



**INTERNATIONAL SCHOOLS' SPORTS FEDERATION
of HONG KONG (ISSFHK)**

CONSTITUTION

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By Sharon Leung and Kellie Alexander
Hong Kong International School (HKIS) and Chinese International School (CIS)

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By Leon Tkachyk
International Christian School (ICS)

2nd edition (revised) May, 2011
By Connie Chau & Leon Tkachyk
International Christian School (ICS)

1st edition May, 2006
By Michael Balo & John Jalsevac
Canadian International School of Hong Kong (CDNIS)

INTERNATIONAL SCHOOLS' SPORTS FEDERATION

of HONG KONG - (ISSFHK)

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ISSFHK CONSTITUTION

I. ARTICLES

ARTICLE A – NAME

This Federation shall be known as the International Schools’ Sports Federation of Hong Kong.

ARTICLE B – PURPOSE

The purpose of ISSFHK is to provide a well-rounded program of interscholastic athletics’ for all member schools. ISSFHK seeks to provide rules and regulations governing the Federation that will achieve recognized educational objectives, promote the traditions of sportsmanship, and provide an enjoyable athletic program throughout the school year for all participants, spectators and supporters. This constitution is to provide the framework and regulations by which ISSFHK operates. A related purpose of the Federation shall be to establish closer relationship among its member schools.

ARTICLE C – MEMBERSHIP

SECTION 1 - BOUNDARIES

The ISSFHK membership will consist of International and Independent Schools within the boundaries of Hong Kong.

SECTION 2 – APPLICATION

Application for membership in this Federation shall be open to all International and Independent Schools as defined in Section 1 which meets with such requirements as stated in this Constitution.

SECTION 3 –MEMBER SCHOOLS

Pending compliance with the "Conditions of Membership" (Section 4), a "Member School" is entitled to full participation rights and voting privileges on Constitution matters and Federation affairs. All "Member Schools" share equal status.

SECTION 4 –MEMBER SCHOOLS AND CONDITIONS OF MEMBERSHIP

A Member School shall:

- a. abide by the Articles of the Constitution, rules, and regulations and by-laws of the Federation.
- b. have representation at all Federation meetings pertaining to their school and the league. A representative of a member school should be the Athletic Director, Activities Director, Sports Representative or a qualified teacher in a comparable position within the school's organizational structure. The school representative must attend the three coaches' meetings and Spring AGM to be eligible for participation in any given year of activities. Failure to have the 'appropriate' level of representation at any of these meetings will result in a notification from the executive and probable suspension from any future Federation activities.
- c. pay full ISSFHK membership fees according to the fee schedule (Article E – Federation Members 2d) Treasurer).
- d. be responsible for understanding and implementing updates and developments (sports rules, changes, events, constitution).
- e. remain in "good standing" in the Federation unless suspended or expelled. "Good standing" in the Federation shall include and serve as the criteria used to determine full membership in the ISSFHK in the subsequent ISSFHK league year:
 - i. support and be involved in Federation activities and its development
 - ii. attend meetings and Federation functions and events and AGM
 - iii. demonstrate a willingness to become involved as a Convenor or member of the League Executive
 - iv. host or co-host competitions, tournaments, meets
 - v. demonstrate a willingness to become involved in securing venues or sport officials for league competitions
 - vi. demonstrate a willingness to work toward involving teams in all 3 sport seasons with an increasing number of participating teams
 - vii. not incur an excessive number of sport violations
 - viii. submit no-play dates in a timely manner
 - ix. submit coaches details to the seasonal coaches database by the start of each season
 - x. submit eligibility sheets 24-hours prior to the first competition and update as necessary
 - xi. submit photo identification of students competing in championships or finals
 - xii. when a school designates a convenor for a particular sport, that convenor must be a qualified teacher or certified instructor in that sport. Any deviation from this may only be done with formal approval from the executive. Assigning the role of convenor to a classroom assistant or PE assistant is not acceptable.
 - xiii. when attending Federation events, schools are required to provide the appropriate level of teacher supervision. At larger events, such as cross country and track & field competitions, this means enough teachers/coaches to supervise students and work as marshals, judges, recorders, etc. Students should not serve in any supervisory roles.

SECTION 5 – NEW MEMBER SCHOOLS

Pending compliance with the "Conditions of Membership" (Section 6), a "New Member School" is entitled to full participation rights on an interim basis until full membership status is approved. A New Member School does not have any voting privileges.

