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Affiliations

World Squash Federation
Australian Commonwealth Games Association
Oceania Squash Federation
Confederation of Australian Sport
Australian Olympic Committee

AUSTRALIAN JUNIOR OPEN

(Event Policy 5)



VERSION CONTROL

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Principal Partner



Official Ball



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1.0 General Information

1.1 Changes to Policies and Procedures

Changes to Policies and Procedures that may be made by the Squash Australia Administration, are subject to approval by the Squash Australia Board.

1.2 Definitions

CHAMPIONSHIPS is used when two events (such as AJC Individual and Team Championship) follow each other.

CLOSING DATE is the day specified in the Entry Form when tournament entries close.

EVENTS MANAGER is appointed by Squash Australia to oversee and manage the coordination, communication and evaluation of the tournaments preparation and the delivery. During the event, they are the on-site Squash Australia Representative empowered to deal with all Squash Australia responsibilities impacting on event delivery and acts as the principal contact with the Host Association.

GAMES are components of a match.

GENDER words importing only the masculine gender shall be interpreted to include feminine gender.

HOST ASSOCIATION is the State/Territory Squash Australia, who's tender to host a tournament has been accepted and has been appointed by Squash Australia to assist in the delivery of the tournament.

HOST ASSOCIATION EXECUTIVE/COORDINATOR is the State/Territory Squash Association's designated person to oversee and assist in the coordination, communication and evaluation of the tournaments preparation and delivery. During the event, they are the on-site Host Association representative empowered to deal with the Host Association responsibilities impacting on event delivery.

INSPECTION VISIT will be arranged by Squash Australia Events Manager with the Host Association to inspect all facilities and to establish an early planning meeting with the Organising Committee to confirm deadlines, responsibilities and monitoring processes.

MATCHES are between individual players. All matches in the tournament are to be PAR 11, best of five games, unless otherwise stipulated.

PAR 11 is Point-A-Rally scoring to 11 points.

PLAYERS are the competitors who compete in the tournament.

RULES of the INTERNATIONAL GAME OF SQUASH are the rules as approved by WSF and adopted by Squash Australia.

SEEDING PANEL is appointed by Squash Australia to seed teams and individuals at a tournament.

SQUASH AUSTRALIA is the national association that is the sole, officially recognised, national organisation responsible for squash in the country (Australia).

STATE or STATE/TERRITORY the Member Associations of Squash Australia (New South Wales, Victoria, Tasmania, Queensland, Northern Territory, Western Australia, Australian Capital Territory).

TOURNAMENT refers to a single event.

TOURNAMENT ADMINISTRATOR(S) are volunteer(s) or staff members from the Host Association or Squash Australia engaged to assist and prepare daily draws, match times, court allocations, plus the production of score sheets and all results during the event. They shall report to the Tournament Director on all matters.

TOURNAMENT APPEALS COMMITTEE is the body responsible for all appeals during the tournament. This committee is to comprise of the Events Manager, Tournament Director and Tournament Referee, and may include up to two other officials from States/Territories of players not involved in the appeal.

TOURNAMENT DIRECTOR is appointed by Squash Australia to schedule matches and courts, and is accountable to Squash Australia and the Host Association for the efficient conduct and delivery of the tournament.

TOURNAMENT ORGANISING COMMITTEE (TOG) is formed by the Events Manager in consultation with the Host Association and is charged with ensuring that the tournament is administered and coordinated effectively with Squash Australia.

TOURNAMENT REFEREE is appointed by Squash Australia to allocate match officials and make final decisions on matters arising in matches on court that relate to the Rules of the Game. Any matters concerning interpretations of the rules and disputes are to be referred to the Tournament Referee.

VENUE CONTROLLER may be appointed by the Events Manager in conjunction with the Host Association to be responsible for the efficient conduct of the tournaments at a specific rate.

WADA is the World Anti-Doping Agency.

