



General Regulations for Tournaments 2023

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The [Laws of Badminton](http://www.bwfbadminton.org) are available from the Badminton World Federation (www.bwfbadminton.org).

*All references to BWF Laws and Regulations are as of 1 January 2023. The alternative service laws shall be used in all tournaments unless otherwise stated in the terms and conditions of that tournament.

BADMINTON England shall be referred to throughout as BE.

1. **COMPETITION SEASON**

The competition season shall be from 1st January 2023 to 31st December 2023. These dates will be used for the purposes of the general regulations, and other regulations for tournaments such as circuits and county competition.

2. **DEFINITION OF A TOURNAMENT**

A tournament is a meeting where players shall be eligible to compete on level or handicap terms for trophies and/or prizes.

3. **CLASSIFICATION**

The Badminton World Federation (BWF) recognises the categories of tournaments as defined in 'General Competition Regulations'. In addition to these BE recognises the following:

Classification	Definition	Sanction Requirements
National Championships	Senior National Championships are open to all players eligible to represent England. Junior and Master National Championships are limited to players of a defined age range and open to all players who meet the eligibility and qualification criteria.	BE Sanction only
BE Circuit Tournaments	Tournaments run by BE, and/or County Badminton Associations (CBA's), Performance Centres (PC's) and other organisations on behalf of BE. Tournaments are BE sanctioned, run to specified criteria, and included as part of a circuit of tournaments. BE Circuits are organised for Juniors, Seniors, Masters and Para-Badminton.	BE Sanction and County Sanction
Invitation Tournaments	Any tournament or other competitive matches (with or without prize money) limited to players complying with Regulation 8 (of any nationality) who may be invited to compete by the promoting organisation. International invitations are also required to meet the BWF General Competition Regulations.	County Sanction BE and BWF sanction may be required
Exhibition Matches	Any programme involving a small competitive element, with or without competition for title or prize money. Organised by a, CBA, PC's other organisations, individual or company for the purpose of demonstrating and promoting the playing of Badminton.	BE Sanction and County Sanction BWF sanction may be required
Master/Senior/Junior Open Tournaments	Tournaments which, other than limitation against a defined age group, shall be open to all players.	County Sanction BE Sanction may be required
Restricted Tournaments	Limited to playing members of a defined category or location. E.g. County Restricted.	County Sanction BE Sanction may be required
Para-Badminton Events	As defined by the Parabadminton World Federation (or PBWF).	BE Sanction and County Sanction
Handicap Events	These tournaments provide a scaled scoring system based on the players ability. These events shall be played in accordance with the Regulations set out in Appendix D.	County Sanction BE Sanction may be required

4. **SANCTION**

Affiliated organisations wishing to run a tournament should seek sanction from the relevant County Badminton Association(s). Where the proposed tournament (as classified above) is expected to attract entries from other countries and/or is open to players from across England, sanction must also be sought from BE.

Sanction will only be provided to affiliated organisations.

4.1 County Sanction:

Non BE Circuit tournaments should seek sanction from the CBA in which the event is being held to ensure that it does not clash with other local activity.

The CBA has the right to charge a sanction fee and may also apply their own sanctioning criteria to organisations or individuals hosting an event within their boundary. A CBA shall have the power to refuse any tournament sanction request.

In the event of sanction being withheld by a CBA the intending promoting organisation shall have the right of appeal to BE Head of Competition. BE has the power to override any refusal if it shall be considered to have been unreasonably withheld. There shall be a £50 administration fee to the intending promoting organisation to make the appeal which shall be refunded if the appeal is upheld.

Note: Sanction provided to a third party organisation by CBAs does not provide that third party with public liability insurance. Third party organisations are responsible for their own public liability insurance - any activities run by a third party who are affiliated to BE will have public liability insurance as part of their membership.

4.2 BE Sanction:

To apply for BE Sanction please complete and submit the Third Party Agreement form (Appendix F) no later than 3 months in advance of the first day of the tournament. BE shall have the power to refuse any tournament sanction request.

Sanctioned tournaments must adhere to the BE Regulations for Tournaments and Safeguarding requirements for junior tournaments (www.badmintonengland.co.uk/safeguarding). Any exceptions must be agreed on the Third Party Agreement.

BE will give priority of sanction in the following order:

- International Tournaments that are supported by GB/England Squad
- Tournaments managed or coordinated by BE
- Tournaments managed or coordinated by County Badminton Associations
- Tournaments managed or coordinated by other affiliated associations

Sanctioned tournaments receive:

- Public Liability Insurance – tournament officials will be covered by BE's public liability insurance which protects you if somebody tries to sue you for causing injury or damage to third party property at your event. Public liability cover although not law is essential to protect your tournament and some venues will insist on it.
- Tournament Software to manage and run your tournament. NB: The tournament software has online entry with payment functionality for BE members.
- Tournament advertised on BE Compete website if tournament software used.
- Grading points for BE members competing in the tournament (tournament software must be used).
- 'BE Circuit Tournaments' are allocated ranking and grading points.

Sanction Fees:

- 'BE Circuit Tournaments' must pay a sanction fee to support the costs of software licences, grading, ranking, compete website and administration:
 - £200 for Senior Gold / Senior Silver (includes £100 donation to BUAofE to support volunteer Umpire costs).
 - £150 for Senior Bronze / Senior Tier 4 / U19-17-15 silver / U19-17-15-13 Bronze / U19 Gold.
 - £0 for U11 Bronze
- Tournaments which are not part of the BE Circuit can apply for sanction and must pay a sanction fee of £100.

BE has the right to award, withhold or suspend sanction at its absolute discretion and Head of Competition shall have the final decision.

If a BE Sanctioned event at any time is found to have:

- Failed to comply with the conditions of sanction
- Breached BE Tournament Regulations or failed to follow BE Circuit Criteria
- Failed to manage a BE Sanction tournament in an appropriate manner
- Acted in any way so as to bring the sport of badminton into disrepute

The BE Head of Competition will make any of, or a combination of, the following individual sanctions with such terms and conditions he considers appropriate having regard to the nature and seriousness of the offence, the individuals'/organisation's past record and any other relevant circumstances.

Individual Sanctions:

- A written warning.
- A fine.
- An order to undertake specified training.
- Temporary suspension or permanent removal of sanction from the individual or organisation.

This will be managed in accordance with Competition Appeals (Regulation 12).

NB. It is not intended for the resolution of a grievance of one person over another; this should be dealt with using the BADMINTON England Grievance Procedures for non-staff members.

5. **SPONSORING OF TOURNAMENTS**

The following regulations concerning the sponsorship of tournaments by outside bodies apply:

- 5.1 Provided such sponsorship does not involve the breaking of any tournament regulation, causes no interference with the running of the tournament, does not involve stipulations concerning equipment or advertisements of other companies, there is no objection in principle.
- 5.2 Sub-sponsorship by a sponsor is forbidden. The promoting organisation must obtain all sponsorship direct with the firms concerned.
- 5.3 BE are entitled to appoint sponsors to tournaments classified as 'BE Circuit Tournament'. The host organiser must not appoint any other sponsor without prior approval of the BE Head of Competition.
- 5.4 In all cases of sponsorship of tournaments details thereof must be registered with the BE Competitions & Events Department.

6. **TOURNAMENT PROSPECTUS & ENTRY FORM**

A tournament prospectus, which will include the entry form, must be prepared in one or more of the following formats:

- Document for distribution by Tournament Organiser or downloading from website.
- In the most appropriate format to enable online entry.

BE Circuit tournaments shall use the provided templates for prospectus and online terms and conditions. Other (non-circuit) tournaments must provide a copy of the prospectus/entry form to the Competitions Team along with the application for sanction or as soon as possible, but at least two months before the first day of play.

6.1 It shall include amongst other things (to support the actions of the tournament committee and that which may be required by the competitor):

- 6.1.1 The name of the promoting organisation, the sponsor (if applicable), and the title of the tournament, as sanctioned.
- 6.1.2 How to enter (post/email/online), and the tournament secretary's details to include name, address and telephone number.
- 6.1.3 Where known, the name of the Referee.
- 6.1.4 Where known, the make and type of shuttle to be used.
- 6.1.5 The full address of the venue including post code.
- 6.1.6 The entry fees for each event, and payment details.
- 6.1.7 The format of the competition (E.g. knockout or groups, consolation events, scoring system).
- 6.1.8 The nature and value of the prize (see Regulation 23 Prizes).
- 6.1.9 The proposed starting times and days of play for each event and a statement that competitors will be scratched if not ready to play when called upon to do so, and in furtherance of that condition a statement that competitors must not leave the hall during the tournament without the Referee's permission.
- 6.1.10 A statement in relation to the relevant conditions of play (see regulation 7 Conditions of Play).
- 6.1.11 The closing date for entries (see Regulation 9 Conditions of Entry (9.1)).

- 6.1.12 The following statement should be included; 'The tournament will be run in accordance with the BE Regulations for Tournaments' and make clear any exclusions as agreed when sanctioned.
- 6.1.13 For age group and masters tournaments the date of birth requirement.
- 6.1.14 A declaration on the entry form as stipulated in Regulation 8 Eligibility of Players.
- 6.1.15 Reference to penalty system as per Regulation 10 Penalty System.
- 6.1.16 Reference to clothing regulations as per Regulation 22 Clothing.
- 6.1.17 A declaration on the entry form of the county that player represents in County Competition, and where this is not applicable their County of residence.
- 6.1.18 Any such further conditions which may from time to time be determined by BE or required by the promoters or sports hall.
- 6.1.19 Where applicable the seating arrangements for players/spectators and if relevant the price of spectators tickets and booking details.
- 6.1.20 Reference to when they will receive information on the seeding, acceptances and report times and the draw. Also include that the competitor should make enquiries if they have not received any information 5 days before the closing date.
- 6.1.21 The following statement should be included; "Entry is at the competitor's own risk, and by ticking the box for accepting the terms and conditions the competitor undertakes that to the best of their knowledge they are healthy to compete".
- 6.1.22 A statement BE that requires all players and attendees at their Tournaments to agree to abide by BE policies and codes of conduct, and as such fully recognise and adhere to the principles of the BE Child Protection Policy. (For non-BE events substitute the name of the organising group I relevant).
- 6.1.23 A statement if necessary declaring any deviation from the laws of Badminton laid down in BWF Statutes (eg with regards intervals (BWF Law 16.2) and coaching at the end of rallies or during intervals (BWF Law 16.5.1)).
- 6.1.24 Data Protection; Include the statement "By entering this tournament you agree to the organisers holding your personal information in order to contact you about future badminton tournaments and other relevant badminton opportunities. It will not be shared with any third parties. If you do not want your personal information used beyond this tournament please contact the tournament organiser listed on the prospectus."

7. CONDITIONS OF PLAY

- 7.1 Play in any tournament shall not take place on days other than those specifically sanctioned.
- 7.2 No competitor shall be obliged to start a match before 9 a.m. No competitor shall be obliged to start a match after 10.00pm and in the case of junior tournaments Under 19-16 after 9.00pm (8.00pm on a Sunday), Under 15-12 after 8.00pm (7.00pm on a Sunday), Under 11 and below after 7.00 pm (6.00pm on a Sunday). Any competitor who is not prepared to play outside the times of play shall be entitled to a refund of their entry fee. In cases where competitors are staying at the venue of the tournament, these time limits may be waived at the discretion of the tournament committee.
- 7.3 The period for knocking up before any match shall not exceed two minutes.
- 7.4 The seeds and acceptance lists should be published at least 7 days before the start day of the tournament.
- 7.5 The anticipated time of a player's first match should be notified to them at least 7 days before the start day of the tournament.
- 7.6 The draw should be published no less than 48 hours before the start of the tournament.
- 7.7 Every player must be offered a minimum rest period as shown below (from the end of the match to the start the next match):

Scoring System Being Used	Singles	Doubles
Best of 3 to 21 points	30 minutes	15 minutes
Best of 3 to 15 points	20 minutes	10 minutes
Best of 3 to 11 points	10 minutes	5 minutes
1 game to 21 points	10 minutes	5 minutes

- 7.8 No player should be expected to play more than three singles best of three matches after 5.00pm.
- 7.9 It is recommended that any draw below 8 players/pairs should be considered to be played over 1 day only. This will be at the discretion of the referee.
- 7.10 If due to unforeseen circumstances, a tournament/event is not run in accordance with published regulations, the tournament committee should provide appropriate refunds to any players affected. These refunds should be made by the tournament organiser within 14 days of the last day of the tournament. In case of dispute the Head of Competition shall make the final decision.

8. ELIGIBILITY OF PLAYERS

Players shall be eligible to compete in any BE sanctioned tournament if they are either; a playing member¹ of BE, or registered² with BE if they are a member of another national association affiliated to the BWF.

A declaration to this effect shall be signed by every prospective competitor, and their BE membership/ registration number supplied.

Players without a Compete membership will be required to pay an additional £7 'BE Competition Fee' per tournament. You can upgrade from Play, Coach or non-resident to a Compete Membership at any point which will last for the term of your membership. The Compete Membership includes a competition licence which will entitle you to enter as many selected Badminton England sanctioned tournaments (see the list of tournaments in Membership www.badmintonengland/membershipfaqs) as you like, without any additional 'BE Competition Fees'.

¹ A playing member must have a Compete, Play or Coach Membership of Badminton England.

² Registration will activate a grading profile once you enter your first tournament and provide you with a password to enter BE tournaments online for the season. It does not provide you with any insurance or other membership benefits.

9. CONDITIONS OF ENTRY

- 9.1 It is recommended that entries for tournaments close at least three weeks before the first day of play in the tournament.
- 9.2 Except at the discretion of the tournament committee concerned, no entries shall be accepted for any tournament unless they are made officially online or on the official or photocopied entry form.
- 9.3 No entry shall be included in the draw for a doubles event unless forms have been received from both members of the doubles pair.
- 9.4 All entries should be accompanied by the appropriate entry fees; entries without payment may be rejected. If at its discretion the tournament committee concerned should accept entries and/or fees after the closing date, there may be a surcharge of £5 per player.
- 9.5 All entries shall be formally acknowledged, and the time of each competitor's first match notified to them in writing/email, so as to arrive at least seven days before the time of this first match. Acknowledgement and notification may be contained in the same communication. Any change in the format of the tournament or in any other significant details in the tournament prospectus must be notified to the players in these communications. Competitors have the right to withdraw as a result of any significant change.
- 9.6 Refund policy:
 - A full refund is entitled:
 - If the player withdraws before the entry closes.
 - If the player is placed onto a reserve list and is not later promoted or declines to be promoted to the main draw.
 - In doubles, where a player withdraws, their partner is entitled to a full refund. However, the withdrawing player will be subject to normal refund policies below.
 - After entry has closed and before 48 hours of the published tournament start time any competitor who may be prevented from playing by illness, injury or other unavoidable hindrance, shall have their entry fees returned in full, less £10 set handling charge.
 - No refund will be paid if withdrawal is within 48 hours of the published tournament start time.
- 9.7 After the acceptances and seedings have been published, by retiring or withdrawing from an event the player must be withdrawn from all other events in which they are entered. The referee has the discretion to overrule this regulation, where a player is unable to start or complete a game.
- 9.8 Tournament refunds will be dealt with within 14 days following the last day of the tournament.
- 9.9 Except as provided for in Regulation 15 Substitutes, no additional entry shall be accepted for any event at any tournament after the draw has been made.
- 9.10 A tournament committee shall, at its discretion, be permitted to restrict the number of entries in any event, subject to this right being stipulated in the prospectus. The restriction of entries in tournaments shall be done on merit, however the tournament committee reserve the right to restrict entries using other criteria if it is in the interest of the tournament or where standard of competitors is not known.
- 9.11 No entry shall be excluded until after the entry date has closed.
- 9.12 No player/pair shall enter or be entered in events of two competitions if the published dates of the events overlap unless otherwise agreed with the organisers of both tournaments (this includes domestic and international tournaments). A player is deemed to have entered, for the purpose of this regulation, if the entry has been made and not withdrawn on the closing date. Any subsequent withdrawal by a player / pair accepted in the main or qualifying draw of a tournament will not allow them to enter in any other tournament with overlapping dates. Players will not be awarded ranking points for either tournament, forfeit their entry fee and may be further penalised under regulation 10.1ii.