SECTION 6 – NEW SCHOOL METHOD OF APPLICATION AND CONDITIONS OF MEMBERSHIP

A New Member School:

- a. must submit an application to the League Executive
- b. must indicate its willingness to abide by the Articles and By-Laws of the Constitution, rules, and regulations and by-laws of the Federation.
- c. may be admitted to a trial membership following approval from the ISSFHK League Executive.
- d. must have representation at all Federation meetings pertaining to their school and the league. The Athletic Director or Sports Representative of a school, which is not represented at the AGM or one of the Coaches / Conveners' meetings, or other called Federation meetings shall be notified in writing that failure to be represented at the next meeting could result in suspension from any further Federation activities.
- e. must compete in a minimum of 3-season cycles before being eligible for full league membership at the AGM.
- f. shall remain in "good standing" in the Federation unless suspended or expelled. "Good standing" in the Federation shall include, and serve as the criteria used to determine full membership in the ISSFHK in the subsequent year:
 - i. support and be involved in Federation activities and its
 - ii. development
 - iii. attend meetings and Federation functions and events including the AGM
 - iv. demonstrate a willingness to become involved as a Convenor or member of the League Executive
 - v. host or co-host competitions, tournaments, meets
 - vi. demonstrate a willingness to become involved in securing venues or sport officials for league competitions
 - vii. demonstrate a willingness to work toward involving teams in all 3 sport seasons with an increasing number of participating teams
 - viii. not incur an excessive number of sport violations
 - ix. submit no-play dates in a timely manner
 - x. submit coaches details to the seasonal coaches database by the start of each season
 - xi. submit eligibility sheets 24-hours prior to the first competition and update as necessary
 - xiv. submit photo identification of students competing in championships or finals
 - xv. when a school designates a convenor for a particular sport, that convenor must be a qualified teacher or certified instructor in that sport. Any deviation from this may only be done with formal approval from the executive. Assigning the role of convenor to a classroom assistant or PE assistant is not acceptable.
 - xvi. when attending Federation events, schools are required to provide the appropriate level of teacher supervision. At larger events, such as cross country and track & field competitions, this means enough teachers/coaches to supervise students and work as marshals, judges, recorders, etc. Students should not serve in any supervisory roles.

ARTICLE D – FEDERATION LEAGUE EXECUTIVE

SECTION 1 – COMPOSITION

The Federation League Executive is composed of volunteers working within the International and Independent Schools in Hong Kong.

SECTION 2 - DUTIES OF THE LEAGUE EXECUTIVE

The League Executive shall determine the policies and establish principles affecting the Federation and shall have the power to amend this constitution.

SECTION 3 – VOTING

Each school's delegate (Athletic Director or Sports Representative), duly authorized substitute or proxy, shall have one vote at the AGM and any other called meetings. On decisions that require a vote, a simple majority suffices unless otherwise specified in the Constitution or Sport By-Laws.

SECTION 4 – QUORUM

A quorum for the transaction of business for League Executive shall consist of two-thirds of the total member of Delegates, present either in person or by proxy.

SECTION 5 – REGULAR AND SPECIAL MEETINGS

- a. The AGM shall be held no later than the middle of May each year.
- b. The final League Executive shall be held at the conclusion of season 3 and prior to the AGM each year. At this meeting, amendments, additions and deletions will be reviewed, further amended, and organized for presentation at the AGM.
- c. An extraordinary meeting of the League Executive of the ISSFHK may be convened at any time in which full powers may be exercised, constitutional changes made, and decisions put into effect immediately.
- d. The designated League Executive Officer responsible for Communications shall schedule meetings at least two weeks prior to each meeting date.
- e. Order of Business Proceedings for the AGM will include:
 - i. Presidents Report – President
 - ii. Approval of previous meeting minutes – Communications Officer
 - iii. Business arising from the minutes – Communications Officer
 - iv. Treasurers Report & Payments Officer
 - v. Reports from Executive Officers:
 1. President
 2. Vice-President
 3. Principals' Representative
 4. Executive Officers – Communications & Meetings, Conveners Supervision, Payment Tracking, Website & Technology, Archives, Discipline, Constitution Review & Futures, Protests, and Futures

SECTION 6 – CHAIRPERSON OF MEETINGS

1. The President or the Vice-President of the Federation shall be the Chairperson of the AGM or League Executive meetings.
 2. The Chairperson of each Committee shall be a designated ISSFHK League Executive Officer.
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ARTICLE E – FEDERATION MEMBERS

SECTION 1 – COMPOSITION

The Federation will consist of:

1. The official delegate (Athletic Director or Sports Representative) from each member school.
2. The League Executive will be comprised of 9 member positions: President, Vice-President, Treasurer, Principals' Representative, and 5 League Executive Officers.

