



# **CAPTAIN'S GUIDE**

## 2015 / 2016

For more information on the VSL please visit our website:  
[www.VancouverSquashLeague.com](http://www.VancouverSquashLeague.com)

# VANCOUVER SQUASH LEAGUE

## CAPTAIN'S GUIDEBOOK FOR 2015/2016

- 1 A Little About The VSL
- 2 Some General Tips
- 3 Getting Ready For League Play
- 4 Rules Clinics And Online Referee Certification
- 5 A "How To" Guide To Sportyhq
- 6 Additional Notes And Comments

### **1 A little about the VSL**

The Vancouver Squash League (VSL) is a non-profit amateur sports league sanctioned by Squash BC and run by volunteers. It's one of the largest recreational sports league in the country. The VSL is an adult league that encourages the participation of junior players.

#### **OUR MISSION STATEMENT**

The players participating in the VSL are amateurs that are playing because of a love for the game of squash. Participants, spectators, and members the VSL are expected to always treat opponents, officials and spectators with the utmost courtesy, hospitality, and good sportsmanship.

#### **OUR PHILOSOPHY**

The VSL expects all matches and games to be played with a spirit of sportsmanship that places the responsibility for fair play on the player NOT the referee. Highly competitive play is encouraged but never at the expense of mutual respect among competitors. If you play in our league you love the game of squash and you know the rules. The VSL aims to ensure that all players can have a competitive evening of squash followed by an enjoyable session of socializing.

#### **HOW TO CONTACT AND CONNECT WITH US**

- 1) Our official website: [www.vancouversquashleague.com](http://www.vancouversquashleague.com)
- 2) Email: [info@vancouversquashleague.com](mailto:info@vancouversquashleague.com)
- 3) Facebook: <https://www.facebook.com/VancouverSquashLeague>

Don't just LIKE our Facebook page, contribute to it. Post some photos and share any squash-related info there.

### **2 Some General Tips**

#### **ACTIVATE YOUR ACCOUNT**

Try to activate your account on SportyHQ no later than Sept 25th. Make sure your whole team has done it as well so that they can all be listed on your team well in advance of the first matches – Sept 28<sup>th</sup> and 29<sup>th</sup>.

## **RULES**

Know the rules of the VSL and the rules of the game of squash.

You're the captain so make sure you've at least read through our league rules once:

<http://www.vancouversquashleague.com/rules/>

Know the rules of the game of squash. The players of the VSL follow the **Rules of Squash** as set out by the [World Squash Federation](#). You can download them on our website on the Rules page.

Captains should seriously consider becoming a **Certified Club Referee**. Squash Canada offers an online course and the VSL offers a discount on the cost.

## **SQUASH BC MEMBERSHIP**

Ensure that ALL of your team members are members of Squash BC. All players competing in the league must be current individual members of Squash BC to avoid penalties. (See Rule 4.2.2 re spares.) If your team relies on spares make sure that they become members before they play a second time for your team. (It's in their interest as a Squash BC membership offers insurance benefits.)

## **IMPORTANCE OF A CO-CAPTAIN**

If you are to be absent for any given week, make sure that you appoint a stand-in captain who has very specific and clear instructions on the responsibilities and duties of being captain. This is very important as your team could be penalized for late result entries. SportyHQ will allow you to nominate a co-captain so you don't have to share your password.

The VSL is working to get a co-captain option added to team rosters but until that exists please make your replacement the Captain for the week you're away.

## **JUNIORS**

As I mentioned before, the VSL is an adult league that encourages the participation of junior players and we expect all captains to make every effort to include the juniors even if it means having dinner in a restaurant instead of your team bar.

*See Appendix: VSL Junior Guidelines*

## **MATCH RESULTS**

Verify match results and report any discrepancies immediately. Sometime captains notice errors only when the season is coming to a close and points are at a premium. Don't be that captain:)

If you're not the home captain you need to check how the other captain entered the scores as soon as possible. Make sure the scores and player's names are correct.

Keep copies of your match score sheets. (You can download them on our website and on SportyHQ) It's good reference material and could come in handy.

### **DEFAULTS!**

You're guaranteed to have at least one match this season be a default. If it's your team, as I mentioned before, PLEASE let the other captain know as soon as you can that you're not bringing a full team.

We are working on differentiating between an actual DEFAULT and a GUEST. In the past they were the same thing. This year you will enter DEFAULT only if the match didn't occur. You will enter GUEST if you used a player who is just not a Squash BC member yet. In both cases you will not be able to enter a winning score for your team but if you enter GUEST you'll have one week to update that GUEST to a Squash BC member and then the correct score can be entered. Your one point penalty for using a GUEST will also be removed when you inform the League Coordinator of their updated status.

