



LOCAL TOUCH MODULES  
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## 2017 JUNIOR ENTRY INFORMATION

Welcome to the Local Touch Junior Modules. Don't hesitate to call if you're unsure about anything. Please note the following:

- Bernie McCallion is the Module Manager. Angie Lee will be assisting her as Module Administrator, with Sara Prendergast overseeing draws.
- This Module is affiliated to Touch North Harbour & Touch New Zealand.
- In this pack is all relevant information pertaining to our competitions (all of this information can be found on our website). Team entries are completed online.
- We are also giving you a template letter you can distribute to your students if your school chooses, with all relevant information included, and a registration form they can fill out and return to the school touch coordinator.

### Important Notes for this Season:

- Players may play in only one team (boys/girls or mixed). This has always been in our Rules & Regulations. We have a large number of teams and our draw is usually at capacity, therefore adjusting draws to cater for children in more than one team unfortunately cannot be achieved.
- Venues cannot be confirmed until the Council allocate all bookings. Sunnynook Park is closed this summer, so Local Touch have applied for Freyberg Park or Becroft Park for Mondays, Mairangi Bay Park for Tuesdays, and Becroft Park or McFetridge Park for Thursdays. Venues will be known by early September. We know this isn't ideal, but could we ask schools to please be patient and flexible when entering teams. Also please be aware that our Monday venue will be smaller than Sunnynook, therefore we may have rounds that start later than in previous seasons.
- Non-School/Composite teams – please note there are new guidelines in place for entering composite teams. These can be found in the Rules & Regulations section of this Entry Pack.
- Please note we only deal with 1-2 persons in charge Touch per school. It is their responsibility to distribute correspondence to their Team Managers. If we are contacted by managers, or parents, we will refer them back to your Pi/C Touch. This is to ensure parents/teams/schools are all receiving the same message, and that schools are aware of any issues.

ENCLOSURES
Competition Information (3 pages)
Rules & Regulations (2 pages)
Code of Conduct (1 page)
Online Entries & Payment <i>Provisional Entries and \$100 deposit per team required by 18 August Confirmation of Entries and \$250 balance per team required by 18 September</i>
Player Letter and Registration Form (Separate Documents)
Online Player Registrations <i>Via the new Touch New Zealand registration system; due before first game</i>



[www.touchnorthharbour.co.nz](http://www.touchnorthharbour.co.nz)



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## 2017 COMPETITION INFORMATION

### THE COMPETITION

- There are two Local Touch Junior competitions – Monday/Tuesday afternoon and Thursday afternoon.
  - Divisions are:
    - Mondays: Year 3&4: Mixed, Boys, Girls
    - Mondays: Year 5&6: Mixed, Boys, Girls
    - Tuesdays: Year 1&2: Mixed, Boys, Girls\*
    - Thursdays: Year 1&2: Mixed, Boys, Girls\*
    - Thursdays: Year 3&4: Mixed, Boys, Girls
    - Thursdays: Year 5&6: Mixed, Boys, Girls
- \*If not enough Year 1&2 Girls teams for a grade, they will be placed in Mixed grade.*
- Mixed teams must include a minimum of 3 girls on the field at all times (and a minimum of 4 girls registered).
  - All teams play right through until the last week, whether their grade has semi's and finals, or just a straight round robin.
  - The Year 1 & 2 Competition play on a half touch field.

### VENUE

- Venues cannot be confirmed until the Council allocate all bookings. Sunnynook Park is closed this summer, so Local Touch have applied for:
  - **Mondays:** Freyberg Park or Becroft Park
  - **Tuesdays:** Mairangi Bay Park
  - **Thursdays:** Becroft Park or McFetridge Park
- Venues will be known by early September.
- We know this isn't ideal, but could we ask schools to please be patient and flexible when entering teams.

### TIME OF GAMES

- Games are two 15 minute halves, with no half time break.
- On Mondays and Thursdays, game times are 3.45pm, 4.15pm, 4.45pm, 5.15pm, 5.45pm, 6.15pm, 6.45pm\*.
- *\*Please be aware that our Monday venue will be smaller than Sunnynook, therefore we may have rounds that start later than in previous seasons. i.e. additional round at 6.45pm.*
- On Tuesdays, game times will likely be 3.45pm, 4.15pm, 4.45pm, 5.15pm.
- The Y1&2's tend to play the earlier game times, and the Y5&6 the later times. But there are some overlaps, and often double-headers.

