Thank you for your entry into the xxxxxxxxxxxxxxxxxxxxxxx, in association with Circuit partner Babolat. Please read all the information carefully before attending the event as there will be new and important information to ensure that we run safely and in line with government guidance.

Please check your entry details below, and contact [competition@badmintonengland.co.uk](mailto:competition@badmintonengland.co.uk) if you have any queries:

<Insert events>

If the size of entry is too large, in any event, then players will be selected for the draw based on grade then ranking. Those players that do not make the draw will be placed on a reserve list, in grade and rank order, and if any player/pair withdraw the first on the list will be asked if they wish to take that place in the draw. Anyone on the reserve list, that does not play, will be refunded their entry fee in full within two weeks of the tournament.

If ‘Not In The Draw’ is shown, then we have not been able to find you a partner and you have been listed as a reserve. You will be contacted if a space/partner becomes available due to a withdrawal.

If for any reason you are unable to travel on the day or are delayed it is essential we know as soon as possible: XXXXXXXXXX on 07xxx xxxxxx or xxxxx.xxxxxxxx@xxxxxxxx.com

**Covid Guidance**

In line with Government guidance tournaments are now running without COVID restrictions. However, please note that all players, officials, volunteers and parents/carers must:

* Self-assess for any [COVID-19 Symptoms](https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/). Anyone reporting or displaying symptoms should follow [NHS and PHE guidance on self-isolation](https://www.nhs.uk/conditions/coronavirus-covid-19/symptoms/), and contact the organiser/referee as soon as possible to withdraw, to minimise contact with other people.
  + Be aware that taking part in sporting activity, including badminton, has the potential for increased risk of transmission of COVID-19, and attendees should read [NHS guidance on social distancing](https://www.nhs.uk/conditions/coronavirus-covid-19/social-distancing/what-you-need-to-do/).
    - Be aware that some people may still want to limit interactions, respect their wishes and follow their lead on how much contact they are comfortable with. This may include replacing handshakes with racket taps etc.

**Tournament Information**

1. We ask that you arrive at the *Venue Name* prior to your first reporting time, allowing sufficient time for check in. Late arrivals may be scratched as we cannot allow play to run late.
2. On arrival:
   * Check in at the match desk in the badminton hall or designated area. Failure to let the tournament officials know you have arrived could lead to forfeit of match(es).
   * Parents/spectators should make use of the seating where indicated.
   * Sports and food bags should not be left unattended. If you are on court, then placed behind the court you are on, to avoid wasted time collecting items in your bag. PLACE ALL YOUR WASTE IN BINS PROVIDED BEFORE YOU LEAVE.
   * Players taking part in any activity should be sensible to withhold any arrangements such as travel or accommodation, which they would be personally liable to, as late as possible. If you’re on the reserve list, then do not pay for travel/accommodation until the Organiser confirms you are part of the draw. Organisers and BE cannot accept liability should circumstances change out of their control.
3. Format
   * The preliminary rounds of all disciplines will be played in groups.
   * All matches will be the best of *x* games to *x* points, with extended scoring to *x* if required.
   * Schedule of play ….
   * All events will be played to a conclusion on the Saturday.
   * Coaching is not allowed in this tournament.
4. Photography/video – anyone wishing to photograph or video at a tournament must be registered by an event official (Regulations for Tournaments Appendix E-Photography & Video Registration Form). Filming should only take place to the side or back of the court and permission should be sought from the coach/parents of all players involved. Matches shall not be filmed if any one coach/parent objects. Please speak to Tournament Organiser or Referee if you have any concerns.

**General Information**

1. Catering – *Venue name* to confirm details of availability.
2. *Venue name* to confirm parking details.
3. Safeguarding – if you have a concern about a child at a tournament then please inform the organiser/referee. You may also report a concern through the Badminton England website <https://www.badmintonengland.co.uk/about-us/safeguarding/>. If you believe the child is in immediate danger please call the police and then notify us afterwards.