10. PENALTY SYSTEM

The following penalty system shall apply to all tournaments under Regulation 3 Classification of Tournaments.

10.1 Offences/Penalties for Tournaments

i)	Failure to arrive without notification	Penalty £50.00
ii)	Failure to arrive with notification but without proper reason E.g. In breach of Regulation 9.12	Penalty £25.00
iii)	Late arrival on court without proper reason	Penalty £20.00
iv)	Failure to pay entry fee to any tournament sanctioned by BE	Debarred from playing in all sanctioned tournaments.
v)	Failure to meet clothing regulations (where play is permitted by the referee)	Penalty £25.00
vi)	Yellow Card for Misconduct	1 st Offense: Written Warning 2 nd Offense: Penalty £20.00 3 rd Offense: Referred to a disciplinary hearing as set out in the Disciplinary Procedure of BE.
vii)	Red Card for Misconduct	1 st Offense: Penalty £40.00 2 nd Offense: Referred to a disciplinary hearing as set out in the Disciplinary Procedure of BE.
viii)	Black Card for Misconduct	Referred to a disciplinary hearing as set out in the Disciplinary Procedure of BE.
ix)	Failure to pay a penalty	Suspension from tournaments.

10.2 Imposition of Penalties

- (i) Cards for Misconduct at Badminton England sanctioned tournaments will be dealt with by BE. These are kept on record for each season, and penalties only apply to cards received within a single season. Appeals may be made within 28 days of the penalty notice being received.
- (ii) Penalties (except for Cards for Misconduct) will be dealt with by the tournament organiser. Any penalty must be in writing and either given at the tournament or posted within 7 days of the completion of the tournament to the address or email address on the player's entry form. A player who is penalised under the penalty system has the right of appeal against the penalty imposed in writing to the issuer of the penalty within 28 days of the penalty notice being received, and the issuer of the penalty shall have 28 days from the date of appeal to respond.
- (iii) Notice of penalties must include the reason for the penalty (as in 11.1), the amount of the penalty and reference to the Competition Appeal procedure (as in 12).
- (iv) All penalties must be paid within 28 days of their imposition

10.3 Reporting

Tournament Committees must, via the Referee's report, inform the BE Head of Competition within 7 days of the completion of the tournament, details of all cards of misconduct and penalties imposed as well as the names of those who did not arrive in time for their matches without adequate notification or reason, whether penalised or not.

11. COMPETITION APPEALS

11.1 The following matters may be appealed in accordance with the provisions of this Regulation 11:

- 11.1.1 appeals of penalties (subject to Regulation 11.1.2: any player may appeal any penalty imposed on themselves under Regulation 10.1 (Penalty System – Offences/Penalties for Tournaments) ("**Penalty Appeals**"); and
- 11.1.2 Appeals of decisions: any person may appeal any decision which affects them made under these Regulations, for example, Regulation 4 (Sanction) ("**Other Appeals**").

11.2 In respect of Penalty Appeals, the following matters cannot be appealed under these Regulations:

- 11.2.1 the amount or level of the penalty imposed unless that amount is beyond the maximum set out in Regulation 10.1;

- 11.2.2 any matter/decision/incident which did not occur at a tournament;
- 11.2.3 matters where the decision being appealed against was not made by a tournament official;
- 11.2.4 decisions in accordance with Regulation 11.3 below;
- 11.2.5 decisions in accordance with Regulation 11.4.4.4 below; and/or
- 11.2.6 decisions subject to Regulation 11.5.4.

11.3 There may be instances where issues arise which may be dealt with either under these Regulations or under other BE procedures (for example, the BE General Disciplinary Regulations). In these instances, the Head of Competition & Events, in his/her sole discretion, may refer such issue to another, more appropriate BE forum. Such a decision is final and cannot be appealed under these Regulations.

11.4 Process

- 11.4.1 In order for a Penalty Appeal or Other Appeal to be procedurally valid and capable of being processed, it must:
 - 11.4.1.1 be addressed to the Head of Competition & Events in accordance with Regulation 11.6.2.2 below;
 - 11.4.1.2 be received by the Head of Competition & Events within 28 days after the date of the letter regarding the relevant decision;
 - 11.4.1.3 be submitted with a payment (or proof of payment) of:
 - 11.4.1.3.1 the appeal administration fee (currently £25.00); and
 - 11.4.1.3.2 if a penalty has been imposed and is being appealed against, the amount of the penalty imposed (subject to regulation 11.4.7); and
 - 11.4.1.4 set out the full name and contact details of the person/organisation appealing (the "**Appellant**"), the date of the decision being appealed against, the surrounding facts, the reasons for the appeal and the evidence on which the appeal is based.
- 11.4.2 An appeal which complies with Regulation 11.4 is referred to in these Regulations as a "**Complete Appeal**". An appeal that does not comply with Regulation 11.4 is invalid and may be rejected at the sole discretion of the Head of Competition & Events. For the avoidance of doubt, anonymous appeals will not be accepted.
- 11.4.3 Payment can be made as follows:
 - 11.4.3.1 all cheques must be made out to: 'Badminton England'
 - 11.4.3.2 online payments can be made to:
 - Bank: National Westminster Bank Plc.
 - Account Name: Badminton Association of England Ltd
 - Account Number: 37149733
 - Sort Code: 60-14-55
 - Reference: Comp Appeal - 'Your Name'
- 11.4.4 Within 10 business days after receiving a Complete Appeal, the Head of Competition & Events must inform affected/relevant parties (if any) of the following:
 - 11.4.4.1 that a Complete Appeal has been lodged;
 - 11.4.4.2 the name of the Appellant;
 - 11.4.4.3 the grounds of the Complete Appeal; and
 - 11.4.4.4 that the affected/relevant party has 14 days (or such longer period as the Head of Competitions & Events may determine) within which to respond in writing.
- 11.4.5 Within 40 days after receiving a Complete Appeal, the Head of Competition & Events must decide whether to refer the Complete Appeal (in accordance with Regulation 11.4.5) or uphold the Complete Appeal. The Head of Competition & Events decision in this regard is final and binding. The Head of Competition & Events must notify (in accordance with Regulation 12.6) the Appellant of his/her decision in terms of this Regulation 11.4.4.4 as soon as reasonably practicable and in any event by no later than 14 days after expiry of the 40 day period.
- 11.4.6 The Head of Competition & Events may refer a Complete Appeal to (without limitation):
 - 11.4.6.1 the Competitions Appeal Panel; or
 - 11.4.6.2 the Tournament Committee for that competition.
- 11.4.7 The Head of Competition & Events may uphold a Complete Appeal where (without limitation) it is clear to the Head of Competition & Events that it is justified to do so.
- 11.4.8 If a Complete Appeal is upheld then both the administration and penalty fees will be refunded.

11.5 Competition Appeals Panel

- 11.5.1 The Director of [the] National Game Team has the power to appoint the Competition Appeals Panel (the "Panel") which power it may delegate to the Head of Competition & Events. The Panel:
- 11.5.1.1 shall have a minimum of three persons who have knowledge and experience relevant to the Complete Appeal; and
- 11.5.1.2 shall have at least one panel member who is not, and who has never been an employee, contractor or director of BADMINTON England.
- 11.5.2 The Panel will review and consider the Complete Appeal based on all the relevant information available to the Panel.
- 11.5.3 The Head of Competition & Events shall decide how the Panel will be convened which may include one or a combination of the following: in writing, conference call, meeting, personal hearing.
- 11.5.4 The Appellant shall be notified (in accordance with Regulation 11.5.5) of the Panel's decision as soon as is practicable.
- 11.5.5 The decision by the Panel is final and shall be deemed to be the final decision of BADMINTON England.

11.6 Notices

- 11.6.1 Any notice to be given to the Appellant under or in connection with Regulation 10.2 must be in writing and shall be:
- 11.6.1.1 sent by pre-paid first-class post; or
- 11.6.1.2 sent by email to the physical or email address (as applicable) provided in the Complete Appeal in accordance with Regulation 11.4.1.4.
- 11.6.2 Any notice sent in accordance with Regulation 11.6 shall be deemed to have been received:
- 11.6.2.1 if sent by pre-paid first-class post, at 9.00 am on the third business day after posting;
- 11.6.2.2 if sent by email, at 9.00 am on the next business day after transmission.
- 11.6.3 Any Penalty Appeal or any Other Appeal must be sent to the Head of Competition & Events as follows
- 11.6.3.1 if sent by post: Mark Downie, Badminton England, National Badminton Centre, Milton Keynes, MK8 9LA
- 11.6.3.2 if sent by email: markdownie@badmintonengland.co.uk

12. EXPENSES OF PLAYERS

There shall be no objection to any tournament committee inviting a number of players to take part in the tournament at the expense of the promoting organisation, subject to the conditions in the BWF Statutes governing payments to players.

13. THE DRAW

The draw for all events at all tournaments shall be made in accordance with Appendices A & B, and the following timeline followed

- 2-3 weeks before: Entry must close no later than 2 weeks before the start of tournament (recommend 3 weeks).
- 7 days before: Seeds and acceptance lists published and players notified of first match time.
- 48 hours before: Draw for all events should be published at least 48 hours before.

There shall be no alteration in the published draw, except as permitted in Regulation 15 and as laid down in Regulations for Pool Tournaments (Appendix A). Under no circumstances shall any player be permitted to compete more than once in the same event at any tournament. Qualifying rounds form part of the corresponding main event.

The draw shall not be arranged, except that seeding in level events should be conducted in accordance with Appendix A: Regulations for Doing the Draw.

14. QUALIFYING ROUNDS

When restricted in accordance with Regulation 9 Conditions of Entry, the number of entries exceeds the number which can be accepted in the main draw, qualifying rounds may be played, provided that notice of their venue, dates and hours of play, shall have been given in the prospectus.

- 14.1 The players and pairs accepted into the qualifying rounds shall play for a predetermined limited number of places in the main draw, which shall not exceed one qualifier for each eight entries in the final main draw.
- 14.2 When vacancies arise in the main draw, they may be filled by competitors from the qualifying rounds, subject to Regulation 13 The Draw, provided these entries have not yet lost a match.

- 14.3 Players/pairs previously selected from the list of qualifiers, shall be selected in order of strength and placed on a reserve list. Vacancies in the main draw will be filled from this list, by lot if there is more than one vacancy.
- 14.4 The Referee may redraw a particular qualifying draw if it has not yet begun and it has been rendered significantly imbalanced.
- 14.5 When the number of entries for the qualifying rounds exceeds the number which can be accepted, a reserve list of players/pairs selected in order of strength should be created. Vacancies in the qualifying rounds will be filled from this list, by lot if there is more than one vacancy.

15. **SUBSTITUTES & WITHDRAWALS**

- 15.1 Referees should first note regulation 9.12.
- 15.2 Seeding and selection should be updated following withdrawal/player changes up to the point of the draw of being made, such that when the draw is made it is with a full allocation of seeds and players. If players withdraw after the draw is made, seeding of players should not be changed unless there is a redraw for that event.
- 15.3 The Referee may redraw a particular event if it has not yet begun and it has been rendered significantly imbalanced.
- 15.4 The Referee shall only permit an alteration to the draw if prior to the first scheduled match of that discipline a player is prevented from competing through illness, injury or other unavoidable hindrance. In such case substitution should be made in accordance with the rules below.
 - 15.4.1 Subject to 15.1 above, substitution in singles is only permitted by players from the qualifying rounds if played (see Regulation 14 Qualifying Rounds), then by players on the reserve list who entered that event, and then by players who have legitimately entered the tournament. Reserves should be notified as per Regulation 9.5 and reserve lists published in an appropriate manner.
 - 15.4.2 Subject to 15.1 above, substitution in doubles is only permitted to enable the remaining player to have a substitute partner provided that player's have legitimately entered the tournament. The constitution of no pair in the main draw shall be affected, except that if substitutes are permitted in two pairs the remaining players shall be permitted to partner each other. If the player remaining in the draw cannot find a partner then they will forfeit their place in the draw. Vacancies in the draw shall be filled by pairs from the qualifying rounds if played (see Regulation 14), then by entered pairs, and then by formed pairs. Players shall not be paired up on the reserve list after the closing date, unless formed pairs are required to fulfil a vacancy in the main draw.
 - 15.4.3 The substitute player/pair would have been unseeded, or seeded in no higher a seeding group than the seeding group of the original player/pair. The seeding groups are 1 and 2, 3 to 4, 5 to 8 and 9 to 16. (Unless otherwise stated in the terms and conditions for that specific tournament.)
 - 15.4.4 When more than one vacancy occurs in the draw such vacancies shall be filled by lot subject to ensuring that those with a bye are filled in preference to those without.
 - 15.4.5 When substitutes have been permitted any such alterations will be notified by the Referee to any player or players immediately affected.
- 15.5 For the purpose of these regulations, stopping midway in a match shall be considered as 'retired' and the scores recorded as reached. All other matches for the retired player in that event shall be considered a walkover (for example more group matches). As a result of this, should a retired player be withdrawn from other events; if they have been on court in another event the matches shall be recorded as a walkover, but if they have not been on court in another event they shall be recorded as a 'no match'. A 'no match' indicates that a player did not play in that event at any point and will result in them not receiving any ranking points. 'No match' should also be recorded if a player does not arrive at the tournament.

16. **REFEREE**

- 16.1 The Referee of a tournament shall be appointed in advance by the tournament committee or BE.
- 16.2 It shall be the duty of the Referee, among other duties to:
 - 16.2.1 Be in overall charge of the tournament.
 - 16.2.2 Direct the schedule of matches. Special attention must be paid to Regulation 7.2.
 - 16.2.3 Stipulate the speed of shuttles to be used for every match, and in making their selection shall bear in mind the changes necessitated by altering atmospheric conditions. The speed of the shuttles selected shall be in accord with BWF Law 3.
 - 16.2.4 Scratch any player or players who shall be absent or unwilling to play when notified to do so, and in such a case a substituted entry or pair may be introduced in accordance with Regulation 15 Substitutes, failing which the match shall be entered up as resulting in a walk-over for the opponent. The Referee shall have sole discretion to waive this rule.
 - 16.2.5 Settle any matters of dispute including but not restricted to the order of play, speed of shuttle (see (iii) above); withdrawals and substitutions (Regulation 15) and clothing (Regulation 23).

