

EVENTS MANAGEMENT

Croquet Queensland Guidelines



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CHAPTER 1 – INTRODUCTION

Regulations for Tournaments

The Tournament Regulations (Tregs) that Australian Croquet Association (ACA) and thus, Croquet Queensland (CQ) follow have been updated and amended since the Tournament Regulations were printed in the Law Book prior to 2000. The latest update was on 16th February 2018

GENERAL

1. LAWS, RULES AND REGULATIONS

Events held under ACA management are played under the current Laws of Association Croquet or WCF Golf Croquet Rules and official Gateball Rules of the World Gateball Union (WGU). These Regulations apply unless otherwise provided for and advertised.

2. ELIGIBILITY TO COMPETE

Eligibility to compete in events conducted by ACA, State Associations and affiliated Clubs is restricted to affiliated players and overseas players affiliated to an organization which is a member of the World Croquet Federation and the World Gateball Union.

For a player to represent a State in the Interstate Cup or Interstate Shield or to participate in either of the Australian Medals, they must, at the date of close of entries, be (a) a resident of the State and be affiliated with that State or (b)) have been affiliated with the State they wish to represent for a minimum of 12 months.

3. TOURNAMENT OFFICIALS

Every tournament must have a Tournament Referee (TR), a Tournament Manager TM and if the event is a handicap event, a Tournament Handicapper (TH) who are together responsible, each so far as his powers and duties are defined, for the interpretation and enforcement of the Laws, Rules and Regulations for the administration of the tournament. The powers and duties of all three officials may be discharged by one person. If a tournament is held over multiple venues then a Venue Manager (VM) is responsible to the TM and performs the duties of the TM at the appointed venue.

4. RESPONSIBILITIES OF PLAYERS

- Sport should be anti-discriminatory and harassment-free.
- An entry to an event will be accepted providing the entry fee is paid prior to the closing date for entries. Players withdrawing before the closing date are entitled to a refund of the entry fee.
- Players are to record on their entry forms their current handicap (which should be their only handicap). Any subsequent alterations to their handicaps should be reported to the TM on arrival or earlier if possible. Every player bears the final responsibility for ensuring that they play at their correct handicap. Players who play in a handicap event at a handicap higher than their handicap or in a class event that their handicap does not entitle them to enter may be disqualified. In knock-out events in which the player has not been defeated, their place is taken by their last opponent. In American or Swiss events, their record is deleted from the event.

- Players are to report to the VM on arrival and before leaving the venue and must furnish the TM with an address and telephone number at which messages can reach them during the event.
- A player not ready to play at the appointed time may be disqualified or otherwise penalized at the discretion of the TM
- Players may only practice on courts being used for the event with permission of the TM. After the toss, a five (5) minute warm up with the balls to be used in that match on that court is permitted.
- Players may only take breaks between games and matches as provided in Treg 7.11
- Players will wear footwear which does not mark the court and provides adequate protection for themselves both on and off the court.
- Players will wear neat, clean attire which the TM or VM judges will not cause significant offence to others. Players in unsuitable clothing or footwear will be given the opportunity to dress appropriately or will not be permitted to participate in the event.
- If the Trophy winner is a Queensland player, they may keep the trophy for a period of three months. It must then be returned to the CAQ office where the CAQ staff will attend to the engraving (from January 2015)

5. DOPING POLICY

Doping is forbidden. The Anti-doping policy of the Australian Sports Commission as in force from time to time is adopted as the policy of ACA. It is the responsibility of players to ensure that they are aware of the doping policy which applies to all events.

6. ETIQUETTE

Players are responsible for maintaining good standards of behavior towards other players, officials, equipment, courts and spectators. Some examples of unacceptable behavior that players are expected to avoid are:

- Leaving the vicinity of the court without permission from the opponent, referee or manager
- In AC, giving advice inappropriately. See Law 50. A match in AC is intended to be a contest between the skills and intellect of the players alone. To avoid misunderstandings, spectators are requested not to position themselves near a player or remain nearby if they could be thought to be offering advice.
- Abusing their mallet or other equipment.
- Disturbing other players during a match.
- Interrupting the striker by standing or moving in front of the striker or otherwise, except as permitted or required by the laws or rules.
- Arguing aggressively or continuously with or being aggressive towards an opponent
- Failing to play with due dispatch. Players are not to waste time (see Treg 7.3.11)
- Playing after an opponent has forestalled or clearly asked for play to be stopped to enable an action to be investigated or a ball to be placed.

