



BOWLS TASMANIA SOUTH

GUIDELINES FOR SIDE CAPTAINS 2023–24

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This guide has been prepared to assist
those bowlers who act as Side Captains.

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RESPONSIBILITIES

Rules. It is the responsibility of the Side Captain to ensure that the proper conduct of the game of Bowls is observed within the parameters laid down in the Laws of the Game, the BTS Conditions of Play and this guide.

All Side Captains must carry with them a copy of the Bowls Tasmania South Conditions of Play for Domestic Competitions (CoP) and a spare set of Club stickers.

Duty of Care. As a Side Captain you carry the 'Duty of Care' for your players and should always be mindful of their wellbeing. You have the responsibility to ensure that any act or neglect on your part does not contribute to a situation where your players would be exposed to unreasonable risk.

Extreme heat. You should familiarise yourself with CoP 1.16 and your responsibility to monitor temperature on the WeatherZone App. You should be consulting with your opposing Side Captain and the Umpire to ensure local conditions are considered in your decision to either continue play, temporarily suspend play until heat subsides, or abandoned play. Players showing any form of distress should be consulted and the appropriate advice and/or action taken.

Uniform. Side Captains should check that their players are correctly attired as per BA Logo Policy and the CoP section 1.10. Where new or social bowlers are being given latitude in their attire (via a dispensation approval from the BTS Secretary), inform your opposing side captain as a courtesy.

BTS Website. The BTS Secretary publishes dispensations, position sharing, and 5 game player information to the BTS website. You will find these approvals under **PENNANT > COP NOTICES**.

UMPIRE OF THE DAY

Once the game has commenced the Umpire of the day is in control and should overrule any decision made that is not in line with the Laws of the Sport of Bowls.

The Umpire should also make sure that all aspects of play are in line with the Laws of the Sport of Bowls. Any disputes, queries, or requests for clarification must be referred to the Umpire for resolution.

Note: It is the Umpire's responsibility to check that the green has been correctly marked and set out. However, if an Umpire cannot be appointed before the visiting team arrives then the Side Captain should ascertain that everything is in order.

If your club does not have an Umpire then you **must** invite any visiting Umpire to officiate, CoP 3.12 (a) and (b). At no time should a qualified visiting Umpire be overlooked in favour of an unqualified home side player.

It is advisable that there is one Umpire per green so as not to continually expect Umpires to move between greens whilst trying to concentrate on their own game.

In the absence of an Umpire any qualified Measurer should be used per CoP 3.12.

In the absence of an Umpire or Measurer, Side Captains must both agree to an action, within the rules, before any action is taken.

It is compulsory for Side Captains to advise the Umpire when substitutes are utilised or a coach is utilised by a team. The umpire ensures these roles are filled/performed in line with the Laws of the Sport of Bowls.

DUTIES PRIOR TO COMMENCING THE GAME

1. Meet and greet the visiting Side Captain.
2. Ensure that the score cards are correctly filled in with player's given and last names.
3. If any substitutes from another Club are used, clearly indicate on the card, their given and last name, and the Club at which they are registered.
4. If Opposite Gender players are being used, inform the opposing Side Captain, and verbally confirm their eligibility under either CoP 5.6 or 6.6. **Note: If you informed that the proposed player has received a BTS dispensation to play, check this on the BTS website.**
5. If social/barefoot bowling members are playing under "5 game" playing rights provisions to fill temporary vacancies in a side, inform the opposing side captain. **Note: 5-game players must be approved by the BTS Secretary prior to play. You can check this on the BTS website.**
6. **If a coach is being utilised by a team, introduce them to the opposing Side Captain and inform the Umpire of the Day.**
7. Home Club Score Cards are to be laid upside down on a table. The visiting Side Captain should then shuffle the cards and place their cards on top. This avoids the situation where the home club may wish to give skips a preferred rink.
8. Side Captains will then advise the players of the rink draw and ensure that no players continue to practise on the rink they are drawn to play on in accordance with CoP 3.4c.
9. If **requested** to do so by the visiting Side Captain, a green shall be timed by the opposing side captains in accordance with CoP 3.8.
10. If any rink is playing one player short the side captains should consult the skip and players on that rink to ensure the order of play (as per attachment A) is known and complied with.