- 16.2.6 Fulfil the duties under BWF Laws 16 & 17 concerning misconduct, disqualification of players and appeals on questions of the BWF Laws of Badminton.
- 16.2.7 Fulfil the duties under regulations 17 & 18 below concerning Umpires, Service Judges and Line Judges, and Complaints.
- 16.2.8 Determine the procedure for selecting players for dope testing (Regulation 21 Drug Testing)
- 16.2.9 Ensure the tournament committee receive a complete set of results of all the matches in all the events in the tournament and with such other reports as BE or the tournament committee stipulate.
- 16.2.10 Submit a Referee's Report in the format required to the Competitions & Events Department within seven days of the completion of the tournament this should include any complaints or unresolved disputes.
- 16.2.11 The Referee (or a Deputy appointed by the Referee) must be present at all times in any hall in which matches are being played.
- 16.2.12 The decision of the Referee is final.
- 16.2.13 Where the Laws & Regulations do not govern, the Tournament Referee's decision shall be final in all matters, including high level concerns around health & safety or safeguarding of players, volunteers or staff.

17. **UMPIRES, SERVICE JUDGES & LINE JUDGES**

- 17.1 A tournament committee may request the Badminton Umpires Association of England (B.U.A. of E.) to supply umpires and service judges for a tournament. The Referee shall decide which matches shall be umpired. When umpires and service judges are appointed to officiate at a tournament, the B.U.A. of E. shall also appoint a manager of umpires for the tournament.
- 17.2 The manager of umpires shall appoint umpires and service judges to individual matches. The tournament committee or the Referee shall not make any such appointments nor make any stipulation as to the identity of such officials.
- 17.3 The Referee shall have the right to request the manager of umpires to replace an umpire or service judge during the course of a tournament if the Referee considers that the official in question is not carrying out their duties in a satisfactory manner and the Referee's request shall not be refused. The Referee shall then submit a written report of the circumstances to the Honorary Secretary of the B.U.A. of E. within 7 days, a copy of which shall go to the BE Head of Competition.
- 17.4 Any competitor shall be entitled to apply to the Referee for an official or officials, should they not already have been appointed, for any match in which he or she may be competing, and such request shall be permissible either before or during such match. Under no circumstances shall any competitor make any such appointments himself or make any stipulation as to the identity of such officials. It will be at the referee's discretion to accommodate the request as they deem appropriate from the officials available at the time.
- 17.5 A tournament committee may request the Badminton Line Judges Association of England (BLJA of E.) to supply line judges for a tournament or for particular matches. A manager of line judges should be appointed whose responsibilities will include the recruitment of suitable line judges and the allocation of their duties. The Referee shall have power to arrange for line judges for any matches for which no provision has been made if at his discretion he considers it desirable, and shall have the power to remove any line judges.
- 17.6 Complaints;
 - 17.6.1 If an umpire should consider that the clothing or appearance of a player on court does not conform to the general requirements of the tournament, they should report the fact to the Referee immediately.
 - 17.6.2 In the case of any complaint reported to the Referee, the Referee shall immediately take such action as seems appropriate.
 - 17.6.3 Any other complaint made by a tournament committee, Referee or player shall be submitted to the BE Head of Competition within seven days of the completion of the tournament concerned.
 - 17.6.4 BE shall then take such action as may be appropriate under these Regulations or its disciplinary procedures.

18. **RESULTS**

- 18.1 Every 'BE Circuit Tournament' must use tournament software and publish the results of the tournament to the BE Compete website within five working days of the completion of the tournament. The published tournament file must include the scores of each match played in each event and show the forename, surname, county, date of birth and membership number of each competitor (where applicable). Failure to comply with this Regulation will result in a fine of up to £50.
- 18.2 Other Sanctioned tournaments must submit a copy of their results using tournament software to receive grading points - the file must include the scores of each match played in each event and show the forename, surname, county, date of birth and membership number of each competitor (where applicable).

19. PHOTOGRAPHY & FILMING

Where photography is permitted at an event:

- 19.1 Professional Photography
- 19.2 Anyone appointed as an official event photographer/videographer at a BE sanctioned event must be DBS (CRB) checked. They must contact BE in the first case, and will be instructed to also seek accreditation with the organiser of the event and provide their professional identification for the details to be recorded.
- 19.3 Photography at Junior Events
- 19.4 Anyone wishing to photograph at a junior event must be registered by an event official (Appendix E – Photography Accreditation Form).
- 19.5 Filming at Junior Events
- 19.6 Anyone wishing to film at a junior event must be registered by an event official (Appendix E – Photography Accreditation 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 to filming of their player.
- 19.7 If parents have any particular concern about their young person being photographed or filmed they should notify the organisers. Further guidance and best practice should be sought in the Safeguarding and Protecting Young People Guidelines.

20. TELEVISION

No tournament committee shall enter into any contract covering the televising of its tournament without obtaining the special permission of BE.

21. DRUG TESTING

Athlete testing may take place at domestic tournaments as well as international tournaments. If you enter a BE sanctioned tournament you may be tested and athletes should make themselves aware of BE's Clean Sport Strategy alongside information and guidance provided by UKAD. Further guidance is available through the Clean Sport section of our [website](#).

22. CLOTHING

The following regulation relates to domestic competition to provide flexibility whilst retaining a general consistency and appropriateness of clothing. Clothing worn in international competition should refer to the Badminton World Federation website clothing regulations.

- 22.1 All clothing must be acceptable sports clothing (replica or other sport specific is not allowed) and its suitability, within the regulations, will be at the discretion of the tournament Referee.
- 22.2 Player name on shirts:
 - 22.2.1 Optional, except for Senior English Nationals where it shall be mandatory.
 - 22.2.2 Where included must be the correct name for that player, placed near the top and horizontal across the back of the shirt.
 - 22.2.3 Where included must include the family name (or abbreviation) and if desired may include further initials.
 - 22.2.4 If team, county or country name is also included, player name should be on top.
- 22.3 Team, County or Country name on shirts:
 - 22.3.1 Optional, except for the Premier Division of the Senior County Championships, where it shall be mandatory for the duration of the player's first match of each tie at a minimum and such kit should be worn throughout the whole tie if at all possible.
 - 22.3.2 Where included must be placed near the top and horizontal across the back of the shirt.
- 22.4 Text/Lettering
 - 22.4.1 Should be of suitable size such that it be in sensible proportion to be visibly practical, with a recommendation of between 4 -10cm.
 - 22.4.2 Must be in capital letters in the Roman alphabet and in one single colour contrasting with that of the shirt (if there is a pattern on the back of the shirt, the lettering should be on a contrasting panel).
- 22.5 Advertising and placements of advertising shall not be limited, except for anything that is or has the potential to be;
 - 22.5.1 Political or religious in nature.
 - 22.5.2 Insulting or offensive in nature.
 - 22.5.3 Harmful to the reputation of the relevant competition, BE, and/or any of BE's partners.
 - 22.5.4 Anything which is not a brand, registered mark or trade mark.
- 22.6 Players displaying tattoos, paints, transfers or similar (which are not on clothing) must ensure such displays comply with the advertising requirements.
- 22.7 Colour;

- 22.7.1 May be of any colour or combination of colours.
- 22.7.2 It is recommended that doubles partners wear the same colours and similar design, except for the Senior English Nationals where it shall be mandatory and players would also need to wear different coloured clothing to their opponent(s).
- 22.8 Some tournaments or competitions may introduce event specific clothing regulations which would otherwise supersede the above.

23. PRIZES

- 23.1 Prizes, where these are demanded to be presented in the regulations of that circuit, may take the form of money or medals, which must be purchased from Badminton England and the nature of the prizes (including amount where prize money is awarded) should be published to players before the tournament.
- 23.2 Value of prizes or prize money shall be equal for men and women in the same discipline. For example, both men's and women's singles shall award the same as each other, and all three doubles shall award the same as each other. (Except where any changes have been made under 23.4 'Permitted Adjustments').
- 23.3 Badminton England circuit tournaments, where medals are awarded:
- 23.3.1 Senior Bronze and Tier 4 tournaments are only required to provide Gold and Silver medals.
- 23.3.2 Junior consolation events are only required to provide Gold and Silver medals.
- 23.3.3 Where Bronze medals are awarded, these are only required for losing semi-finalists. Bronze medals are not required to be awarded to players where there is no semi-finals match.
- 23.4 Badminton England circuit tournaments must follow the prize money distribution below (other tournaments may set their own prize money distribution provided that it otherwise meets the regulations above):
- 23.4.1 Badminton England sets a minimum level of prize money for its senior Gold, Silver and Bronze circuit tournaments (except where any changes have been made under regulation 23.4 'Permitted Adjustments').
- 23.4.2 Where the total prize fund is below £2000, losing semi-finalist prize money will not be awarded, and shall be distributed as shown in the table below;

	Events with all five disciplines					Events with no mixed doubles			
	MS	WS	MD	WD	XD	MS	WS	MD	WD
Winner	10%	10%	13%	13%	13%	14%	14%	18%	18%
Runner Up	7%	7%	9%	9%	9%	8%	8%	10%	10%

Where the total prize fund is £2000 or higher, losing semi-finalist prize money shall be awarded, and shall be distributed as shown in the table below;

	Events with all five disciplines					Events with no mixed doubles			
	MS	WS	MD	WD	XD	MS	WS	MD	WD
Winner	9.5%	9.5%	12%	12%	12%	12%	12%	16%	16%
Runner Up	5%	5%	6.5%	6.5%	6.5%	6.5%	6.5%	8%	8%
Semi-finalist	2.5%	2.5%	3.5%	3.5%	3.5%	3.5%	3.5%	4%	4%

- 23.4.3 The minimum prize money awarded to each individual winner, runner up and losing semi-finalists (where applicable) in any discipline must not be less than the entry fee for that discipline.
- 23.4.4 All fees should be rounded to the nearest £5.
- 23.5 Permitted Adjustments:
- 23.5.1 Any adjustment to the published prizes or distribution should be informed to the players before the first day of the tournament and give players the opportunity to withdraw without penalty.
- 23.5.2 If there are less than 8 players in a discipline, it is permitted to remove the runner up prize for that discipline. If awarding prize money, continue to use the percentage splits above and calculate values based on the original total prize money.
- 23.5.3 If there are between 8 and 12 players (inclusive) in a discipline, then it is permitted to reduce the prize value for that discipline by up to 20%. If awarding prize money, continue to use the percentage splits above and calculate values based on the original total prize money first and then reduce these values by up to 20% in affected disciplines.

24. GENERAL

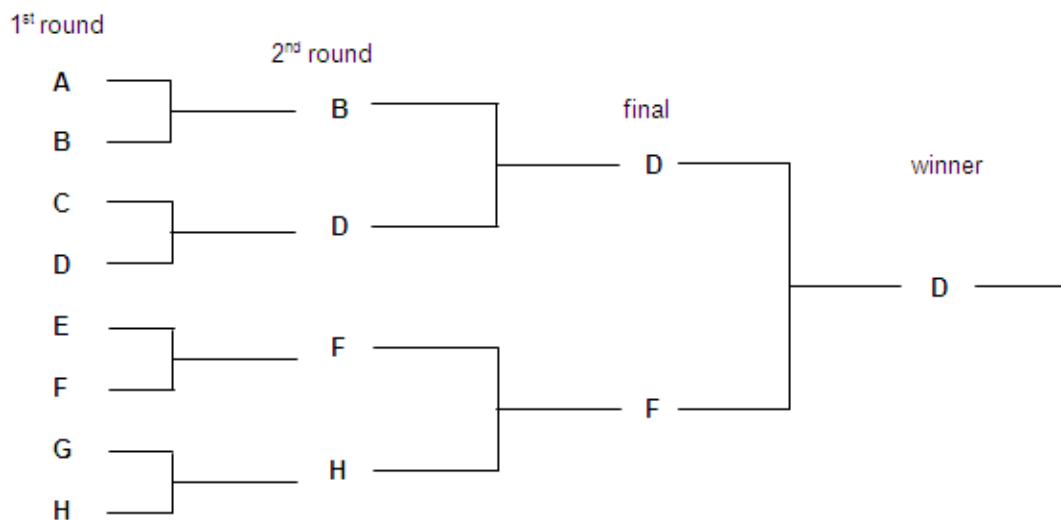
BE shall have full power to decide upon any points not covered by the foregoing regulations and shall have the right to vary the foregoing regulations in the interests of promoting and developing the game.

Appendix A: Regulations for Doing the Draw

1. THE DRAW

(For the purpose of these regulations and depending on the level of a tournament a Member Association may be County, League, Club etc.)

- 1.1 The draw for all knock-out tournaments shall be made in the manner set out below and no dummy entry is permitted.
- 1.2 The draw shall be done by the organisation doing the seeding as per the agreed timelines. The draw should be published not less than 48 hours before the first scheduled match. The qualifying rounds, if any, count as part of the tournament for these purposes.
- 1.3 The draw shall be conducted as follows.
 - 1.3.1 When the number of playing units is 4, 8, 16, 32, 64, 128 or any higher power of 2, they shall meet in pairs in the order drawn, as below for eight playing units.



- 1.3.2 When the number of playing units is not a power of 2, there shall be byes in the first round. The number of byes shall be equal to the difference between the next higher power of 2 and the number of playing units, (e. g. with 17 playing units, there are $32 - 17 = 15$ byes).
 - 1.3.3 The byes shall be placed as per Appendix B.
- 1.4 Selection & seeding – shall be done in line with ‘Appendix A, 4. Selection & Seeding’ and ‘Appendix B: Byes and Seeding Positions in a Draw’.
- 1.5 To seek even strength throughout the draw and to avoid players from one Member Association meeting in the early rounds, the draw may be seeded or arranged subject to the following restrictions:
 - 1.5.1 The number of seeds shall be based on the number on the size of the draw as per Appendix B ‘Byes & Seeding Positions in a Draw’.
 - 1.5.2 The seeded entries shall be selected as the best in the event at that time.
 - 1.5.3 Seeded entries shall be placed as detailed in the example draw in Appendix B. Entries in the top half of the draw are placed at the top half of their sections (eg eighths or sixteenths), and in the bottom half of the draw at the bottom of their sections.
- 1.6 The top two seeded entries shall be dealt with as follows:
 - 1.6.1 Number 1 placed at the top of the draw; and
 - 1.6.2 Number 2 placed at the bottom of the draw.
- 1.7 The other seeds shall be dealt with taking regard of the requirements of Regulation 1.5.
 - 1.7.1 The 3/4 seeds drawn by lot to the remaining two quarters of the draw.
 - 1.7.2 The 5/ 8 drawn by lot to the remaining eighths of the draw.
 - 1.7.3 The 9/16 drawn by lot to the remaining sixteenths of the draw.
- 1.8 Separation of Entries:

Wherever possible, entries from the same Member Associations (such as County as used in

Badminton England Circuit tournaments) should be separated into separate sections of the draw. In doubles, member association separation only occurs when a pair is made of players from the same county.

