



Wellington Hockey
Association

Small Sticks Competition Handbook 2017

*Information for Primary Schools/Clubs
for the Playing Season*

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General Information

Contacts

Wellington Hockey Association (WHA)

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Email:
mark@wellingtonhockey.org.nz
Web:
www.wellingtonhockey.org.nz

Physical Location:
Administration Building
National Hockey Stadium
Mt Albert Rd
Newtown

Board:

Chair: Nicola Airey
Yogesh Patel
Danella Rennie
Melanie Aiken
Sharyn Mitchell
Gerald Ross
Hamish Clentworth

Staff:

Chief Executive	Trafford Wilson
Office Administrator	Claire Booker
Finance Officer	Jake Inwood
Facilities and Events Manager	Mark Nunn
Community Hockey Officer	Jainesh Suhka
Capital Community Hockey Manager	T B C
Capital High Performance Manager	Dane Lett

- **Jake Inwood** manages the invoices for affiliation fees and game turf fees and can be contacted using the above phone and fax numbers or by email jake@wellingtonhockey.org.nz for enquiries in regards to finance.
- The **Youth Advisory Council** comprises a number of volunteers who together with the above WHA personnel, manage all aspects of the WHA youth competitions. Further details are on the WHA website.

Kapiti Coast Recreational Turf Trust Contact Details

P O Box 523
Paraparaumu 5254
Phone: 0508 462 539
Website: <http://www.kapitisport.org.nz/>

Physical Location:

Mazengarb Reserve, Scaife Drive, Paraparaumu

School/Club Contacts

A register will be established for the current season's contacts. This database is used for ALL communications to Schools/Clubs by WHA. Please advise Mark immediately should any of these details change.

Draws and Results

Draws and Results are made available on the WHA website at <http://tournamentmaker.co.nz/wgtnhockey/>

The rules noted in the **Wellington Hockey Association Local Competitions Handbook** apply to all Primary, Secondary and Open Grade competitions.

This Handbook provides any exceptions to the Local Competitions Handbook

Competition Dates

Non-Playing Days:

Queen's Birthday Weekend		3 rd June – 5 th June
School Holidays		15 th July and 22 nd July
P1 Boys	Blenheim Quad	TBA
P1 Girls	Blenheim Quad	TBA

Playing Schedule:

Competition Round 1	6 th May – 10 th June
Competition Round 2	17 th June – 29 th July
Competition Round 3	5 th August – 2 nd September
Semi Finals	9 th September
Final	16 th September

No Semi Finals or Finals will be played at NHS due to National Hockey League Tournament being played in Wellington in 2017. These games will be scheduled between Fraser Park, Maidstone, Elsdon and Kapiti.

Please note Mini & Kiwi sticks will commence on the 13 May and will conclude on the 9th September

Other useful dates:

WHA AGM	20 th March 2017
Youth Representative Prize Giving	25 th November 2017
Team Registrations Due	Friday 31 st March 2017
Player Registrations Due	Friday 19 th May 2017
Affiliation Fee Payments Due	Wednesday 14 th June 2017

1. Playing Day

Saturday mornings and as required at WHA's discretion.

2. Length of Games

Games must start and finish on time.

All games will run to the schedule allocated by WHA, should a match start late the match will be shortened to ensure that the next game is not effected.

All games at P1 level are to have 25 minute halves. All other grades will have 20 minute halves. Maximum half time is 3 minutes.

3. Umpires

Every team must register an umpire when registering a team These umpires will then be appointed to teams that they are associated with rather than random allocations.. Umpires registered with teams will be required to attend an umpires course prior to the beginning of the season.

Please note WHA will appoint umpires to all P1 fixtures in the 2017 season.

4. Defaults

Please notify the tournament controller of any default no later than the Wednesday before the match. Defaults still incur turf fees with the defaulting team required to pay both teams' turf fees for that match. Teams defaulting after the Thursday deadline will be levied a \$50.00 penalty in addition to turf fees.

5. Requests to Re-schedule

There are no deferments in Small Sticks Hockey. Representative quadrangular tournaments are taken into account when draws are prepared. During the weekend of the quadrangular tournament, WHA will ensure that teams involved will play as early as possible to ensure that all players have sufficient time to travel and attend this tournament.

6. Cancellations

Turf games are not often cancelled. The main cause for cancellations is flooding and cold (below 5 degrees celsius) conditions. In such events WHA will cancel matches, a cancellation notice will be put on our facebook page and also a notification will be sent via the Wellington Hockey phone App, an email will also be sent to all team contacts as soon as possible

If the condition deteriorates sufficiently while a game is in progress, the duty team and or Wellington Hockey appointed custodian in consultation with both coaches can agree to call off matches. Please note games that are called off are unable to be rescheduled.