DUTIES ON COMMENCING THE GAME

1. Ensure that the trial ends do not continue past the designated starting time as per CoP 3.11.
2. The Side Captains should toss to decide who has possession of the mat. **For the first end only** the winner of the toss must choose whether to keep the mat or give the mat away. This decision applies to all rinks in the team as set down in Law 5.2.3.
3. Advise players that instantaneous penalties apply to behaviour as listed in the BA policy 'Instantaneous Penalties'.
4. Advise players that smoking within 20 metres of greens and seating areas beside greens is not permitted **by State law** during pennant competitions. Indicate the designated smoking areas at your club. This law includes **vaping using** E-cigarettes.
5. Advise players that mobile phones or other electronic devices may not be used on the greens unless a legitimate reason has been given to the Umpire prior to the commencement of the game. (Refer to BA Policy 'The Use of Personal Electronic and Communication Devices'.)
6. An infringement notice for not observing the Smoking or Electronic Devices policy may be issued by a Side Captain or an Umpire as per CoP 1.7.

DUTIES DURING THE GAME

1. Should it not be possible to commence a game on the originally specified green/rinks, the Side Captains may agree to relocate to an alternate rinks/green/surface. A “Change of Playing Surface” form must be completed and signed by the Side Captains to confirm the decision as per 3.6.c.
2. A redraw of rinks must occur for both the moved match and any assigned match (up to 30 minutes prior to scheduled start) on the new green. This requirement enforces adjacent rinks where practicable as per CoP 3.10
3. Should the game be **interrupted due to inclement weather** (heat, cold, rain, wind etc) as per CoP 1.16, the Side Captains should agree on what action to take. Before making any decisions regarding weather etc, the Side Captains may (if they wish) confer with the Umpire of the Day to confirm that they have considered all the options available to them and to make sure their decision is in keeping with the Laws and the CoP. They should then advise the players and the Umpire of their decision. If they are unable to decide the Umpire will decide and that decision will be final.
4. If a game is suspended for any reason by the controlling Body, by the Umpire after an appeal by players, or by agreement between the Side Captains, any ends which have not been completed must be declared dead. (Law 32 - Game Stoppages.)
5. **Players are not permitted to leave the green** without advising their opponent and their absence should not exceed 10 minutes. (Law 33 - Leaving the Green lays down the conditions under which a player may leave the green.) Breaking this law, by a player or team, could result in the game being forfeited to your opponent.
6. Infringement notices for improper conduct should be completed and signed by Side Captains and the Umpire before forwarding to the BTS Secretary for action.

DUTIES ON COMPLETION OF THE GAME

1. Collect score cards from your own team and verify that they have been fully completed (scores, ends played, and signed by both skips).
2. Verify that your side’s cards match the cards of the visiting side (scores and ends played).
3. Each home club shall arrange for the results of all matches played on its greens to be entered into the BowlsLink results portal. NOTE: The “Pennant Results Form” is obsolete and no longer required. It may be used by Side Captains for latter entry of results if no-one has BowlsLink access, but this form is not considered a record of the game. Cards should be kept as a record of games played.
4. If a game has not been completed due to adverse weather conditions the results **must** still be entered into the results portal. If the BowlsLink Results Portal is not accessible a copy of both sides of each card must be emailed to the BTS Statistician before 6.30pm on the day of play.
5. Ensure that all flags are lowered and any other equipment such as mats, jacks and umpiring equipment are stored away.
6. If you feel the green was not up to standard, you must rate the green condition truthfully and send a report to the BTS Secretary within 48 hours after the match.

MOVEMENT OF PLAYERS

Side Captains should make players aware of the Movement of Players rules (Law A.4, CoP 1.14). For Pennant/Fours this means that:

1. At the start of each end the third may stay at the head with the skip until it is the third's turn to play.
2. The lead and second must always start at the mat end.
3. Players will only be allowed to walk up to the head under the following circumstances:
 - 3.1. **Leads:** after the second player in their team has delivered their second bowl.
 - 3.2. **Seconds:** after delivery of their second bowl.
 - 3.3. **Thirds:** after delivery of their **second** bowl.
 - 3.4. **Skips:** after delivery of each of their bowls.
4. In exceptional and limited circumstances, a skip can ask a player to walk up to the head earlier than described above. If a player does not meet the terms of this clause Law 13 will apply.