- Refusing to observe the required standard of dress (e.g. removing shirt)
- Failing to accept the decision of a referee on a matter of fact or showing lack of respect for a referee
- Acting in such a manner that may bring the game into disrepute.
- If a second act of unacceptable behavior occurs (not necessarily the same misdemeanor), the player may be penalized by the ending of that turn or the loss of the next turn.
- If a third act occurs, the player may be disqualified from the match. In this case, the opponent is declared the winner with the maximum points (usually 26 in AC and 7 in GC) and the disqualified player is recorded with the points scored when the match is stopped
- AC Laws 50 and 51 and GC Rule 6 and WGU Chapter 2 Clause 4. also address players' behavior.

CHAPTER 2 – MANAGEMENT OF TOURNAMENTS

Croquet Queensland does not provide grounds for State Tournaments. As part of affiliation, Clubs have an unwritten obligation to provide its lawns for use for State and Interstate tournaments, should the lawns be suitable. In turn, the Association provides a prescribed lawn fee to the club. Clubs may apply online to host a CAQ or ACA event using Form 24. The Tournament Sub-committee will make the decision on which club will host an event if there is more than one application for the event. It is the Tournament Sub-committee's responsibility to ensure that such bids are spread around the clubs. When a Club is appointed to host an event, it is required to provide a Venue Manager.

A Tournament Manager is one who organizes the Tournament. They send out flyers, collect entry fees, do the draws etc.

The Venue Manager ensures that the venue is ready for the event. They set the hoops, ensure the lawns are adequate, run the games, allot courts and primary or secondary colours if the games are double banked, manage break times, record scores, record start and end time of each round, ensure players initial score card and complete handicap cards.

In some cases, the Tournament Manager and the Venue Manager is the same person especially for Club Events.

CAQ EVENTS COORDINATOR –

Conditions: Time Limits, Type of Balls, type of hoops, under ACA and CAQ Laws and Regulations, practice times, refreshments, and BRING Handicap card.

- Ensures that the venue managers and host clubs are suitable prepared for the event
- Prepares and distributes a notice to all clubs, and the web officer, four weeks prior to the closing date of any event. The notice should contain:
 - Name of event/s
 - Venue/s
 - Date and start times
 - Draw – seeded/unseeded
 - Format of play if known
 - Handicap margins – if applicable
 - Perpetual trophies – if applicable
 - Entry fee/s and how to pay, how to access web site
 - Closing date for the event
 - Official functions that may occur

Process:

- Arrange with host club for Venue Manager and supply of refreshments
- Arrange with Director of Referees for referees
- Arrange presentation of prizes
- Organize prizes and delivery to host club
- Keep record of entrants, check all information on entry form
- The draw and format of play will be emailed to Venue Managers, Referees and players.

- Set up blocks, player information on croquetscores.com
- Check that the Venue Manager has access and knowledge of how to use croquetscores.com
- Programme: list type of format, Block or XYZ, order of play, starting time
- **Have an HRS – Handicap Record Sheet, and Game Running Sheet, for results.**

After the Event:

- Code any other expenses and send to the Treasurer
- Arrange for engraving on perpetual trophy when the trophy is returned to CAQ
- Record winner's name/s in the record folder of perpetual trophies.

VENUE MANAGER'S DUTIES

RISK MANAGEMENT TIPS

- Always inspect and clear the competition area of visible dangers.
- Enforce the rules of the sport and control the conduct of participants
- Record any incidents that occur during a competition. Written reports should be accurate, timely and legible. It is essential that the reports are honest, respectful and delivered with integrity.
- At the venue, the appointed manager is responsible to the Tournament Events Coordinator
- **Please remind all players re the standard Conditions of Play.**
- Ensure that all conditions for the event are followed – level play or handicap event, singles or doubles, hoops set as required
- Ensure all court maintenance is in place and that courts are ready for play each day. Timers and pegs are available for players for each game.
- Check that referees' equipment is available – packing for hoops, hoop mallet, hoop measures etc.
- Ensure players are aware of all facilities including refreshments, sun cream, water, toilets
- Endure health and safety guidelines, and requirements are met as per CAQ policies
- Endure the first aid kit is fully stocked and at hand
- Log on to "croquetscores.com". Players' names are to be in full on all forms. Results must be posted on "croquetscores.com" or "gateballscores.com"
- Update results to the "croquetscores.com" or "gateballscores.com" after each round and at the end of each day
- **The draw and the order of play should be posted on the notice board for all to see.**
- Check handicap of all players before the start of the event: keep a record of any changes that occur during the event. Use the Croquet Queensland Handicap Change Form.
- Post draws as soon as possible for the next day

- Keep a record of beginning and ending times of rounds. This may help in allocation of slow players in double banked games.
- Peg Down Games if required or designate a referee to do so. When a pegged down game is to resume, it is the Venue Manager who sets out the court or delegates this to the referee.

