Squad sizes:
Each College may nominate a maximum squad of 12 players and a minimum squad of 10 players. Teams are allowed seven (7) players on the court at any one time. Teams are allowed up to three (3) reserves each night. The minimum number of players required for a game to commence is five (5). If there are less players on a team that team will forfeit.

If a team fields five (5) or six (6) players, one (1) player must assume the Centre position. A team may make any number of substitutions at the quarter; half or three quarter time breaks as well as during stoppage due to injury or illness. If a substitution or position change is made due to injury or illness, the injured or ill player must be involved in the change.

Sports Rules:
Netball shall be played according to the rules of Netball Australia. These can be found at https://netball.com.au/

Sport Specific Rule changes:
The game shall consist of four (4) quarters of ten (10) minutes each, with an interval of one (1) minute between quarters.

Nominations Due:
No later than 5pm, seven (7) days prior to the first week of fixtures.

Officials for the event:
Two Umpires are assigned to each game and will be sourced through UQ Sport’s Social Sport Netball Competition.

First Aid Requirements:
The UQ Sport Social Netball Convenor will have a First Aid certificate and any injuries should be forwarded to this person.
College Volunteers Required:

One scorer from each college to score the game.

Points system:

Teams will be awarded 3 points for a win, 2 points for a draw and 1 point for a loss.

Final points will be awarded on goal difference if there is a tie after all the games are played.

For example Duchesne College and International House finished on 17 points. However Duchesne College had scored 29 goals and only had 2 goals scored against them so their goal difference was 27. International House scored 22 goals and had 6 goals scored against them so their goal difference was 16. Therefore the winner of the competition was Duchesne College as they had a greater goal difference.

Other Important Items:

All equipment including balls and bibs must be returned after each game.

Competition Format:

This sport will be run in Fixtures format with each College playing each other once.
7.9 ROWING

Genders Competing:
Male & Female College’s will compete in the Rowing events in 2018.

Minimum and Maximum Squad sizes:
Colleges are to nominate one crew per event.

Sports Rules:
Events shall be run according to the ICC Rules and Regulations and those of Rowing Queensland. These can be found at http://www.rowingaustralia.com.au/ra-rules-of-racing-and-related-by-laws/

In 2018, the University of Queensland Boat Club (UQBC), will be in charge of the coordination and running of the rowing program.

Sport Specific Rule changes:

1. A rower who has rowed in a particular class of oars below First Fours in any ICC Regatta in any year, and won:
   a. Cannot row in a lower class in a proceeding year;
   b. Cannot row in the same division if a space is available in a crew of a higher division.

2. Any member of the VIII (eight) can row in any IV (four) as long as this complies with rules 1.a and b above. At the ICC Regatta, the coxswain of a crew must reside in the College of that crew. Coxswains shall not be restricted as to weight in any regatta run by UQ Sport or any of the Colleges.

3. A College shall only be represented by one crew in each event awarded point in the ICC Regatta.

4. In the women’s fifth IV event in any regatta, other than the ICC Regatta, run under the direction of the College Rowing Committee (CRC), or any of the Colleges, the number of the crews that may be entered is unlimited.

5. Coxswains shall not be restricted as to weight in any regatta run by the CRC, or any of the Colleges.
6. The distances of the races shall be as follows:

<table>
<thead>
<tr>
<th></th>
<th>Men</th>
<th>Women</th>
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<tbody>
<tr>
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</table>

Regatta Regulations

- All races shall be under the direction of the CRC, and subject to these regulations. All matters in connection with the rowing of races shall be subject to the approval and control of the CRC. All doubts, questions and disputes that may arise shall be subject to their decisions, which shall be based on the regulations following, as far as they will apply.
- Boat races shall be under the control of the starters, judges and umpires appointed by the rowing convenor, or the CRC, and any matters that they shall decide upon will be binding.
- Protests other than those concerning the first 100 metres shall be lodged by the protesting coxswain raising his/her hand immediately after his/her crew completes the course. The officials on the water will consider the protest as long as the protesting crew remains on the water.
- The CRC may disqualify any crew who, in the opinion of the umpire, was interfering with crews in the race.
- Boat race officials shall be appointed UQBC College Rowing Coordinator or the CRC. These shall consist of a starter, an umpire and two (2) judges.
- The starter shall have crews in his/her charge from the time five (5) minutes before the specified starting time of the race, and he/she may disqualify any crew failing to comply with this discretion.
- The signal for the start and finish of the race shall be given by a gun, or other equally effective signal, as may be arranged by the strokes of the competing crews.
- The signal to stop a race shall be two (2) shots from the Umpire/s or Starter’s gun.
- The signal that a crew is not ready to start, or has met with an accident, has suffered a breakage or is making an appeal concerning the start,
shall be by a member holding his/her hand above his/her head, within 100 metres of the start, where the Umpire is obliged to stop the race.

