

INTERNATIONAL SCHOOL SPORT FEDERATION

ISSE

TENNIS 2009



**WORLD SCHOOLS'
CHAMPIONSHIP**

**GERMAN-SPEAKING COMMUNITY
BELGIUM**

25.04 - 01.05.2009

Bulletin N° 3

INTERNATIONAL SCHOOL SPORT FEDERATION
&
“SPORTDIENST” OF THE GERMAN SPEAKING COMMUNITY OF BELGIUM
With the help of the “Province de Liège”

ISF - TENNIS 2009

WORLD SCHOOLS CHAMPIONSHIP

from 25th April to 1st May 2009

GERMAN SPEAKING COMMUNITY / BELGIUM

BULLETIN 3

It's our pleasure to send you Bulletin 3 for the **World Schools Championship in Tennis** which will take place from Saturday 25 April to Friday 1 Mai 2009 in Bütgenbach, Eupen and Barchon.

This bulletin consists of 2 parts:

- Additional information.
- The detailed entry form which must be returned as soon as possible and at the latest by 25th March 2009 if possible by e-mail and by post with photographs included in both despatches.

***We look forward to welcome you in the
German speaking Community of Belgium
In April 2009***

World Schools Tennis Championship Organising Committee

Norbert Kever, OC Chairman
Sportdienst des Ministeriums der Deutschsprachigen Gemeinschaft
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TEAMS REGISTERED

The following teams will be taking part in this Championship:
14 boy teams and 13 girl teams:

Boys / Schoolteams:

Australia, Belgium German speaking Community, Belgium French speaking Community, Belgium Flanders, China, Chinese Taipei, England, France, Germany, Italy, Liechtenstein, Puerto Rico, Sweden, Turkey.

Girls / Schoolteams:

Australia, Belgium German speaking Community, Belgium French speaking Community, Belgium Flanders, China, Chinese Taipei, England, France, Germany, Italy, Puerto Rico, Sweden and Turkey.

1. PARTICIPATION AND COMPOSITION OF TEAMS

- 1.1 There will be a competition organized in the following categories:
 - School teams, boys
 - School teams, girls
- 1.2 All students in the boys school team must have been enrolled at the same school since the beginning of the school year 2008/2009.
All students in the girls school team must have been enrolled at the same school since the beginning of the school year 2008/2009.
- 1.3 Each delegation (one or more teams) will nominate a Head of Delegation who will be responsible for the team or teams in his/her delegation. He/she may not combine the functions of head of delegation and coach.
- 1.4 A full delegation will comprise 15 persons: a head of delegation, 2 teachers/trainers and 12 players (2 teams of 6 players).
- 1.5 Each participating country has the right to include a maximum of 2 additional adults whose function must be specified: doctor, physiotherapist, interpreter, security personnel, ministerial representative, journalist.....
Any other additional persons will not be considered part of the official delegation and will not be accredited by the OC.
- 1.6 Players must be enrolled as full-time students in the country which they represent and must have been born in 1992, 1993, 1994 or 1995. Neither older nor younger athletes will be accepted.
- 1.7 The school teams must provide a document certifying that each player of the team is enrolled at that school.
- 1.8 Each participating team must be nominated officially by the school sport authority in the ISF member country.
- 1.9 Before the start of the Championship each delegation has to present to the Control Commission:
 - payment of the balance owing or proof that this has been paid.

- for each player, a passport or official identity card with photo, surname, forename, date of birth and nationality.
- the document certifying that each student of the team is registered at that school.

2. INTERNATIONAL GET-TOGETHER

- 2.1 Delegations are required to take part in an evening “**International Get-together**” organized with the aim of encouraging exchanges between the different cultures of participating countries. The young people are invited to introduce and to promote their countries and their culture in an original way. Each delegation has to organize a stand at the “Tourist Fair “on the theme “Suppose you came to spend your holidays in my country?” This presentation may be made in the form of leaflets, video, CD, photos or other original ideas, for example by offering a taste of typical culinary specialities (dishes, drinks). In addition, each delegation may, if it wishes, introduce a facet of its country’s culture on stage (the stage is yours – dances, songs, sketches...) maximum 4 minutes.