Note: This method of player separation, where it is desired, is recommended for all tournaments conducted at any level of competition. When using tournament planner this is referred to as 'optimal separation' when making the draws.

- 1.9 For the purposes of Regulation 1.10, a qualifying entry or a pair from two different Member Associations shall be regarded as not coming from any particular Member Association.
- 1.10 The places allocated for any qualifying players / pairs in the main draw shall be drawn by lot, shall not be placed, and shall not be artificially separated. The main draw shall be made and published at least 36 hours before the start of play.
 - 1.10.1 Where drawing by lot is done under Regulation 1.10, entry separation (as in Regulation 1.8) shall be ignored.

2. QUALIFYING

The Principle of Qualifying:

- 2.1 Where entries exceed the required places in the main competition draw, the organisers may wish to play qualifying rounds under the supervision of the Referee, as provided for in Regulations 2.2 to 2.6. Any tournament wishing to include a qualifying event must publish their intent on their prospectus.

Determination of main or qualifying draw for entries received:

- 2.2 BE grading and ranking shall be used to determine the players / pairs whose entries can be accepted in the main draw in line with the principles of Regulation 1.4. In doubles events entered pairings should be accepted before formed pairings (ie. Partner Wanted entries). Players shall not be paired up on the reserve list after the closing date, unless there are no entered pairings that can fulfil a vacancy in the main draw.
 - 2.2.1 If there are more players / pairs that have the same grade and rank than available places in the qualifying draw, the selection of entries shall be done by drawing lots.
 - 2.2.2 The players or pairs not directly in the main competition shall play for a limited number of places fixed by the organisers and there shall be one place for each eight places in the main draw
- 2.3 The draw for the qualifying competition shall be done in accordance with Regulations 1.1 and 1.3.
- 2.4 Any seeding in the qualifying draw shall be done in accordance with Regulations 1.4 to 1.9.
- 2.5 It is recommended that as far as is practicable, entry separation in accordance with regulations 1.8 to 1.10 should be used in each qualifying draw.
- 2.6 Excess entries in the qualifying
 - 2.6.1 If more players / pairs enter than the organisers can accept, even in the qualifying competition, BADMINTON England grading and ranking shall be used to determine the players / pairs whose entries accepted into the qualifying draw in line with the principles of Regulations 1.4 and 1.5, and which entries are to fill any subsequent vacancies that may rise. If there are more players / pairs that have the same grade and ranking than the available places in the qualifying draw, the selection of entries shall be done by drawing lots.

3. REGULATIONS FOR TOURNAMENTS PLAYED IN POOLS OR GROUPS

The terms American/Pool/Group/Round Robin may be used interchangeably but all indicate events in which entries are split into groups where every player or pair plays every other player or pair in their group. For the purpose of these Regulations two main types may be distinguished.

Some of the above tournaments may also be graded.

3.1 Groups

- 3.1.1 In deciding the size of groups to be used and how each group match is to be played the tournament committee must have regard to both the court time available (Refer to Appendix

C: General Recommendations for Tournament Committees(2)), and the demands placed upon the players.

3.1.2 Group matches may be played in the following ways:

- i) 1 game of 11, 15 or 21 rally points.
- ii) 2 games of 11, 15 or 21 rally points.
- iii) Best of 3 games to 11, 15 or 21 rally points.
- iv) Or other such other scoring as may be agreed with BE at the time of sanction and providing the intention to do so is publicised in the prospectus.

3.1.3 All of the options in 3.1.2 may include extended scoring.

3.1.4 Groups should if possible be the same size, or where the number of entries is not a multiple of the required group size, then it will be necessary to have some groups with one extra player/pair.

All group matches should be played to the same number of points.

Note the following if using different group sizes.

- i) Consider placing larger groups in the pools with seeded players. Players will often be beaten easily by the seed and therefore provides more competitive games for players within that group and better value for money.
- ii) In addition if there are byes in the KO round, these will be placed such that the seeds are provided the bye, so it will be better to schedule.
- iii) If there are more groups than seeds then place those with the highest seeds progressing into a bye in the KO round if possible (depends on your number of groups progressing into KO).
- iv) If there is a late withdrawal which you cannot find a reserve in time, it may be possible to move players out of a seeds group which is easier than into a seeds group.

3.2 Subject to Regulations 3.3 or 3.4 of Appendix A, as appropriate, seeded entries shall be drawn as follows:

3.2.1 Draw Stage 1: Pool Qualifying Draw

- i) Regardless of the number of seeds, the number 1 shall be placed at the top of Group A and the number 2 at the top of the Group B.
- ii) With four or more seeds, the number 1 and 2 seeds shall be placed as above, and two 3/4 seeds shall be drawn by lot into groups 3 and 4 and again placed at the top of Groups C and D.
- iii) With eight or more seeds, the first four seeds will be placed as indicated above and the remainder 5/8 seeds shall be drawn by lot into groups 5-8 and again placed at the top of Groups E-H.
- iv) With sixteen seeds the first eight seeds will be placed as above and the remainder 8/16 seeds shall be drawn by lot into groups 9-16 and again placed at the top of Groups I-P.
- v) If there are more seeds than groups, once each group has been allocated a seed, then any remaining seeds shall be added from the lowest seeded group up to the highest in reverse group order. (I.e. With 8 groups start adding additional seeds from Group P backwards. (NB: Tournament planner will automatically place them in the correct group).
- vi) Where there are two seeded players in a group these should be scheduled to play one another in the last group round of matches. (NB: Tournament planner will not automatically place them to play last in the group rounds, so this change needs to be manually made.)
(It is not necessary to label Groups by letters, numbers may be used or a combination of both)

3.2.2 Draw Stage 2: Pool Main Draw

The knock out stage which follows the group stage is drawn in accordance with Part 1 of Appendix A.

3.3 Substitutes:

- 3.3.1 Substitution of a competitor prevented from playing due to illness, injury or other unavoidable hindrance is allowed. This must be done prior to the matches in that person's group starting and is the only circumstance under which the draw may be altered from that published.

The substitute may be:

- i) Someone originally refused entry.
- ii) Where some groups are larger than others, then the player drawn into the bottom of a larger group may be used to substitute into another group to bring that group up to normal size. This is provided that this does not reduce the donor group below the average size and the player is not from the same Member Association as any player in his new group. Should the proposed replacement be from the same Member Association as someone in the new group, then the player drawn above should become the replacement.
- iii) Where more than one player withdraws, then substitution should, if possible be made using i) and ii) above. Groups may be combined providing that this does not create a group which is more than one player/pair more than the average sized group for the event.
- iv) Where possible every effort should be made to substitute within the same eighth, quarter or half of the draw and to maintain the integrity of the seeding.

3.3.2 Withdrawal of a player

If a player/pair is required to withdraw from their group due to illness, injury or other unavoidable hindrance before they have completed all their group matches, the results of all matches played by that player/pair must be discounted when deciding the group positions.

3.4 Results

The method of deciding the winner and ranking of a group depends on the format of play. The three possible formats are covered below:

3.4.1 In a group where each match is one game (with or without extended scoring):

- i) The player/pair who wins the most games.
- ii) If two players/pairs have won the same number of games the winner of the game between them.
- iii) If there is no winner under (ii), tied players/pairs will be placed in order of their overall points difference (Points difference is number of points won minus points lost).
- iv) If two players/pairs are then equal the winner of the game(s) between them.
- v) If there is no winner under (iv), tied players/pairs will be placed in order of the total points scored by each of the players/pairs. Note that if extended scoring is used this may favour a player unfairly, and you should use least points conceded.
- vi) If two players/pairs are still equal the winner of the game(s) between them.
- vii) If there is still a three way tie the Referee must use his discretion.

3.4.2 In a group where each match is two games or best of three games the winner shall be (with or without extended scoring):

- i) The player/pair who wins the most matches.
- ii) If two players/pairs have won the same number of matches the winner of the match between them.
- iii) If there is no winner under (ii), or if three or more players/pairs are equal these players/pairs will be placed in descending order according to overall games difference. NB Games difference is number of games won minus games lost.
- iv) If two players/pairs are then equal the winner of the match between them.
- v) If there is no winner under (iv), or if three or more players/pairs are equal these players/pairs will be placed in descending order according to overall points difference. NB Points difference is number of points won minus points lost.
- vi) If two players/pairs are still equal the winner of the match between them.
- vii) If three or more players/pairs are still equal the Referee must use his discretion.

3.4.3 In the case of a 'closed' or 'sealed' handicap group the winner shall be the person/pair who has the most points after allowing for the handicaps. In the case of a tie the Referee must use

his discretion. A 'closed' or 'sealed' handicap group is one in which all games are played from love all and then the number of points previously decided as the respective handicap allowance for each player/pair is added to the total number of points that they have actually scored in the group.

3.5 Other placing in the group shall be decided by the same rules. In case of team championships:

3.5.1 Ranking will be established by the number of ties won.

3.5.2 If two teams have won the same number of ties, the winner of the tie between them will be ranked higher.

3.5.3 If three or more teams have won the same number of ties, ranking will be established by the difference between total ties won and total ties lost, with greater difference ranked higher.

3.5.4 If this still leaves two teams equal, the winner of the tie between them will be ranked higher.

3.5.5 If three or more teams have won the same number of ties and are equal in the difference between total ties won and total ties lost, ranking will be established by the difference between total matches won and total matches lost, with greater difference ranked higher.

3.5.6 If this still leaves two teams equal, the winner of the ties between them will be ranked higher.

3.5.7 If three or more teams have won the same number of ties and are equal in the difference between total ties won and total ties lost and are also equal in the difference between total matches won and total matches lost, ranking will be established by the difference between total games won and total games lost, with greater difference ranked higher.

3.5.8 If this still leaves two teams equal, the winner of the tie between them will be ranked higher.

3.5.9 If three or more teams have won the same number of ties and are equal in the difference between total ties won and total ties lost and are equal in the difference between total matches won and total matches lost and are equal in the difference between total games won and total games lost, ranking will be established by the difference between total points won and total points lost, with greater difference ranked higher.

3.5.10 If this still leaves two teams equal, the winner of the tie between them will be ranked higher.

3.5.11 If three or more teams are still equal, then ranking will be established by drawing lot

3.6 A team is entitled to prizes according to results actually obtained before any withdrawal or disqualification.

3.7 If a team is unable to complete all their pool ties, all the results of that team shall be deleted.

3.8 If a team is unable to complete a match in a tie, the result of that match shall be considered to be 21-0, 21-0 (or its appropriate equivalent) for the purpose of deciding ranking in the pool system. Retiring during a match shall be considered to be not completing the match.

3.9 The following order of plays are recommended in matches played in a pool system:

Group of 3	Group of 4	Group of 5	Group of 6
2 v 3	1 v 4	2 v 5	1 v 6
1 v 3	2 v 3	3 v 4	2 v 4
1 v 2	1 v 3	1 v 5	3 v 5
	2 v 4	2 v 4	1 v 4
	3 v 4	1 v 3	2 v 5
	1 v 2	4 v 5	3 v 6
		2 v 3	1 v 3
		1 v 4	2 v 6
		3 v 5	4 v 5
		1 v 2	1 v 5
			2 v 3
			4 v 6
			5 v 6
			3 v 4
			1 v 2

Note: In each of these orders the seeded player (or strongest player) should be placed in position 1 and the next strongest in position 2, such that they would play one another last. These are not the same orders of play used in Tournament Planner.

- 3.10 Where there are players from the same Member Association in the same group, the match or matches between them must be completed first, irrespective of their rankings in the group.

Example of a Pool Draw

Group A							
1*	Number 1 Seed						
2							
3							
4							
5							

Group B							
1*	Number 2 Seed						
2							
3							
4							
5							

Group C							
1*	One of 3/4 seed						
2							
3							
4							

Group D							
1*	One of 3/4 seed						
2							
3							
4							

Group E							
1	One of 5/8 seed						
2	One of 5/8 seed						
3							
4							

Group F							
1	One of 5/8 seed						
2	One of 5/8 seed						
3							
4							

Additional Hints

- 1 If using a spreadsheet set up your template before completing the draw.
- 2 Initially set up the column widths to be the same size eg. 4
- 3 Allocate 4 or 5 columns to the positions where the names of the players are to be inserted to obtain a fit.
- 4 The continuation (knock out stage) may be placed a) to adjoin the pools b) below the pools or c) on a separate page.
- 5 Complete the draw on a separate sheet and then:
a) Copy b) Drop down paste menu c) select paste special and finally select **paste values**.
- 6 In singles please give the competitor's full name and county.
- 7 In doubles the competitor's forename may be replaced by their initial.

Knock Out Stages

Quarter-Finals			Semi-Finals			Final					
1	Bye		*Winner Group A								
2	*Winner Group D										
3	Winner Group F										
									Winner		
4	Winner Group E										
5	*Winner Group C										
6	Bye		*Winner Group B								

Some general hints for doing the tournament draw

- A list of entrants for each event must be compiled and it is essential that this list is double checked against the entry forms to avoid embarrassing mistakes. Please do not forget to include late entries (if accepted).
- Where possible insert players' names in full on the published draw sheet (ie forename and surname should be given). It is not necessary to include a player's title (ie Mr, Mrs, Miss or Ms).
- Several players will have applied for doubles partners. These players should be paired up prior to making the draw for the doubles. We recommend pairing players of similar standard together, using the ranking lists if appropriate.
- It is important to know exactly how many entrants you can be accepted into each event.
- Draw up individual lists of players/pairs for each event, arranging them in county order.
- In doubles county separation only occurs when a pair is made up of players from the same county.
- Always cross out or highlight entrants as you place them in the draw to avoid missing or duplicating a name.

Examples of Suitable Random Processes

- A pack of cards is an excellent way of doing a random draw. The colour of the card can be used to separate the players into halves. The draw can be done in two halves using the number on the cards to represent groups (i.e. Number 2 represent Group B). When there are more than four players in a group use redundant cards to make the numbers up.
- Number the list of entrants and have them related to a set of numbered discs to be drawn from some receptacle to place entrants into the draw in accordance with regulations.
- If the entries are listed electronically allocate a random number to each player/pair entered into the event (make sure that each player/pair has a different random number) and use these numbers to place players into the draw in accordance with regulations.

Process:

- | | |
|----------------|--|
| Stage 1 | In the column immediately to the right of the competitors list TYPE=rnd()*10 . |
| Stage 2 | Click on the bottom right hand corner to get a solid cross and drag down to the last competitor (Autofill). |
| Stage 3 | Highlight this column- Ctrl C (copy) . |
| Stage 4 | Open the paste dialogue box, select paste special and click paste values . |

Each competitor will then have their own unique number to sort by.