### SEASON DATES

It is a 9 week competition, starting in TERM 4 WEEK 1:

First Round Games begin: Mon 16<sup>th</sup>, Tues 17<sup>th</sup> & Thu 19<sup>th</sup> October 2017

Final Round Games: Mon 11<sup>th</sup>, Tues 12<sup>th</sup> & Thu 14<sup>th</sup> December 2017

## DRAWS & RESULTS

- Season Draws, and weekly Results will be published on: [www.localtouch.co.nz](http://www.localtouch.co.nz)
- *Game Requests / Dates Unavailable:* Please note on your online Entry, any dates (& reasons) that your team/s will be unavailable to play. We will do our best to accommodate this when creating the draw, but there are no guarantees. Note: if these requests are made after the draws are complete, it is unlikely they will be accommodated and the team will lose by default.

Please consult your school calendar for clashes with camps, prizegivings etc *before* submitting your entry. This will keep draw disruptions (including defaults) to a minimum.

- As well as the above request to consult your school calendar, to avoid defaults, please ensure you have enough players in your team to cover player injury/illness. Defaulting is unnecessary, causing disappointment and less games for opposition (in an already short season) and can skew the rankings.

## TEAM ENTRY PROCEDURE

- ENTRY MADE **ONLINE**; FEES TO BE **DIRECT CREDITED**.
- Your entry must be done using the form on the Local Touch website: [www.localtouch.co.nz](http://www.localtouch.co.nz)
- No verbal, emailed, or hard copy forms accepted.
- Provisional Entries: are due by **Friday 18 August**, along with your \$100 deposit per team. When you submit your online entry, you will be taken to an online Payment form. (see Finances section below).
- Confirmation of Entries: and Team Details are due by **Monday 18 September**, along with your \$250 balance per team. This form will be available online once Provisional Entries have closed.
- Please refer to Rules and Regulations on guidelines for Non-School/Composite Teams.

## PLAYER REGISTRATION

- We require registration of your players to be completed **ONLINE** via the Touch New Zealand registration system. We will not accept emailed or hard copies.
- The system is designed to reduce workload and duplication as much as possible for administrators/team managers, at Module, Province and National level.
- A link and instructions will be emailed out to team managers. This will be done September/October.
- Team Managers will have the ability to add details of their team players themselves or email each player a unique link to update their own details.
- Teams must be registered in the online system before their first game\* 17,18, 20 October.
- Please ensure you read the registration section of the Rules & Regulations regarding registering your team.

## FINANCES

### FEES INFORMATION

- Fees are **\$350.00** per team.
- A **\$100** deposit per team is due **with provisional online entries** by **Friday 18 August**.
- The balance of **\$250.00** per team is due **with online confirmation of entries** by **Monday 18 September**.
- Teams withdrawn after they have entered, will not be refunded their entry fee.
- **Teams that haven't paid in full by the first game will not be included in the draw until payment is received.**
- If you are getting sponsorship/funding to cover fees you will still need to pay your subs on time. We will not wait for your sponsorship/ funding to come through.

### PAYMENT PROCEDURE

- After you have submitted your online provisional entries, you will be taken to the Payment page on our website. Please fill out the payment form and complete your bank transfer. (We do not accept cheques or cash. Please contact [angie@localtouch.co.nz](mailto:angie@localtouch.co.nz) if your school has no online facilities).
- When you complete your confirmation of entries, you will again be taken to the Payment page on our website to pay balance on your fees.

## REFEREES

- The Module will provide qualified referees where possible.
- Please know they do everything they can to get referees to cover games. Unfortunately there is a shortage of qualified referees, and there's no guarantees how many will turn up on the day.
- Parents/Students interested in refereeing, can start with the beginners '**Touch Module Referee Course**' which is done online at [www.touchnz.co.nz](http://www.touchnz.co.nz) The cost is \$10. Go to the Referee page; at the bottom there is a link to the Courses section; once on the Courses page scroll down and click where it says "Click here to purchase the course".
- If you have Referees, Touch North Harbour can provide your school with an in-school practical beginner/refresher course for referees – the school chooses the date and time.
- For more information on these courses or to register [www.touchnorthharbour.co.nz](http://www.touchnorthharbour.co.nz)
- To register as a Local Touch Referee, or to enquire about becoming a Touch Referee, please contact Vicki McLellan, 444 2057.

## COACHING

- If you have new Coaches, Touch North Harbour can provide your school with an in-school introductory course for coaches – the school chooses the date and time.
- Local Touch also have a Coaching Guide available on the website to download.
- Touch North Harbour also run TNZ Induction and Level One Coaching Courses – for more information on these courses or to register, go to [www.touchnorthharbour.co.nz](http://www.touchnorthharbour.co.nz).