After the Event:

- Forward the filled in Tournament Handicap Record to the Handicap Officer, ensure all results are on "croquetscores.com"
- Written reports should be completed. Any incident should be included on an Incident Report Form and forwarded to the Events Coordinator and Director of Code within seven days of the event.
- A written report, together with photographs, should be forwarded to the Event Coordinator
- It will not be necessary to submit an expenses claim form: the events coordinator will instruct the Treasurer to pay an amount according to the following format: Clubs will be paid \$35 per court per day, lunch allowance of \$7.50 per referee and Venue Manager per day. Travel expenses will be paid separately with the claimant to forward the Individual Expenses Claim Form to the Events Coordinator within seven days of the event. Please supply bank details. Forms are available on the web.
- Clubs will be asked to supply bank details as payment will be made by EFT.

Qualities of a Venue Manager

A manager is a person who employs wise leadership in such a way that the organization under this leadership is efficient and effective. Successful management depends upon the use of the following:

- Planning ability
- Accuracy in recording results
- Decision making - which courts for players, lunches, break times etc.
- Problem solving
- Organizational strategies
- Clear and precise communication between player and manager
- Clear and precise communication between manager and event coordinator

Mutual respect and shared trust to all parties. Sport should be anti-discriminatory and harassment-free.

A MANAGER IS A PERSON OF COMMONSENSE, RESOURCEFULNESS, ENTHUSIASM AND RESILIENCE.

IT ALSO HELPS TO HAVE A SENSE OF HUMOUR!!

Forms to be Used

For Recording Handicaps: Form 22 Handicap Change Form

Form 23 Tournament Handicap Record

For Reimbursement of Expenses Form 26a

CHAPTER 3 – EVENT FORMAT AND DRAWS

How is an event format decided?

There are a number of criteria used to decide on the format of an event.

- Players get to play as many games as possible.
- Players get to play as many other players in the event as possible.
- The better players get to play each other where possible.
- Fairness – it should not be a matter of luck where a player is placed in the draw.
- Divisions 2, 3 and 4 play three games a day, except for medal events where four games a day may be required.
- Hoop setters and club volunteers need at least 90 minutes of light before the scheduled start time.
- Normal start time is 8:00, but as early as 7:30 is permissible if needed to get the hours of daylight.

Where championship/consolation (sometimes called open/plate) format is used, play is optimized for the championship event.

Use of championship/consolation format does not imply a “plate” prize.

The first four criteria mean that preference is to use block play, followed by championship/consolation format where at least two from each block move into the open event. Although this is not always achieved due to restrictions of a two day event, it is the preferred format.

Determination of the Event Format

For some events, the format may have been designed in advance – for example the ACA Gold Medal.

The format is determined by established practice through the ACA Tournament Committee and then consideration is given to entry numbers. Often the format will be round robin blocks followed by a knockout format to determine the winner.

Consolation or plate events will normally be provided for players eliminated from the Championship event. The format for this event could take the form of further round robins, Swiss event or a XYZ allowing for a further knockout competition.

Seeding of Events

The Tournament Committee seeds players in accordance with world rankings at the time the draw is set, although this is varied if there is a reason to believe that a player should be slotted in at a higher place than rankings indicate. This usually occurs if a player is returning to competition after an absence of greater than 12 months due to injury/personal reasons. Players seeded 1 and 2 should play each other last in blocks and placed in top and last places in XYZ.

Allowance for family and members of the same club.

Where possible clashes are avoided in the first round of a knockout or in the same block if this can be done without deviating too far from the skill balance in the draw.