WSF is the World Squash Federation – the world governing body for the sport of squash.

1.3 Tendering for Tournaments

Please see “Squash Australia Tournaments - Official Bidding Document” for details on bidding for the Australian Junior Open.

Australian Junior Open:

- Includes both Junior Men’s and Women’s Individual events
- Age Group Divisions
- Open event
- Hosted annually over Easter or week 3 (dates subject to approval by Squash Australia)

1.4 Control of the Tournament

At least seven (7) months before the Start Date, the Event Manager will form an Organising Committee to meet a member of the Host Association who will ensure that Committee members are briefed on the squash Australia Deadlines and Regulations. They will also ensure that the Host Association is aware that all those appointed to help run the tournament. All parties must agree that they are subject to the WSF’s Anti-Doping Rules & Regulations.

At least six (6) **months** before the Start Date, the Event Manager will nominate a Tournament Director to the Tournament Committee. The Tournament Director will be responsible to Squash Australia and the Host Association for the overall conduct of the tournament. They may not officiate or play in any match in the tournament. The Tournament Director may appoint Tournament Desk Administrator(s) as necessary to be responsible for all scheduling and administration at a venue including the tournament office, computer input, draw printouts and a results service (for participants, public and media).

The Tournament Director (or delegate) must be present at the venue and will ensure that players orders are checked for each match, courts are allocated appropriately, that the names of players are displayed publicly before the matches start and that referees are provided with score sheets naming both players in each match.

If the Tournament Director fails to resolve a dispute, they will refer it to the Tournament Appeals Committee.

At least four (4) months before the start date, the Event Manager shall nominate a Tournament Referee. The Tournament Referee is responsible for the allocation of match officials and to make decisions on matters arising in matches on court that relate to the Rules of the Game. Any matters concerning interpretations of the rules and disputes are to be referred to the Tournament Referee. They are also to act as the primary contact for WSF in all matters relating to rules and allocation of additional referees.

If the Tournament Referee fails to resolve an appeal, they will refer it to the Tournament Director. The Appeals Committee will consist of the Tournament Director (Chair), Tournament Referee and at least two other suitable representatives.

At least three (3) months before the start date, the Event Manager in consultation with the Tournament Referee will assign additional referees. Those being WSF Referees (WSFRs), National Referees (NRs), Regional Referees (RRs) and Additional Referees (ARs) from the Host Region. The number of Referees will be determined by the Tournament Director in consultation with the Tournament Referee.

The Tournament Referee shall supervise the referees and markers; and with the assistance of the Tournament Director will be responsible for scheduling them to ensure as far as possible that neutral referees are appointed to officiate at all matches. Higher standard Referees (i.e., WSFR’s, NR’s) will be allocated priority matches such as semi-finals and finals as far as possible. All allocations are subject to Tournament Director approval.

The Tournament Referee may not play in any match during the tournament, but maybe required to officiate on agreement with the Tournament Director. Their decision shall be final for matters arising in matches on court that relate to the Rules of the Game.

At the commencement of the tournament, all Officials and Sub-Committees (including the Appeals Committee) will be confirmed and made available to all participants.

Additionally, Squash Australia may nominate a suitably experienced Media Director for the tournament. The Media Director may invite international, national and local media representatives to the tournament in consultation with the Host Association. The Tournament Director and/or the Events Manager, who may not officiate or play in any match in the tournament, will:

1. Make an initial Inspection Visit and arrange an early planning meeting with the Host Association's Organising Committee to confirm deadlines and responsibilities as well as to establish a clear monitoring process. During the visit, they will check the suitability of venues, accommodation and transport; will advise on organisational arrangements; will ensure that the Tournament Regulations are applied.
2. Oversee entries, draw formats and playing schedules.
3. Chair the Tournament Appeals Committee and be responsible for communicating its decisions.
4. Chair the Seeding Panel and be responsible for communicating its decisions.
5. Prepare a report for Squash Australia after the end of the event.