3. COMMUNICATION

Each day’s results along with important information from the OC will be published in the daily bulletin.

In addition, the ISF internet site and the organizers’ internet site will be updated regularly.

4. DATES

- 4.1 Delegations will arrive on Saturday 25th April 2009.
- 4.2 Delegations will depart after breakfast on Friday 01st Mai 2009.
- 4.3 If the distance between Bütgenbach and the capital of a participating country on another continent exceeds 5000 kilometres the delegation may extend their stay by arriving one day earlier **or** leaving one day later.
- 4.4 The country concerned is responsible for an extended stay for the delegation (before or after the event) It shall not be the responsibility of the Organizing Committee.
The organizers will be able to give you information on alternative accommodation in the area for your use outside the period of the Championship and for those accompanying the delegation.

5. PROGRAMME

Saturday 25th April	Welcome Payment of fees – Accreditation Housing of teams Training will be possible in the afternoon Meeting of heads of delegation/team managers/umpires
Sunday 26th April	Opening Ceremony Competition
Monday 27th April	Competition
Tuesday 28th April	Competition Cultural programme Evening « Meeting of the Nations »
Wednesday 29th April	Competition ¼ Finals and ½ Finals
Thursday 30th April	Competition: Finals Girls / Boys Friendships Mixed-Doubles Prize-giving, Closing Ceremony & Farewell Party
Friday 1st May	Departure of Delegations

6. TRANSPORT

- 6.1 Travel to Brussels / Zaventem and Brussels / Charleroi international airport, to Liege, Eupen (Belgium) or Aachen (Germany) railway station, is to be arranged and financed by each participating country.
- 6.2 The organizers will finance and be responsible for transfer of delegations from Brussels / Zaventem and Brussels / Charleroi international airport, from Liege, Eupen (Belgium) or Aachen (Germany) railway station and their accommodation on arrival and departure and similarly all transport in connection with the official programme (sports and cultural programmes).

7. BOARD, LODGING AND SERVICES

- 7.1 All players and coaches will be accommodated in the Sport Center “Sport- und Freizeitzentrum Worriken” in Bütgenbach in chalets (per country).
Players in maximum 4 bedded rooms and coaches in twin-bedded rooms.
Heads of delegation, the ISF Delegate and the Technical Commission Tennis will be accommodated in Hotel du Lac (300m from the team accomodation).
All umpires will be accommodated in the Sport Center “Sport- und Freizeitzentrum Worriken” in Bütgenbach.

7.2 Meals will be served in the Sport Center “Sport- und Freizeitzentrum Worriken” in Bütgenbach or served by a catering service at the Tennis Clubs.

Arrival day: lunch and/or dinner (according to arrival time).

Other days: breakfast – lunch – dinner.

Departure day: breakfast – lunch or packed meal (according to departure time and to meals on arrival day).

7.3 The competition will take place in Bütgenbach, Eupen and Barchon.

7.4 Currency may be exchanged in Bütgenbach however it is advisable to do this before departure.

7.5 A medical service will be available throughout the duration of the championship.

7.6 A connection to the Internet will be available in the Sport Center “Sport- und Freizeitzentrum Worriken” in Bütgenbach.

8. FINANCE AND INSURANCE

8.1 The fees payable per person and per night amount to 42 EUR (for a maximum of 15 persons) in accordance with current ISF regulations. The amount due per person is 252 EUR (6 nights x 42 EUR), less the amount of the deposit previously paid.

In addition, each delegation with 1 **or** 2 teams has to pay a one-offer of 277 Euro for the stay of the umpires.