Seeded draw for block play

The seeded draw for 3 or 4 players

Round 1	1 V 4	2 V 3
Round 2	1 V 3	2 v 4
Round 3	1 V 2	3 V 4

The seeded draw for 5 – 6 players

Round 1	3 V 5	1 V 6	2 V4
Round 2	1 V 4	2 v 5	3 V 6
Round 3	4 V 6	2 V 3	1 V 5
Round 4	2 V 6	4 V 5	1 V 3
Round 5	1 V 2	3 V 4	5 V 6

The seeded draw for 7-8 players

Round 1	1 V 8	4 V 5	3 V 6	2 V 7
Round 2	4 V 6	1 V 7	2 V 8	3 V 5
Round 3	2 V 5	4 V 8	3 V 7	1V 6
Round 4	3 V 8	2 V 6	1 V 5	4V7
Round 5	1 V4	5 V 8	6 V 7	2 V 3
Round 6	5 V 7	1 V 3	2 V 4	6 V 8
Round 7	1 V 2	5 V 6	7 V 8	3 V 4

The seeded draw for 9-10 players

Round 1	1 V 10	5 V 6	4 V 7	3 V 8	2 V 9
Round 2	2 V 8	1 V 9	5 V 10	4 V 6	3 V 7
Round 3	3 V 6	2 V 7	1 V 8	9 V 10	4 V 5
Round 4	4 V 10	3 V 5	2 V 6	1 V 7	8 V 9
Round 5	7 V 8	4 V 9	3 V 10	2 V 5	1 V 6
Round 6	1 V 5	6 V 7	4 V 8	3 V 9	2 V 10
Round 7	2 V 3	1 V 4	5 V 9	7 V 10	6 V 8
Round 8	6 V 10	2 V 4	1 V 3	5 V 8	7 V 9
Round 9	6 V 9	8 V 10	5 V 7	1 V 2	3 V 4

Block place getters

Winner and all other places in blocks are determined by:

- Number of games won
- If games are equal, net hoops
- If net hoops are equal, the winner of the game between those players is the winner.

Qualifying for a final series

Events often use small blocks with successful players progressing into a final or a multi game final format (such as XYZ(W)). In some events formats, the winners of all blocks proceed into a final but only a limited number of second place getters qualify.

XYZW EVENTS

The X Event is the Championship itself.

First round losers of the X Event will either go to the Consolation Event, if one is deemed appropriate or into the Y Event.

Consolation Event

Should a Consolation event be included, it is played in the same format as the X Event (XYZ W)

The Y Event

Players who lose their first match in the X Event enter automatically in the same order as they were drawn for the X Event.

Players who lose their first match in the Y Event enter the W Event.

The W Event

Players who lose their first match in the Y Event enter the W Event

The Z Event

Players who lose their second match in the X Event enter the Z Event automatically, but in the order the Manager decides.