Games may be cancelled due to an Act of God (force majeure). In these circumstances Wellington Hockey will reschedule the matches for Monday-Friday where practical. Where this is not practical (i.e. time restraints due to semi-finals or similar) then the cancelled match will be deemed a draw.

NOTE

The WHA body, as provider of the venues under charter has the right to close the grounds.

7. Results

Point Allocation:

WIN – 3 Points, DRAW – 1 Point, LOSS – 0 Points

In the event of a default the result shall be recorded as a 0-3 loss to the defaulter and a 3-0 win to the other side. The team who wins by default will be awarded 3 points.

Game Cards must be completed prior to games commencing and are obtained from the duty Club/School team. Any injury incurred during the course of the game must be noted on the reverse section of the card. At the end of the game the card is to be signed by both teams and returned to the duty Club/School team. The cards must then be left in the duty box for collection. Teams failing to fill in or complete the card in full are subject to forfeiting any points gained for that match. If no points were gained, then points may be deducted from points already gained and the team issued with a warning. Repeat offences may result in financial penalties.

8. Turfs and Facilities

- a. The NHS, Fraser Park, Maidstone, and Elsdon turfs are administered by the Wellington Hockey Association. Kapiti Coast turf is administered by the Kapiti Community Recreational Turf Trust.
- b. All players must comply with the rules set down for turf use by the Trusts. These include but may not be limited to;
 - No practice on the turf or side of turf while games are in progress, or on the concrete area in front of the Pavilion at the NHS.
 - Players (who are about to sub) and Managers (when subbing players) ONLY may be present "turf side".
 - NHS1 - on the concreted areas of the grounds immediately alongside the team dugouts
 - NHS2 – outside the fence and in the dugouts
 - NHS 3 outside the fence and in the dugouts
 - Fraser - outside the fence
 - Elsdon - outside the fence and in the dugouts
 - Maidstone - outside the fence in the dugouts
 - Managers may move to the sideline when subbing players.
 - No sugar based drinks are allowed on the turf.
 - Glass bottles must not be taken onto the turf
 - No food is allowed on the turf.
 - Blood stains on the turf must be washed off the turf immediately.
 - No spitting on the turf.
 - No blowing nose on the turf.
 - No smoking within the grounds
 - As the NHS Pavilion is a licensed facility, no alcohol may be brought onto the site or into the Pavilion (Licensing conditions do change from time to time, NHS will advise of these as they occur).
 - No dogs allowed within the grounds
 - Drivers must observe the parking restrictions or risk being towed away. Clear access must be available to the Pavilion and turf areas for ambulance access in the case of serious injury.
 - Valuables should not be left visibly in cars nor left in the changing rooms.
 - Changing Rooms must be left in tidy condition after each team use - coaches or managers please check this. Teams will be invoiced for damage and changing rooms will be locked to Primary grades if vandalism occurs.

Lights and Water

- a. NHS lights are operated by a timer at the NHS Stadium and by WHA personnel (or by pressing the button on the light panel under the external stairs leading into the pavilion). Lights are also on a timer at Fraser Park (button on lamp post near rubbish bin outside pavilion) and Elsdon (button on lamp post on corner of turf as you walk in the main gate) and can be turned on by users as required. Lights at Maidstone can only be turned on by a member of WHA staff. Kapiti-based teams are responsible for the lights and watering the pitches.
- b. All three NHS turfs and the Kapiti turf are water based and require regular watering. This is carried out according to an arranged schedule.

Turf Fees

- c. The charge-out rate for a turf is \$36.40 per game per team for Premier 1 games and \$28.08 per game per team for all other grades. Schools/Clubs will be invoiced for turf fees by WHA. Most teams will play up to 16 ? games this season
- d. Turf fees for training times are billed directly by WHA.