SECTION 2 – DUTIES

1. Athletic Directors or School Sports Representatives:

- b. are appointed by the Principal from his staff and shall represent his school in all ISSFHK Federation matters.
- c. shall have voting power on behalf of his school in all ISSFHK Federation sport matters at the AGM or other called meetings in person or by proxy.

2. The League Executive:

- a. will conduct the business of the Federation and be responsible for supervision of all its designated Executive Officers.
- b. shall adhere strictly to the Constitution & Sports By-Laws of the Federation.
- c. shall outline the responsibilities of all committees of the Federation as well as appoint the Chairperson and Officers of each Committee.
- d. will make certain that no member of the League Executive be permitted to sit on a Board of Reference in dealing with matters pertaining to his/her school.
- e. shall have the power to overrule any Sports Committee or Athletic Director / School Sports Representative decision
- f. be nominated by the executive and confirmed at the AGM as follows:
 - i. President – elected three-year term (beginning 2013-14)
 - ii. Vice-president - elected two-year term
 - iii. Principals' Representative – appointed by Head's or previous Principal's Representative – two-year term
 - iv. Treasurer – elected two-year term
 - v. 5 Executive Officers - elected two-year term

3. Duties of the League Executives:

a) The President:

1. shall attend all meetings of the Federation. ie) AGM, League Executive, Committee etc.
2. shall prepare the agenda for all meetings three weeks before the set date.
3. shall have the authority to inquire into matters pertaining to the affairs of the Federation.
4. shall represent the Federation in dealing with the media and the public.
5. has the authorization to appoint chairpersons of the sub-committees.
6. shall be the chairperson of the Futures Committee.

b) The Vice-president:

1. shall attend the meetings of the League Executive and Committees.
2. shall attend all meetings of the Federation in the absence of the President.
3. shall be the chairperson of the Disciplinary Review Committee which shall make any ruling on any cases of player ineligibility and/or coach misconduct.

c) The Principals' Representative:

1. shall attend the meetings of the League Executive
2. shall be the liaison between the ISSFHK and Heads' of Member Schools.
3. shall attend at any of the above meetings in the absence of the President and or Vice-President.
4. shall write letters of reprimand and communicate such to principals of offending schools.

d) The Treasurer:

1. shall receive and under the direction of the League Executives, hold in safe-keeping monies paid to the Federation.
2. Invoice schools according to the following fee schedule

Season	Bill By	Due by
1	Dec 1	Dec 15
2	March 1	March 15
3	May 1	May 15
4	June 1	June 15

3. maintain an adequate contingency fund
4. make payments in accordance with the instructions of the League Executive in a timely manner
5. keep an accurate accounting of all receipts and expenditures of money by the Federation he / she is authorized to re-possess and distribute the property of the Federation accordingly
6. shall prepare, present and distribute an annual financial statement at the AGM.
7. Order all banners and medals at least 4 weeks prior to season championships

e) Executive Officers:

The additional executive officers shall be five members-representing both small and large schools within the Federation. These members shall be responsible for performing duties related to league functions.

1. Secretary / Communications Officer

- a. keep an accurate account of the meetings of the Federation
- b. provide a copy of the minutes of all meetings to the League Executive and official delegates of each member school within 2 weeks of any meeting
- c. provide due notice in writing of all meetings and ~~business to come~~ agenda to the official delegates of all member schools at least three weeks prior to the meeting
- d. make the preparations for all meetings by confirming venue, date with League executive, coaches and conveners

2. Archives and Fixtures

- a. collect and compile all current and archived ISSFHK Federation data and compile a matrix of information and events since the leagues inception (schools involved, teams, sports, playoffs and championships, significant structural changes, executive, etc.)