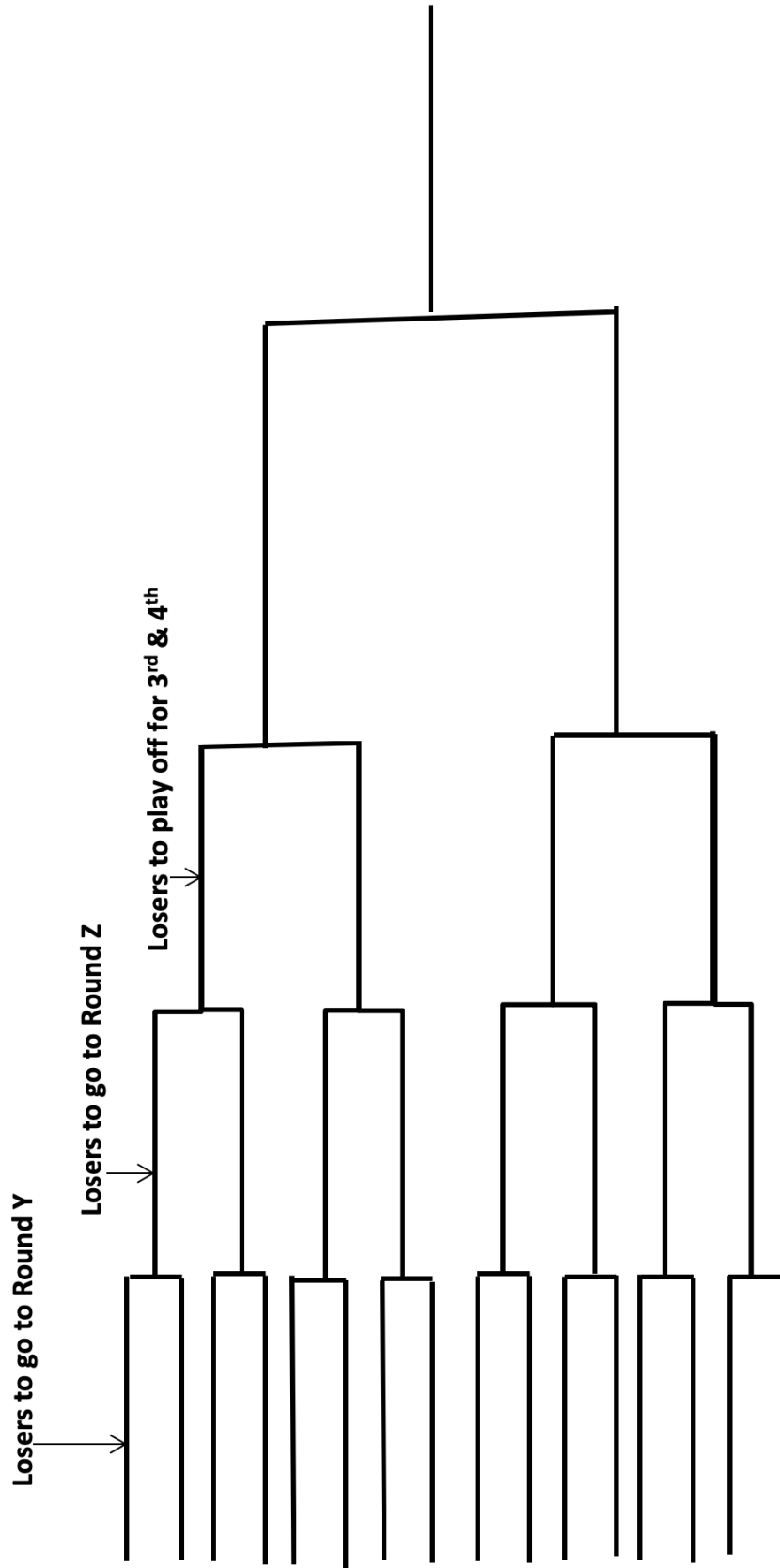
Withdrawals

People who scratch from the X Event or the Y Event may not enter the W Event or the Z Event.

Time Limits

The Tournament Manager may impose a time limit on all games in an event, provided that such a time limit is advertised in advance and announced at the tournament before the start of the event, or on each game of an event before that round has begun. If not time limit has been imposed as above, the TM may impose a time limit of 15 minutes on any game that has been in progress for at least an hour.

Championship X Block



AUSTRALIAN CROQUET ASSOCIATION

The ACA holds specific events during the year. Most of the events are held at Cairnlea, Victoria. However, the Association Interstate Cup (the Eire Cup) and the Golf Interstate Shield (the WCF Shield) and the associated events (usually the Gold Medal Event, and the Men's and Women's Championships are held in each State consecutively in the following rotation: Tasmania, South Australia, Western Australia, Queensland, New South Wales and Victoria. The Format for the Men's and Women's Championships depend upon the number of entries and is determined by the ACA Tournament Committee.

The Interstate Cup /Shield

The draw will be seeded from the results of the previous Interstate Competition and will be played as follows:

Day 1	Team 3 V Team 5	Team 1 V Team 6	Team 2 V Team 4
Day 2	Team 1 V Team 4	Team 2 V Team 5	Team 3 V Team 6
Day 3	Team 4 V Team 6	Team 2 V Team 3	Team 1 V Team 5
Day 4	Team 2 V Team 6	Team 4 V Team 5	Team 1 V Team 3
Day 5	Team 1 V Team 2	Team 3 V Team 4	Team 5 V Team 6

On the day of the scheduled match:

- The names of the players, the order of play, including doubles pairings, are notified by each Captain or Vice-Captain to the Venue Manager at least 20 minutes prior to the commencement of each match. In each match only four men and four women players may be selected to play singles. The players selected to play doubles may be different to those playing singles. The order of play for singles games is to be in accordance with the world rankings.
- Individual members may be varied for each separate match. However, Individual members may not be varied during one match unless a player is incapacitated by sickness or accident. In such an event, the reserve player may fill their place in the team for any game not already commenced in such match except for the second round of singles. Such substitution must be reported to the Captain of the opposing team and be sanctioned by the VM in consultation with the Venue Referee. The second round of singles must be played with the same players who started in the first round of singles of that match. If a player is not available for the start of the second singles game in a match than a forfeit (26-0) will be awarded. If the game started but is unable to be completed than it will be conceded.
- **An Association Interstate match** consists of twenty games, four mixed doubles, and sixteen singles. Mixed doubles will be played first. The States may pair any man with any woman player together and nominate which of their four pairs will be 1, 2, 3 4.