- No alcohol is to be permitted in officials’ boats.

Nominations Due:

No later than 5pm, nine (9) days prior to the event.

Officials for the event:

UQBC will source appropriate officials through the UQBC Head Coach of Rowing.

First Aid Requirements:

An accredited Sports Trainer/First Aid person must be present during all rowing events.

College Volunteers Required:

Utilise the ICC Committee in the running of the day

Points system:

MEN

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</tbody>
</table>

Other Important Items:

UQ Sport DOES NOT organise or administer each Colleges individual Regatta. If the ICC is looking to hold a bar at this particular event MUST abide by the Alcohol Policy. The application must also be made within the timeframes outlined in the Policy.

DISTRIBUTION & AWARDING OF OARS

1. The Inter-College Rowing competition shall comprise of Lead-Up regattas and an ICC Regatta, as approved annually by the Heads of College.

2. For the ICC Regatta, the ICC must provide the following oars, and it will be the ICC’s responsibility to bring them to the regatta:
   - Overall Men’s Oar
   - Overall Women’s Oar
   - Men’s VIII Oar
   - Women’s First IV Oar

3. For Lead-Up Regattas, each hosting College must provide the following oars for each gender applicable to their College, and it will be the hosting Colleges’ responsibility to bring them to the regatta:
   - Overall Men’s Oar
   - Overall Women’s Oar
   - Men’s VIII Oar
   - Women’s First IV Oar

For example:
St. John’s College, which has both male and female residents, will be required to provide all four oars as outlined above. King’s College, which only has male residents, will only be required to provide the Overall Men’s and Men’s VIII Oars.

4. For both Lead-Up and ICC Regattas, the Men’s and Women’s Overall Oars will be awarded to the College with the highest point score in the Men’s and Women’s competitions respectively. In the case of a draw (if two or more Colleges have the same number of points overall) the College that receives the Overall Oars will be the College which received the highest placing in the Men’s First VIII race and the Women’s First IV race.

For example:
If King’s College and St. Leo’s College tie for Men’s first place at the conclusion of a regatta, but St. Leo’s came 2nd and King’s came 3rd in the Men’s First VIII race, the Overall Oar will be awarded to St. Leo’s College. If Duchesne College and Union College tie for Women’s first place at the conclusion of a regatta, but Duchesne came 4th and Union came 5th in the Women’s First IV race, the Overall Oar will be awarded to Duchesne College.

5. For both Lead-Up and ICC Regattas, the Men’s VIII Oar will be awarded to the College that wins the Men’s VIII race – ie. the fastest time in the race. In the case of a draw (one or more crews finish in exactly the same time), the Men’s VIII Oar will be awarded to the College with the best result in the Men’s First IV race. If there was a draw in this race, the result of the Second IV race will be used, and so on.

6. For both Lead-Up and ICC Regattas, the Women’s First IV Oar will be awarded to the College that wins the Women’s First IV race – ie. the fastest time in the race. In the case of a draw (one or more crews finish in exactly the same time), the Women’s First IV Oar will be awarded to the College with the best result in the Second IV race. If there was a draw in this race, the result of the Third IV race will be used, and so on.

7. Any College that has not hosted a regatta for two consecutive years will have their Oars returned at the completion of the college rowing season in that second year.

For example:
If Emmanuel College hosted a Lead-Up Regatta in 2011, but did not host Lead-Up Regattas in 2012 & 2013, the Colleges that won the Emmanuel College Oars in 2011 must return them to Emmanuel College by 30 June 2013.
7.10 RUGBY UNION – U20

Genders Competing:
Rugby Union will only be played by Male College’s in 2018.

Minimum and Maximum Squad sizes:
Each College may nominate a maximum squad of up to 30 players and a minimum squad of 25 players. Only 22 players can be used in any given game. (Unlimited substitutes are allowed.) The game will not commence if teams do not field a full team of fifteen (15) players from their nominated squad. A forfeit will be declared ten (10) minutes after the scheduled start of play if either team is unable to commence play.

