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**Pretoria High School**

**Old Boys' Bowling Club**

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# **BY-LAWS**

## **2018**

# **PRETORIA HIGH SCHOOL OLD BOYS BOWLING CLUB BY-LAWS**

## **PREAMBLE.**

The by-laws were framed and passed by the Management Committee in terms of clause 10.5 of the constitution of the PHSOB Bowling Club and are applicable to all members of the club. The by-laws can be rescinded, changed or added to by the Management Committee from time to time and will be in full force and effect unless rescinded by a general meeting of members.

1. Definitions and interpretation
  - 1.1 When interpreting these by-laws, the best interest of the club and the game of bowls must at all times be paramount.
  - 1.2 In these By-Laws words and phrases will have the following meaning, unless the context in which such words are used, clearly indicate a different meaning:
    - 1.2.1 “BGN” means Bowls Gauteng North
    - 1.2.2 “Bounce games” are games arranged by the players concerned and not by the Committee.
    - 1.2.3 “BSA” means Bowls South Africa
    - 1.2.4 “Committee” means the Management Committee of the PHSOB Bowling Club.
    - 1.2.5 “Club” means the PHSOB Bowling Club.
    - 1.2.6 “Club Colours” means official club colours as approved by the Committee from time to time, with white or navy blue trousers, provided that in any official game teams representing the club shall be uniformly dressed.

Approved June 2018

- 1.2.7 “DBSA” means Disability Bowls South Africa.
- 1.2.8 “Green Keeper” means the Committee Member designated by the Committee to oversee the maintenance of the greens in collaboration with the management of the Main Club.
- 1.2.9 “Laws of the Game” means the laws of the game as published by World Bowls and supplemented by BSA.
- 1.2.10 “Main Club” means the Pretoria High School Old Boys Club.
- 1.2.11 “Provincial or District competitions” shall mean competitions arranged or staged under the auspices of BSA, BGN or Gauteng Bowls.
- 1.3 For “he”, him” or “himself” read “she”, “her” or “herself” where appropriate.

## **2. THE OPENING AND CLOSING OF THE GREENS, PLAY THEREON AND BOWLING DRESS OF PLAYERS.**

- 2.1 The official playing days are Wednesday afternoons, Saturday mornings and afternoons, Sunday mornings, Public Holidays or any other session as nominated by the Committee from time to time.
- 2.2 During tabs-in on Wednesday afternoons players are not obliged to wear recognised bowls clothing, but on Saturday afternoons and Sunday mornings, all players shall dress in recognized bowls clothing. Players will during social play at the club be permitted to wear sandals, with or without straps at the back, on condition that the prescriptions laid down in the rules regarding the soles of all footwear still apply (ie a continuous smooth sole or a sole with a channel rise in the middle of the sole, as long as the sole is clearly in one piece and the heel area does not sit at a different height to the front of the shoe. To assist in traction the sole can have indented grooves up to 2mm (thickness of a matchstick), but no protuberances. The width of the rear part of the shoe shall be at least 50% of the widest part of the sole). For club, Provincial, District and National competitions, club colours with appropriate shoes shall be worn.
- 2.3 Players may wear their club colours when visiting other clubs for social bowls and visitors may wear their club colours when playing at PHSOB

Approved June 2018

- 2.4 The Committee may close any or all of the greens, or any rink, at any time. The official green keeper's "closed" sign shall be placed next to the green concerned. The greens shall be closed on Mondays until 16h00 for the purpose of watering, cutting and general maintenance
- 2.5 The direction of play shall be determined by the Green Keeper.
- 2.6 Children not participating in a game shall not be allowed to play on the greens or banks.
- 2.7 No dogs shall be allowed on the greens or banks
- 2.8 The behaviour of the players shall, at all times, be in accordance with the etiquette and the laws of the game of bowls.
- 2.9 Unless the majority of the players competing in a game agree, no game may be terminated prior to the completion of 21 ends in respect of fours and pairs and 18 ends in respect of trips.
- 2.10 Provincial or District competitions shall have precedence over all other games and preference shall be given thereafter to Club competitions, tabs-in games and bounce games, in that order.
- 2.11 The President or Competition Secretary may permit members to play bounce games on official playing days, provided there is green space available.
- 2.12 Players will place their numbered discs (tabs) in or on the receptacles provided for this purpose before the time specified for the draw. In the absence of an officially appointed duty steward, members of the Committee shall regulate the draw.
- 2.13 The times for the draw shall be
  - a) In summer – 08.50 in the morning and 13.50 in the afternoon.
  - b) In winter – 08.50 in the morning and 13.20 in the afternoon
  - c) Winter months shall be from 1 May to 31 August.