## PLAYER DEVELOPMENT

- As Local Touch are affiliated Modules (member of Touch North Harbour), our teams have access to Touch North Harbour player development opportunities. Please email [development@touchnorthharbour.co.nz](mailto:development@touchnorthharbour.co.nz) for further information.

## REPRESENTATIVE TRIALS

- The Touch North Harbour Representative Trials are scheduled for Sunday 29<sup>th</sup> October 2017. Times and venue to be confirmed.
- There are junior trials for Under 10's, Under 12's (as well as 14's, 16's, 18's).
- Any player from any affiliated Module can attend these trials – this includes all players from Local Touch Junior Modules.
- For more information on when and how to register for trials, go to [www.touchnorthharbour.co.nz](http://www.touchnorthharbour.co.nz).

## RULES AND REGULATIONS

- A copy of the Rules & Regulations are enclosed in this pack, and are available on our website [www.localtouch.co.nz](http://www.localtouch.co.nz).
- Please ensure you and ALL of your team are familiar with these Rules, and your supporters aware of at least the Code of Conduct.

## FIRST AID

- Each team is responsible for their own first aid. The coach/manager should be aware of any special medical conditions of a player.

## TOILETS

- Toilet facilities are available at both our venues.

## TEAM RESOURCES

- Local Touch will be distributing to each team:
  - 10 x caps
  - 6 x cones
  - 1 x ball
  - 1 x whistle
  - End of season Achievement Certificates
  - Weekly Player of the Day Certificates
  - Weekly Great Effort Certificates
- This will be distributed to schools prior to the season start, but only upon full payment of fees.

## PRIZEGIVING

- Prizes are distributed to winners and runners up straight after their last game on **Monday 11, Tuesday 12 & Thursday 14 December 2017.**



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## RULES & REGULATIONS

### PLAYING RULES OF THE GAME

- The Touch New Zealand 8<sup>th</sup> Edition rules will apply unless otherwise stated.
- Year 3 & 4: Coaches may support the players on field for the first two weeks.
- Year 1 & 2: Coaches may support the players on field for the entire season. As Year 1&2 are learning the game, there are a couple of adjustments to the rules:
  - Defence cannot move until the dummy half has passed the ball.
  - The referees can allow a bit of flexibility with 'forward passes' and 'off the mark'.
  - Although not a hard and fast rule, coaches should show courtesy to the opposition to allow them to get organised and set up on defence.

### REGISTRATION

- Teams are 6-a-side. Teams may register up to 14 players.
- Teams shall submit the names of players and other details **before the first round**. All teams must be registered online. A link for each team will be sent to School/Club Coordinators.
- Additional or replacement players must be registered with the Module Manager *before* they take the field.
- The penalty for a team being unregistered or playing unregistered players is forfeiture of all points scored in games in which the offence took place. The non-offending team will be awarded the game 5-0 or retain the points scored, whichever is the greater.
- Players may play in only one team (boys/girls or mixed). In cases of non-compliance, the penalty will be as for playing unregistered players (above).
- Players may not play for any other team than the one they are registered for. Team Managers must ensure they register enough players to cover illness/injury.
- Teams that qualify for Finals must use the same players that played in the weekly competition.
- Players must play five round robin games for their team, to be eligible to participate in finals *for their team*.

### COMPOSITE TEAM GUIDELINES

- A composite team is one composed of players from two or more schools.
- Acceptable purposes for composite teams are:
  - To encourage schools who only have a few players, to combine with another school so all players have access to playing Touch.
  - For students whose school(s) do not participate in a Touch Module.
- Composite teams are NOT for the purposes of developing 'super teams' or training opportunities for representative teams.
- These guidelines have been created to ensure:
  - Local Touch maintains a level playing field for our school teams, by discouraging the formation of 'super teams' through "*loading*" a team with elite players.
  - Schools are protected from being stripped of students that could otherwise be playing for their school.
- Local Touch is first and foremost about children's participation and fun playing the sport of Touch. We are happy to allow composite teams to ensure children get this opportunity.

### POINTS SYSTEM

- Points to be awarded:
  - 3 = win
  - 2 = draw
  - 1 = loss
  - 0 = default (win by default = 5-0 win, loss by default = 0-5 loss)
- In the weekly competition, draws count.

- If at the end of the qualifying round two teams have equal points, the team who beat the other will be placed ahead. If still undecided, the points scored for will be divided by the points scored against and the team with the highest points differential will be placed ahead.