Sports Rules:
Rugby shall be played according to the rules of the Queensland Rugby Union (QRU). These can be found at http://www.redsrugby.com.au/PremierRugby/PoliciesProcedures.aspx

Sport Specific Rule changes:
All players must be under 20 years of age before and during the competition in the year of participation born in 1998 or later (e.g. if a player turned 20 in the year preceding the competition he is too old).

All coaches, managers and water people must attend a Smart Rugby Accreditation session with Queensland Rugby. The Competitions Coordinator will provide further information.

All players must fill out the required ARU forms and return by required date or they will be unable to take the field. Insurance coverage will be organised through UQ Sport, in conjunction with the QRU. Each applicable College will be responsible for paying their coverage.

The time for each half shall be thirty-five (35) minutes with five (5) minutes between each half.

Nominations Due:
No later than 5pm, seven (7) days prior to the first week of fixtures.

Officials for the event:
One Referee will be assigned to each game. Referees will be sourced through the Queensland Rugby Union via sanctioning of the competition.
First Aid Requirements:
An accredited Sports Trainer/First Aid person must be present during all matches.

An Ambulance from the Queensland Ambulance Service will also be onsite at all matches. The applicable Colleges will be charged the costs of having the ambulance onsite.

Please ensure that a Customer Incident Report form is filled out for every injury or incident.

College Volunteers Required:
Not Applicable.

Points system:
Teams will be awarded 3 points for a win, 2 points for a draw and 1 point for a loss.

Final points will be awarded on goal difference if there is a tie after all the games are played.

For example King's College and St Leo's College finished on 17 points. However King's College had scored 29 goals and only had 2 goals scored against them so their goal difference was 27. St Leo's scored 22 goals and had 6 goals scored against them so their goal difference was 16. Therefore the winner of the competition was King's College as they had a greater goal difference.

Competition Format:
This sport will be run in Fixtures format with each College playing each other once.
7.11 RUGBY UNION – OPENS

Genders Competing:
Rugby Union will only be played by Male College’s in 2018.

Minimum and Maximum Squad sizes:
Each College may nominate a maximum squad of up to 30 players and a minimum squad of 25 players. Only 22 players can be used in any given game. (Unlimited substitutes are allowed.) The game will not commence if teams do not field a full team of fifteen (15) players from their nominated squad. A forfeit will be declared ten (10) minutes after the scheduled start of play if either team is unable to commence play.

Sports Rules:
Rugby shall be played according to the rules of the Queensland Rugby Union (QRU). These can be found at http://www.redsrugby.com.au/PremierRugby/PoliciesProcedures.aspx

Sport Specific Rule changes:
All players must be 18 years of age or older.

All coaches, managers and water people must attend a Smart Rugby Accreditation session with Queensland Rugby. The Competitions Coordinator will provide further information.

All players must fill out the required ARU forms and return them by the required date or they will not be able to take the field. Insurance coverage will be organised through UQ Sport, in conjunction with the QRU, and each applicable College is responsible for paying for this coverage.

The time for each half shall be thirty-five (35) minutes with five (5) minutes between each half.

Nominations Due:
No later than 5pm, seven (7) days prior to the first week of fixtures.

Officials for the event:
One Referee will be assigned to each game. Referees will be sourced through the Queensland Rugby Union via sanctioning of the competition.
First Aid Requirements:
An accredited Sports Trainer/First Aid person must be present during all matches.

An Ambulance from the Queensland Ambulance Service will also be onsite at all matches. The applicable Colleges will be charged the costs of having the ambulance onsite.

Please ensure a Customer Incident Report Form is filled out for every injury or incident.

College Volunteers Required:
Not Applicable.

Points system:
Teams will be awarded 3 points for a win, 2 points for a draw and 1 point for a loss.

Final points will be awarded on goal difference if there is a tie after all the games are played.

For example King’s College and St Leo’s College finished on 17 points. However King’s College had scored 29 goals and only had 2 goals scored against them so their goal difference was 27. St Leo’s scored 22 goals and had 6 goals scored against them so their goal difference was 16. Therefore the winner of the competition was King’s College as they had a greater goal difference.

Competition Format:
This sport will be run in Fixtures format with each College playing each other once.
7.12  SOCCER

Genders Competing:
Soccer will be played by both Male & Female College's in 2018.

Minimum and Maximum Squad sizes:
Each College shall nominate a maximum squad not exceeding eighteen (18) players and minimum squad of 14 players. The minimum number of players that can be fielded without incurring a forfeit is eight (8). A forfeit will be declared ten (10) minutes after the scheduled start of play if either team is unable to commence play.