Doing a Qualification Pool Draw

1. Decide the average size of group that you are going to adopt for the event.
2. To calculate the number of pools of this size that your entry has to be split into:

Step 1: Divide the number of entrants by the average pool size.

Step 2: The remainder from the calculation at Step 1 is the number of larger groups.

Step 3: Subtract the remainder from the Stage 1 answer this gives the number of average size groups.

Example: No of Entries 46, agreed average size of pool 4.

Step 1: 46 divided by 4 is 11, the remainder 2

Step 2: 2 pools of 5

Step 3: 11-2=9 therefore there will be 9 pools of 4.

3. By referring regulation 3 stage 1 identify the groups, if any, which will receive byes.
4. Prepare for the draw by writing or typing into a single column the numbers 1, 2, 3 etc....downwards, in appropriate blocks to represent the pool size, covering the total number of entries in the event. Number each block as Group A, B, C etc. Place asterisks next to the seeded positions. **NB. The seeded player is always placed at the top of the group (except where there may be two seeds in a group).**
5. If the groups are not the same size refer to the byes and seeding appendix and try to make sure that the pools that receive byes have the additional players.
6. If this is not possible it is recommended the largest pools are the ones containing the seeds.

7. The draw has to take into account Member Association Separation as in 1.8.
8. Determine the number of seeds from Appendix B, and allocate into the groups (See Appendix A 3.2) taking into account Member Association Separation.
9. Now return to your list of competitors. To take into account Member Association separation (see appendix A Part 1 Regulation 1.8). Start with the Member Association having most entrants and use a suitable random process, to place these entrants into separate pools. It is possible that the number of entrants from this Member Association will exceed the number of pools. If this is the case, when each pool has at least one representative from the Member Association, randomly draw the remaining entrants so as to spread them evenly throughout the pools.

These players should be placed in such a way that they will play each other first and all pools should have two players from the Member Association in them before placing a third player in a pool.
10. After this has been completed move to the Member Association with next highest number of entries and repeat the process. Continue down the list of competitors in the same way until all those counties with more than one entrant have been dealt with.
11. Continue down the list of competitors in the same way until all players have been drawn and placed into pools.

NB. It is not always possible to ensure that a draw will achieve ultimate separation.

When doing the draw using Tournament Planner, separation by County can be achieved by clicking optimal separation when making the draw. It will however need to be checked as occasionally it does not achieve this.

4. **SELECTION & SEEDING**

Selection and seeding for BE Circuit tournaments shall be done as follows:

- Players shall be ordered by the BE Player Grading list followed by English National Rankings as published on the closing date of the tournament, even if some results of completed tournaments have not been incorporated in these grading or rankings.
 - Grading restrictions for Circuit Tournaments should be checked to ensure players meet the tournament regulations.
 - For doubles use the pairs average for both grade and rank.
- Where players have a grade, but no English National Ranking (eg. non-resident player), the tournament committee will determine the players position in selection and seeding.
- Seeding and selection can only be appealed where grade followed by rank order is not used to determine the positions. (Appeals will not be accepted where grade followed by rank order is used).

Additional or alternative selection processes may be used still in Tier 4 circuit tournaments and should be clearly written in the terms and conditions. All other tournaments (not on the BE Circuit) can either adopt the above or create their own justifiable procedures for selection and seeding.

The referee in consultation with the Tournament Organisation, and prior to the draw being published, shall have the discretion to amend the selection and seeding list if it is clear and demonstrable that the agreed criteria has not been appropriately followed.

Seeding and selection should be updated following withdrawal/player changes up to the point of the draw of being made, such that the draw is made with a full allocation of seeds and players.

Appendix B: Byes and Seeding Positions in a Draw

Placing of byes and seeds in a draw shall follow the regulations below unless otherwise stated in the specific tournament regulation.

Table 1 (for 3 to 16 entries) On a draw sheet numbered 1 to 16.

Entries	No of seeds	Seed 1	Seed 2	Seeds 3/4	No of byes	Placement of byes	
3	2	1	8		1	2	
4	2	1	8		0		
5	2	1	8		3	2, 4, 7	
6	2	1	8		2	2, 7	
7	2	1	8		1	2	
8	2	1	8		0		
9	2	1	16	-	7	2, 4, 6, 8,	11, 13, 15
10	2	1	16	-	6	2, 4, 6,	11, 13, 15
11	2	1	16	-	5	2, 4, 6,	11, 15
12	4	1	16	5, 12	4	2, 6,	11, 15
13	4	1	16	5, 12	3	2, 6,	15
14	4	1	16	5, 12	2	2,	15
15	4	1	16	5, 12	1	2	
16	4	1	16	5, 12	0	-	

Table 2 (for 17 to 32 entries) On a draw sheet numbered 1 to 32.

Entries	No of seeds	Seed 1	Seed 2	Seeds 3/4	Seeds 5/8	No of byes	Placement of byes	
17	4	1	32	9, 24	-	15	2, 4, 6, 8, 10, 12, 14, 16,	19, 21, 23, 25, 27, 29, 31
18	4	1	32	9, 24	-	14	2, 4, 6, 8, 10, 12, 14,	19, 21, 23, 25, 27, 29, 31
19	4	1	32	9, 24	-	13	2, 4, 6, 8, 10, 12, 14,	19, 21, 23, 27, 29, 31
20	4	1	32	9, 24	-	12	2, 4, 6, 10, 12, 14,	19, 21, 23, 27, 29, 31
21	4	1	32	9, 24	-	11	2, 4, 6, 10, 12, 14,	19, 23, 27, 29, 31
22	4	1	32	9, 24	-	10	2, 4, 6, 10, 14,	19, 23, 27, 29, 31
23	4	1	32	9, 24	-	9	2, 4, 6, 10, 14,	19, 23, 27, 31
24	8	1	32	9, 24	5, 13, 20, 28	8	2, 6, 10, 14,	19, 23, 27, 31
25	8	1	32	9, 24	5, 13, 20, 28	7	2, 6, 10, 14,	23, 27, 31
26	8	1	32	9, 24	5, 13, 20, 28	6	2, 6, 10,	23, 27, 31
27	8	1	32	9, 24	5, 13, 20, 28	5	2, 6, 10,	23, 31
28	8	1	32	9, 24	5, 13, 20, 28	4	2, 10,	23, 31
29	8	1	32	9, 24	5, 13, 20, 28	3	2, 10,	31
30	8	1	32	9, 24	5, 13, 20, 28	2	2,	31
31	8	1	32	9, 24	5, 13, 20, 28	1	2	
32	8	1	32	9, 24	5, 13, 20, 28	0	-	

Table 3 (for 33 to 64 entries) _On a draw sheet numbered 1 to 64.

Entries	No of seed	Seed 1	Seed 2	Seeds 3/4	Seeds 3/4	No of byes	Placement of byes				
33	8	1	64	17,	9, 25, 40, 56	31	2, 4, 6, 8, 10, 12, 14, 16,	18, 20, 22, 24, 26, 28, 30, 32,	35, 37, 39, 41, 43, 45, 47,	49, 51, 53, 55, 57, 59, 61, 63	
34	8	1	64	17,	9, 25, 40, 56	30	2, 4, 6, 8, 10, 12, 14, 16,	18, 20, 22, 24, 26, 28, 30,	35, 37, 39, 41, 43, 45, 47,	49, 51, 53, 55, 57, 59, 61, 63	
35	8	1	64	17,	9, 25, 40, 56	29	2, 4, 6, 8, 10, 12, 14, 16,	18, 20, 22, 24, 26, 28, 30,	35, 37, 39, 41, 43, 45, 47,	51, 53, 55, 57, 59, 61, 63	
36	8	1	64	17,	9, 25, 40, 56	28	2, 4, 6, 8, 10, 12, 14,	18, 20, 22, 24, 26, 28, 30,	35, 37, 39, 41, 43, 45, 47,	51, 53, 55, 57, 59, 61, 63	
37	8	1	64	17,	9, 25, 40, 56	27	2, 4, 6, 8, 10, 12, 14,	18, 20, 22, 24, 26, 28, 30,	35, 37, 39, 43, 45, 47,	51, 53, 55, 57, 59, 61, 63	
38	8	1	64	17,	9, 25, 40, 56	26	2, 4, 6, 8, 10, 12, 14,	18, 20, 22, 26, 28, 30,	35, 37, 39, 43, 45, 47,	51, 53, 55, 57, 59, 61, 63	
39	8	1	64	17,	9, 25, 40, 56	25	2, 4, 6, 8, 10, 12, 14,	18, 20, 22, 26, 28, 30,	35, 37, 39, 43, 45, 47,	51, 53, 55, 59, 61, 63	
40	8	1	64	17,	9, 25, 40, 56	24	2, 4, 6, 10, 12, 14,	18, 20, 22, 26, 28, 30,	35, 37, 39, 43, 45, 47,	51, 53, 55, 59, 61, 63	
41	8	1	64	17,	9, 25, 40, 56	23	2, 4, 6, 10, 12, 14,	18, 20, 22, 26, 28, 30,	35, 39, 43, 45, 47,	51, 53, 55, 59, 61, 63	
42	8	1	64	17,	9, 25, 40, 56	22	2, 4, 6, 10, 12, 14,	18, 20, 22, 26, 30,	35, 39, 43, 45, 47,	51, 53, 55, 59, 61, 63	
43	8	1	64	17,	9, 25, 40, 56	21	2, 4, 6, 10, 12, 14,	18, 20, 22, 26, 30,	35, 39, 43, 45, 47,	51, 55, 59, 61, 63	
44	8	1	64	17,	9, 25, 40, 56	20	2, 4, 6, 10, 14,	18, 20, 22, 26, 30,	35, 39, 43, 45, 47,	51, 55, 59, 61, 63	
45	8	1	64	17,	9, 25, 40, 56	19	2, 4, 6, 10, 14,	18, 20, 22, 26, 30,	35, 39, 43, 47,	51, 55, 59, 61, 63	
46	8	1	64	17,	9, 25, 40, 56	18	2, 4, 6, 10, 14,	18, 22, 26, 30,	35, 39, 43, 47,	51, 55, 59, 61, 63	
47	8	1	64	17,	9, 25, 40, 56	17	2, 4, 6, 10, 14,	18, 22, 26, 30,	35, 39, 43, 47,	51, 55, 59, 63	
48	16	1	64	17,	9, 25, 40, 56	16	2, 6 10, 14,	18, 22, 26, 30,	35, 39, 43, 47,	51, 55, 59, 63	
49	16	1	64	17,	9, 25, 40, 56	15	2, 6 10, 14,	18, 22, 26, 30,	39, 43, 47,	51, 55, 59, 63	
50	16	1	64	17,	9, 25, 40, 56	14	2, 6 10, 14,	18, 22, 26,	39, 43, 47,	51, 55, 59, 63	
51	16	1	64	17,	9, 25, 40, 56	13	2, 6 10, 14,	18, 22, 26,	39, 43, 47,	55, 59, 63	
52	16	1	64	17,	9, 25, 40, 56	12	2, 6 10,	18, 22, 26,	39, 43, 47,	55, 59, 63	
53	16	1	64	17,	9, 25, 40, 56	11	2, 6 10,	18, 22, 26,	39, 47,	55, 59, 63	
54	16	1	64	17,	9, 25, 40, 56	10	2, 6 10,	18, 26,	39, 47,	55, 59, 63	
55	16	1	64	17,	9, 25, 40, 56	9	2, 6 10,	18, 26,	39, 47,	55, 63	
56	16	1	64	17,	9, 25, 40, 56	8	2, 10,	18, 26,	39, 47,	55, 63	
57	16	1	64	17,	9, 25, 40, 56	7	2, 10,	18, 26,	47,	55, 63	
58	16	1	64	17,	9, 25, 40, 56	6	2, 10,	18,	47,	55, 63	
59	16	1	64	17,	9, 25, 40, 56	5	2, 10,	18,	47,	63	
60	16	1	64	17,	9, 25, 40, 56	4	2,	18,	47,	63	
61	16	1	64	17,	9, 25, 40, 56	3	2,	18,		63	
62	16	1	64	17,	9, 25, 40, 56	2	2,			63	
63	16	1	64	17,	9, 25, 40, 56	1	2				
64	16	1	64	17,	9, 25, 40, 56	0	-				

Table 4 (Seeds for 65 to 128 entries) On a draw sheet numbered 1 to 128.

Entries	No of seeds	Seed 1	Seed 2	Seeds 3/4	Seeds 5/8	Seeds 9/16
65	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
66	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
67	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
68	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
69	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
70	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
71	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
72	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
73	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
74	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
75	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
76	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
77	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
78	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
79	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
80	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
81	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
82	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
83	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
84	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
85	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
86	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
87	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
88	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
89	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
90	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
91	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
92	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
93	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
94	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
95	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
96	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120

Table 4 (continued)

Entries	No of seeds	Seed 1	Seed 2	Seeds ¾	Seeds 5/8	Seeds 9/16
97	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
98	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
99	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
100	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
101	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
102	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
103	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
104	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
105	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
106	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
107	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
108	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
109	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
110	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
111	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
112	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
113	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
114	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
115	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
116	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
117	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
118	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
119	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
120	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
121	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
122	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
123	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
124	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
125	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
126	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
127	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120
128	16	1	128	33, 96	17, 49, 80, 112	9, 25, 41, 57, 72, 88, 104, 120

Table 5 (Byes for 65 to 128 entries) On a draw sheet numbered 1 to 128.

