

13. ABSENCE OF AN ADJUDICATOR

13.1.1 If no adjudicator is present at the time scheduled for the commencement of a debate, the teams involved in the debate should contact the Administrator from the venue.

13.2 If no adjudicator is present within 30 minutes of the time scheduled for the commencement of the debate, both teams will be accredited a win.

13.3 In the case of a dispute over the time of the adjudicator's arrival, the Adjudicators' Vice-President will determine the outcome.

13.4 If no adjudicator is present within 30 minutes of the time scheduled for the commencement of the debate, the teams may debate nonetheless. If somebody adjudicates that debate (including the prescribed adjudicator, having arrived later than 30 minutes after the scheduled time), rule 13.2 will apply nonetheless.

13.5 The Schools' Vice-President may deem rule 13.2 not to apply in the case of a debate in the Finals Series.

13.6 For the purposes of this rule, the Adjudicators' Vice-President may rule that an adjudicator not adequately accredited for the grade of debate is 'no adjudicator'.

14. RESULT REPORTS

14.1 Result Report forms will be forwarded to schools at the commencement of the Schools Competition. A Result Report form must be completed at the conclusion of each round of the Competition and forwarded to the QDU Administrator.

14.2 Teams failing to complete Result Reports as required in Rule 14.1 may be deemed ineligible for the Finals Series.

15. MISREADING THE DRAW

15.1.1 Where a team is not present within 15 minutes of the commencement of the debate, the team present will be accredited a win. The team not present will be deemed to have forfeited the debate without notice.

15.1.2 For the purposes of a 'secret subject debate', a team that is not present within 30 minutes of the commencement of the set hour long preparation, shall be deemed to have forfeited the debate without notice, (i.e. The 30 minutes begins when the topic is handed out, not from when the debate is due to commence).

15.1.3 A team that arrives late for a 'secret subject' debate will not be granted any extra preparation time.

15.2 Where a team prepares the wrong side of a debate that team will be deemed to have lost the debate unless that team debates the correct side of the debate on the date scheduled. Where a team prepares the wrong side of a debate the debate may

be postponed for 15 minutes in which time the team in error may prepare the correct side of the topic.

15.3 Where there is disagreement as to whether or not a team has misread the Draw the teams in disagreement should contact the QDU Administrator from the venue. In such a situation the determination of the Schools' Administrator as to the correct reading of the Draw is final.

16. DUTIES OF THE CHAIRPERSON

16. It is the responsibility of the chairperson to chair the debate. The duties of the chairperson in chairing the debate are as follows:

- (a) Declare the debate open and acknowledge any sponsor(s) of the Schools Competition;
- (b) State the topic being debated;
- (c) State the names of the teams debating and the names of their speakers in speaking order;
- (d) State the grade of the debate;
- (e) State the speaking time and the fact that a warning bells will be rung at certain intervals, a bell will be rung (two rings) at the end of the speaker's allocated time; and final bells (three rings) will be rung 30 seconds after the end of the speaker's allocated time;
- (f) State the name of the adjudicator;
- (g) Call upon each speaker to speak in turn; speakers should only be called upon to

penalised at the discretion of the Schools' Vice-President. An initial instance of abuse will ordinarily incur only a warning. However, an initial instance of abuse may incur a more serious penalty in extraordinary circumstances. This will be determined at the discretion of the Schools Vice-President.

12.2 Discretion to review an adjudicator's decision lies with the Adjudicators' Vice-President.

12.3.1 Complaints regarding adjudication must be forwarded to the Adjudicators' Vice-President in writing within seven days of the making of the decision to which the complaint relates.

12.3.2 Only those complaints forwarded in writing within the time specified will be investigated.

12.4 Complaints must state the following:

- (a) The date, topic and grade of the debate;
- (b) The teams debating;
- (c) The name of the adjudicator (NB adjudicator names are posted outside the door of the room in which the debate is held);
- (d) The adjudicatorial basis of the complaint; and
- (e) The name and telephone number of the complainant.

