

ASIA  
CHRISTIAN  
SCHOOLS  
CONFERENCE

ATHLETIC HANDBOOK

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## ACSC ORGANIZATION

### I. Purpose

To provide sport, performing arts, ministry, cultural, and relational opportunities for students in East Asia International Evangelical Christian high schools. These are all considered integral parts of the conference. The host school will endeavor to provide opportunities to experience all four of these.

### II. Athletic Goals (See Performing Arts Document for Performing Arts Goals)

ACSC will:

1. Honor Jesus Christ in all that we do.
2. Provide varsity level sports competitions for its member schools.
3. Provide for service and ministry opportunities for its students.
4. Encourage socialization and camaraderie among participants.
5. Promote intercultural cooperation and understanding.
6. Encourage sportsmanship among participants.
7. Promote the value of participating to the best of one's ability.
8. Strive for excellence.

### III. ACSC Participating Schools (and mascots)

Dalat International School (Eagles)

Faith Academy (Vanguards)

Grace International School (Tigers)

International Christian School-Hong Kong (Warriors)

Morrison Academy (Mustangs)

St. Paul Christian School (Warriors)

Yongsan International School-Seoul (Guardians)

- A. The ACSC Athletic Board of Directors has set the limit of member schools to eight. Schools that wish to join the conference must have at least 200 students from 9th-12th and share the values and vision of the current members.
- B. Member schools are expected to send representative teams to all six core ACSC tournaments. In order for a school to maintain membership in ACSC, it must participate in four (4) tournaments during a school calendar year. Failure to do so means that the school will be placed on probation for the following school year. Unforeseen causes will be taken into consideration. Reinstatement to full member status will be determined at the annual board meeting after the year of probation.
- C. If membership drops below eight schools, a school desiring to become a member of ACSC must apply for membership and receive the majority vote of the remaining

ACSC schools to join.

- D. Schools have until March 15 of the preceding school year to confirm which tournaments they will be participating in during the following school year. If a school withdraws from a tournament after this date, the withdrawing school will pay a fine of \$500 USD to the host school.
- E. If a host school needs to fill out a tournament they choose to make invitations from this auxiliary list. These should be the first choices before local schools are considered. Christian Academy Japan, ICS Bangkok, Gyeonggi Suwon International School, ICS Singapore, Okinawa Christian International School, **Chiang Mai International School**.

#### IV. Board Meetings

- A. The ACSC Athletic Board is comprised of the Athletic Directors and Administrative Representative of the member schools and will meet once a year. The ACSC Board shall have a Chair and Secretary who will be elected by the board for a two (2) year term.
- B. Matters of Quorum  
Five ACSC schools must be present to constitute a quorum for an official ACSC Board Meeting.
- C. Functions of the Directors meetings include:
  - 1. Establishing the date and place of ACSC events two years in advance
  - 2. Establishing handbook changes
  - 3. Setting tournament formats
  - 4. Setting tournament rules
  - 5. Evaluation of ACSC events
  - 6. Monitoring of ACSC's purpose and goals
  - 7. Membership issues
  - 8. Overseeing financial implications
  - 9. Elect a Chair and Secretary every two year
  - 10. Appoint a webmaster
  - 11. Coordination with Performing Arts committee
- D. Voting  
All ACSC issues will be decided by a vote with each member school getting one vote for each AD and Administrator present (two votes maximum per school).
- E. Passing of a Motion  
A simple majority vote of ACSC schools is required for a motion to be passed.
- F. The responsibility rests with each school's Athletic Director to communicate closely via email with the ACSC member athletic directors and tournament directors before each tournament and board meeting so planning for the events and the events themselves will run smoothly.

#### V. Conference Chair

The Conference Chair will moderate the Athletic board meeting, maintain communications with board members during the year, maintain an updated conference handbook, and oversee implementation of the board members decisions.