### **DURATION OF GAME**

- Games shall be **15-minute** halves with **no** half time break.

### **VENUE**

- It is the Module Manager's responsibility to ensure the field dimensions are as *close to* the Touch NZ rules as possible and are coned each week.
- Keep off fields when closed, and note that **no** training is permitted pre-season. Any team caught training on Local Touch Module fields will be withdrawn from the module. The fields have work done on them during September and October by the Council, and if used during this time, will jeopardize the future of this Module.
- The Year 1 & 2 Grade will play on a half touch field.

### **UNIFORM**

- All players must wear identical shirts, preferably school shirts (numbers optional).
- No player is to play in bare feet.
- Rugby/soccer/touch boots are fine as long as they have moulded sprigs, no metal.

### **DEFAULTS**

- Defaults must be registered with the Module Manager by 12.00 noon on the day of play.
- The Module Manager will then be responsible to inform the opposition.
- If no notification is received from a defaulting team, they will be given a warning. If non-notification occurs a second time that teams place in the competition will be jeopardized.
- Please note: "A team will be considered to be in default should they not field a team within the first ten minute period of the game. For every two minutes that a team is late, then one touchdown will be awarded against that team to a maximum of five touchdowns."

### **CANCELLATIONS**

- Cancellations will be broadcast by 2.00pm:
  - Via the Local Touch website (on the News feed)
  - Via the Local Touch 'person in charge of touch' email database
  - Via the Local Touch Facebook page
- If we are forced to cancel, that night's game will not be replayed. Always follow the draw dates.

### **REFEREEING**

- The referee is the sole judge on matters of fact and is required to adjudicate on the rules of the game during play.
- Instances of players commenting on refereeing decisions, to the referee, during the game will not be tolerated.
- We seek the team managers' co-operation in ensuring that referees are shown every courtesy in their demanding job.

### **DISCIPLINE & PLAYER MISCONDUCT**

- Violence will not be tolerated in any form from any player, coach, referee or spectator. The fore mentioned must all abide by the Touch North Harbour Code of Conduct (please find attached).
- All teams are held responsible for the behaviour of their supporters.
- An automatic two week suspension will be placed on any player who is ordered off the field by a referee.
- Please refer to Rule 18 of the Touch New Zealand 8<sup>th</sup> Edition Rule Book.

### **PROTESTS**

- The only protests accepted shall be ones involving a violation of playing rules or the use of an ineligible or unregistered player.
- A protest that involves referee's judgments shall not be accepted.
- Protests must be submitted to the Module Manager within 30 minutes of the completion of the game.
- Protests are to be made on the official forms as supplied by the Module Manager. A fee of \$10.00 is to accompany the protest.
- Appeals are to be made on the official forms as supplied by the Module Manager. A fee of \$20.00 is to accompany the appeal.
- The above mentioned fees will be returned if the protest/appeal is valid and accepted.



## CODE OF CONDUCT

### **Code for Players & Team Officials**

1. Play the game for enjoyment.
2. Play by the Laws of the Game.
3. Never argue with the referee. Let your captain ask any relevant questions.
4. Play with control. Do not lose your temper.
5. Play for yourself and your team – your team's performance will benefit and so will your own.
6. Be a 'good sport'. Applaud all good play whether by your team mates or by your opponent/s.
7. Respect your opponents. Treat all players, as you would like to be treated.
8. Co-operate with team officials, your team-mates and your opponents.
9. At the final whistle applaud and thank your opponents and the referee for the match.
10. Play hard but fairly, never set out to injure your opponent/s.
11. Win with humility – lose with dignity.

### **Code for Spectators**

1. Do not use profane language or harass referees, players or coaches.
2. Remember, you are there to encourage and support your own team not to denigrate or to abuse the opposition in any way.
3. Applaud good play by the opposition as well as good play by your own team.
4. Show respect for your team's opponents. Without them there would not be a match.
5. Condemn the use of violence in all forms at every opportunity.
6. Verbal abuse of players or referees cannot be accepted in any shape or form. Players or referees are not fair targets for rude behaviour.
7. Encourage players to play by the Laws of the Game.

### **Non-Compliance**

- Harassment and profane language on and off the field will not be tolerated. If you cannot abide by the Code, think twice about playing at this Module. The majority come to play touch and enjoy their social time with their friends and family. We will not have children having to watch bad behaviour and listen to profane language.
- One warning will be given to any person not obeying this Code of Conduct. A repeat offence will result in expulsion from this Module.