Approved June 2018

- 2.14 Any player not placing his or her tab in the receptacle provided shall not be considered for play in that session, unless there is an incomplete rink.
- 2.15 In regulating the draw for tabs-in play, preference shall be given in the order of Rinks, Trips, Pairs, Singles
- 2.16 **Non – members and visitors.**
  - 2.16.1 Non-Members or bodies may not use the greens without the approval of the Committee
  - 2.16.2 Visitors must be introduced to the President or a member of the Committee.
  - 2.16.3 Visitors shall be charged a green fee. The fee shall be as determined by the Committee from time to time.
  - 2.16.4 Any member may use the greens for practice purposes at any time provided that such practices do not take place on a green that is being used for competitive or social play until after 15:30 during afternoon play and after 10.30 during morning play.
  - 2.16.5 The members shall be responsible for the safe return and storage of all Club bowling equipment e.g. jacks and mats.

### 3. **CLUB COMPETITIONS.**

- 3.1 No member whose annual Club and Bowls section subscription for any past year is in arrears, shall be allowed to compete for any of the prizes offered by or to the Club; nor will he/she be eligible for selection to represent the Club in any match, competition or tournament, unless suitable arrangements have been made with the committee for payment of the arrears.
- 3.2 The entry fees for Club competitions shall be determined by the Committee and stated on the entry forms. The entry fees shall be paid, receipted and submitted with the entry form and entries made without the entry fees having been paid shall not be accepted.

Approved June 2018

- 3.3 The Committee shall arrange the following annual competitions, subject to the right of the Committee not to arrange a competition during any year:

**For men and women separately:**

- 3.3.1 Singles championship.
- 3.3.2 Singles handicap.
- 3.3.3 Senior singles championship.
- 3.3.4 Championship Pairs.
- 3.3.5 Drawn handicap pairs.

**Mixed**

- 3.3.6 Mixed championship pairs.
- 3.3.7 Mixed championship trips.
- 3.3.8 Novices' singles championship played on the round robin system.
- 3.3.9 Mixed singles, which can be in the form of championship event or any other format as the Committee may decide.
- 3.3.10 Twilight pairs.
- 3.3.11 Cock of the walk pairs.

And from time to time any other competitions.

- 3.4 A novice is a member who has been playing bowls at any Club for not more than three full seasons and who has not won any singles or pairs championships at Club or higher level.
- 3.5 Players, over the age of 60 years, may enter for the senior championship singles competitions. In this competition, no player shall be required to play two matches in any one playing session but he/she may be required to mark before or after playing a match. Should a player however also enter the singles championship or singles handicap competitions in the same season, the concession shall not apply in the senior singles competitions.

Approved June 2018

### **3.6 Handicap competitions.**

- 3.6.1 In handicap competitions, excluding the singles, the difference between the sum of the handicaps of the players in the one team and the sum of the handicaps of the players in the opposing team shall, at the commencement of the game, be credited to the team with the lower total.
- 3.6.2 In singles the difference between the handicaps of the players shall, at the commencement of the game, be credited to the player with the lower handicap. The first player to reach 21 shots shall be the winner.
- 3.7 In all singles championship events, the player first reaching the score of 21 shall be the winner. (In the event of the winner exceeding 21, only 21 shots must be recorded on the card.)
- 3.8 In all other matches except trips, the team scoring the greatest number of shots at the end of 21 ends (fours and pairs), and 18 ends (for trips), shall be the winning team after taking into account any difference in handicap credited as in Para 3.6 above, if applicable. In the event of an equal score (except for competitions played under the league system), an extra end or ends shall be played until one player or team obtains a higher score than the other.
- 3.9 Any one of the competitions shall be played either on the league system or the knock-out system and if played on the league system, players who entered shall be divided into as many sections as the Committee may, before the commencement of the competition, determine.
- 3.9.1 Team members may not change their positions once the game has started.
- 3.9.2 Where any competition is played on the league system in more than one section, the play-offs of the section winners will take place on the knockout system.
- 3.10 In games played on the league system, two points shall be scored for a win and one point for a draw. If two or more teams or players obtain an