Sports Rules:
Football (Soccer) shall be played according to the rules accepted by Football Federation Queensland. These can be found at https://www.myfootball.com.au/

Sport Specific Rule changes:
The time for each half shall be thirty-five (35) minutes with five (5) minutes at half time.

Nominations Due:
No later than 5pm, seven (7) days prior to the first week of fixtures.

Officials for the event:
One Referee will be assigned to each game. Where possible, officials will be sourced from the state’s governing body or the UQ Soccer Club.

First Aid Requirements:
An accredited Sports Trainer/First Aid person must be present during all matches.

College Volunteers Required:
A linesman will be needed from each College playing and a duty schedule will be emailed out to sport reps before the first round of games.
Points system:

Teams will be awarded 3 points for a win, 2 points for a draw and 1 point for a loss.

Final points will be awarded on goal difference if there is a tie after all the games are played.

For example King's College and St Leo's College finished on 17 points. However King's College had scored 29 goals and only had 2 goals scored against them so their goal difference was 27. St Leo's scored 22 goals and had 6 goals scored against them so their goal difference was 16. Therefore the winner of the competition was King's College as they had a greater goal difference.

Other Important Items:

Not Applicable.

Competition Format:

This sport will be run in Fixtures format with each College playing each other once.
7.13 SWIMMING CARNIVAL

Genders Competing:
Male & Female College’s will compete in the swimming carnival in 2018.

Minimum and Maximum Squad sizes:
Each College should nominate one athlete per event. An athlete may only compete in a maximum of three (3) individual events and any number of relay events.

Sports Rules:
Events shall be run according to the rules accepted by Swimming Australia. These can be found at www.swimming.org.au.

Sport Specific Rule changes:
UQ Sport will devise a program for the carnival and forward it one week prior to the event.

Nominations Due:
No later than 5pm, seven (7) days prior to the event.

Officials for the event:
Where applicable, officials will be sought from the state’s governing body. College volunteers will be required for marshalling, timekeeping and results.

First Aid Requirements:
An accredited Sports Trainer/First Aid person must be present during the carnival.

College Volunteers Required:
Each College is to nominate two (2) volunteers for the night.
Points system:

<table>
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<th>Men’s Place</th>
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<th>Relays</th>
<th>Women’s Place</th>
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All relays will be worth double points of an individual event except the 4 x 50m freestyle relay (B). The 4 x 50m freestyle relay (B) will only be worth the same points as an individual event.

Other Important Items:

- Competitors must be ready behind the starting blocks two (2) races prior to their race or they will be disqualified.
- Any changes to the nominations for a race must be given to the scoring table and Marshall at least two (2) races in advance.
- Alcohol and other glass bottles are not permitted into the swimming pool enclosure, nor any intoxicated persons.
- Dangerous pranks are forbidden and nothing is to be thrown between the Colleges. Colleges responsible will be disqualified from the race in progress.
- Each College is responsible for cleaning their area before leaving the pool on conclusion of the carnival.
- All protests should be submitted in writing to the Competitions Coordinator within 30 minutes of the occurrence.
- Judges and referee’s decision are final.
- Queensland Swimming rules will apply (i.e. after two false starts by anyone, the third will be informed of the disqualification at the end of the race).
- Complaints regarding conduct of individual Colleges must be referred to the Competitions Coordinator, no later than 24 hours after the event.
- UQ Sport receives support from all College Heads regarding decisions made.
- No body paint is allowed.
- There shall be no Fresher or Fresherette relay held at the College Sport Swimming Carnival.
- In the event of inappropriate behaviour of Colleges, participants and supporters at the Swimming Carnival, the ICSC may advise the ICC not to count the points of the College(s) involved towards the Old Collegian’s Cup or the ICC Women's Cup.

Events:

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<tr>
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<td>4 x 50m freestyle relay (A)</td>
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<tr>
<td>4 x 50m freestyle relay (B)</td>
<td>4 x 50m freestyle relay (B)</td>
</tr>
</tbody>
</table>
7.14 TENNIS

Genders Competing:
Tennis will be played by both Male & Female College's in 2018.

Minimum and Maximum Squad sizes:
Each College can nominate a maximum squad size of 6 players and a minimum squad of 4 players each team will be represented by four (4) players, which shall constitute two (2) doubles pairs.