#### VI. Conference Secretary

The Conference Secretary will take the minutes at the board meeting, maintain the historical results of each conference tournament, insure the website is maintained and updated and act as the chair if the chair is unavailable.

### **ACSC Tournament Director and Host School Responsibilities**

1. Equipment and Supplies:
  - Coordinate with staff and administration to ensure that facilities and equipment are available for the ACSC tournament.
2. Transportation:
  - Arrange transportation for teams, including pick-up and departure of participating schools to and from the airport. (Visiting schools may be asked to pay for the airport bus.)
  - Follow-up before departure dates to ensure schools will arrive at scheduled times.
3. Contests:
  - Arrange and reserve the necessary facilities for contests. (Pay for them if necessary)
  - Obtain competent officials for events.
  - Arrange proper payment of officials.
  - Publish schedules for the tournament and distribute these to ACSC schools one month prior to the tournament.
  - Share written operating procedures to aid next year's tournament director.
4. Awards:
  - Prepare and pay for the tournament awards.
  - Organize an awards banquet at the end of the tournament. (This banquet can be paid for by the visiting participants.)
5. Hosting Schools:
  - Arrange for housing (or communicate hotel options) for all visiting teams.
  - Provide orientation materials and cost information for each visiting team.
  - These materials should be provided at least three months before the tournament.
  - All tournament communications should include the schools ADs.
6. Event Report:
  - To be completed and circulated to the ACSC Directors within one week of the event.

- Survey to be distributed within one week of the tournament for AD, coach and athlete feedback.
7. Programs:
- ACSC tournament programs are to include player names and numbers, grades, nationalities and an event history (finishing positions).
  - ACSC programs are to be forwarded to Conference Secretary for inclusion in the ACSC archives.
8. Other Requirements: The following items are expected at ACSC tournaments:
- Opening ceremonies.
  - A meaningful ministry/service event (costs may be shared between host and visiting schools).
  - T-shirts (paid for by the visiting athletes).
  - Medical support (This does not include pregame taping. Schools need to bring their own athletic tape).
  - Pre and post event coaches meeting.
  - Live streaming of games is encouraged.
  - Up to date reporting of game scores on the ACSC website and twitter feed is expected.
  - A coach's hospitality room.
  - Costs in each country for referees, housing and transportation are important considerations when the host school prepares their tournament budget. Guest schools need to be mindful of this.
  - Wifi access and dedicated space to study during gaps in team schedules.
  - Upload photos from the tournament within 7 days of the end of the tournament onto the ACSC Facebook page.

## RULES AND REGULATIONS

- I. Team size rules:  
 Soccer - 18 player limit  
 Basketball - 12 player limit  
 Volleyball - 12 player limit
- II. Eligibility rules:
- A. Players must be nineteen years or under on the 1<sup>st</sup> day of the tournament and will have four years of high school eligibility.
  - B. Homeschoolers are eligible to play for ACSC squads if they meet the homeschool requirements for that school. ACSC schools with a homeschool athlete should declare such to participating schools.
- III. Tournament Formats:  
 Soccer will have a minimum of 4-5 games  
 Volleyball should have a minimum of 7-8 games.

Basketball should have a minimum of 6 games.

Tournament format will be round-robin (can be round robin within a pool) followed by play-offs.

To the best of the hosts ability, teams will not be scheduled back-to-back and appropriate rest periods will be scheduled. Facility limitations are understood.

IV. Tie breaking rules – See individual sports

V. Tournament awards – Each tournament will have the following awards.

A. Trophies for 1<sup>st</sup>-3<sup>rd</sup> place.

B. A traveling trophy for the championship team.

C. Medals for team members of 1<sup>st</sup>-3<sup>rd</sup> place.

D. All-tournament team players receive either a t-shirt, medal or both.

16 team members for soccer.

13 team members for volleyball.

13 team members for basketball.