8.2 The balance of the sum due may be paid in EUR

- to the organizers’ bank account by **25th March at the latest.**

Mode of payment by bank draft to:

Name of Bank: KBC Bank und Versicherungen

Address : Haasstraße 29
4700 Eupen / Belgien

BIC (SWIFT code) : KREDBEBB

IBAN : BE17 7311 1616 2121

Payee : VOG »Sport für Alle »
Gospertstraße 1
4700 EUPEN / BELGIEN

All bank charges are the responsibility of the delegations.

- or

The balance of the sum due shall be paid in cash by the Head of Delegation on arrival in Bütgenbach.

- Payment by bank and /or credit cards will not be accepted.

- 8.3 Each member of a delegation must pay an ISF levy of 25 EUR in accordance with current ISF regulations. This sum is to be paid to the Organising Committee before the start of the championship (ISF GCR 7.11).
- 8.4 Each participating country may include in its delegation a maximum of 2 additional persons. For these persons the charges are 84 EUR each in a single room, 42 EUR each for 2 additional persons sharing a double or twin-bedded room and 42 EUR for an additional person who shares a room with another adult member of the delegation. Such requests should be made by the country concerned.
- 8.5 If the delegation travels by bus, the driver of the bus will not be considered as a member of the delegation and will be charged 42 EUR per night.
- 8.6 When the distance between Bütgenbach and the capital of a participating country on another continent exceeds 5000 kilometres the delegation may extend their stay by arriving one day earlier or leaving one day later.
- 8.7 Each country is required to provide insurance for each member of its delegation. At a minimum the insurance is to cover civil liability, material damage and medical costs.
- 8.8 Each country has to pay the amount of 150 EUR as deposit for eventual damages caused by a delegation member. If there is no damage, the amount will be paid back at the moment of departure.

9. ENTRIES

- 9.1 The forms, duly completed and signed by the organization responsible for school sport must reach the organizer at the latest by 25th March 2009.
- 9.2 It is an essential requirement that you give the organiser all the information requested in the bulletin.
You must send a named identity photograph of each member of the delegation if possible by e-mail (in .jpg format) or by post by 25th March 2009.

10. TECHNICAL INFORMATION

All competitions will be organized in accordance with the rules of the International Tennis Federation (ITF).

10.1 DRAW

- 10.1.1 The draw for the team event will take place on 1st April 2009 in Eupen as part of a press conference at the government of the German speaking Community.
- 10.1.2 The draw will be a public event and participating teams may send observers at their own expense.
- 10.1.3 The draw will take into account results of previous ISF Tennis Championships and the International and National Ranking of players.

- 10.1.4 If after the draw, one or more teams withdraw from an event, the OC and the ISF Tennis Technical Commission may adjust the draw to equalize the number of teams in each group
- 10.1.5 The Organizing Committee will publish the draw immediately and subsequently if changes prove necessary.

10.2 GENERAL CONDITIONS

- 10.2.1 All matches will be played under the rules of the game as laid down by the International Tennis Federation (ITF).
- 10.2.2 All matches will be played on two main outdoor sites. In Eupen, 16 clay courts in Bütgenbach, 8 clay courts.
- 10.2.3 In the case of inclement weather 12 courts can be used. These will consist of 3 types of indoor surface, carpet, clay and hard ground.
- 10.2.4 There will be a racquet stringer at the sites.
- 10.2.5 All matches will be supervised or umpired by national or international umpires. All play will be controlled by an International Referee assisted by a deputy.
- 10.2.6 Balls: Babolat

10.3 RULES OF PLAY

- 10.3.1 Each match in a group between two countries consists of 4 singles and two doubles. Each single and double as well will be played as the best of two sets, first to 4 and a 7 points Tiebreak at 3-3.
If the score in the sets is 1-1, the third set will be a 7 points Tiebreak
- 10.3.2 In each group, the winner of a match receives two points, the losing team zero point.
If two teams have same number of wins, each team receives one point.
The ranking inside a group will be done as follows:
Only the winning points will be taken into consideration.
In case of an equal number of points, only the result between the two teams concerned will be taken into consideration.
If the match ended 3-3, the ranking will be handled according to the following criteria:
- a) 1st the lowest number of sets lost (Singles and Doubles)
 - b) 2nd the lowest number of games lost (Singles and Doubles)
 - c) As a last resort, a 10 points double tie-break will decide.
Each team has the free choice of the players

If there are more than two teams having the same number of points, the results between these teams only will decide.