Sports Rules:
Tennis shall be played according to the rules accepted by the Tennis Australia. These can be found at www.tennis.com.au

Sport Specific Rule changes:
Each men’s College shall be represented by four (4) players who shall constitute two (2) doubles pairs. Each player shall play one set of singles against an opposing player and each doubles pair shall play one set against the opposing doubles pair (i.e. A doubles pair must play one pair from the other College). Sets where necessary are to be decided with a tie breaker.

Each women's College shall be represented by four (4) players who shall constitute two (2) doubles pairs. Each player shall play one set of singles against an opposing player and each doubles pair shall play one set against the opposing doubles pair (i.e. A doubles pair must play one pair from the other College). Sets where necessary are to be decided with a tie breaker.

Players are ranked 1 – 4. If you are player 1 or 2 you must play doubles in the 1/2 doubles game and if you are player 3 or 4 you must play in the 3/4 doubles match unless agreed by both colleges to mix numbers.

Victory shall be decided first on sets and then on games.

If there is a tie in sets and games after 4 singles games and two sets of doubles have been played you will then need to play the reverse doubles.

In the case of a tie break:
A player who first wins seven (7) points shall win the game and set provided that he/she leads by a margin of two (2) points. If the score reaches six (6) points all, the game shall be extended until this margin has been achieved. Numerical scoring shall be used throughout the tie break game.
In singles, the player whose turn it is to serve shall be the server for the first point. His opponent shall be the server for the second and third points, and thereafter each player shall serve alternatively for two consecutive points, until the winner of the game and set has been decided.

In doubles the player whose turn it is to serve shall be the server for the first point. Thereafter each player shall serve in rotation for two points in the same order as previously in that set until the winners of the game and set have been decided.

From the first serve, each point shall be delivered alternatively from the right and left courts beginning from the right court.

Players shall change ends after every six (6) games and at the conclusion of the tie break game.

The player (or pair in the case of doubles) who served first in the tie break game shall receive service in the first game of the following set.

One can of new balls will be given PRIOR to EACH MATCH.

**Nominations Due:**

No later than 5pm, seven (7) days prior to the first week of fixtures.

**Officials for the event:**

Players will officiate games themselves. Each captain needs to sign off on the score sheet at the end of the match.

**First Aid Requirements:**

First Aid can be sought from the UQ Sport Tennis Centre Reception Desk.

**College Volunteers Required:**

None Required

**Points system:**

Teams will be awarded 3 points for a win, 2 points for a draw, 1 point for a loss.
Other Important Items:

Players and spectators must abide by the rules of the host venue. Balls will be provided by UQ Sport and must be returned upon match completion.

Competition Format:

This sport will be run in Fixtures format with each College playing each other once.
7.15  TABLE TENNIS

**Genders Competing:**
Tennis will be played by both Male & Female College's in 2018.

**Minimum and Maximum Squad sizes:**
Each College can nominate a maximum squad size of 4 players and minimum squad size of 3 players each team shall be represented by four (4) players, however only three (3) players will play in each fixture.

A men’s College may nominate a second side, to ensure there are an even number of teams. This is providing they are able to meet the requirements of nominating a squad, as outlined above. These games will not count towards overall points.

There will be three (3) singles matches, played by three (3) individual players, in a fixture during the pools phase of the competition. Matches are played in a best of five (5) set format, with each set going to 11 points. Players must win each set by two (2) points.

**Sports Rules:**
Table Tennis shall be played according to the rules accepted by Table Tennis Australia. These can be found at [https://www.tabletennis.org.au/home/](https://www.tabletennis.org.au/home/)

**Sport Specific Rule changes:**

1. Matches are best of 5 games, played to 11 points.
2. After deciding the serve, each player will serve TWO points each.
3. If a player serves a net ball (called a 'let serve'), the point is replayed. (There are no limits to the number of let serves a player may serve.)
4. The server in singles can serve anywhere: short, long, straight, or cross-court.
5. If you volley the ball while it is still above the table surface, you lose the point.
6. If you move the table, or touch it with your free hand, during the rally, you lose the point.
7. If a you or your clothing touches the net or post during the rally, you lose the point.
8. If you hit the ball twice in succession, you lose the point.
9. If your shot hits a wall, the ceiling, or misses the opponent's side of the table, you lose the point.
10. Change ends of the table after each game.
11. The player who serves at the beginning of a game is the receiver at the beginning of the next game.
12. After the first player scores the 5th point in the final game of the match, change ends. If you forgot to change at 5, then change as soon as you realize it.
13. If your opponent distracts you by talking or yelling while the ball is in play, play a let.
14. At 10-10, the score is called "Deuce". A player must then win by 2 points. Alternate serves until one player has a 2-point lead.