E. Award formulas – If there are less than seven teams slight adjustments may be made.

Soccer-16 Total

1<sup>st</sup>-4

2<sup>nd</sup>-3

3<sup>rd</sup>-2

4<sup>th</sup>-2

5<sup>th</sup>-2

6<sup>th</sup>-1

7<sup>th</sup>-1

8<sup>th</sup>-1

Volleyball-13 Total

1<sup>st</sup>-3

2<sup>nd</sup>-3

3<sup>rd</sup>-2

4<sup>th</sup>-1

5<sup>th</sup>-1

6<sup>th</sup>-1

7<sup>th</sup>-1

8<sup>th</sup>-1

Basketball-13 Total

1<sup>st</sup>-3

2<sup>nd</sup>-3

3<sup>rd</sup>-2

4<sup>th</sup>-1

5<sup>th</sup>-1

6<sup>th</sup>-1

7<sup>th</sup>-1  
8<sup>th</sup>-1

#### AWARD GUIDELINES

1. The coach of each team will choose the all-tournament representatives from his/her team according to their place in the tournament. This award should be given based on the tournament performance, not the season performance.
2. The special awards will be chosen by a coach's vote or be determined by the tournament statistics representing that award.
3. The MVP must be selected by a coaches vote from the all-tournament team of each tournament. The MVP must come from one of the top two teams.
4. The other special awards can be either all-tournament team members or not.
5. A player should win just one special "subjective" award. If a player happens to be the top defender and the MVP he/she will win the MVP award. If a player wins a statistical award he/she can win more than one including the MVP.
6. Special awards decided by vote of the coaches or the corresponding statistic.
  - A. Soccer – Golden Boot (most goals), Golden Glove (top goalie), Top Defender
  - B. Volleyball - Top Setter, Top Hitter (most kills per game), **Top Blocker, Top Passer, Top Server.**
  - C. Basketball – Top Scorer (highest average per game), Top Defender, Top Rebounder (highest average per game)
  - D. For statistical awards a player must play in 75% of a tournament's games (except the Golden Boot Award).
  - E. For a player to be considered for a statistical award, the team must keep statistics on the player.
  - F. Sportsmanship award – **The sportsmanship rubric (Appendix A) should be given to the head coach and captain of each team to be filled out and given to the tournament director on the final day.**

## VOLLEYBALL

- I. Rule Book: F.I.V.B.
  - A. Substitution will follow USVBA rules. 12 substitutions per set and 12 per rotation position maximum.
  - B. The warm-up routine will be the following: 5 minutes for the serving team to use the court, 5 minutes for the receiving team to use the court.
- II. ACSC Travelling Squad:  
12 players
- III. Tournament Format:  
The following is the ACSC Volleyball Format.



- A. A round-robin phase among all teams is played to establish seeding for the teams to enter a play-off round. The play-off round will be a double elimination phase. Loser consolation matches for placing may be played if there is court space.
- B. The round-robin phase of the tournament will be best 2 out of 3 sets with the first two sets going to 25 points. Third set is to 15 points. A team must win each set by at least two points, no ceiling). If a third set is necessary, there will be a coin toss to determine serve. Teams will then switch sides at 8 points.
- C. Advantage seeding for double elimination play-offs will be used. 1-8, 2-7, etc.
- D. The first round of play-off matches and the following consolation matches will be 2 out of 3 sets. The semi-finals and finals are standard FIVB 3 out of 5 set format.
- E. There will always be a minimum of 10 minutes warm-up before each match.

IV. ACSC Pool Play Tiebreaker Procedure:

- 1. Head-to-head result
- 2. Set differential between tied teams
- 3. Point differential between tied teams
- 4. Set differential between all teams
- 5. Point differential between all teams
- 6. When breaking ties between three or more teams the tie breakers continue for all tied teams. Do not revert to head to head when the top team is removed.

## SOCCER

I. Rule Book: F.I.F.A.

Variation: Unlimited substitutions.

Pool play and round robin will be 30-minute halves. Play-off games will be 35-minute halves.