3. Website and Technology

- a. maintain and update ISSFHK Federation website for the purpose of reporting, news and business, schedules, competition results, photos and standings

4. Convenors Supervision

- a. supervise convenors in all sports to ensure that they are adequately prepared for their respective role in their respective sport
- b. update the Convenors guidebook annually and share this with all convenors
- c. take the lead role in preparing for and chairing the Convenors / Coaches meetings
- d. keep on file all Convenor reports for the preceding years
- e. keep a register of all ISSFHK Federation players, their certified ages, and eligibility
- f. ensure awards are ordered and delivered to schools convening the championships for each sport

5. Discipline

- a. serve as the first point of contact for protests and appeals
- b. convene disciplinary review committees as needed including but not limited to the President,, Principals' representative and executive officer responsible for discipline

f) Executive Committees: NB: Need to review and add ISSFHK code of conduct. ie.) Rules infractions, student behavior, coaches' behavior, code of conduct

1. Disciplinary Review shall convene when a coach / athlete has been ejected from an ISSFHK activity or a sporting event in which the member school is representing the Federation.
2. Protest Committee shall convene when a member of the Federation lodges a protest.
3. Constitutional Review Committee shall update and distribute the Constitution to all member schools.
4. Futures Committee shall convene to discuss matters affecting the future of the Federation.

ARTICLE F – FINANCES

SECTION 1 – TREASURER AND DISPURSEMENT OF FEES

1. The treasurer shall be bonded.
2. Under the direction of the League Executive, the Treasurer shall be responsible for the collection of fees, the payment of bills, and any other collections or distributions as may be authorized (ie Sport Fees, Executive Secretary honorarium, website costs, etc)
3. The President, Vice-President, Executive Secretary shall have signing powers with two signatures appearing on each cheque written.
4. The fiscal year shall be from September 01st to August 31st of the following year.

ARTICLE G – APPEALS

Any appeals from any decisions of any Executive Committee as a whole, or of the Convener of any Sports Committee, shall be made by the school’s Athletic Director or Sports Representative to the League Executive of the ISSFHK through the President within 24 hours of the time when a protested decision has been given.

ARTICLE H – ARTICLE AMENDMENTS / MOTIONS / VOTING

SECTION 1 – AMENDMENTS

This Constitution, or any part within, may be amended at the AGM only. Amendments to the constitution may be made in extraordinary situations at an ISSFHK League Executive meeting called by the League Executive, at which a quorum of two-thirds of the delegates either in person or by proxy must be present.

SECTION 2 – AMENDMENT PROPOSALS

Amendments may only be proposed by a member school and must be submitted to the Executive Secretary of the ISSFHK not less than 30 days prior to the AGM or of the said meeting.

SECTION 3 – AMENDMENT MOTIONS AND VOTING

Amendments must be voted upon as submitted except for changes in wording for clarification purposes only. Amendments may be changed at the meeting but may be amended only once. A motion may be amended several times until the question is called.

SECTION 4 – AMENDMENT APPROVAL

Approved amendments / motions shall be effective as of September 1st of the following year, the new fiscal year, following their adoption unless a specific date is outlined in the amendment motion.

II. BY - LAWS

BY-LAW A – SPORTS ACTIVITIES

SECTION 1 – SPORT SEASONS & TEAMS

SEASON #1 (September – November)

Cross country (U12, U14, U16, U20)
Soccer (U14)
Swimming (U12, U14, U16, U20)
Volleyball (U14, U16, U20)

SEASON #2 (November - February)

Ball hockey (Open)
Basketball (U12, U14, U16, U20)
Golf (Boys, Girls)
Tennis (Boys, Girls)

SEASON #3 (February - April)

Badminton (U12, U14, U16, U20)
Soccer (U20 Boys, U20 Girls)
Softball (Boys, Girls)
Track and Field (U12, U14, U16, U20)

SEASON # 4 (April - May)

Soccer (U12)

- Other sports activities may be approved by the ISSFHK League Executive, and will be approved at the AGM for a one-year term as an exhibition sport before being accepted as an approved seasonal sport.

SECTION 2 – REGISTRATION OF TEAMS

The registration of all school teams will occur on a season-by-season basis. Schools should register their teams according to the following schedule:

Season 1 – May 30 (of the preceding year)

Season 2 – October 15

Season 3 – January 30

Season 4 – January 30

SECTION 3 – WITHDRAWAL OF TEAMS, NO-SHOWS AND COMPETITION FORFEITS

1. Teams may withdraw from an ISSFHK League's sport season prior to the distribution of the final schedule.
2. Any team withdrawing from competition after the final schedule has been finalized and distributed:
 - a. Will be subject to an automatic fine
 - b. may be subject to ineligibility to compete in that sport in that division in the following year.
 - c. may be required to sit out players who caused the forfeiture to occur, from all sport activities in the ISSFHK for at least one fiscal year.