12.5 Complaints lacking sufficient detail may be rejected at the discretion of the Adjudicator's Vice-President.

11. FORFEITS

- 11.1.1. Teams must ordinarily seek a postponement.
- 11.1.2 Teams forfeiting a debate will be deemed ineligible for the Finals Series.
- 11.1.3 Teams forfeiting a debate will be charge an administration fee of \$40.
- 11.1.4 A forfeiting team may apply to the Schools' Vice-President to have the forfeit fee waived in exceptional circumstances.
- 11.2.1 Where a team intends to forfeit a debate, notice of its intention to forfeit must be forwarded to the QDU a minimum of two weeks in advance of the date scheduled for the debate.
- 11.2.2 Breach of this rule will incur a warning. Subsequent breach may be penalised by the exclusion of the team forfeiting without notice from subsequent registration in the Schools Competition. Subsequent registration means the registration of teams from that School competition in the next year.
- 11.3 Teams or schools forfeiting on a regular basis whether with or without notice may be excluded from subsequent registration in the Schools Competition at the discretion of the Schools' Vice-President.

12. ADJUDICATION

- 12.1 A representative of a team dissatisfied with an adjudication may request the name of the adjudicator and seek further justification of the decision given BUT the abuse of adjudicators will not be tolerated. Abuse of an adjudicator will be

speak after the adjudicator has signalled to the chairperson that he or she is ready for the next speaker;

(h) Call upon the adjudicator to give his or her adjudication; the chairperson should only call upon the adjudicator to give his or her adjudication after the adjudicator has signalled to the chairperson that he or she is ready to give his or her adjudication;

(i) Call upon a member of the losing team to propose a vote of thanks to the adjudicator; NB the team should be addressed as the Affirmative Team or the Negative Team, not as the losing team;

(j) Call upon a member of the winning team to second the vote of thanks to the adjudicator; NB the team should be addressed as the Affirmative Team or the Negative Team, not as the winning team; and

(k) Declare the debate closed.

For further duties of the Chairperson see Rules 18 and 20.

16.2 A chairperson must not sit next to a team from the same school as themselves. They should sit to the side that places a timekeeper between themselves and a team from their school.

17. DUTIES OF THE TIMEKEEPER

17.1 It is the responsibility of the Timekeeper to time and record the duration of the speeches constituting the debate.

17.2 The Timekeeper must ring warning bells and final bells in accordance with the rules as to timing specified in Rule 18.

For further duties of the Timekeeper see Rules 18 and 20.

18. TIMING

18.1.1 Warning bells are to be rung once.

18.1.2 Final bells are to be rung twice.

18.1.3 30 second overtime bells are to be rung 3 times.

18.2.1 Bells are to be rung as follows:

Grade	Warning Bell	Final Bell	30 second
			After bell
Grade 6	3 minutes	4 minutes	4min30sec
Grade 7	3 minutes	4 minutes	4min30sec
Grade 8	3 minutes	5 minutes	5min30sec
Grade 9	4 minutes	6 minutes	6min30sec
Grade 10	5 minutes	7 minutes	7min30sec

10.3.1 The approval of applications for postponements is at the discretion of the Schools' Vice-President.

10.3.2 The Schools' Vice-President will only grant a postponement on the following grounds:

(a) Compulsory school events

10.4.1 Where an application for a postponement is granted, the teams participating in the postponed debate must, in consultation with the QDU Administrator, determine a time and venue for the postponed debate.

10.4.2 Schools must act reasonably when approached to make arrangements for the postponement of a debate.

10.4.3 Where an application for a postponement is granted but the team against whom the postponement is sought is unable to debate at a later time, the team having been granted a postponement will be deemed to have lost the debate. Forfeit rules will not apply.

10.5 Applications for postponements for the fourth round will not be granted. Applications to bring debates in the fourth round forward may be granted. Ordinary postponement rules apply.

