



CAPTAINS HANDBOOK 2023

Suffolk Coastal Petanque Alliance

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Arranging Fixtures

1. The SCPA Summer League is a Sunday league, and as such all fixtures will be scheduled for Sundays, and the Fixtures Officer will produce a Fixture List as soon as possible after the Team Representatives Meeting. Should both teams agree to play on an alternative day, then they may do so.
2. It is the Team Captain's responsibility to ensure that they can field a team for all their scheduled matches. In the event of this not being possible, the Captain should notify the opposing Team Captain as soon as possible so that the match can be rescheduled. Once a match has been rescheduled, both teams must notify the League Results Officer and the Fixtures Officer of the new date, at the earliest opportunity.
3. In the event of a match not being played within 6 weeks of the original Fixture Date or before the end of season date whichever is the earlier, the match will be awarded against the team who cancelled the fixture. If a team wishes to appeal against this, they will need to email scpadisputes@gmail.com, including any evidence demonstrating that they have attempted to rearrange the fixture. Please remember that the SCPA Summer League is a Sunday league, and as such offers to play on days other than a Sunday will not be considered as a valid attempt to reschedule. In the event of a match being awarded, this will be 4-0 in games and 52-28 in points.
4. To ensure your opponent's know where your home piste is and provide directions the website has each team's venue listed on the Team home page. Please report any errors to webmaster@suffolkcoastalpetanque.co.uk as soon as possible.
5. It is not expected but is normally courteous for the home team to provide match refreshments (either before, during or after) for your opponents. This is NOT a league rule, just a point of etiquette.

Scorecards

1. The home team provides the scorecard but it is recommended that the away team brings a spare scorecard just in case.
2. The home team fills in their team in the left-hand boxes numbered 1 to 8 and fills in their two pairs for the first two games.
3. The away team then fills in their team in the right-hand boxes numbered 1 to 8 and fills in their two pairs for the first two games.
4. Each game score is recorded, ensuring the 13 is entered on the correct side. (Home team IS ALWAYS on the left-hand side).
5. The home team then fills in their next two pairs (these are then the 3rd and 4th games) and the away team follows suit by filling in their remaining pairings.
6. Again, each game score is recorded as Note 4.
7. As the match has now seen all 4 pairs games completed, the match score will be 4-0, 3-1 or 2-2 and this can be recorded in the boxes to the right-hand side of each team name near to the top of the scorecard.
8. The total points scored by each side in the 4 games should be totalled and recorded in the Total Points boxes.
9. Both captains need to sign and date the scorecard as this then becomes the true record of the match played and no queries can be raised later regarding details on the scorecards, so both captains must check it is 100% correct. It is recommended that captains keep a copy or photo of the scorecard until the end of the season.

10. IMPORTANT: -
The HOME team provides the scorecard
The WINNING team sends in the scorecard
(In the event of a 2-2 draw, the HOME team sends in the scorecard).
11. Scorecards are to be sent to results@suffolkcoastalpetanque.co.uk.

League Match Rules

1. Both teams must have a minimum of 4 players, up to a maximum of 8, to play a match. All games are played as pairs.
2. If a team arrives with just 3 players, they must forfeit 1 game but are still able to play the remaining 3 games.
3. If a team arrives with just 2 players, they must forfeit 3 games but are still able to play one game.
4. If a team arrives with 1 player or no players at all, they forfeit the entire match 4-0.
5. All games are played until one pair reaches 13 points, irrespective of what the other pair scores, so games can be 13-0 or 13-12 or anything in between.
6. A league match is played as being the "best of 4" pairs games, meaning match scores can only be 4-0, 3-1 or 2-2.
7. After the first two pairs games have been completed and the two respective captains are arranging their next pairings, they CANNOT pair up two people who have already played as a pair in that match. (This is to prevent teams from putting dominant pairs on all the time).

Cup & Plate Match Rules

1. A Cup or Plate Match will follow the same guidelines as the League Match Rules above, except for Point 7.
2. If after the 4 games have been played the score is a 2-2 draw, then a Tie Break game must be played.
3. In the Tie Break game, you are allowed to play a pair who have previously played together in the match.
4. The home team fills in their play-off pair in the Tie Break section, then the away team fills in their pair in the Tie Break section.
5. The winning team is responsible to sending in the scorecard to results@suffolkcoastalpetanque.co.uk.

Arrangement of League Tables

1. Once all team registrations have been received, the Management Committee will review the teams entered and the allocated divisions based on the previous year's standings, after promotion and relegation, will be published. Where teams from last year have not registered for this season, teams may be moved up the standings so that, where possible, the divisions will be comprised of 7 teams. The lower division(s) may have less than 7 teams per division if the total number of teams is not a multiple of 7.
2. As per the guidelines issued in December 2018, the title to a team will be considered to lay with the Team Captain, and this will determine a team's position in the Divisions should they change name, venue etc.
3. Any new teams entering the league will be placed in the lowest division.

4. Any team returning to the league having skipped one or more years will be considered a new team and placed in the lowest division.
5. The divisions will be run on a 2 up/2 down promotion and relegation system.
6. In addition, there will be a playoff between the 3rd from bottom Premier Division team and the 3rd placed Division 1 team to create a possible 3 up/3 down between Premier Division and Division 1, depending on this result.
7. Throughout the season, upon receipt of the signed scorecard, each team will be awarded 1 point for each game they have won e.g., if Team A beats Team B 3-1, then Team A is awarded 3 points and Team B is awarded 1 point.
8. League tables are arranged by the following criteria in order.
 1. Highest amount of league points earned, descending down in each division.
 2. If this is equal, then actual games won in every match is totalled up, to give a games 'for' and a games 'against' and therefore create a 'games difference', with the best positive difference being highest and then descending order from there.
 3. If this is also equal, then actual shots scored in every match is totalled up, to again give a shots 'for' and a shots 'against' and therefore create a 'shots difference', with the best positive difference being highest and then descending order from there .
 4. If this is also equal, then the team with the highest number in the 'shots for' column is placed higher.
 5. If this is also equal, then any match score between the two sides is taken into account, with the winning side being placed higher.
 6. If this was then a 'perfect draw', i.e., 2-2 and shots score was identical on both sides, then the AWAY team is placed higher.
9. The league tables can be found at <https://suffolkcoastalpetanque.co.uk>

Code of Conduct & Disputes Panel

The SCPA adopts the current English Petanque Associations' Code of Conduct for members as far as how each player is expected to conduct themselves in respect of officials, team-mates, opponents, spectators and members of the general public.

Whilst it is written for EPA Licence holders, there is no reason why it should not also apply to any unlicensed player, whatever level they are.

Should you feel that someone has seriously breached this Code of Conduct, you need to contact the Disputes Panel by email to disputes@suffolkcoastalpetanque.co.uk immediately with all the facts and evidence, so that the matter can be referred to the Leagues Disputes Panel.