Team A 1 V Team B 2	Team A 2 V Team B 1
Team A 3 V Team B 4	Team A 4 V Team B 3
Team A 1 V Team B 1	Team A 2 V Team B 2
Team A 3 V Team B 3	Team A 4 V Team B 4

The team winning the match is the team with most games. If the game scores are equal, then the team that has most net points wins. If the scores are still equal, the match is a tie and each team scores ½ a point.

- **A Golf Interstate match** consists of twenty games, four mixed doubles and sixteen singles. Mixed doubles will be played first The States may pair any man with any woman player together and nominate which of their four pairs will be 1, 2, 3 4. Matches, each of two thirteen point games will be played as shown below. To ensure that each side starts one of the two games in each match, Rule 5 (c) is varied and the side playing Red and Yellow is to start the second game of each match.

Court 1	Mixed Doubles 1	MA 1 V MB 2	WA 1V WB 2	MA 2 V MB 2	WA 1 v WB 1
Court 2	Mixed Doubles 2	WA 2 V WB 1	MA 2 V MB 1	WA 2 V WB 2	MA 1 V MB 1
Court 3	Mixed Doubles 3	MA 3 V MB 4	WA 3 V WB 4	MA 4 V MB 4	WA 3 V WB 3
Court 4	Mixed Doubles 4	WA 4 V WB 3	MA 4 V MB 3	WA 4 V WB 4	MA 3VMB 3

CHAPTER 4 - CROQUET SCORES

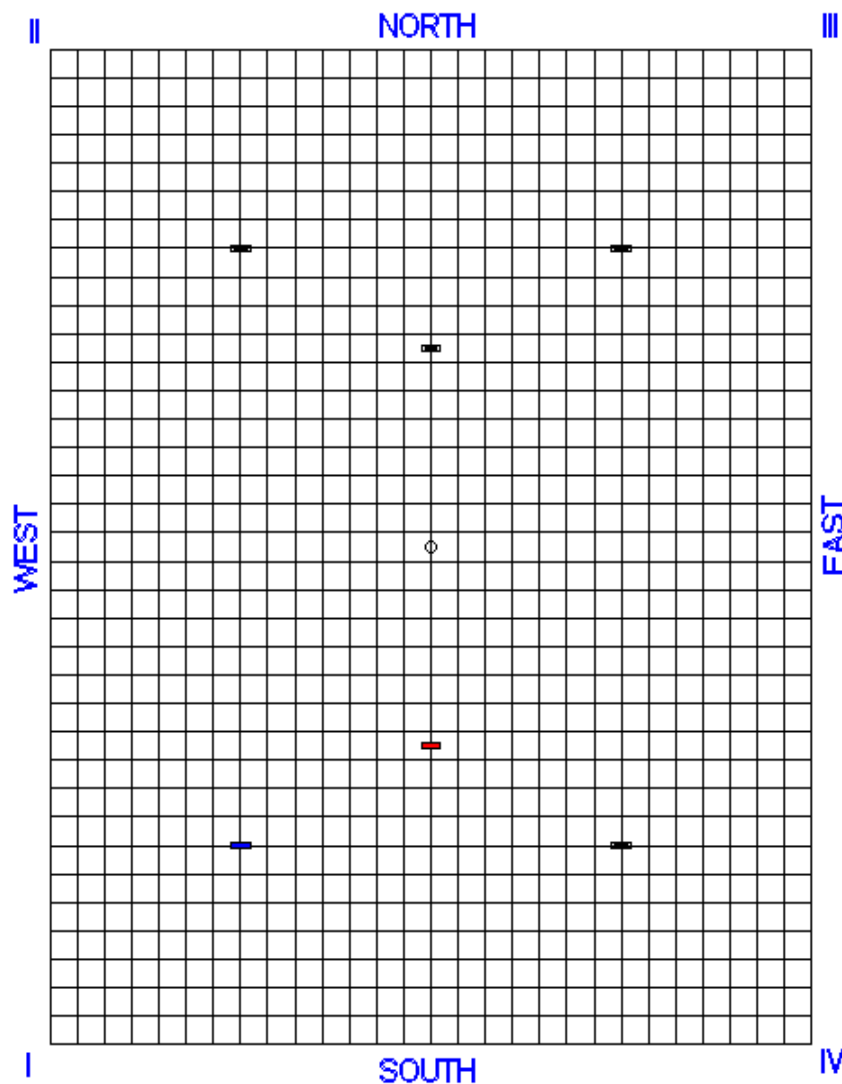
You must have an email address that is registered with Croquet Scores. This is done through the Tournament Manager.