3. Any team that does not show for a scheduled match:
 - a. will be subject to an automatic fine
 - b. will give an automatic walk-over to the other team
 - c. may be subject to disciplinary action.

4. Any team that forfeits a scheduled or re-scheduled competition:
 - a. Should advise the host school AD and convenor of the sport by 11am where possible
 - b. May be subject to an automatic fine
 - c. May be subject to ineligibility to compete in that sport in that division in the following year.
 - d. May be required to sit out players who caused the forfeiture to occur, from all sport activities in the ISSFHK for at least one fiscal year.

5. Any team that forfeits a scheduled or re-scheduled competition in the last 25% of the season qualifies for the playoffs or end of season tournament, will be ineligible for post season or championship tournament play.

6. Appeals pertaining to withdrawals, no-shows, forfeits and re-schedules should be received, in writing, by the discipline committee within 24 hours.

SECTION 4 – RULES AND REGULATIONS

The playing rules and regulations for each sport are part of the ISSFHK Constitution. All participants must adhere to all Articles and By – Laws of the Constitution. These rules and regulations will be reviewed annually in the Sports Committee meetings and at the AGM for amendments and approvals.

SECTION 5 – SPORTS COMMITTEES

1. The League Executive shall appoint a Convenor for each sport activity at the AGM each year.
2. Each school shall appoint an individual for each sport who will act as the school's representative at the Coaches / Convenors meeting for that sport.
3. Only member schools participating in the sport activity shall have the representation at these meetings.
4. All schools wishing to participate in any sport during an ISSFHK fiscal year must have a representative present at the Season #1, Season #2, or Season #3 Sports Committee Coaches / Convenors meetings each year.

a. CONVENOR

The Convenor should:

1. act as Chairperson of all meetings of the Sports Committee.
2. be responsible for the management of the affairs and publicity of the sports activity subject to the ISSFHK Constitution By – Laws, rules and regulations of the sport, and regulations of the Sports Committee.
3. conduct the necessary correspondence of the Sports Committee. ie) meeting minutes, scheduling, results, etc.
4. complete his/her preliminary schedules prior to the Coaches / Convenors meeting and a final schedule completed no later than 1 week prior to the start of the respective season.
5. liaise closely with the Executive Officer responsible for Convenors and with the Treasurer especially in matters pertaining to the website and finances.
6. ensure the safety of all athletes in all ISSFHK sponsored activities and events.
7. ensure that awards are collected and distributed-for the championships
8. whenever possible be in attendance and arrange for the distribution of

- championship awards
9. in cases where he / she cannot make a just and proper decision pertaining to sport matters, consult the ISSFHK League Executive for assistance or to make a decision on his/her behalf.
 10. Compile and submit an all-inclusive written report on his/her sport activity to the ISSFHK Executive and the Executive Officer responsible for Convenors at the conclusion of the said sports season

b. **COACHES**

The ISSFHK encourages schools to utilize coaches that are members of the teaching or support staff of the schools while they coach. The Principal of a school must approve all coaches and or / responsible adults who accompany athletes to competitions.

Coaches are:

1. required to be present at all competitions or events of the ISSFHK.
2. responsible to adhere to the ISSFHK Constitution By – Laws, rules and regulations of the sport and regulations prescribed by the Sports Committee.
3. required to record their scores to the Athletic Director / Sports Representative at the conclusion of competition that they win as per ISSFHK Constitution requirements.

c. **HOST SCHOOLS**

1. Should provide a safe environment for competitive play
2. Should report all scores to the convenor no later than 48 hours after the event
3. Provide adequate drinking water and first aid.
4. Communicate the AQI and cancellations

BY-LAW B – ELIGIBILITY OF PLAYERS

SECTION 1 – DIVISIONS

1. All schools will enter students in the following age group classifications for all sports.

a. Under 12

U12 will include any student registered on a full time basis who is under age 12 as of September 01 of the current academic year.

b. Under 14

U14 will include any student registered on a full time basis who is under age 14 as of September 01 of the current academic year.

c. Under 16

U16 will include any student registered on a full time basis who is under age 16 as of September 01 of the current academic year.

d. Under 20

U20 will include any student registered on a full time basis who is under age 20 as of September 01 of the current academic year.

2. Exception to age group classification: Schools may play only one U16 (over-age player) on a U14 team. This applies to team sports in schools with a student population of less than 200 students age 12 and above. Zero points are applied to teams that use this ruling.