9. Equipment and Uniforms

- a. Each team shall supply a ball for each match in which it is engaged. These balls shall be used one in each half of the game. For all games played under lights teams will provide a coloured ball other than white, this may be used as an alternative.
- b. Each Club/School must register their uniform/colours/design with WHA at the time of team registration and send a photo of the team uniform to be displayed on the WHA website.
- c. WHA will advise Clubs/Schools in grades where there is potential for a colour clash at the commencement of the season.
- d. In the event of a uniform strip colour clash the team appearing first in the draw is required to provide the alternative strip. For those teams who do not have an alternate strip, they must use their own set of bibs.
- e. New Clubs/Schools or Clubs/Schools which would like to make substantial changes to their existing uniform design or colour must submit their design and colour to WHA for approval before they are able to take part in the competition in the new uniform.
- f. Each Club/School team must wear its Club/School approved uniform colours at each match.
- g. All players must wear a proper hockey uniform i.e. correct socks, shorts/skirts and tops as per their team's approved uniform colours. Playing shorts must not have belts, buckles or external zips (e.g. on pockets) as these may cause injury to the wearer, to an opposing player or to the turf surface.
- h. All 11 aside teams must play with a fully kitted goal keeper
- i. Captains of all teams must wear an identifying band or ribbon
- j. Goalkeepers must wear protective equipment including a helmet and a different coloured shirt from that of both teams.
- k. Goal keeper pads must have buckles taped
- l. All 11 aside teams are to wear numbered shirts?
- m. Players must not wear peaked caps, although foam collapsible sun visors are permitted.

- n. Track pants may not be worn as a playing uniform, unless weather conditions warrant this attire, at the Umpires' discretion.
- o. Running-shoes or turf shoes only may be worn when playing on the turf.
- p. **All players must wear a mouth-guard and shin pads.** Players will not be allowed by team management to take the turf without these items. In accordance with Hockey New Zealand guidelines.
- q. Each team is to carry a First aid Kit. This should include water and ice/ ice pack.

Blood Bin Rules

- a. If a player is bleeding or has an open wound on their skin then that player must leave the field immediately and shall not re-enter until the bleeding has ceased and/or the wound is adequately covered.
- b. Blood stained clothing must be replaced.
- c. If blood staining should occur on the turf, immediate cleaning must take place by applying alcohol which is available from a labelled cupboard in the tunnel at NHS and in the foyer at Fraser Park and in the kiosk in the first aid box at Kapiti. For blood at Elsdon and Maidstone turfs please advise WHA office as soon as possible so this can be cleaned.

10. Fair Play

All Clubs/Schools should ensure that their teams and spectators exhibit a good standard of sportsmanship. Bad language, dangerous play and the abuse of umpires will not be tolerated. Any complaints should be made in writing to the WHA Office as soon after the incident as possible.

Refer to section 5 of the Local Competition Handbook (Judicial) for full detail.

11. Affiliation Fees

- a. Primary Grade Teams \$464.10
- b. The Affiliation fee for each team must be paid in full no later than 14 June 2017. This fee includes a player affiliation fee passed on from Hockey New Zealand.
- c. Affiliation fees partially fund the salaries for staff who administer the youth competitions (Secondary School, Primary and Mini Hockey) but do not cover all costs associated with managing the competitions.
- d. Invoices for Turf fees will be sent out with the invoice for Affiliation fees. All turf fee invoices are to be paid in full by the 14th June. Any School/Club falling more than 30 days in arrears shall be withdrawn from competition.

12. Team Registration

- Teams must be registered by 5.00pm on Friday 31 March 2017, via the online system. Late registration and or payment of fees may result in registrations being declined in future years.
- Teams are to be entered in the competition best suited to their skill level and experience
- Clubs/Schools cannot enter more than one team into the Premier One grade unless prior agreement was been reached with Wellington Hockey Association.
- Wellington Hockey Association reserves the right to place a team in the appropriate grade for their skill level.
- All 11 aside teams must play every game with a fully kitted goalkeeper

- The following information mandatory for team registration
 - Team Contact First Name
 - Team Contact Last Name
 - Team Contact Phone No
 - Team Contact Email Address
 - Grade wishing to compete in the 2017 season