Approved June 2018

- equal number of points, the winner shall be the team or player that has the biggest shot difference. In the event that the shot difference is the same, the winner shall be determined in accordance with the formula to be found in the “Laws of the Game”.
- 3.11 In the event of a player or team withdrawing from a competition played on the league system, the entry in the draw will be deleted and all the points for or against that player or team shall be erased altogether.
- 3.12 Any Club member shall, on reasonable request by the competition secretary or duty steward, act as umpire or marker in any match.
- 3.13 The competition secretary shall keep records of all matches and competitions played.
- 3.14 If any player is not available for any competition or match, he/she should enter his/her name on the leave list, which shall be placed on the notice board each week at least six days before the intended non-availability. Any member who, through illness or other urgent reason, is unable to play on a date specified by the competition secretary, must advise the competition secretary as soon as possible. For the purposes of leave, club competitions take preference over all other local tournaments or fund raisers other than matches arranged by Bowls SA, Gauteng Bowls or BGN. The Committee has the authority to suspend the use of the leave list at any time if it is of the opinion that it is abused or if there is any chance of competitions not being completed in any season due to players not being available to play.
- 3.14.1 Any player not on the leave list who does not honour a competition carding may be scratched from the competition by the competition secretary.
- 3.14.2 A player “scratched” may appeal in writing to the scratching committee. The player may be present at the hearing and may be allowed to present



Approved June 2018

- his/her case. The player shall absent himself/herself during the committees' deliberations.
- 3.15 A "scratching" sub-committee consisting of the President, Vice-President and one additional committee member shall deal with appeals of scratched players. In the event of the President or Vice-President not being available, the Committee shall appoint member(s) in their place. The decisions made by this committee are final and binding.
- 3.16 The competition secretary may select substitutes in terms of the laws laid down by Bowls SA and subject to the provisions of clauses 3.17 through to 3.19 of these by-laws. In the case of a defaulting player or team, the competition secretary may award the match or points to the non-offending player or team. Should a player be unable to complete his/her matches in a competition, or any round thereof, before a date specified by the competition secretary, that member and the team to which he/she belongs, may be scratched from the relevant competition.
- 3.17 A substitute must play in the position of, and his handicap must not exceed that of the original member of the team, provided that in the absence of the skip in a rinks or trips match, the third or second, as the case may be, shall become the skip and the substitute shall play in his/her place.
- 3.18 No substitute shall be allowed to play on more than one occasion for the same team.
- 3.19 A maximum number of two substitutes per team are permitted for the duration of any competition.
- 3.20 A team may nominate a player to fill a vacancy in a drawn fours, pairs and mixed trips team.
- 3.20.1 A nominated player is a player who replaces a team member permanently. This player is part of a winning team whereas a substitute is not.

Approved June 2018

- 3.21 Should a player become seriously ill, leave the city, resign or die, then a nominated player may be provided for that team at any stage of the competition, provided that this player has not been a member of another team in the same competition.
- 3.22 A nominated player shall be regarded as a member of the winning team in the place of the original member. In the case of a substitute, however, the original member shall be regarded as a member of the winning team.
- 3.23 The competition secretary shall, by means of a circular letter and/or notices on the notice board, invite players to enter for Club competitions.
- 3.24 All team selections and competition fixtures posted on the notice board shall be deemed to be official notifications.
- 3.25 The official starting times for Club competitions are 09:00 and 14:00. Should the competition secretary wish to card any players to play at any other time, this may only be done with notice to the players concerned.