3. In each sport, students are allowed to play up one age division once during a season. Once the second game is played, that student will be deemed a member of the older division and will henceforth be ineligible to play for the younger age brackets in that sport.

SECTION 2 – ELIGIBILITY FORMS

1. The completed ISSFHK Eligibility Form must be emailed to the Convenor and the Executive Officer responsible for Convenors prior to any season competition.
2. For league regular season games this form must be submitted a minimum of 24 hours prior to the first competition.
3. The ISSFHK Eligibility Form must include the names and contact information for the Coach and Athletic Director / Sports Representative.
4. Any addition to the Eligibility Form after the season has commenced must be completed on the same form, with the date of change indicated on the form the Convenor prior to the next competition as per ISSFHK Constitution requirements.

SECTION 3 – QUALIFYING OF PLAYERS

1. All players must be certified must be bonafide, full time students of the school they represent.
2. Each school is responsible for checking the eligibility of players with the school's official records.
3. A player must compete in a minimum of 2 regularly scheduled competitions to become eligible to compete in the playoffs of that sport and division.
4. All playoff competitions, including games to settle ties in the standings, are not considered scheduled regular season competitions.
5. A player may not take part in more than 2 competitions in a higher division of a sport and retain his/her lower division standing.
6. If a player plays in at least one playoff competition in one division he/she is not eligible to participate in another division of the same sport.

SECTION 4 – RULING ON INELIGIBLE PLAYERS

1. The League Executive shall make any ruling on cases of player eligibility / ineligibility.
2. Any coach who uses ineligible players will be suspended for a minimum of at least one league year, pending League Executive ruling.
3. A school's Athletic Director / Sports Representative may be suspended for a minimum of at least one league year, pending League Executive ruling.
4. Any ineligible player that competes in league competitions may be suspended for a minimum of at least one league year, pending League Executive ruling.
5. Any team that uses an ineligible player/s will receive a loss for that competition/s in which the ineligible player/s competes.

BY-LAW C – COMPETITION PROTESTS

SECTION 1 – PROCEDURES

1. All competition protests must be issued by the Athletic Director / Sports Representative and approved by the Principal of the originating school.
2. All competition protests must be presented to the League President within 24 hours of the disputed competition / event. The Convenor and Athletic Directors / Sports Representatives must also be notified of the protest.
3. The League Executive Committee shall make a ruling on all protests.
4. Any school filing a protest will be invoiced for \$250 per protest in the event that the appeal is unsuccessful

BY-LAW D – UNSPORTSMANLIKE CONDUCT

SECTION 1 – PLAYER OR COACH

1. If a player or coach is ejected from a competition the Coach of the said school must notify the Convenor immediately. The Convenor must contact their Athletic Director / Sports Representative immediately, who in turn must contact the League President within 24 hours.
2. If a coach is reported of “alleged unfair play”, the Convenor and Athletic Directors / Sports Representatives of both schools will review the incident immediately, and the Athletic Director of the reporting school will notify the League President within 24 hours.
3. Any player who is ejected from a competition may be required to appear before the Disciplinary Committee to review the incident. The body may recommend further action or suspension. A player may resume play once his/her suspension has been served, even if it begins prior to the hearing (depending on the nature of the suspension).
4. Any coach who is ejected from a competition will be suspended until the time of his/her hearing.
5. The League Executive Committee shall make a ruling on all unsportsmanlike conduct rulings.
6. The League Executive may request that the Principal of the offending school suspend a player or coach and report back to the League Executive.

BY-LAW E – SPORTS BY-LAW AMENDMENTS

SECTION 1 – AMENDMENTS

1. Sports By-Laws may be amended at the AGM of the ISSFHK League at which a quorum is present by a straight majority of the ISSFHK League Delegates present either in person or by proxy.
2. Amendments approved shall be effective as of September 01 of each league year following their adoption or the date outlined in the motion.
3. These Sports By-Laws may be amended at which a quorum is present by a straight majority of the League Executive Members present either in person or by proxy, in the event that a sports ruling or procedure is deemed necessary to change during any of the sports seasons and prior to the AGM. Any such amendments passed must be confirmed at the next AGM as noted in Section 1.1
4. Any proposed amendments to the By-Laws must be circulated to all League Executives by school ADs or Sports Representatives not less than 10 days prior to the called meeting of the ISSFHK League Executive at which they are to be considered.