The tournament shall be played under the current Rules of the Game (<http://www.worldsquash.org/ws/rules>).

The Squash Australia official ball will be used.

Competitors enter and play in the tournaments at their own risk. Neither the WSF, Squash Australia, the Host Association nor venues will accept responsibility for injury arising from participation in a tournament. This shall be stipulated on all Entry Forms and competitors may be required to sign a disclaimer to this effect.

All players who are under 19 years of age during the tournament must be made aware in the Entry Form that the use of protective eyewear in compliance with WSF, is mandatory whilst under 19 and is a Condition of Entry.

Anti-doping tests may be carried out at all tournaments in accordance with the WADA Code. A notice to this effect must be included on tournament Entry Forms.

The Entry Form must state that as a condition of entry all participants (including managers, coaches and physiotherapists) must agree that they are subject to the WSF's Anti-Doping Rules & Regulations. The WADA Prohibited List may be accessed on the WADA website **www.wada-ama.org**.

Any player refusing to undergo a doping control and any player guilty of a doping infraction proven by a positive laboratory test result immediately prior to, or during, a tournament will be subject to the disciplinary action and sanctions specified in the WADA Code (www.wada-ama.org). If the doping infraction occurs during a Team Championship and the guilty player has competed, the player's team will be withdrawn immediately from the event and will be placed last in the final Championship order. If confirmed only after the end of the event, the team they have represented will be placed last and all other teams shall move up the final order accordingly. If the doping infraction occurs during an Individual Championship, the guilty player will be withdrawn immediately from the event. If confirmed only after the end of the event, there will be no readjustment of prizes but the guilty player will be required to return any medals or prizes.

1.5 Referees and Officials

There should be a minimum of one (1) National Referees or higher in attendance at all times.

The Referees officiating the Under 19s main draw should be accredited at National level or higher where possible.

Where accredited referees are unavailable, players are to mark and/or referee the match directly following their own as directed by the Tournament Referee or Tournament Director. Where only one player is required, it will be the losing player who is to assist the referee.

Official and Referees should wear Squash Australia outfitting where available.

2.0 Australian Junior Open (AJO)

Squash Australia conducts on an annual basis, the Australian Junior Squash Open (AJO), which is a pinnacle event on the Australian Junior Squash Tour. The tournament is also registered with the World Squash Federation (WSF) on the World Junior Circuit.

The tournament will be offered in age groups for both Junior Men and Junior Women who are registered players of the Member of State or Territory Squash Association or WSF recognised International Squash Associations.

The tournament is located as per the bidding process "Squash Australia Tournaments - Official Bidding Document", with Squash Australia retaining ownership, intellectual property and copyright of the tournament.

Squash Australia conducts on an annual basis, the Australian Junior Squash Open (AJO) and may divest certain aspects of the tournament delivery by appointing one of the Member State/Territory Associations to act as Host Association in accordance to the following regulations.

2.1 Eligibility

This is an open event to all players who meet Squash Australia or WSF registration / affiliation, whilst also meeting age group criteria.

A player is deemed eligible for an age group, if that player has not turned that age on or before the last day of the tournament. Age groups are known by the under 'the age', i.e. Under 19's event,

Any player competing at the AJO may be required to submit a birth certificate or extract, for age verification processes. This condition is to be included on the Tournament entry form.

All entrants **must** have a valid WSF SPIN number on entry to the tournament.

All players must wear Squash Australia approved eyewear.

2.2 Conditions of Entry

The tournament is conducted under the requirements of Squash Australia and WSF. All players, coaches, officials, referees and event organisers participating in this tournament are subject to these regulations.

Entry forms will be available from the Squash Australia website. Every competitor is required to accept the "**Conditions of Entry**" shown on the entry form as determined by Squash Australia.

All completed entry forms are to be submitted to Squash Australia or online on or before the closing date as published. Each entry must be accompanied by the entry fee to be valid.