#### **4. SELECTION COMMITTEE**

- 4.1 At the AGM, the selection committees (Male) and (Female) who were on the nomination list posted with the Notice of the AGM shall be appointed from the floor.
  - 4.1.1 Ladies may not propose, second or vote for male selectors. Men may not propose, second or vote for lady selectors.
  - 4.1.2 Each selection committee (M) and (F) shall comprise five members. The selectors (M) and (F) shall elect a Convener from the selectors appointed.
  - 4.1.3 Should there be insufficient selectors available for a specific meeting, the Convener may co-opt another club member for that meeting.
- 4.2 The term of office of selectors shall be two years. In the event of a vacancy occurring, the selection committee may appoint a replacement whose term of office shall expire at the end of the current year.
- 4.3 The duties of the selectors are:

Approved June 2018

- 4.3.1 To grade all players according to playing positions, based on the players' ability to play in that position during social bowls;
- 4.3.2 To allocate a handicap to all players for use in handicap competitions and also to be used when doing the draw during tabs-in social bowls;
- 4.3.3 To select sides to represent the club at all competitions where a representative side is required, eg BGN League, inter club competitions, eg Good Companions, Friends and Neighbours and the Old Edwardian competition.
- 4.4 The Selectors may revise the grading and handicaps of players during the season, provided that the handicap of any player for competition purposes shall be the handicap allocated to the player when the draw for the competition is done.
- 4.5 Any member selected to represent the Club in any inter-club or other tournament, who is unable to do so, shall inform the competition secretary at least two days before the competition or tournament. If a player, once selected, refuses to play in a particular team or in a particular position in a team, the selection committee may penalise that player by excluding him from playing in any selected team for a period. A player aggrieved by such a decision may appeal to the Committee whose decision shall be final.

## **5. THE CLUB HONOURS BOARD, ENGRAVINGS OF THE TROPHIES AND PHOTOS**

The following names will be eligible to appear on the honours board:

- 5.1 **COMPETITIONS**
  - 5.1.1 SA National Championships (singles, fours, pairs and veterans) – winners and runners-up.
  - 5.1.2 DBSA Competitions (fours, pairs, singles) – winners.
  - 5.1.3 BGN Competitions – winners.
  - 5.1.4 PHSOB Club Competitions – men's and ladies singles champions.

Approved June 2018

## 5.2 COLOURS

5.2.1 Bowls SA (Selection for SA Teams, SA Games etc.)

5.2.2 BGN (Provincial colours) (Selection for any BGN representative team)

## 5.3 EXECUTIVE POSITIONS.

### Presidents of:

5.3.1 BSA

5.3.2 BGN

5.3.3 DBSA

5.3.4 PHSOB Bowls Management Committee.

## 5.4 AWARDS

5.4.1 Bowls SA – Certificate of Commendation

5.4.2 BGN – President's award

5.5 With the exception of the BGN Leagues, where only the teams will be mentioned, e.g. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> etc. the names of all individuals receiving the above honours shall be inserted on the Honours Board.

**5.6** It shall be the duty of the Vice-President of the Club, working in close co-operation with the competition secretary, to compile the necessary data and arrange for the sign writing to be done on the board.

5.6.1 The Vice-President shall also be responsible for the collection and engraving of the trophies and shields in time for presentation at the end of the season.

## 5.7 PHOTOS

The Committee may display photographs of players earning distinctions in the Club. Examples of honours deserving photos are the following:

5.7.1 Past and present Springbok players or players representing BSA;

5.7.2 S.A. Nationals winners

Approved June 2018

5.7.3 Inter District winners

5.7.4 BGN Presidency

5.7.5 Any other player or group of players who in the opinion of the Committee deserve the honour.

6. **BEREAVEMENT BOARD.**

A record of deceased members shall be kept in good order by the Vice-President or a delegated member. Members who have resigned or left within the last six months prior to their demise may be included on the Bereavement Board at the discretion of the Committee.