Nominations Due:

On the day of competition via the convenor. All details need to be filled in by the participants when they arrive at the venue.

Officials for the event:

The UQ Table Tennis Club will provide referees for matches.

First Aid Requirements:

First Aid can be sought from the UQ Sport Fitness Centre Reception Desk.

College Volunteers Required:

None Required

Points system:

Teams will be awarded 3 points for a win, 2 points for a draw, 1 point for a loss.

Other Important Items:

Players and spectators must abide by the rules of the host venue. Balls and table tennis paddles will be provided by UQ Sport.

Competition Format:

This sport will be run in fixtures format with each College playing each other once.
7.16 TOUCH FOOTBALL

Genders Competing:
Touch Football will be played by both Male & Female College’s in 2018.

Minimum and Maximum Squad sizes:
Each College shall nominate a maximum squad of 20 players and a minimum squad of 8 players. For each day of the competition, each College may only play a maximum of 14 players, with six (6) players on the field at any one time. Minimum number of players that can be fielded without incurring a forfeit is five (5).

Sports Rules:
Touch Football shall be played according to the rules of the Touch Football Australia. These can be found at http://websites.sportstq.com/assoc_page.cgi?client=1-715-0-0-0

All players, spectators, coaches, referees and officials shall abide by the Inter-College rules, code of conduct and medical and safety guidelines.

Sport Specific Rule changes:
The game shall consist of 2 x 20 minute halves, with a five (5) minute break at half time.

At the conclusion of each game, team captains and Referee(s) are to sign the scoresheet in agreement of the score determined by the Referee.

Nominations Due:
No later than 5pm, seven (7) days prior to the first week of fixtures.

Officials for the event:
Two Referees will be assigned to each game. Where possible, officials will be sourced from the state’s governing body or the UQ Touch Football Club.

First Aid Requirements:
An accredited Sports Trainer/First Aid person must be present during all matches.
College Volunteers Required:

Not Applicable.

Points system:

Teams will be awarded 3 points for a win, 2 points for a draw and 1 point for a loss.

Final points will be awarded on goal difference if there is a tie after all the games are played.

For example King’s College and St Leo’s College finished on 17 points. However King’s College had scored 29 goals and only had 2 goals scored against them so their goal difference was 27. St Leo’s scored 22 goals and had 6 goals scored against them so their goal difference was 16. Therefore the winner of the competition was King’s College as they had a greater goal difference.

Competition Format:

This sport will be run as a fixture format over one weekend, with each College playing each other once.
7.17 VOLLEYBALL

Genders Competing:
Volleyball will be played by Male and Female College's in 2018.

Minimum and Maximum Squad sizes:
Each College shall nominate a maximum squad of 12 players and a minimum squad of 7 players, with six (6) players on the court at any one time. Minimum number of players that can be fielded without incurring a forfeit is six (6).

Sports Rules:
Volleyball shall be run according to the rules of Volleyball Australia. These can be found at http://www.volleyballaustralia.org.au/page/policies

Sport Specific Rule changes:

1. Matches will be the best of three (3) sets, the first two sets to twenty five (25) and the third to fifteen (15), each of them with a minimum lead of two (2) points.

2. All matches will be played in the UQ Centre.

3. In all sets, points will be allocated “point by point”, that is, a point is awarded to a team for winning a rally, regardless of which team served.

4. Each match shall have a time limit of fifty (50) minutes. If a game is incomplete at the end of time it is ruled as follows:
   a. If a serve is served before time it is played till a point is scored. The game is awarded to the team which is:
      i. At least two (2) points in front, and
      ii. Greater than or equal to eight (8) points.
   b. If these two conditions are not met, the game is considered void.

Nominations Due:
No later than 5pm, seven (7) days prior to the first week of fixtures.
Officials for the event:

One Referee will be assigned to each game. Where possible, officials will be sourced from the state’s governing body or the UQ Volleyball Club.

First Aid Requirements:

An accredited Sports Trainer/First Aid person must be present during all matches.

College Volunteers Required:

Not Applicable.

Points system:

Teams will be awarded 3 points for a win, 2 points for a draw and 1 point for a loss.

Other Important Items:

Not Applicable.