The new ranking will be handled according to the following criteria:

- a) 1st the highest number of points
- b) 2nd the lowest number of sets lost (Singles and Doubles)
- c) 3rd the lowest number of games lost (Singles and Doubles)

- d) As a last resort, a 10 points double tie-break will decide.
Each team has the free choice of the players.

10.4 SYSTEMS OF PLAY

- 10.4.1 There are 14 boys teams divided into four groups, two groups with four teams each and two groups with three teams each.
In each group each team will play everyone.
- 10.4.2 There are 13 girls teams divided into four groups, one groups with four teams, and three groups with three teams each.
In each group each team will play everyone.
- 10.4.3 In the case of prolonged bad weather the OC and TC may need to alter the systems of play.

11. PRIZE GIVING

- 11.1 Each player will receive a commemorative certificate.
- 11.2 The teams finishing first, second and third will be rewarded with medals and trophies.
- 11.3 The ISF Fair Play Trophy will be awarded to a delegation by the Disciplinary Commission following consultation with the ISF TC, the delegations and the Organizing Committee.

12. CONTROL COMMISSION

- 12.1 In accordance with General Competition Rules the Organizing Committee will designate a Control Commission composed of:
- 1) 3 representatives of the ISF Tennis Technical Commission
 - 2) 2 representatives of the Organizing Committee
- 12.2 At accreditation, the head of delegation must settle with the organisers the balance to be paid including any bank charges and will present the following documents to the Control Commission:
- 1) Proof of payment of the balance including any bank charges.
 - 2) The passport (or identity card) of every player bearing surname, forename, photograph, nationality and date of birth.
 - 3) A letter from the school confirming that all players are full time students at the school.
 - 4) 1 photograph of each member of the official delegation if these were not submitted at the time requested.

When checking is complete, each participant will receive a identity accreditation card which will allow him/her access to the competitions, activities and meals.

- 12.3 The Control Commission will fulfill all the obligations stated in the ISF General Competition Rules.

13. DISCIPLINARY COMMISSION

- 13.1 In accordance with the ISF General Competition Rules, the Disciplinary Commission will be composed of:
- 1) the ISF delegate representing the ISF Executive Committee.
 - 2) a member of the ISF Technical Commission for Tennis.
 - 3) the President of the Organizing Committee.
- 13.2 The Disciplinary Commission will deal with all matters relating to discipline arising during Championship matches and also during the period of the Championships where the matters are not covered by technical regulations.
- 13.3 The Disciplinary Commission's decisions are final and may not be appealed. They are passed on to the Executive Committee.
- 13.4 It should be noted that where there is a sufficiently serious lack of respect for ISF rules the Disciplinary Commission has the right to disqualify players, teams or delegations from the competition and to require them to return home before the conclusion of the event.

14. APPEAL JURY

- 14.1 In accordance with ISF General Competition Rules, the Appeal Jury will be composed of:
- 1) a representative of the ISF Technical Commission for Tennis
 - 2) a representative of the Organizing Committee.
 - 3) a representative of the umpires.
- 14.2 The Appeal Jury will decide on all appeals concerning the results of games and matches in the light of the rules Tennis as published by the ITF and listed in the manual of the ISF Technical Commission for Tennis.
- 14.3 The Appeal Jury will not pronounce on disciplinary matters.
- 14.4 Appeal Jury decisions are final and may not be appealed.

15. APPEALS

- 15.1 Appeals against results or any other appeal not concerning disciplinary matters will be heard by the Appeal Jury.
- 15.2 The appeal must be lodged within 120 minutes of the incident and be in writing in English, French or German.
- 15.3 The sum of 50 EUR must accompany the appeal. This sum will be refunded only if the appeal is upheld or at the discretion of the Jury of Appeals.