II. ACSC Traveling Squad:

18 players.

III. Tournament Format:

The following is the ACSC Soccer format:

- 1. If there are eight teams they will be divided in two pools. They will play a round-robin format within their pool. The pool play will be followed by a single elimination play-off of the top two seeds to determine the champion. The first seed of pool one will play the second seed of pool two and vice-versa. The losers will play a consolation placing game. (The bottom two seeds of each pool will play a similar format for placing.) **Seeding will be determined based on previous year tournament results. Pool A: 1, 3, 5, 7. Pool B: 2, 4, 6, 8. Invited teams will be seeded at the bottom.**

2. If there are 7 teams there will be a full round robin with the standings to be determined by the win-loss record and the tie-breakers
3. If there are 5 or 6 teams they will play a round robin format in the first round and have a single game play-off between 1-2, 3-4, 5-6.
4. Tied matches in all play-off matches (except the championship game) will have two 5-minute periods of overtime followed by a penalty kick shoot-out if the score is still tied.
5. A tie in the championship game will have two 10-minute halves. If still tied, they will use a penalty shootout to determine the winner.

6. Yellow Card/Red Card:

If a player receives a red card in any game, that player may not play in the next game. Yellow cards do accumulate from game to game. A player receiving three yellow cards will miss the next game.

7. ACSC Round Robin/Pool Play Tiebreaker Procedures:

Win = 3 points, Draw = 1 point, Loss = 0 points

1. Head-to-head result
2. Goal differential between tied teams (no credit for more than 5 goal margin)
3. Goal differential in all games (no credit for more than 5 goal margin)
4. Goals allowed between tied teams
5. Goals allowed in all games
6. Goals scored among tied teams (no credit for more than 5 goals).
7. Goals scored among all teams (no credit for more than 5 goals).
8. When breaking ties between three or more teams the tie breakers continue for all tied teams. Do not revert to head to head when the top team is removed.
9. If there are still two or three teams tied at the end of all these tie-breakers, the effected teams will have an elimination penalty shoot-out. If there are three teams a coin flip will determine the first two teams, with the loser of the shoot-out being eliminated and the winner shooting out with the remaining team.

## **BASKETBALL**

I. Rule Book: F.I.B.A. (latest edition)

A. Exceptions:

1. 8 min. quarters for all games. 5 min half time, 1 min between quarters.
2. Three point line. Girls play US high school federation line if possible. Boys play FIBA line if possible.
3. Court dimensions for each tournament are subject to the courts of the host school.

II. ACSC Traveling squad:

12 players

### III. ACSC Tournament Format:

- A. If 8 teams, two pools of 4 play round-robin format in their pool. They are then seeded in a double elimination tournament. Pool A-1 plays Pool B-4, Pool A-2 plays Pool B-3, etc. **Seeding will be determined based on previous year tournament results. Pool A: 1, 3, 5, 7. Pool B: 2, 4, 6, 8. Invited teams will be seeded at the bottom.**
- B. If there are 7 or fewer teams the tournament will be a full round robin with the 1-2 seed playing a final game for the championship and the 3-4 seeds playing for 3rd place.
- C. When two teams arrive at the championship game, there will be no “if” game (the final is the final).
- D. Games will start on time. Warm-ups may take place on an adjacent court.
- D. First and Second Day – Round-robin play and the service project.
- E. Third and Fourth Day – Double elimination tournament

### IV. ACSC Pool Play Tiebreaker Procedures:

- 1. Head-to-head
- 2. Point differential between tied teams (no credit for more than 25-pt. difference/game)
- 3. Point differential for all round-robin games of tied teams (no credit for more than 25-pt. difference/game)
- 4. If still tied the least points allowed between tied teams.
- 5. If still tied the most points scored among tied team.
- 6. If still tied use methods 3 and 4 with all round-robin games.

Schools have until March 15, 2015 to confirm which tournaments they will be participating in during the following school year.