Competition Format:

This sport will be run in a fixtures format, with each College playing each other once.
**7.18 Water Polo**

**Genders Competing:**
Water Polo will be played by Male & Female College's in 2018.

**Minimum and Maximum Squad sizes:**
Each College should nominate a maximum squad of 14 players and a minimum squad of 8 players, with seven (7) players, including the goal keeper, on the field at any one time. Minimum number of players that can be fielded without incurring a forfeit is seven (7).

**Sports Rules:**
Water Polo shall be played in accordance of FINA Water Polo Rules and Water Polo Queensland, except as stated below in ‘Sport Specific Rule Changes’. These rules can be found at: [http://www.fina.org/content/fina-rules](http://www.fina.org/content/fina-rules) and [http://waterpoloaustralia.com.au/about-us/policies-procedures-reports/](http://waterpoloaustralia.com.au/about-us/policies-procedures-reports/)

**Sport Specific Rule changes:**
Matches will be played as 2 x 12 minute halves. 2 minute break in between the halves.

No timeouts are permitted during play.

The dimensions of the playing area are approximately 25m x 10m and Water Depth must be a minimum of 1.8m where possible.

Teams can only be in possession for a maximum of 30 seconds without taking a shot. A turnover will occur if a shot is not taken within the 30 second timeframe.

Teams may substitute as many players as they like, whilst in possession of the ball. Substitutions will not be allowed when not in position.

All players in the team must wear caps. Caps should be coloured so that they are easily distinguished from the opposing team that they are playing.

**Nominations Due:**
No later than 5pm, seven (7) days prior to the first week of fixtures.
Officials for the event:

One referee will be assigned to each match. Officials for the competition will be sourced from the UQ Sport Social Sport Water Polo competition; or the State Governing Body, wherever possible.

First Aid Requirements:

An accredited Sports Trainer/First Aid person must be present during all matches.

An accredited Lifeguard must be present during all matches.

College Volunteers Required:

Not Applicable.

Points system:

Teams will be awarded 3 points for a win, 2 points for a draw and 1 point for a loss.

Final points will be awarded on goal difference if there is a tie after all the games are played.

For example King’s College and St Leo’s College finished on 17 points. However King’s College had scored 29 goals and only had 2 goals scored against them so their goal difference was 27. St Leo’s scored 22 goals and had 6 goals scored against them so their goal difference was 16. Therefore the winner of the competition was King’s College as they had a greater goal difference.

Competition Format:

This sport will be run in a fixtures format with each College playing each other once.
8.0 APPENDICES

Form 8.1: CUSTOMER INCIDENT REPORT

This Customer Incident Report form is used to report any injury, illness or incident which occurs in UQ Sport venue or which arises as a result of UQ Sport activities.

The form is designed to be used in any situation where an injury, illness or incident has occurred – involving customers.

In the case of fatalities, serious bodily injury, illness or a dangerous event, after completing any emergency action required, details of the accident must be provided without delay to the Director of Occupational Health & Safety (Ext. 52365) and the Chief Executive Officer of UQ Sport (Ext. 56024).

An accident, injury & incident report comprised two sections:

The first page of the form – is to be filled out by the person injured or involved (or a person acting on their behalf) and returned without delay to the Customer Service Officer or Supervisor of the area/activity.

The reverse side of the form – is to be filled out by the Manager of the Business Unit in order to:

- Provide additional information required;
- Identify necessary corrective action; and
- Request any additional resources or assistance required to undertake this corrective action.

All Customer Incident Report Forms MUST be completed at game time or at the time of the injury or incident.

All forms then need to be handed to the Competitions Coordinator within 24 hours of the incident.

Form 8.2: GAME REPORT FORM

The Game report form is to be filled out after each game to ensure that we are keeping a better track of all incidents and injuries that occur in College Sport games. It will ensure that all relevant parties are communicating properly and providing a better awareness. It also assists with the monitoring of events more effectively.
Form 8.3: ATHLETE AWARD NOMINATION FORM

The Athlete Nomination form is to be used by the Sport Reps at each College at the end of the College Sporting Year. This form is to be used to nominate students from your College who you see fit the criteria of Male or Female Athlete of the Year and Spirit of ICC. The Fair Play award will be judged on the amount of 321 votes divided by the amount of sports for that gender.
**CUSTOMER INCIDENT REPORT FORM**

- This form must be completed by Customer Service staff to report any customer workplace accident or incident which results in an injury.
- In the case of fatalities, a serious injury or dangerous occurrence, please phone the Occupational Health & Safety Unit on 52365 and the Executive Director of UQ SPORT on 56024.
- Return completed form to your supervisor.