Notes:

- As the third is allowed to remain with the skip at the beginning of the end until it is their turn to play, there should be exceptional reason for the third to approach the head before their first bowl.
- There should be good reasons (exceptional and limited), such as the jack moving or loaded and no longer visible and/or a tightly clustered head, for the third to approach the head before their second bowl. An exceptional circumstance usually only arises 2-3 times during a match and overuse of the rule will be monitored by the Umpire of the Day.
- The Skip is also allowed to remain at the head until it is their turn to bowl and therefore has no reason to approach the head before their first bowl.
- An Umpire is permitted to advise players of this Law (Law 13.3).

SOCIAL/BAREFOOT BOWLERS ("5 GAMERS")

Social/barefoot bowlers are allowed to be selected and play under "5 game" playing rights to fill temporary vacancies in the pennant sides. Selection of such players should be merit-based according to their ability. Hence these players may be placed in a team higher than a Club's lowest pennant side. CoP 3.3(f) requires the club to advise the BTS Secretary **each time** a 5-gamer is to be used prior to them playing their game.

Clubs are expected to help these players meet minimum uniform requirements and all players should assist these new players meet etiquette expectations for the game in a cordial and non-confrontational manner. If non-compliance with uniform is unavoidable, the club must seek dispensation from the BTS Secretary to approve "as near as possible" uniform. This will be subject to a timeframe for compliance with uniform requirements.

This introduction of this provision by BTS is designed to minimise the potential for Clubs to play short in pennant competition. It is primarily designed to encourage clubs with social members who have limited experience of competitive bowls (e.g., barefoot programs or casual play) to fill a temporary team vacancy. BTS hopes their experience eventually leads them to play pennant as a full member with playing rights.

Signing up a visiting friend, relative or colleague, who bowls in another jurisdiction as a social member for the purposes of using them to fill a vacancy available to others fails to meet the intent of this specific condition of play (see CoP 1.2(b)) and makes the protest provisions of the CoP available to the opposing Club.

Michael Andersch
Chair, BTS Officiating Panel
September 2023

Attachment 1 - Opposite gender players and a rink playing one short

ATTACHMENT A

Opposite gender players and a rink playing one short

Due to this query arising regularly, BTS Match and Officiating Committees believe it prudent to remind Side Captains and Players how to handle the circumstance of a rink playing one short when it also includes an opposite gender player.

The Conditions of Play allows only 1 opposite gender player per rink (team) in a Club's lowest grade in the single gender competitions on Wednesdays and Thursdays. BTS Match Committee and/or the BTS Board will not grant an exemption to play more than 1 opposite gender player in any rink as there is sufficient scope within the Conditions of Play for Clubs to borrow same gender players from other clubs as substitutes **or 5 game social/barefoot players.**

Should a Club find itself in the position of needing to play one short in a rink with an opposite gender player, **then the opposite gender player fills the Lead position**, the Second position is unfilled with the usual gendered players playing Third and Skip.

The rules for playing one short are covered in the Law Book under Domestic Regulation 2.6 on pages 117/118. The Second position is simply missing in the incomplete team and all players play in their usual order which means the complete team's Second will always play 2 consecutive bowls.

There is a tendency as an end progresses for Thirds and/or Skips to get confused as to whose turn it is. **REMEMBER: The team that won the prior end always has their Lead, Third and Skip play before their opponents regardless of whether they are complete or incomplete.**

Hence the complete team third bowls immediately following their second when they won the previous end, but when lost, the Second's first bowl immediately follows their lead's second bowl.

Table – Order of Bowls when Complete Team wins prior end and rolls jack.

	Leads		Seconds		Thirds		Skips	
Complete Team	First Bowl	Third Bowl	Fifth Bowl	Sixth Bowl	Seventh Bowl	Ninth Bowl	11 th Bowl	13 th Bowl
Incomplete Team	Second Bowl	Fourth Bowl			Eighth Bowl	Tenth Bowl	12 th Bowl	14 th Bowl

Table – Order of Bowls when Incomplete Team wins prior end and rolls jack.

	Leads		Seconds		Thirds		Skips	
Incomplete Team	First Bowl	Third Bowl			Seventh Bowl	Ninth Bowl	11 th Bowl	13 th Bowl
Complete Team	Second Bowl	Fourth Bowl	Fifth Bowl	Sixth Bowl	Eighth Bowl	Tenth Bowl	12 th Bowl	14 th Bowl

Ross Bannister
Chair, BTS Match Committee

Michael Andersch
Chair, BTS Officiating Panel