[illegible]

Table 5 (continued)

Entries	No of bytes	Placement of bytes							
80	48	2, 4, 6, 10, 12, 14,	18, 20, 22, 26, 28, 30,	34, 36, 38, 42, 44, 46,	50, 52, 54, 58, 60, 62,	67, 69, 71, 75, 77, 79,	83, 85, 87, 91, 93, 95,	99, 101, 103, 107, 109, 111,	115, 117, 119, 123, 125, 127
81	47	2, 4, 6, 10, 12, 14,	18, 20, 22, 26, 28, 30,	34, 36, 38, 42, 44, 46,	50, 52, 54, 58, 60, 62,	69, 71, 75, 77, 79,	83, 85, 87, 91, 93, 95,	99, 101, 103, 107, 109, 111,	115, 117, 119, 123, 125, 127
82	46	2, 4, 6, 10, 12, 14,	18, 20, 22, 26, 28, 30,	34, 36, 38, 42, 44, 46,	50, 52, 54, 58, 60,	69, 71, 75, 77, 79,	83, 85, 87, 91, 93, 95,	99, 101, 103, 107, 109, 111,	115, 117, 119, 123, 125, 127
83	45	2, 4, 6, 10, 12, 14,	18, 20, 22, 26, 28, 30,	34, 36, 38, 42, 44, 46,	50, 52, 54, 58, 60,	69, 71, 75, 77, 79,	83, 85, 87, 91, 93, 95,	101, 103, 107, 109, 111,	115, 117, 119, 123, 125, 127
84	44	2, 4, 6, 10, 12, 14,	18, 20, 22, 26, 28,	34, 36, 38, 42, 44, 46,	50, 52, 54, 58, 60,	69, 71, 75, 77, 79,	83, 85, 87, 91, 93, 95,	101, 103, 107, 109, 111,	115, 117, 119, 123, 125, 127
85	43	2, 4, 6, 10, 12, 14,	18, 20, 22, 26, 28,	34, 36, 38, 42, 44, 46,	50, 52, 54, 58, 60,	69, 71, 75, 77, 79,	85, 87, 91, 93, 95,	101, 103, 107, 109, 111,	115, 117, 119, 123, 125, 127
86	42	2, 4, 6, 10, 12, 14,	18, 20, 22, 26, 28,	34, 36, 38, 42, 44,	50, 52, 54, 58, 60,	69, 71, 75, 77, 79,	85, 87, 91, 93, 95,	101, 103, 107, 109, 111,	115, 117, 119, 123, 125, 127
87	41	2, 4, 6, 10, 12, 14,	18, 20, 22, 26, 28,	34, 36, 38, 42, 44,	50, 52, 54, 58, 60,	69, 71, 75, 77, 79,	85, 87, 91, 93, 95,	101, 103, 107, 109, 111,	117, 119, 123, 125, 127
88	40	2, 4, 6, 10, 12,	18, 20, 22, 26, 28,	34, 36, 38, 42, 44,	50, 52, 54, 58, 60,	69, 71, 75, 77, 79,	85, 87, 91, 93, 95,	101, 103, 107, 109, 111,	117, 119, 123, 125, 127
89	39	2, 4, 6, 10, 12,	18, 20, 22, 26, 28,	34, 36, 38, 42, 44,	50, 52, 54, 58, 60,	69, 71, 77, 79,	85, 87, 91, 93, 95,	101, 103, 107, 109, 111,	117, 119, 123, 125, 127
90	38	2, 4, 6, 10, 12,	18, 20, 22, 26, 28,	34, 36, 38, 42, 44,	50, 52, 58, 60,	69, 71, 77, 79,	85, 87, 91, 93, 95,	101, 103, 107, 109, 111,	117, 119, 123, 125, 127
91	37	2, 4, 6, 10, 12,	18, 20, 22, 26, 28,	34, 36, 38, 42, 44,	50, 52, 58, 60,	69, 71, 77, 79,	85, 87, 91, 93, 95,	101, 103, 109, 111,	117, 119, 123, 125, 127
92	36	2, 4, 6, 10, 12,	18, 20, 26, 28,	34, 36, 38, 42, 44,	50, 52, 58, 60,	69, 71, 77, 79,	85, 87, 91, 93, 95,	101, 103, 109, 111,	117, 119, 123, 125, 127
93	35	2, 4, 6, 10, 12,	18, 20, 26, 28,	34, 36, 38, 42, 44,	50, 52, 58, 60,	69, 71, 77, 79,	85, 87, 93, 95,	101, 103, 109, 111,	117, 119, 123, 125, 127
94	34	2, 4, 6, 10, 12,	18, 20, 26, 28,	34, 36, 42, 44,	50, 52, 58, 60,	69, 71, 77, 79,	85, 87, 93, 95,	101, 103, 109, 111,	117, 119, 123, 125, 127
95	33	2, 4, 6, 10, 12,	18, 20, 26, 28,	34, 36, 42, 44,	50, 52, 58, 60,	69, 71, 77, 79,	85, 87, 93, 95,	101, 103, 109, 111,	117, 119, 125, 127
96	32	2, 4, 10, 12,	18, 20, 26, 28,	34, 36, 42, 44,	50, 52, 58, 60,	69, 71, 77, 79,	85, 87, 93, 95,	101, 103, 109, 111,	117, 119, 125, 127

Table 5 (continued)

Entries	No of bytes	Placement of bytes							
97	31	2, 4, 10, 12,	18, 20, 26, 28,	34, 36, 42, 44,	50, 52, 58, 60,	71, 77, 79,	85, 87, 93, 95,	101, 103, 109, 111,	117, 119, 125, 127
98	30	2, 4, 10, 12,	18, 20, 26, 28,	34, 36, 42, 44,	50, 52, 58,	71, 77, 79,	85, 87, 93, 95,	101, 103, 109, 111,	117, 119, 125, 127
99	29	2, 4, 10, 12,	18, 20, 26, 28,	34, 36, 42, 44,	50, 52, 58,	71, 77, 79,	85, 87, 93, 95,	103, 109, 111,	117, 119, 125, 127
100	28	2, 4, 10, 12,	18, 20, 26,	34, 36, 42, 44,	50, 52, 58,	71, 77, 79,	85, 87, 93, 95,	103, 109, 111,	117, 119, 125, 127
101	27	2, 4, 10, 12,	18, 20, 26,	34, 36, 42, 44,	50, 52, 58,	71, 77, 79,	87, 93, 95,	103, 109, 111,	117, 119, 125, 127
102	26	2, 4, 10, 12,	18, 20, 26,	34, 36, 42,	50, 52, 58,	71, 77, 79,	87, 93, 95,	103, 109, 111,	117, 119, 125, 127
103	25	2, 4, 10, 12,	18, 20, 26,	34, 36, 42,	50, 52, 58,	71, 77, 79,	87, 93, 95,	103, 109, 111,	119, 125, 127
104	24	2, 4, 10,	18, 20, 26,	34, 36, 42,	50, 52, 58,	71, 77, 79,	87, 93, 95,	103, 109, 111,	119, 125, 127
105	23	2, 4, 10,	18, 20, 26,	34, 36, 42,	50, 52, 58,	71, 79,	87, 93, 95,	103, 109, 111,	119, 125, 127
106	22	2, 4, 10,	18, 20, 26,	34, 36, 42,	50, 58,	71, 79,	87, 93, 95,	103, 109, 111,	119, 125, 127
107	21	2, 4, 10,	18, 20, 26,	34, 36, 42,	50, 58,	71, 79,	87, 93, 95,	103, 111,	119, 125, 127
108	20	2, 4, 10,	18, 26,	34, 36, 42,	50, 58,	71, 79,	87, 93, 95,	103, 111,	119, 125, 127
109	19	2, 4, 10,	18, 26,	34, 36, 42,	50, 58,	71, 79,	87, 95,	103, 111,	119, 125, 127
110	18	2, 4, 10,	18, 26,	34, 42,	50, 58,	71, 79,	87, 95,	103, 111,	119, 125, 127
111	17	2, 4, 10,	18, 26,	34, 42,	50, 58,	71, 79,	87, 95,	103, 111,	119, 127
112	16	2, 10,	18, 26,	34, 42,	50, 58,	71, 79,	87, 95,	103, 111,	119, 127
113	15	2, 10,	18, 26,	34, 42,	50, 58,	79,	87, 95,	103, 111,	119, 127

Table 5 (continued)

Entries	No of bytes	Placement of bytes							
114	14	2, 10,	18, 26,	34, 42,	50,	79,	87, 95,	103, 111,	119, 127
115	13	2, 10,	18, 26,	34, 42,	50,	79,	87, 95,	111,	119, 127
116	12	2, 10,	18,	34, 42,	50,	79,	87, 95,	111,	119, 127
117	11	2, 10,	18,	34, 42,	50,	79,	95,	111,	119, 127
118	10	2, 10,	18,	34,	50,	79,	95,	111,	119, 127
119	9	2, 10,	18,	34,	50,	79,	95,	111,	127
120	8	2,	18,	34,	50,	79,	95,	111,	127
121	7	2,	18,	34,	50,		95,	111,	127
122	6	2,	18,	34,			95,	111,	127
123	5	2,	18,	34,			95,		127
124	4	2,		34,			95,		127
125	3	2,		34,					127
126	2	2,							127
127	1	2,							
128	0								

DIAGRAM 1 (1 of 4): Placing Of Bytes

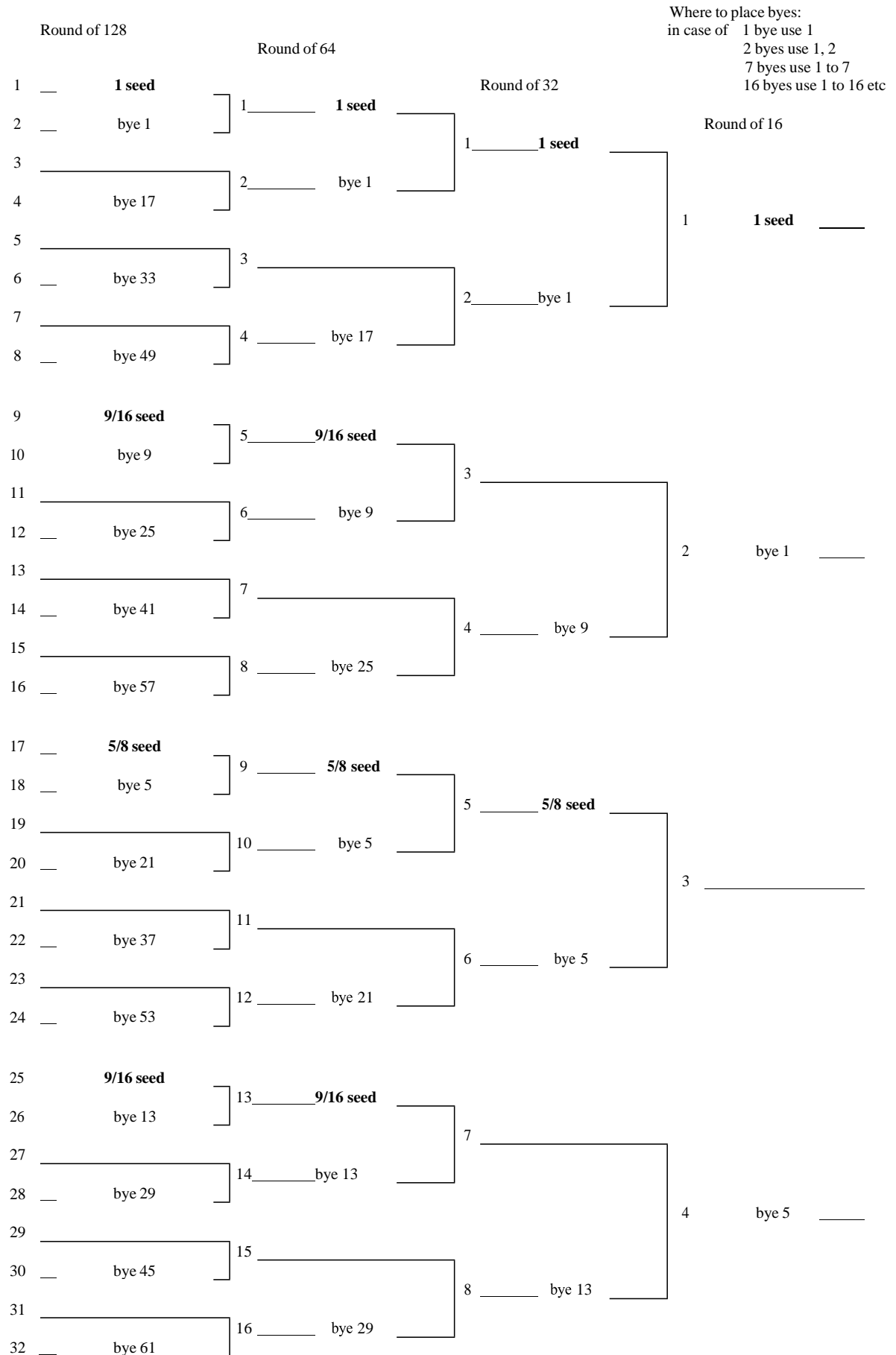


DIAGRAM 1 (2 of 4)

33	—	3/4 seed	17	_____	3/4 seed			
34	—	bye 3				9	_____ 3/4 seed	
35	_____		18	_____	bye 3			
36	—	bye 19					5	_____ 3/4 seed
37	_____		19	_____				
38	—	bye 35				10	_____ bye 3	
39	_____		20	_____	bye 19			
40	—	bye 51						
41	—	9/16 seed	21	_____	9/16 seed			
42	—	bye 11				11		
43	_____		22	_____	bye 11			
44	—	bye 27					6	_____ bye 3
45	_____		23	_____				
46	—	bye 43				12	_____ bye 11	
47	_____		24	_____	bye 27			
48	—	bye 59						
49	—	5/8 seed	25	_____	5/8 seed			
50	—	bye 7				13	_____ 5/8 seed	
51	_____		26	_____	bye 7			
52	—	bye 23					7	_____
53	_____		27	_____				
54	—	bye 39				14	_____ bye 7	
55	_____		28	_____	bye 23			
56	—	bye 55						
57	—	9/16 seed	29	_____	9/16 seed			
58	—	bye 15				15		
59	_____		30	_____	bye 15			
60	—	bye 31					8	_____ bye 7
61	_____		31	_____				
62	—	bye 47				16	_____ bye 15	
63	_____		32	_____	bye 31			
64	—	bye 63						

DIAGRAM 1 (3 of 4)



DIAGRAM 1 (4 of 4)

97	—	bye 62	49	_____	bye 30				
98	_____								
99	—	bye 46	50	_____			25	—	bye 14
100	_____								
101	—	bye 30	51	_____	bye 14				13_____
102	_____								bye 6
103	—	bye 14	52	_____	9/16 seed		26	_____	
104	—	9/16 seed							
105	—	bye 54	53	_____	bye 22				
106	_____								
107	—	bye 38	54	_____			27	—	bye 6
108	_____								
109	—	bye 22	55	_____	bye 6				14 _____
110	_____								
111	—	bye 6	56	_____	5/8 seed		28	—	5/8 seed
112	—	5/8 seed							
113	—	bye 58	57	_____	bye 26				
114	_____								
115	—	bye 42	58	_____			29	—	bye 10
116	_____								
117	—	bye 26	59	_____	bye 10				15_____
118	_____								bye 2
119	—	bye 10	60	_____	9/16 seed		30	_____	
120	—	9/16 seed							
121	—	bye 50	61	_____	bye 18				
122	_____								
123	—	bye 34	62	_____			31	—	bye 2
124	_____								
125	—	bye 18	63	_____	bye 2				16_____
126	_____								2 seed
127	—	bye 2	64	_____	2 seed		32	—	2 seed
128	—	2 seed							

Appendix C: General Recommendations to Tournament Committees

1. ENTRIES & ENTRY FEES

a) Entries

The number of entries accepted for each event should take into account Regulations for Tournaments 7 (Conditions of Play) and the physical demands on a player entering more than TWO events, as well as being determined by the number of courts available.

No entry made for a doubles event should be accepted unless an entry and correct fees have been received from both players.

The number of entries to be accepted will be determined by the maximum number of courts available, the time available and whether the finals (maybe even the semi-finals) are to be played separately at the end of the day or on another day. The approximate maximum number of games that you can accept can be calculated using the table below.