13. Player Registration

- Players may be registered in one team only and registration of team players must be received by 5.00pm on 19 May 2017.
- For an 11-a-side team to be eligible for registration they must have no less than 13 players listed at the date of registration.
- Teams in the 11-a-side mixed grade can have up to but no more than eight (8) boys on the field at any one time. There must be a minimum of 5 girls registered. All other grades are single gender only.
- If a player has played 3 games above their registered grade they cannot then play below that grade until re-registered.
- Re-registration can be requested by e-mail to the tournament controller.
- A player may only be re-registered **ONCE** in a season.
- No player can be re-registered after the conclusion of round robin play.
- Match Cards **MUST** be completed fully including the player's first name and surname and will be regularly scrutinized to ensure clubs and schools are following the correct procedure.
- Players can only play **ONE** game per day.
- The lowest team for a school/club may use a field player from the team directly above them when their regular goalkeeper is unavailable. ALL other teams **MUST** use players from the team below them. Please note that players are only allowed to play one game a day.
- Goal-Keepers may be registered as field player in a lower grade team.
- Please note players can only play one game a day. A goal-keeper is allowed to play 2 games in one day, provided they are playing one game in goal and one game in the field as per above rules.
- No Year 6 students are to be registered in the Kwik Sticks (11 aside) competition
- Clubs and schools can request for year 6 players to play in the P2 (or lower) year 7/8 competition to support 'one-off' special circumstances i.e. school camps.
- WHA will monitor premier year 7/8 competition match cards throughout the season. If a club fields ineligible year 6 players in the premier competition more than once in the season without prior WHA approval being granted (see rule above), that club will not be eligible to field a P1 team in the following season.

14. Club and School contacts

A register will be established for the current season's contacts. This database is used for ALL primary communications from Wellington Hockey Association. Please advise Wellington Hockey as soon as possible should any of these details change. markinfo@wellingtonhockey.org.nz
 This should include the club/school convenor. This is the person that needs to liaise with WHA on all matters involving the club as a whole or a single team of the club.

15. Duty Teams

All teams will be on a roster and will be expected to do at least 2 duties during the course of the season. Failure to fulfil the full duty team responsibilities will result in a penalty fine of \$100.00. Each team will be charged \$20 for the season, this covers NHS duties so no team is required.

A schedule of duties will be held at all venues.

Copies of duties are at the back of this handbook.

Competition Rankings

Competition rankings in all grades are determined by the HNZ Primary Schools Hockey Tournament Format for determining rankings at the end of Pool play or Round Robin play.

That is:

- a) In each grade teams will be ranked according to the number of points each has accumulated in the competition.
- b) If at the end of the competition two or more teams have the same number of points for any place, these teams will be ranked according to their respective number of matches won.
- c) Should there still remain equality between two or more teams, then these teams will be ranked according to their respective goal difference (which means 'goals for' less 'goals against').
- d) A positive goal difference always takes precedence over a negative one.
- e) If there still remains equality between two or more teams, then these teams will be ranked according to their respective number of 'goals for'.
- f) If there still remains equality between two or more teams then the result(s) of the match(es) played between (only) those teams involved will be taken into consideration to determine the ranking of the tied teams.

16. Practice Turf

This area (at NHS) is only available to the 4 teams for the game duration immediately prior to their game. Team officials must ensure their players are wearing the correct protective equipment in the practise area. The Fraser practice turf may be used in the same manner as long as no 6-a-side/mini competition is running.

Competition Details

17. The Draw

The draws and results are available on the WHA website at <http://tournamentmaker.co.nz/wgtnhockey/>

Where possible, WHA will schedule semi-finals to the 1st and 2nd seeds "home" ground (home ground being defined by the closest to where their club is based). Please note No Semi Finals or Finals will be play at NHS due to National Hockey League commitments These games will be scheduled between Fraser Park, Maidstone, Elsdon and Kapiti.

18. Competition Structure

Teams can be promoted or relegated if deemed necessary by the WHA Office in consultation with the Youth Advisory Council.

Premier Grades

There will be a boys' competition at P1, P2 and P3 and a girls' competition at P1, P2, and P3 where team numbers allow.

No girl shall play in the boys' competition neither shall any boy play in the girls' competition.

Grading games may be set if the WHA office deems it necessary.

Where possible there will be 6 teams in each grade however this is dependent on team entries each year.

At the conclusion of the first round, the teams who ended bottom of Grades 1 and 2 for Boys and 1 and 2 for Girls, may be relegated to the Grade below (e.g. bottom of P2 is relegated to P3). The Team placed top in Grades P3 to P2 will be promoted to the Grade above (e.g. winner of P3 will be promoted to P2). Points from rounds two and three will be accumulated to determine the semi final placings for each grade.

Mixed Grade

Any teams comprising boys and girls will be placed in the mixed grade. There can be no more than eight (8) boys on the field at any one time. There must be a minimum of three (3) girls on the field at all times and at least five (5) girls registered in the team. The purpose of this grade is essentially social and developmental.

All three rounds points will be accumulated to determine the semi final placings.

Should there not be enough teams for this to go ahead, then teams may be given a dispensation to go into the bottom boy's grade.