The tournament is both an alcohol and drug free event. As such and player/official or representative found under the influence or in possession of alcohol or illicit drugs will be in breach of these conditions and subject to disciplinary action.

A player may only play in one Age Group for the tournament. Players must play in their correct age group, with the exception of the Australian Junior Squash Open events (Under 19s), where all players are eligible to enter this age group.

It is an expectation that competitors will attend the trophy presentations prior to departing, so suitable travel arrangements should be made

2.3 Events

There will be five age groups of individual competition for Junior Men and Junior Women.

1. Under 19s Junior Men's and Junior Women's
2. Under 17s Junior Men's and Junior Women's
3. Under 15s Junior Men's and Junior Women's
4. Under 13s Junior Men's and Junior Women's
5. Under 11s Junior Men's and Junior Women's

The winner of the Under 19s event is to be called the Australian Junior Squash Open Junior Men's or Junior Women's Champion.

2.4 Timetable / Venue

The tournament is to be held over a period of three (3) or four (4) consecutive days during the Easter Weekend holidays. The tournament may be reduced to three (3) days if deemed necessary by Squash Australia.

The dates and location of the tournament will be announced twelve (12) months in advance by Squash Australia, as determined by their bid processes.

Matches are to be scheduled between the hours of 8:00am and 8:00pm each day. These can be amended where a large number of entries or venue restrictions occur.

Where possible, the tournament should run by a "follow on" format, whereby matches will run one after the other, rather than to their scheduled time. The Tournament Director must make this known to competitors.

The allocation of matches to days will be determined by Squash Australia and published on the Squash Australia Website. It is the responsibility of the player to ensure they are aware of the current schedule. However, where a time is changed with less than four hours' notice, the Tournament Director must confirm the time with both competitors before it is official.

Any match time changes due to religion, study or any other reason is solely at the discretion of the Tournament Director and affected opponent.

Players must sign-in with the Tournament Control Desk 30 minutes prior to the scheduled start time of their match. A player has 15 minutes after their match has been called to be on court. Any player that does not take the court after 15 minutes of the called time, may be defaulted.

Players may be requested to play earlier than scheduled if both are available and given adequate notice for warm up and preparations.

Court allocations can change at any time from those published, it is the players' responsibility to be familiar with court allocations at the venue.

2.5 Tournament Draw

Draw formats will be determined by the number of entries and availability of courts and officials, however will utilise either Monrad, Triple Plate or Round Robin events.

In cases where uneven number of players are participating or to guarantee three (3) matches, qualifying matches maybe required. All draws including the separate draw utilised for qualifying first round losers is still considered part of the overall standings of the tournament.

A draw is not to be conducted where less than four entries are received, unless approved by Squash Australia.

The draws are to be considered draft until the day before play commences. The draws will be published via the Squash Australia website no later than seven (7) days prior to commencement of the tournament.

All players will be guaranteed at least three matches at the tournament. In the event of byes and/or withdrawals, participation matches will be organised by the Tournament Director.

Seeds are to be done as follows:

- Seed top two players 1 and 2, place them into the draw in the appropriate location.
- Group players 3 to 4, randomly allocate in the 3/4 locations.
- Group players 5 to 8, randomly allocate in the 5/8 locations.
- Group players 9 to 16, randomly allocate in the 9/16 locations.
- Group players 17 to 32, randomly allocate in the 17/32 locations.
- Group players 33 to 64, randomly allocate in the 33/64 locations.

Seeding for a Platinum Tournament will be done by a seeding panel appointed by the Tournament Director. This seeding panel will base the seeds for tournaments off the national rankings.

Under circumstances where international players participate in tournaments, the seeding panel will use international rankings to seed players accordingly.

Seeding for the AJO will use rankings released in the month that tournament entries close. i.e. If entries for a December tournament close in November, the November rankings will be used for that tournament.