		Best of 3 games to 21 pts extended to 30 if required				Best of 3 games to 15 pts extended to 21 if required				One game to 21 pts only				Best of 3 games to 11 pts extended to 15 if required			
		Number of Courts				Number of Courts				Number of Courts				Number of Courts			
		2	4	6	8	2	4	6	8	2	4	6	8	2	4	6	8
Number of court hours booked.	4	13	20	28	36	18	28	39	50	33	46	68	88	30	42	62	80
	6	21	36	49	63	29	50	69	88	50	82	114	148	46	74	104	134
	8	28	49	70	91	39	69	98	127	66	110	160	209	60	100	146	190
	10	36	63	91	120	50	88	127	168	84	140	206	273	76	128	188	248
	12	42	77	112	148	59	108	157	207	96	172	253	334	88	156	230	304

The above table is for rally point scoring and takes into account the fact that some courts will have to be left empty at the end of the day.

The table can be used to calculate the approximate number of games for 11 hours by calculating the average obtained by reading off the values for 10 and 12 hours.

eg. The approximate maximum number of games that can be played on 5 courts over 12 hours = $(77+112)/2 = 94$ games.

The number can only be a guide and a spreadsheet should be prepared to identify the best fit for the tournament once entries have been received as the order of play will make a difference to the number of games possible.

b) Entry fees

The entry for singles and doubles events may be different, but the entry fee per player in singles should not be more than twice that of the doubles entry fee.

BE policy requires tournaments set the same entry fee for comparable disciplines where it is planned to play the same number of rounds in each discipline (e.g. Men's and Women's Singles events).

2. PROGRAMME

Where a programme is produced this should include, where appropriate:

- On its title page, include the official name of the tournament; the words 'sanctioned by BE'; the name of the promoting organisation; the names of the tournament secretary, Referee, and if possible, the tournament committee.
- The draw for each event should be headed by some description of the trophy or trophies at stake (i.e. 'Silver Challenge Cup' presented by...), the name of the previous holder or holders, and the day and time of the start of the event.
- The draw for the various events should be inserted in the programme in conformity with custom; firstly, all the open events; secondly, any other level events; and thirdly, all the handicap events. Within those conditions, the order should be: men's singles, woman's singles, men's doubles, woman's doubles and lastly mixed doubles. The various events should be numbered in accordance with the foregoing. The sequence suggested makes it very easy for quick reference on the part of readers.

- A complete list of competitors, and in junior age group tournaments the year of birth must be placed beside the name of competitor.

If tournament software is being used to publish the results online then you can use the tournament title, event titles, and the publish message box for the items above and sponsor requirements.

3. **EXTRANEIOUS MATTERS**

a) Publicity of your Event:

- Publish to the BE Compete Website using tournament software. A link to the entry form on your website should be given in the message box on tournament software.
- Supply a quantity of entry forms and posters if produced to the following:
 - The secretaries of tournaments being held prior to your closing date for display at their tournament.
 - The host centre.
 - Local county match secretaries.
 - Your BE Partnership Manager.

b) Requests for umpires should be made as soon as possible to the appropriate Regional Secretary of the Badminton Umpires Association of England. The BUAofE receive donations to support the cost of supplying umpires to tournaments (recommended £25 per umpire per day). This must be paid by the Organisers (except for Senior Gold, Senior Silver and U19 Gold where it is included as part of the sanction fee).

Since it is possible that an umpire and/or service judge may be appointed for any match in a tournament, it is desirable that suitable chairs be always in position on all the courts so as not to delay matters. If this is not practicable and it is only the intention to umpire selected matches (eg following request from players, semi-finals and finals), a suitable number chairs should be available to accommodate this.

- c) One member, at least, of the tournament committee should always be available to attend to any extraneous matter which may suddenly arise, and he should be at the call of the Referee to whom nearly all players will appeal in the event of their requiring something.
- d) A copy of the draw for all events should be prominently displayed or published on the BE Compete website (www.badmintonengland.co.uk/compete) via Tournament Planner. This should be kept up to date with results during the tournament.
- e) Every endeavour should be made to provide catering facilities within the actual venue where play takes place. This will be of considerable help to the Referee as there will then be no need for competitors to leave the venue at any time.
- f) A first aid kit should always be available, all members of the tournament committee should know where it is, and someone qualified should be available to administer its contents.
- g) It is of great benefit to competitors to have someone available, or not too far away, who will be willing to repair rackets at short notice.
- h) It is useful to have a checklist of equipment that needs to be taken to the event.

Appendix D: Regulations for Handicap Events

1. In handicap matches the following variations to the Laws of Badminton apply
 - (a) No extended play is permitted (i.e. BWF Laws 7.4 and 7.5 do not apply).
 - (b) BWF Law 8.1.3 will be amended to read: In the third game, and in a one game match, when one side has scored half the total number of points required to win the game (the next higher number being taken in case of fractions) (see table overleaf).
2. No handicap should be greater than owe 9 when playing to 15 points and owe 14 when playing to 21 points.
3. In the playing of handicap events opposing players or pairs will start at the odds allotted to them, except when:
 - (a) both are in receipt of odds; or
 - (b) both are due to owe odds;
 Then, under (a) and (b) above, the player or pair due to receive the smaller amount will start at 0, and the other player or pair will start at the figure in geometrical proportion to the originally allotted odds. This figure will be found by reference to the appropriate one of the six tables which follow:

Table I Game of 15 for differentiating Received Odds. Table II Game of 15 for differentiating Owed Odds.
 Table III Game of 21 for differentiating Received Odds. Table IV Game of 21 for differentiating Owed Odds.
 Table V Game of 11 for differentiating Received Odds. Table VI Game of 11 for differentiating Owed Odds.

The figure at which the player or pair receiving or owing the greater odds will start will be that shown in the correct table at the intersection of the vertical row appropriate to the originally allotted figure of the player or pair with the greater odds, and the horizontal row appropriate to the player or pair with the smaller odds. Examples will be found under each table.

The formulae for the differentiation of odds appear below: these may be of use in cases where it is desirable to place a competitor on a mark not given in the published tables.

Z = the number of points in the game (21, 15 or 11 as the case may be).

1. In the case of received odds the formula is:

$$\frac{Z \times (\text{Difference between the two handicaps})}{Z - \text{the smaller of the two handicaps}} = \text{The number of points received by the receiver of the longer odds.}$$

NB. The receiver of the shorter odds always starts at 0

Example: Player A is given a handicap of 2 ½ and Player B a handicap of 8 ¾ playing to 21 points.

Z=21 The difference between the two handicaps is 6 ¼ (6.25)

Calculation: $\frac{21 \times 6.25}{21 - 8.75}$ Result: 7.09 (Therefore Player A starts at 0 and Player B at 7 pts)

2. In the case of owing odds the formula is: The formula is very similar

$$\frac{-Z \times (\text{the difference between the two handicaps})}{Z + \text{least odds owed}} = \text{the number of points owed by the player/pair owing the most points}$$

NB. The player/pair owing the least odds starts at 0

Example: Player A is given a handicap of -2 and Player B a handicap of -8 playing to 15 points.

Z=15 The difference between -8 and -2 is 6. The least odds owed is 2

Calculation: $\frac{-15 \times 6}{15 + 2}$ Result: -5.29 (Therefore player A starts at 0 and Player B at -5 pts)

4. After a player or pair has commenced to play in the event concerned no alteration in the odds allotted shall be permitted, except as stated above.

WHEN TO CHANGE ENDS IN HANDICAP GAMES

The tables below show the scores at which players in handicap games change ends when playing a third game, or in matches decided by a single game.

IN GAMES OF:

11 points		15 points		21 points	
Handicap received	Change at	Handicap received	Change at	Handicap received	Change at
9	10	12	14	18	20
8	10	11	13	17	19
7	9	10	13	16	19
6	9	9	12	15	18
5	8	8	12	14	18
4	8	7	11	13	17
3	7	6	11	12	17
2	7	5	10	11	16
1	6	4	10	10	16
Scratch	6	3	9	9	15
Owe 1	5	2	9	8	15
Owe 2	5	1	8	7	14
Owe 3	4	Scratch	8	6	14
Owe 4	4	Owe 1	7	5	13
Owe 5	3	Owe 2	7	4	13
Owe 6	3	Owe 3	6	3	12
Owe 7	2	Owe 4	6	2	12
Owe 8	2	Owe 5	5	1	11
Owe 9	1	Owe 6	5	Scratch	11
Owe 10	1	Owe 7	4	Owe 1	10
Owe 11	0	Owe 8	4	Owe 2	10
		Owe 9	3	Owe 3	9
		Owe 10	3	Owe 4	9
		Owe 11	2	Owe 5	8
		Owe 12	2	Owe 6	8
				Owe 7	7
				Owe 8	7
				Owe 9	6
				Owe 10	6
				Owe 11	5
				Owe 12	5
				Owe 13	4
				Owe 14	4

Hints for running handicap tournaments:

Why use fractions?

Fractions enable you to differentiate between several players of a similar standard.

Handicap tournaments are good events for leagues and clubs where the standard of players and results are known.

They are not good events to organise if the standard of players is unknown to you.

It may be possible to set handicaps from the ranking lists.

Graded handicaps

These events are normally pool events, and in the first round players of a similar grade (league) are placed in pools together. Players are handicapped within these pools.

Prior to the start of the event the pool winner is allocated a handicap which is used for subsequent matches.

How do we go about handicapping an entry:

Once you have received your entry, from results known to you arrange your list in order of strength.

Work downwards and try to identify how many points the best player should be giving each player in the list to give both players an equal chance of winning the game.

Identify the range of points required to accommodate this (should be number of points given to weakest player)

Set handicaps using appropriate table.

Handicap Table TABLE I (Game of 15)

For differentiating **Received Odds**, the giver of odds starting at 0.

	2	2 ½	3	3 ½	4	4 ½	5	5 ½	6	6 ½	7	7 ½	8	8 ½	9	9 ½	10	10 ½	11	11 ½	12
1	1	2	2	3	3	4	4	5	5	6	6	7	8	8	9	9	10	10	11	11	12
	2	1	1	2	2	3	3	4	5	5	6	6	7	8	8	9	9	10	10	11	12
		2 ½	1	1	2	2	3	4	4	5	5	6	7	7	8	8	9	10	10	11	11
			3	1	1	2	3	3	4	4	5	6	6	7	8	8	9	9	10	11	11
				3 ½	1	1	2	3	3	4	5	5	6	7	7	8	8	9	10	10	11
					4	1	1	2	3	3	4	5	5	6	7	8	8	9	10	10	11
						4 ½	1	1	2	3	3	4	5	5	6	7	8	8	9	10	11
							5	1	2	2	3	4	5	5	6	7	8	8	9	10	11
								5 ½	1	2	2	3	4	5	6	6	7	8	9	9	10
									6	1	2	3	3	4	5	6	7	8	8	9	10
										6 ½	1	2	3	4	4	5	6	7	8	9	10
											7	1	2	3	4	5	6	7	8	8	9
												7 ½	1	2	3	4	5	6	7	8	9
													8	1	2	3	4	5	6	8	9
														8 ½	1	2	3	5	6	7	8
															9	1	3	4	5	6	8
																9 ½	1	3	4	5	7
																	10	7	8	8	9
																		10 ½	2	3	5
																			11	2	4
																				11 ½	2
																					12

Note: The figures show the points to be received.

Example. "A" handicapped at +7½, plays "B" handicapped at +11 ½. Find the figure at the intersection of the vertical row with 11½, and the horizontal row with 7½ at the left. The figure is 8. "A" will therefore start at 0 and "B" at +8.

Note: The figures show the points to be received.

Example: "A" handicapped at +7½, plays "B" handicapped at +11 ½. Find the figure at the intersection of the vertical row with 11½, and the horizontal row with 7½ at the left. The figure is 8. "A" will therefore start at 0 and "B" at +8.

Handicap Table TABLE II (Game of 15)

	-2	-3	-4	-5	-6	-7	-8	-9
-1	-1	-2	-3	-4	-5	-6	-7	-8
	-2	-1	-2	-3	-4	-4	-5	-6
		-3	-1	-2	-3	-3	-4	-5
			-4	-1	-2	-2	-3	-4
				-5	-1	-2	-2	-3
					-6	-1	-1	-2
						-7	-1	-1
							-8	-1
								-9

Note: The figures shows the points to be owed. No handicap should be greater than owe 9 (see appendix C regulation 2)

Example: "A" handicapped at -9 plays "B" handicapped at -3. Find the figure at the intersection of the vertical row with -9 at the top and the horizontal row with -3 on the left. The figure is -5. "A" will therefore start at -5 and "B" at 0.

Handicap Table TABLE III (Game of 21)

For differentiating **Received Odds**, the giver of odds starting at 0.

	2	2½	3	3½	4	4½	5	5½	6	6½	7	7½	8	8½	9	9½	10	10½	11	11½	12	12½	13	13½	14	14½	15	15½	16	16½	17	17½																							
1	1	2	2	3	3	4	4	5	5	6	6	7	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	15	16	16	17	17																							
	2	1	1	2	2	3	3	4	4	5	6	6	7	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	15	16	17	17																							
		2½	1	1	2	2	3	3	4	5	5	6	6	7	7	8	8	9	9	10	10	11	11	12	12	13	13	14	14	15	16	17	17																						
			3	1	1	2	2	3	4	4	5	5	6	6	7	8	8	9	9	10	10	11	11	12	12	13	13	14	15	15	16	16	17	17																					
				3½	1	1	2	2	3	4	4	5	5	6	7	7	8	8	9	9	10	10	11	11	12	12	13	13	14	14	15	16	16	17	17																				
					4	1	1	2	2	3	4	4	5	5	6	6	7	7	8	8	9	9	10	10	11	11	12	12	13	13	14	14	15	16	17	17																			
						4½	1	1	2	3	3	4	4	5	6	6	7	8	8	9	9	10	10	11	11	12	12	13	13	14	14	15	16	17	17																				
							5	1	1	2	3	3	4	5	5	6	7	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16	16																				
								5½	1	1	2	3	3	4	5	5	6	7	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16																				
									6	1	1	2	3	4	4	5	6	6	7	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16																			
										6½	1	1	2	3	4	4	5	6	7	7	8	8	9	9	10	11	12	12	13	13	14	14	15	16	16																				
											7	1	2	2	3	4	5	5	6	7	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16																		
												7½	1	2	2	3	4	5	5	6	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16																	
													8	1	2	2	3	4	5	5	6	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16																
														8½	1	2	3	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16																
															9	1	2	3	4	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16															
																9½	1	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16															
																	10	1	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16														
																		10½	1	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16													
																			11	1	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16												
																				11½	1	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16											
																					12	1	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16										
																						12½	1	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16									
																							13	1	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16								
																								13½	1	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16							
																									14	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16							
																										14½	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16						
																											15	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16					
																												15½	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16				
																													16	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16			
																														16½	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16		
																															17	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16	
																																17½	2	3	4	5	5	6	7	8	8	9	9	10	11	11	12	12	13	13	14	14	15	16	16

Note: The figures show the points to be received.

Example. "A" handicapped at +7½, plays "B" handicapped at +11½. Find the figure at the intersection of the vertical row with 11½ and the horizontal row with 7½ at the left. The figure is 8. "A" will therefore start at 0 and "B" at +6.

Note: The figures show the points to be received.