| 1 DETAILS OF PERSON INJURED OR INVOLVED (to be filled out by the person injured or involved if possible) |
| Name of Person Injured: |
| Date of Birth: |
| Address: |
| Contact Phone Number: |

| 2 INCIDENT DETAILS |
| Date of Incident: | Time of Incident: AM / PM |
| Place of the Incident: |
| Description of the Incident (What was being done when the incident occurred?): |

| 3 INJURY DETAILS |
| Description of Injury/illness: |
| Indicate bodily location of injury |
| | FRONT VIEW | REAR VIEW |
| | Right | Left | Left | Right |
| Did you require any medical attention for your injury? |
| Nil: |
| First Aid Only: |
| Ambulance: |
| Hospital: |
| Other: |

| 4 EQUIPMENT BEING USED (if involved in incident) |
| Type of Equipment: |
| Was the equipment in good working order? Yes ☐ No ☐ |
| If No Details: |

| 5 INJURED PERSONS DECLARATION – I declare the above information is correct and not misleading |
| Name: | Signature: | Date: |

| 6. TO BE COMPLETED BY ATTENDING STAFF MEMBER |
| Name of staff member attending incident: |
7. INCIDENT INVESTIGATION (to be completed by the Manager)
What were the main contributing factors?

| RISK ASSESSMENT | Likelihood | Consequences | RISK SCORE
|------------------|------------|--------------|-------------
|                  | 1. Rare    | 1. Insignificant | From Risk
|                  | 2. Unlikely| 2. Minor     | Priority Chart |
|                  | 3. Possible| 3. Moderate   |             |
|                  | 4. Likely  | 4. Major      |             |
|                  | 5. Almost Certain | 5. Catastrophic |             |

<table>
<thead>
<tr>
<th>Type of Incident</th>
<th>Agency of Injury</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sips/Spills</td>
<td>Equipment/plant</td>
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<tr>
<td>Repetitive action</td>
<td>Vehicle</td>
</tr>
<tr>
<td>Hitting an object</td>
<td>Cuts/shařs</td>
</tr>
<tr>
<td>Manual Handling</td>
<td>Hand tools</td>
</tr>
<tr>
<td>(body brushing)</td>
<td>Static equipment</td>
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<tr>
<td></td>
<td>(e.g. Computer)</td>
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<tr>
<td></td>
<td>Other___________</td>
</tr>
</tbody>
</table>

8. CORRECTIVE / PREVENTATIVE ACTIONS

<table>
<thead>
<tr>
<th>Proposed</th>
<th>Responsibility</th>
<th>Proposed Date</th>
<th>Actual Date</th>
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<tbody>
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9. COMMENTS (on implementing the corrective / preventative actions recommended above)

10. VALIDATION The undersigned have reviewed this incident and do state this information is the best available information according to the known facts.

<table>
<thead>
<tr>
<th>Business Unit Manager (Name)</th>
<th>Signature</th>
<th>Date</th>
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<tbody>
<tr>
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<tr>
<td>Divisional Manager (Name)</td>
<td>Signature</td>
<td>Date</td>
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</table>
**Game Report Form**
(This form must be returned to UQ Sport within 24 hours of the game)

<table>
<thead>
<tr>
<th>Date:</th>
<th>Sport:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Venue:</td>
<td>Gender: Male/Female</td>
</tr>
<tr>
<td>Game Time:</td>
<td>Spectators:</td>
</tr>
<tr>
<td>College’s</td>
<td>Vs</td>
</tr>
</tbody>
</table>

Any Incidents or Injury’s to report: Yes/No
If Yes – Name(s) & College

Who tendered to the injured person/s?
First Aid Officer
UQ Sport Staff
Ambulance Officer
UQ Security

Is the Incident Report Form attached: Yes/No/Not Applicable

---

College Convenor Name

College Convenor Name

---

College

College

---

College Convenor Signature

College Convenor Signature

---

UQ Sport Convenor Name

UQ Sport Convenor Signature

---

First Aid Staff Member Name and Signature

Ambulance Officer Name and Signature

Form Received by UQ Sport__________________________

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ATHLETE AWARD NOMINATION FORM

Male and Female Athlete of the Year

<table>
<thead>
<tr>
<th>Name</th>
<th>College</th>
<th>Sports Played</th>
<th>ICC Teams</th>
<th>College Sports Awards</th>
</tr>
</thead>
<tbody>
<tr>
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Spirit of ICC

<table>
<thead>
<tr>
<th>Name</th>
<th>College</th>
<th>Reason</th>
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