If you're the host captain and you're entering the results of a default NEVER enter a 0 – 0 result. There's no such thing. (Even if both teams can only bring 4 players.) The team that didn't bring a player gets the zero and their player name is entered as "DEFAULT". The winning team enters the player's name that usually plays that position so it's not "Default" 3 over "Default" 0.

## **3 Getting ready for league play**

### **FRIDAY BEFORE**

Email and confirm your start time with the opposing captain. If you have anyone with psychological food allergies on your team (like me:) or if you have a teammate who is vegetarian then this would be a good time to tell the home captain.

Make sure that your players will be available at the club, and **ready to play and referee (if you're at home)**, ON TIME and resolve any anticipated problems. Delayed starts can cause a domino effect for teams scheduled after you and no one wants to start eating dinner at 10pm.

### **DO YOU HAVE A DEFAULT?**

Make sure you let the opposing captain know **as soon as possible** if you're not going to have a complete team. It's the nice thing to do.

If you know of changes from the posted start times on SportyHQ, make sure to inform your players and the opposing captain at the very earliest date.

### **GAME DAY**

Download and print your Match and Score Sheets for the evening from SportyHQ.

This is the sheet you will use to record the five matches played and their results:

[http://www.vancouversquashleague.com/VSL\\_Score\\_Sheet.pdf](http://www.vancouversquashleague.com/VSL_Score_Sheet.pdf)

Download your Match Score Sheet. This is the sheet you will use to score the individual matches: [http://www.vancouversquashleague.com/Match\\_Score\\_Sheet.pdf](http://www.vancouversquashleague.com/Match_Score_Sheet.pdf)

Arrange to meet with the opposing captain at the venue 5-10 minutes before the start time and discuss any player order changes if required. These changes MUST be agreed to by BOTH captains before you start your matches and this should be an EXTREMELY OCCASIONAL request.

Don't mix and match players or move them around. (That's bad form and SportyHQ lists your team according to your ranking points so you really can't do that anymore.) Someone having a cold, coming back from injury or not having played for a while, is not an excuse to change the order.

If an order change is not agreed to in advance, the match, and every match below it may be forfeited, as per rule 8.1

Assign at least one official referee for each match and direct players to courts. Limit warm up to five (5) minutes. Prompt commencement of play is important and captains should consider utilizing the 10-minute default rule for excessive lateness (see Rule 7.2.2). Captains should also ensure that SIGNIFICANT late arrival of teams, whether visiting or hosting, are brought to the attention of the League Coordinator.

If you are host captain, make arrangements for refreshments to be available throughout the night. These should be of satisfactory quality and quantity. Remember our philosophy!

Captains should resolve any alleged infractions of rules wherever possible as soon as possible. It's not a bad idea to carry a copy of the rules in your squash bag to refer to.

Encourage all players to stay and enjoy the entire evening of squash and socializing.

### **HOST CAPTAIN'S RESPONSIBILITIES**

The host captain is responsible for:

1. Checking with the other captain to see if anyone has food issues.
2. Making sure every match has a referee who knows the rules.
3. Filling out the Match Score Sheet and giving the opposing captain a copy. If you are unfamiliar with the process ask your Club Representative to assist you.
4. Entering the results on SportyHQ that evening or first thing the next morning. This is actually a rule. Everyone loves checking the standings. Don't be the last team to enter your scores.
5. CONFIRM the scoring system:  
7.5.2 In the Open Divisions captains have the option of agreeing to play PAR 15 (where if the score reaches 14-all, the game continues until one player leads by two.) If they cannot

agree, play must be PAR to 11 points (where if the score reaches 10-all, the game continues until one player leads by two.)

7.5.3 The official scoring system of the Women's Divisions is PAR (point-a-rally) to 15. The player who scores 15 points first wins the game except that if the score reaches 14-all, the game continues until one player leads by two.

Division 1 will be playing to 11 this year in the new format.

## **POST GAME**

Make sure that the socializing is going well:)

Check about next week with your players before they depart.

## **4 Rules Clinics And Online Referee Certification**

### **REF CLINICS**

This October the VSL will be offering three FREE referee/rules clinics, with qualified instructors, in Vancouver, Richmond and North Vancouver.

We want to try to get EVERYONE in VSL to a clinic that hasn't done a clinic before. We will be sending out information via our Facebook page and email on the dates and times for this year's clinics.

### **ONLINE REFEREE CERTIFICATION**

As the captain you really should know the rules so the VSL is offering a 30% discount on Squash Canada's **ONLINE REFEREE CERTIFICATION**.

This online course takes about an hour to complete and if you successfully complete it you'll be able to put the designation "*Club Referee*" on your business cards.