Example: "A" handicapped at +7½, plays "B" handicapped at +11½. Find the figure at the intersection of the vertical row with 11½ and the horizontal row with 7½ at the left. The figure is 8. "A" will therefore start at 0 and "B" at +6.

Handicap Table TABLE IV (Game of 21)

For differentiating **Owed Odds**, the receiver of odds starting at 0.

	-2	-3	-4	-5	-6	-7	-8	-9	-10	-11	-12	-13	-14
-1	-1	-2	-3	-4	-5	-6	-7	-8	-9	-10	-11	-11	-12
	-2	-1	-2	-3	-4	-5	-6	-7	-8	-9	-10	-11	-11
		-3	-1	-2	-3	-4	-5	-6	-7	-8	-9	-10	-11
			-4	-1	-2	-3	-4	-5	-6	-7	-8	-9	-10
				-5	-1	-2	-3	-4	-5	-6	-7	-8	-9
					-6	-1	-2	-3	-4	-5	-6	-7	-8
						-7	-1	-2	-3	-4	-5	-6	-7
							-8	-1	-2	-3	-4	-5	-6
								-9	-1	-2	-3	-4	-5
									-10	-1	-2	-3	-4
										-11	-1	-2	-3
											-12	-1	-2
												-13	-1

Note: The figures shows the points to be owed.
No handicap should be greater than owe 14 (see appendix C regulation 2)

Example: "A" handicapped at -12, plays "B" handicapped at -5. Find the figure at the intersection of the vertical row with -12 at the top and the horizontal row with -5 at the left. This figure is -6. "A" therefore starts at -6 and "B" at 0.

Handicap Table TABLE V (Game of 11)

For differentiating **Received Odds**, the giver of odds starting at 0.

	1½	2	2½	3	3½	4	4½	5	5½	6	6½	7	7½	8	8½	9	9½	10	10½
1	1	1	2	2	3	3	4	4	5	6	6	7	7	8	8	9	9	10	10
	1½	1	1	2	2	3	3	4	5	5	6	6	7	8	8	9	9	10	10
		2	1	1	2	2	3	4	4	5	6	6	7	7	8	9	9	10	10
			2½	1	1	2	3	3	4	5	5	6	6	7	8	8	9	10	10
				3	1	1	2	3	3	4	5	6	6	7	8	8	9	10	10
					3½	1	1	2	3	4	4	5	6	7	7	8	9	10	10
						4	1	2	2	3	4	5	6	6	7	8	9	9	10
							4½	1	2	3	3	4	5	6	7	8	8	9	10
								5	1	2	3	4	5	6	6	7	8	9	10
									5½	1	2	3	4	5	6	7	8	9	10
										6	1	2	3	4	6	7	8	9	10
											6½	1	2	4	5	6	7	9	10
												7	1	3	4	6	7	8	10
													7½	2	3	5	6	8	9
														8	2	4	6	7	9
															8½	2	4	7	9
																9	3	6	8
																	9½	4	7
																		10	6

Note. The figures show the points to be received.

Example. "A" handicapped at +5½, plays "B" handicapped at +8½. Find the figure at the intersection of the vertical row with 8½ at the top and the horizontal row with 5½ at the left. This figure is 6. "A" therefore starts at 0 and "B" at +6.

TABLE VI (Game of 11)

For differentiating **Owed Odds**, the receiver of odds starting at 0.

	-2	-3	-4	-5	-6	-7	-8	-9	-10	-11
-1	-1	-2	-3	-4	-5	-6	-6	-7	-8	-9
	-2	-1	-2	-3	-3	-4	-5	-6	-7	-8
		-3	-1	-2	-2	-3	-4	-5	-6	-6
			-4	-1	-1	-2	-3	-4	-4	-5
				-5	-1	-1	-2	-3	-3	-4
					-6	-1	-1	-2	-3	-3
						-7	-1	-1	-2	-2
							-8	-1	-1	-2
								-9	-1	-1
									-10	-1

Note. The figures show the points to be owed.

Example. "A" handicapped at -5 plays "B" handicapped at -10. Look up -10 in the top horizontal and -5 in the diagonal column. The small figure where the columns meet is -3. "B" will therefore start at -3 and "A" at 0.

Note. When using the formulae enclosed the most of the differentiated odds do not work out to an exact whole number. As fractional points cannot be used in the game, the odds in the tables are rounded to the nearest whole number.

i.e. If the fraction is less than a half the number is rounded down to the lower whole number and if equal to or more than a half it is rounded up to the next greater whole number.

Appendix E

Photography and Video Recording Registration Form



[Safeguarding and Protecting Young People Guidelines]

This form should be completed by anyone wishing to take photographs or recording images at a badminton event.

Personal Details			
Name			
Address			
Post Code			
Home Phone		Mobile Phone	

Details about the Event which you are registering to take photographs at	
Programme/Event Name	
Venue	
Date(s)	

Please describe how the photographs or recorded images will be used

Declaration			
<p>I wish to take photographs or record images during the course of the above programme/event. I have read and agree to abide by the guidelines laid down by BADMINTON England and confirm that the photographs or recorded images will only be used in an appropriate manner:</p> <p>I acknowledge that if it is deemed that I have used the photographs or recorded images inappropriately, this may result in me being unable to use photographic equipment at badminton programmes/event in the future and that the incident may be reported to the Safeguarding Manager at BADMINTON England and managed within the Safeguarding Policies and procedures.</p> <p>No photographing or videoing of children should be permitted without the permission of the players and/or their guardians.</p>			
Signature of Applicant		Date	

Appendix F



Third Party Agreement – Tournament Sanction

This agreement should be completed by anyone wishing to apply for BADMINTON England Sanction for their tournament where it is not a Badminton England Circuit tournament. It sets out the obligations for a third party organisation and BADMINTON England.

Date	
Name of organising association	

Third Party Obligations

- Sanction will only be provided to affiliated organisations and will be subject to a sanction fee of £100.
- The tournament will be run in accordance with BADMINTON England Regulations for Tournaments 2019-20 including all appendices. Any exceptions must be stated in this agreement.
- The tournament will be run in accordance to BADMINTON England photography policy (Tournament Regulation 19).
- The tournament will be run in accordance to BADMINTON England policies and procedures ([here](#));
 - Laws of Badminton (as adopted at the Badminton World Federation) except where superseded by Regulations for Tournaments 2018-19 or specific Tournament Regulation.
 - 2009 Anti-Doping Policy
 - Equality and Diversity Policy
 - Equality Policy and Action Plan
 - Child Protection Policy
 - General Disciplinary Regulations
 - Appendices 1-5 General Disciplinary Regulations
 - Child Protection Disciplinary Procedures
 - UK Border Agency (Guidelines)
 - Guidance Paper re Policy on Transsexual People August 13
 - Policy and Procedures on Transsexual People Playing in Badminton Competitions - August 13
- The tournament will be run in accordance to BADMINTON England Privacy Policy ([here](#)) and in accordance with Data Protection Act 1998 (as amended from time to time).
- Confidential and sensitive information will be kept securely with access strictly controlled and limited to those who are entitled to see it as part of their duties.

BADMINTON England Obligations

- Public Liability Insurance – you will be covered by BE's public liability insurance. This provides cover for bodily injury to third parties and damage to third party property at your event (this includes BE members and non-members as part of your tournament). Public liability cover although not law is essential to protect your tournament and some venues will insist on it.
- Tournament Software licence provided through to manage and run your tournament.
- Tournament published on BE Compete website where tournament software is used.
- Online entry with payment functionality for BE members where tournament software is used and linked to a paypal account. Instruction guides are available ([here](#)).
- Grading points awarded for BE members competing in the tournament where a tournament software is used and a copy of the file sent to Competitions & Events Team - the file must include the scores of each match played in each event and show the forename, surname, county, date of birth and membership number of each competitor (where applicable).

BADMINTON England reserves the right, at its absolute discretion and without assigning a reason to refuse any application for sanction. BADMINTON England also reserves the right to suspend or cancel the sanction of any organising association who in the opinion of BADMINTON England is guilty of conduct which is or may be detrimental to the reputation of BADMINTON England or is or may be detrimental to the interests of the game of badminton or is otherwise offensive or dishonest in respect of his/her dealings.

Event Details:					
Has County Sanction been obtained?		YES / NO			
If 'NO' please give reason:					
Full title of tournament					
Tournament Classification		(See Regulations for Tournaments 2)			
Date(s) of tournament				Closing Date:	
Events to be played	Singles:		Doubles:		Mixed:
Age Groups					
Cheques Payable to			Web link:		

Venue Details			
Venue Name			
Address			
Post Code		Phone	

Tournament Secretary Details			
Name			
Address			
Post Code		Email	
Home Phone		Mobile Phone:	

Referee Details			
Name			
Address			
Post Code		Email	
Home Phone		Mobile Phone:	

Declaration				
Please indicate if you are DBS (CRB) Checked:		Yes:		No:
Exceptions to BE Rules and Regulations: 				
Signature of Organising Association			Date	
Signature of BADMINTON England			Date	

Please return to events@badmintonengland.co.uk along with a copy of your prospectus/entry form.

Appendix G

Codes of Conduct



Players Code of Conduct

The Players Code of Conduct applies to all individuals participating in badminton as a player at every level. If the code is breached and reported, all complaints and allegations will be acted upon according to the Badminton England Disciplinary Regulations and/or Child Protection Disciplinary Procedures (or relevant regulations for non-residents).

Players will

- Show respect for and treat everyone equally regardless of age, ability, gender, race, religion, ethnic origin, social status or sexual orientation. Everyone has the right to be protected from abuse
- Respect the rights, dignity and worth of every person within the context of badminton
- Play within the laws of the game and respect all officials and their decisions
- Accept the referees decision without question or complaint (let your captain or coach ask the necessary questions)
- Help injured players and opponents
- Take personal responsibility to ensure that you are suitably insured for their activities
- Wear appropriate clothing for playing badminton during training and competition
- Applaud good performance and efforts from all individuals and teams
- Congratulate all participants on their performance regardless of the game's outcome
- Keep to agreed times for training and competitions, and inform the appropriate person if you need to withdraw or cannot avoid being late

Players will NOT

- Smoke
- Consume alcohol or illegal substances
- Use any language /gestures that may cause offence to anyone on the grounds of their age, ability, sex, disability, race, background, gender status or sexual orientation, or otherwise contravene the Badminton England Equality Policy
- Condone behaviour that contravenes the Badminton England Codes of Conduct, Safeguarding Policy or other prohibited practice
- Use illegal or dangerous tactics
- Ridicule or shout at other players for making a mistake or losing a game
- Use social or any other electronic media to publicly criticise any other player or official involved in the game of badminton or otherwise bring the sport into disrepute through inappropriate communications

Parents/Carers Code of Conduct

The Parents Code of Conduct applies to all parents/carers at any badminton match/tournament or training session at every level of the game. If the code is breached and reported, all complaints and allegations will be acted upon according to the Badminton England Disciplinary Regulations or Child Protection Disciplinary Procedures

Parents will:

- Focus on the child's efforts and enjoyment rather than winning or losing
- Provide positive verbal feedback in both training and matches
- Encourage players to participate within the rules and regulations of the game
- Applaud good performance and efforts from all individuals and teams
- Congratulate all participants on their performance regardless of the game's outcome
- Leave the coach to communicate with individual players on court
- Respect the decisions of officials and teach children to do the same
- Respect umpires, officials, coaches, players and spectators
- Inform the team coach or manager of any injury, health or welfare issue that you feel it is appropriate for them to know
- Ensure that your child/children arrive and are collected promptly for training and competitions
- Remember that children participate in sport for their enjoyment, not yours
- Treat everyone equally and fairly regardless of age, ability, gender, race, religion, ethnic origin, social status or sexual orientation. Everyone has the right to be protected from abuse
- Respect the rights, dignity and worth of every person within the context of badminton
- Report any concerns you may have in relation to a young person, follow reporting procedures laid down by Badminton England
- Challenge and/or report discriminatory behaviour, or behaviour that contravenes Badminton England Codes of Conduct

Parents will NOT

- Force your child/children to participate in badminton
- Ridicule or shout at your child/children or other players for making a mistake or losing a game
- Question publicly the referee, coach, official or players' decisions within a game, match or training situation
- Use any language /gestures that may cause offence to anyone on the grounds of their age, ability, sex, disability, race, background, gender status or sexual orientation or otherwise contravene the Badminton England Equality Policy
- Condone behaviour that contravenes the Badminton England codes of conduct/prohibited practice
- Give young people alcohol, cigarettes or drugs when they are under the care of the Region/County or Club
- Use social or any other electronic media to publicly criticise any other player or official involved in the game of badminton or otherwise bring the sport into disrepute through inappropriate communications.

Parental Effect on Players

Positive parental involvement can increase your child's enjoyment of sport. Most children want you to watch and support them and some say it can improve their performance. They want you to be there but not distracting when competing.

Getting the balance right in supporting your child can be difficult. You want to give them every chance, but this can put additional pressure on a young person and you can all become over concerned with winning. Research below from the Child Protection in Sport Unit and the Chance to Shine Sports Charity demonstrates how this happens, some effects and examples of how to better support your child:

- Children as young as eight are being put off sport by the behaviour of their parents.
- Coaching from the sidelines place additional pressure on your child.
 - You may be the coach when they are younger, but let this go once they have a sports specific coach. This allows them to be more focused on working towards set goals.
 - You may be giving conflicting messages to what they are receiving from their coach.
 - Players need to develop skills to adapt themselves. Encourage your child to develop their own self-awareness of skills they have gained. This enhances self-confidence and teaches the transfer of skills.
- Putting too much pressure on and emphasis on the importance of winning and success:
 - 67 percent of parents think their children feel under pressure to win when playing sport whilst a higher proportion of children (77 percent) admitted to feeling under pressure to win.
 - 90% of children admit their teammates feel under pressure to win whilst playing sport. 75% believe that their teammates would cheat if they could get away with it.
 - If you become more frustrated with them for losing a badminton match than you would for failing a math or English test, they will get the message that you're more interested in success on the badminton court than in the classroom. Importance of Academics.
 - Perfectionism. Assure your child that you love them in spite of the outcome of their game.
 - According to the research, when children were asked about the importance of winning: *'Well winning, it makes you feel good but if you lose you just try better next time. It's not like you're really, really disappointed or anything.'*
 - Focus recognition on the effort and not just the achievement
 - Provide emotional and tangible support. Make sure you listen to your child, and how they want you to support them.
 - Do not get over involved: Be aware not to over-inflate their ego, or mollycoddle.
- Worryingly, almost half of parents and players have seen parents abusing the coach or referee. Twenty-one per cent of children also said that they have seen parents abusing another child or children to benefit their own child.

Please follow the Parents/Code of Conduct to help you walk this tightrope and ensure that your child's badminton experience is a positive one.

If you see anything at this event that you feel contravenes this Code of Conduct and advice then please bring it to the attention of the tournament organiser immediately.

NB: Research and advice is taken from the Child Protection in Sport Unit and the Chance to Shine Sports Charity. For further advice on this and other ways to positively support your children in sport, please see <https://thecpsu.org.uk> or www.chancetoshine.org.