In the event that a seeded player withdraws from the 1st Round then the following procedure applies:

- i. Where the withdrawal takes place after the draw has been created and before 09:00 hours three days before the start date then if the player was seeded (top 16) the draw will be re-seeded in bands i.e. any vacant seeds in the 1/8 band will be replaced by seeds from the 9/16 band and they in turn will be replaced by seeds from the 17/32 band etc. Replacements shall be in seeded order within bands taking the highest seed designated by the WSF Seeding Panel within that band.
- ii. In the circumstances where 1st or 2nd seed withdraw after the draw has been made and before 09:00 hours three days before the start date, the Tournament Director may choose to re-make the draw if it is deemed unbalanced.
- iii. In the event of any withdrawal later than 09:00 hours on the day before the start date, the draw will stand and a walkover shall be given to the opponent of a withdrawn player.

The only seeding changes that are permissible are when two players from the same State/Territory or International country are scheduled to play each other in the first round. Squash Australia will attempt to ensure two players from the same State/Territory/International don't play each other in the first round however there may be circumstances where this isn't achievable.

If any player withdraws 24 hours prior to commencement of the 1st match, the Tournament Director may fill the vacancy by moving players in accordance with the method originally used to establish the draw.

Any player forfeiting through injury/illness will automatically be withdrawn from the remainder of the individual event.

Results will be made available via Australian Website within two hours of the completion of matches. Results will also be displayed at the venue as soon as practicable after the completion of each day.

2.6 Host Association

Squash Australia and the Host Association will organise the tournament in accordance with the regulations listed in this document and any regulations included in "Squash Australia Tournaments - Official Bidding Document". The tournament is to be run in compliance with the WSF regulations of the game in the event Squash Australia has not covered a specific area in the following document.

Any matters concerning the tournament not provided here or in "Squash Australia Tournaments - Official Bidding Document" are to be referred to the Squash Australia Events Manager or Tournament Director. The rulings given by the Events Manager and/or Tournament Director are to be accepted as final.

Practice Courts and balls are available to all competitors on the day proceeding the first day of play and apportioned according to the number of players wanting to use the facilities. Courts should only

be booked at a maximum of one-hour time slots. The cost of the practice courts is to be well displayed and is to be paid by users/competitors to the Venue either at time of booking or use.

The Host Association is to engage a local photographer for the tournament who will at least take photos of the presentations. These photos are to be provided to Squash Australia, with any costs to be agreed prior to the commencement of the event. These photos may also be offered for purchase at or after the tournament to events participants at discretion of the host.

The Presentation function is to be organised by the Host Association and will be conducted at the completion of the finals at the competition venue.

The Host Association is to ensure contractual clarity exists with Venue Management and/or the Pro-shop operator, so as to allow Squash Australia authorised products to be sold and/or services at the venue.

All Official and Referees are to be supplied with appropriate refreshments whilst officiating.

The publishing of a program is optional (this includes an electronic version), however, Squash Australia must approve any program prior to printing and distribution.

2.7 Trophies and Awards

Squash Australia is responsible for the supply of tournament trophies or medals, with the winner, runner-up and third place in each event to receive either a trophy, medallion, prize or certificate.

Perpetual Trophies are provided to the following events and are not to be retained by the winners, but will be maintained and transported by Squash Australia:

- Australian Junior Squash Open – Junior Men's Under 19 Winner – David Palmer Trophy
- Australian Junior Squash Open – Junior Women's Under 19 Winner – Sarah Fitz-Gerald Trophy

No prize monies are to be paid to any competitor.

2.8 Other

Visiting Associations and Officials are to be responsible for their own costs incurred travelling to or during the tournament. This includes transportation, accommodation or any other costs incurred by their representatives.

Squash Australia is responsible for the financial operations of the tournament. This includes collecting entry fees, merchandise sales, paying of court hire etc. The entry fee(s) of the tournament should not exceed a 5% increase on the previous year.