**Some of the key features of the new e-learning *Club Referee* certification course include:**

- High definition videos using slow motion technology
- Ability to move through various learning chapters
- Pop up quiz feature at the end of each learning chapter
- Downloadable course materials & links to additional officiating resources
- Final *Club Referee* exam contained within the course
- Certificate upon successful completion

## **5 A how to guide to SportyHQ**

Read the guide here: <http://www.vancouversquashleague.com/a-guide-to-sportyhq/>

**LOGIN and you can do it all:**

1. Edit your contact info first. Try to fill in every blank please. More contact info is better!
2. Add your team players. Type in their full name and select them from the drop-down menu. If you find you can't add a specific player check with them to make sure they're signed up with Squash BC. If they don't know check with your club professional. Remember that most clubs that register players do so shortly before the deadline of October 31.
3. You can designate their position on the roster but remember that SportyHQ will rank your players according to their VSL rankings. (see Rule 8.1.3)
4. Enter your match results here too. MAKE SURE your paper match results have everyone's name spelled out neatly so that when you're entering results you don't have to guess.
5. If you want to rename your team just send [support@sportyhq.com](mailto:support@sportyhq.com) an email with your division and old team name and they'll change it for you.

### **ADDITIONAL COMMENTS / NOTES**

- League names are a little different this year. The two categories are now “Monday Night” and “Tuesday Night”. This is because we include Open Div 7 in the Tuesday night schedule and it makes things more efficient as far as scheduling goes.
- If your team has a string of HOME or AWAY games please understand that we've done everything possible to keep things even but with VLT not playing any home games and BON hosting a lot of teams with only two courts we've had to manually adjust the schedule. Things should even out in the end.
- Keep your players informed of league standings. You are central to your team's enthusiasm, enjoyment of the league experience and success on court.
- Be sure your contact information is included and UP TO DATE on SportyHQ.
- Remember the philosophy of the league (“Highly competitive play is encouraged but never at the expense of mutual respect among competitors”) and ensure all players can have a competitive evening of squash followed by an enjoyable session of socializing.
- This year there are a few divisions that are running a three cycle season in order to avoid byes. The good news is that they will avoid a bye this way and play more matches! Bad news is that they play each team in their division 3 times. We're asking that all teams play the third match as if it was the playoffs: The cost of hosting is split between the two participating teams during playoffs. In divisions that play three cycles the cost of hosting the third meeting between teams should be split.
- The Vancouver Lawn Tennis Club will be undergoing major renovations in 2015 and so if you have a VLT team in your division you'll notice that ALL of their games will be played AWAY. If you have a VLT team in your division make sure you talk to the captain and agree on who is hosting when.

- Women's Div 1 will be trying out a new format this season that is based on player rankings rather than clubs. Social hosting is not required but encouraged and captains have the option of agreeing to play PAR 11 or PAR 15. The rest of the women's divisions are playing PAR 15.

- Div 7 players: Please do your best to arrange your players in the correct order. We know that your division, in particular, has a lot of new players without rankings so it's important that the captain does their best to create a reasonable order. Explain your order to the other captain whenever you need to rearrange the roster.

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If you have any questions that aren't answered here please first refer to our FAQ page then with your club professional: <http://www.vancouversquashleague.com/faqs/>

SportyHQ also has a growing support page: <https://www.sportyhq.com/help>

The VSL League Coordinator is Robert Pacey and he can be reached via email: [info@vancouversquashleague.com](mailto:info@vancouversquashleague.com)





# VSL Junior Guidelines

## Introduction

The Vancouver Squash League (VSL) is an adult squash league that encourages the participation of juniors.

Team Captains should be aware of issues that may need to be addressed when juniors are playing in an adult oriented league. It is the responsibility of the Team Captain to be aware of these issues and to make all expectations known to the junior(s) playing on the team.

Parents should be aware of issues surrounding juniors playing in an adult league and be prepared to assist in avoiding these issues.

## Guidelines

The VSL has drafted the following guidelines to assist with the incorporation of juniors. The following are guidelines and do not form part of the VSL Rules.

1. Regardless of age, all players in the VSL are held to the same standard of conduct both on and off the court.
2. Regardless of age, all players in the VSL are expected to contribute to, and benefit from, the cost of socializing after their matches.
3. Team Captains are expected to talk to the junior and parent/guardian and establish whether they have any particular concerns about joining an adult league, including socializing, being in a change room with adults and being transported to and from a match by somebody other than a parent/guardian. Team Captains are also expected to communicate with the junior(s) and parent/guardian during the season to ensure that everybody's expectations are being met.
4. Generally, a Team should not consistently play more than two (2) juniors per week.
5. Recognizing that a junior's ability generally develops at a quicker pace than an adult's ability, a junior should not begin the season as the top ranked player on a team unless there is no other appropriate division in which the junior can play.
6. All junior players are required to wear appropriate eye guards as per Squash Canada's eye guard policy.
7. All players on a Team are expected to assist in refereeing duties.

Questions surrounding the participation of juniors in the VSL and these Guidelines should be directed to the attention of the VSL's Junior Representative via email to [info@vancouversquashleague.com](mailto:info@vancouversquashleague.com)