To Register an email:

- Log onto croquetscores.com
- Click on Admin
- The box will show Sign In or Register an account
- To register an account, click on Register an account and fill in the required information. Please use an email account that you will use for the event.
- Once you are registered, you may add tournaments, add blocks, add players. Click on New Block to add a block, add names.
- When the event has begun, record the results by going to add games. You must put the winner's name and score in the top box with the loser of the game being recorded in the bottom box.
- Croquet scores records the information. The grids are filled in automatically after you have registered the game results.

If you make an error, there is an edit button.

CHAPTER 5 - INCIDENTAL INFORMATION



Pegging Down Sheet

Event:

Court No.:

Date:

Colours: delete inapplicable, underline if opponent responsible for position.

BLUE/GREEN

Player:

Clip on:

BLACK/BROWN

Player:

Clip on:

RED/PINK

Player:

Clip on:

YELLOW/WHITE

Player:

Clip on:

Bisques left:

to
to

Next to play:

Time Limit:

Players Signatures

Time Left:

Referee's Signature:

Author: [Dr Ian Plummer](#)

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TOURNAMENT HOOP SETTING

Tournament Hoop Setter (THS)

The THS:

- Reports to and is under the instruction of the Tournament Referee
- Assists the TR in ensuring the Regulations are met with regard to **Hoops and Settings, Ball Specification and Inspection**
- **For Gateball** refer to Official Gateball Rules Guide for Referees – Article 1, Grounds, Clause 1 and 2.
- **Requirements.**
- Shall appoint a team of hoop setters (HST), sufficient in number to ensure daily coverage of all courts in use at the venues (throughout the full duration of each play and practice day of the event).
- Shall provide the TR with a daily roster of the (HST) members
- Is directly responsible for the appointed Hoop Setting Team members
- Shall train and instruct the HST regarding their duties and responsibilities.
- Ensure the HST is equipped with the necessary equipment to fulfil their duties i.e. Spirit level, ACA gauge, hoop lifter, measuring stick, hoop setting tools, packing and repair materials.

The THS shall ensure the HST fulfil the following duties:

1. One hour before play each day ensure:

- The correct sets of balls allocated to each court and in place on the assigned court.
- Court setting and equipment to be correctly prepared daily in readiness for player practice in accordance with the Rules and Laws together with the associated Official Rulings and commentary on Rules and Laws. Inclusive of

Ball stops

Pegs

Hoops

Balls (First and Second Colours)

- In All ACA events, other than Handicaps, hoops are to be set as near as possible to 3 11/16 inches. It is 3¾ inches for Handicap events. To allow for inaccuracies in gauges, hoops and setting techniques, a tolerance of plus or minus 1/32 inch is allowed.

2. .15 minutes before play commences for the day:

- Assist the assigned court referee to check and reset where necessary, any hoops which have moved from the desired tolerance setting during the player practice session.

3. During Play:

- Re-set hoops **only on the authority of the assigned court referee**

- Check the setting of hoops for **compliance with tolerance after every game and between matches**

HST members are not to enter courts where a game is in progress without the specific authorization of the assigned lawn referee.

- HST members may start to check and re-set hoops between games where both games on a lawn have been completed: they should then notify the assigned lawn referee when the lawn is ready to be checked and authorized for the next game to commence
- Hoops may be checked at any time at the request of the player in play. Any hoop out of specification will be reset. If a player suspects that a ball touching both uprights of a hoop simultaneously affected the outcome of a stroke they have just played, they are entitled to have the equipment checked and, if necessary, adjusted or replaced. If it is found that the ball does touch both uprights of that hoop on some axis, they may elect to replay the stroke, unless their turn has ended for another reason. **This may only be undertaken on the authority of an Authorized Referee of the Tournament.**
- Keep a supply of both hoop packing material and a small amount of grass clipping available for setting and repair needs

Divot and special damage may only be repaired on specific instruction of an Authorized Referee of the Tournament.

4. Close of play each day

- Clear courts ensuring all ball sets are free from damage and box them for the evening
- Daylight permitting check courts and in particular hoop runs, for repairable damage spots and report to the THS/TR for authorization to repair.