16. OBLIGATIONS UNDERTAKEN BY DELEGATIONS

- 16.1 Each participant is required to be present throughout the duration of the event.
- 16.2 Each participant is obliged to take part in all of the non-sport activities.

16.3 Each team undertakes to compete against all other participating teams.

16.4 Each participant undertakes to play against all other participants.

16.5 The absence of any member of a participating team at any part of the entire programme, sports programme, opening-, prize-giving- and closing ceremonies and socio-cultural programme will result in the disqualification of that team.

17. CLIMATE

Belgium is subjected to a temperate climate from the coastal regions inland to about Brussels. Towards the region of the German-speaking Community, the climate becomes more continental. Rainfall is evenly distributed throughout the year. The average daily temperatures range between 4 degrees in winter and 22 degrees in summer.

You will find further information on the organisers' website www.dgsport.be..... and/or www.isfsports.org

18. INFORMATION ABOUT VISAS

The following citizens of countries registered to World Schools Tennis Championship 2009 require a visa to enter Belgium: Australia, China, Chinese Taipei and Puerto Rico

If there is no Belgian Representation in your country then you should contact the closest Belgian Representation. In that case it is permitted if needed to apply for a visa also by post, sending all required documents to the closest Belgian Representation. In that case you have to pick up the visa personally.

For more detailed information please contact the Representation where you plan to apply for the visa.

Contacts to Belgian Representations:

<http://www.diplomatie.be/en/addresses/abroad/default.asp>

For Visa regulations:

<http://www.diplomatie.be/en/travel/visa.asp>

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ISF - TENNIS 2009

WORLD SCHOOLS CHAMPIONSHIP

from 25th April to 1st May 2009

GERMAN SPEAKING COMMUNITY / BELGIUM

ENTRY FORM 3

PLEASE PRINT

COUNTRY:

Composition of the official delegation:

PLAYERS

boys: _____ girls: _____

HEAD OF DELEGATION AND COACHES

males: _____ females: _____

TOTAL: _____ (max. 15)

NAME OF HEAD OF DELEGATION: _____ male/female

NAME(S) OF ADDITIONAL PERSON(S) (1 or 2)

_____ male/female

_____ male/female

NAME OF OFFICIAL ORGANISATION: _____

ADDRESS: _____

TELEPHONE: _____ FAX: _____ E-Mail: _____

Seal/Stamp:

Date:

Signature:

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WORLD SCHOOLS CHAMPIONSHIP

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ENTRY FORM 3

PLEASE PRINT

COUNTRY:

Composition of the BOYS / SCHOOL TEAM

NAME OF SCHOOL: _____

ADDRESS OF SCHOOL: _____

NAME OF TEACHER/TRAINER: _____

_____ male/female

Player	Surname	Forename	Date of birth
1			
2			
3			
4			
5			
6			

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ENTRY FORM 3

PLEASE PRINT

COUNTRY:

Composition of the GIRLS / SCHOOL TEAM

NAME OF SCHOOL: _____

ADDRESS OF SCHOOL: _____

NAME OF TEACHER/TRAINER:

_____ male/female

Player	Surname	Forename	Date of birth
1			
2			
3			
4			
5			
6			

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WORLD SCHOOLS CHAMPIONSHIP
from 25th April to 1st May 2009
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ENTRY FORM 3

PLEASE PRINT

COUNTRY:

1. Travel arrangements (please place a cross in the appropriate box)

- by bus
- by train : Station : Eupen Liège Aachen
- by air : Brussels/Zaventem Brussels/Charleroi

	Arrival	Departure
Date		
Hour		
Airline		
Flight Number		

2. Dietary requirements (kosher, Muslim, vegetarian):

3. Special requests:

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please return all 4 pages

To be returned by **25th March 2009** to World Schools Tennis Championship Organising Committee

Norbert Kever, OC Chairman
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