19. Rules for drawn Semi Finals and Finals

11 aside

Should the scores be level at the completion of a semi final or final game, there will be extra time as follows:

- Four minutes of extra time with each team dropping two (2) players so that nine (9) players including a goalie play. First goal wins. (Golden Goal)

- Should the scores still be level a further four minutes with the teams dropping a further two (2) players so that seven (7) players including a goalie play. First goal wins. (Golden Goal)
- Should the scores still be level each team will go to a penalty stroke competition

Penalty Stroke Competition

- Five (5) players from each of the two teams, chosen by their respective Team Managers from the players listed on the Game card, but excluding any player who has been suspended Permanently (red card) from the field of play during the same match by the umpires, shall take a penalty stroke alternately against one and the same goalkeeper of the other team, unless the latter has been incapacitated and replaced, making a total of ten (10) penalty strokes, five (5) for each team. The players must take the penalty strokes in the same sequence as the list of five (5) players nominated and communicated by the Team Managers to the umpires prior to the start of the penalty stroke competition. (List of players by name or shirt number in stroke order plus the goalkeeper – if not a stroke taker)
- If during a penalty stroke competition a player (either a stroke taker or a goalkeeper) is suspended, then that player shall take no further part in that penalty stroke competition and, unless a goalkeeper, cannot be substituted.
- If a stroke taker, any stroke the player should have been entitled to take will be counted as no goal. If a goalkeeper, the replacement may only be from one of the nominated stroke takers.
- The player replacing the goalkeeper may continue to take penalty strokes, but when required to defend penalty strokes must wear protective headgear. This player may also wear other approved goalkeeping equipment. (An incapacitated goalkeeper may be substituted).
- The umpires shall choose the goal to be used and they shall toss a coin with the captains to decide which team shall take the first penalty stroke. The team having scored the higher number of goals shall be the winner and the competition shall cease once an outright winner has been established.
- In the event of an equal number of goals having been awarded, another series of penalty strokes shall be started with the same players, subject to incapacitated goalkeepers being replaced and shall feature "sudden death", which shall mean that the winner shall be the first team to have been awarded one more goal than the opposing team after an equal number of strokes (no minimum) have been taken by each team. If necessary, this "sudden death" series may exceed ten (10) penalty strokes, five (5) for each team. The sequence does not need to be the same as in the previous series and the Team Manager may choose at the time of each stroke which of the five (5) nominated players will take the stroke, using all five (5) nominated players per round.
- The Team Managers, goalkeepers and nominated stroke takers only may enter the field of play during a penalty stroke competition. All these persons will remain outside the twenty-three metre area unless a player is authorised by an umpire to take or defend a penalty stroke.

20. Miscellaneous

Any situation not covered in this Handbook shall be dealt with in accordance with the WHA Local Competitions Handbook for the Open Grade. The WHA will deal with all matters not provided for in this Handbook or the rules of the WHA Local Competitions Handbook for the Open Grade.

*Wellington Hockey Association
January 2017*

Duty Team Responsibilities

At least one adult needs to be on duty during all the Small Sticks games.

The Duty Box will be at each turf. It will be left at the middle dugout.

This should contain:

- 1X Duty Team Bib
- 1X Hooter (Gas)
- Supply of Game Cards
- Duty Team Folder
- First Aid Kit

Start of Game:

- The hooter/whistle should be sounded at the beginning of the first game of the day, and then only sounded to conclude each game.
- The person that is triggering the horn/timekeeping must have their back to the game in the final countdown to end the game. The only time a game will continue is when playing out a Penalty Corner.

Prior to the start of a game:

- Signal to teams (3) three minutes to start
- Visually check that all players are wearing shin guards and look for mouthguards when they enter the turf.
- NO Player can play without both a mouthguard and shin guards
- Goalkeepers: They must be fully kitted and ready prior to the game commencement. Fully kitted includes all protective gear, and an over shirt that is a different colour to the playing teams. Buckles on goalkeepers gear must be covered with tape (this is to prevent it ripping the turf).
- Ensure that teams have completed the Playing/Score card and have given to the umpire.

End of Game:

- Collect signed game cards from umpire and place in the duty box.

End of Day:

- Leave Duty Box in middle dugout for collection.

Some Reminders:

- Only Managers and Players are allowed inside the fenced turf areas as per the turf-side rule.
- Wear your duty bib so that everyone knows you're the duty personnel.
- Ice and Water are the responsibility of the Coach/Manager of each team.
- Check the duty box, as there may be newsletters or notices to be handed out to teams.
- You are not there to Referee games.

On behalf of Wellington Hockey Association, thank you so much for your help in running the competition.

Enjoy the day!