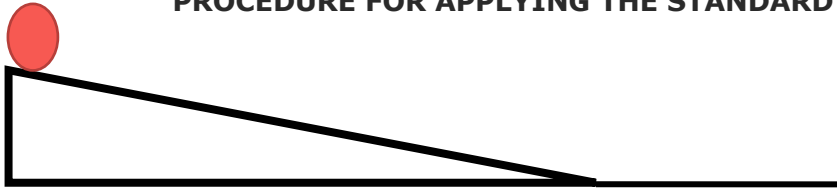
STANDARD RAMP LAWN SPEED TEST

One person can do this in just a few minutes with simple equipment which is easily transportable and widely available. Those familiar with the Stimpmeter tests used for Golf Greens will notice some similarity while recognizing that the Standard Test introduced here is more suitable for comparison of lawn speeds as different places measured by different people. For theoretical discussion of rolling croquet balls and further discussion of distance based measurements, see the article of Ian Plummer elsewhere on the Oxford Croquet website.

Equipment Needed

- a. An ordinary straight rectangular plank about 6 inches wide and $\frac{3}{4}$ inch thick and of at least 48 inches, preferable an inch or so longer. If it is longer than 48 inches, that a distance of 48 inches from its end should be clearly marked by a line across the upper surface and a similar line on its lower surface directly below the one on the upper surface.
- b. A measuring tape capable of measuring up to about 16 feet (for most lawns; for an exceptionally fast lawn a longer tape is useful).

PROCEDURE FOR APPLYING THE STANDARD RAMP TEST



Step 1.

Install the plank so that the 48" mark on its bottom side is at rest exactly 12 inches above the ground while the opposite end rests on the ground. A convenient way of doing this is to let that 48" mark on its bottom surface lean on the crown of a hoop. A hoop should (by croquet rules/laws) be installed so that the top of its crown is exactly 12 inches above the ground. On a given hoop this may be a little off, so for an accurate application of the SR test, check the height of the crown and correct if necessary before proceeding.

Step 2.

Place a croquet ball so that it rests on the 48" mark on the top surface of the plank, equidistant from the two sides. Let go of the ball without pushing it and let it roll down the ramp onto the lawn until it naturally comes to rest. Care should be taken to ensure that the ball does not run off the plank before reaching the bottom.

Step 3.

Measure the distance the balled rolled on the lawn i.e. the distance from the lower edge of the plank to the centre of the ball in its rest position.

For a good measurement, Step 3 should be repeated several times and the average taken. That average is the **Test Distance** obtained i.e. the looked for Test Result.

The distances of successive balls traveling over the same terrain will normally differ very little, typically by no more than 6" over a distance of 14 feet.

If there is any reason to believe that the terrain used is not typical of the whole lawn, then the whole test should be repeated at various places and the various Test Distances obtained should all be recorded and reported. This is particularly relevant where there is a discernible slope in the lawn. The recorded measurements should state, for example, that the North to South Test Distance is 14'6" while the South to North distance is 13'6".

Step 4.

The following should be recorded.

- a. Place of measurement (Club, Lawn)
- b. Date and Time of measurement
- c. Remarks (to elaborate on any relevant special circumstances)
- d. Name of person who did the measurement.
- e. Test Distance(s) measured.

Since lawn speeds vary considerably over the course of the season and with wetness of the soil, length to which the grass has been cut, the Remarks in c can be very important so as to convey as accurate impression. The absence of remarks will suggest that there is nothing special as regards wetness or cut to report i.e. that is seemed a typical speed for the time of year suggested by the date and time of day.

Wait, if possible, until all dew has evaporated

Lamberts-Nells		Plummers
Metres	Feet	Seconds
2.1336.	7	6.45
2.4384	8	7.2
2.7432	9	8
3.048	10	8.5
3.3528	11	9.5
3.6576	12	10.3
3.9824	13	11
4.2672	14	11.8
4.572	15	12.1
4.8768	16	13.45
5.1816	17	14.15

Record of Lawn Speed Test

Club	Court	Time of Day	Remarks	Measured by	Test Distance	Test Time

Information for this booklet was taken from the following Sources

ACA Tournament Regulations – Updated February 2016

CAQ Club Operational Handbook 2018

Oxford Croquet

Past and Present CAQ and Club Tournament Coordinators

- Lesley Kavanagh
- Murray Tinker
- Elizabeth Fleming
- Bruce Fleming
- Col and Pam Campbell
- Code Directors: John Hardy, Kevin Melksham, Lynda Davis and Barbara Northcott
- Many experienced players of all codes whose suggestions have been gratefully received