8.3 Where a registered debater from a lower grade in the Schools Competition debates up on three occasions that debater will be deemed to have become a member of the team for which he or she debates on the third occasion.

9. REPLACEMENT OF TEAM MEMBERS

9.1 After the second round a team member may only be replaced with the approval of the Schools' Vice-President and only if there are exceptional circumstances. NB: This rule relates to the permanent replacement of a debater as a member of a team. It does not relate to the substitution of a debater for reasons of temporary unavailability to debate.

10. POSTPONEMENTS

10.1 Applications for postponements must be made to the Schools' Vice-President.

10.2 Applications for postponements must be made a minimum of two weeks in advance of the date scheduled for the debate. Applications made for postponements after this deadline will be refused.

NB: Applications for postponements should be made at the earliest time possible. Where a team's unavailability to debate is known well in advance (eg. because of conflicting school camp commitments) applications for postponements should be made when the team's unavailability to debate becomes known.

Grade 11 1 & 7 minutes 8 minutes 8min30sec

Grade 12 1 & 7 minutes 8 minutes 8min30sec

Senior A 1 & 7 minutes 8 minutes 8min30sec

Replies 3 minutes 4 minutes 4min30sec

18.2.2 Bells are to be rung audibly. All bells are to be rung with equal intensity and for an equal duration.

18.2.3 Breach of this rule, e.g. the ringing of bells in a manner so as deliberately to advantage one team over another, will incur a warning. Subsequent breach will be penalised at the discretion of the Schools' Vice-President. The maximum penalty will result in the team in breach being deemed to have lost the debate.

18.2.4 Where a team suspects that this rule has been breached, it is the responsibility of the team alleging the breach to notify the Schools' Vice-President.

18.2.6 No discussion is to be entered into with the adjudicator as to whether or not this rule has been breached. The debate and adjudication will continue as normal. Any team seeking to invoke the application of this rule must make an application to that effect in writing to the Schools' Vice-President.

18.2.7 The Schools' Vice-President will determine whether or not a team is held to have breached this rule.

19. DICTATION OF DEBATERS' SPEECHES

- 19.1 Coaches and parents must not prepare or dictate their student's speeches.
- 19.2 Breach of this rule may be penalised at the discretion of the Schools' Vice-President.
- 19.3 Where a team believes this rule has been breached, a representative of that team must notify the Schools' Vice-President in writing of its belief.
- 19.4 The Schools' Vice-President will determine whether or not a team is held to have breached this rule.

20. COMMUNICATION WITH DEBATERS DURING THE DEBATE

- 20.1.1 Neither the chairperson, the timekeeper or the audience is permitted to communicate with any team during the debate. This rule is subject to the exception that team members speaking in the debate may speak with the chairperson inter alia:
- (a) To inquire as to the correctness of the timing of the debate; or
 - (b) Request that the chairperson make a direction as to the running of the debate. This may include:
 - (i) A direction that bells be rung more loudly; or
 - (ii) A direction that members of the audience acting in any manner intended to disturb a speaker cease

8. SUBSTITUTION OF TEAM MEMBERS

- 8.1.1 When required, a maximum of two substitute debaters may be used per debate.
- 8.1.2 Substitute debaters may be:
- (a) Registered debaters taken from a lower grade in the Schools Competition; or
 - (b) Unregistered debaters meeting the age and year level requirements noted in Rules 4.1.1 and 5.1.1.
- 8.1.3 Debaters not meeting either of these qualifications may not be used.
- 8.1.4 Where this rule is breached, the team in breach will be deemed to have lost the debate. The team debating against a team in breach of this rule will be accredited a win.
- 8.1.5 Where a team believes this rule has been breached, a representative of that team must notify the Schools' Vice-President in writing of its belief.
- 8.1.6 The Schools' Vice-President will determine whether or not a team is held to have breached this rule. This specifically includes determining whether given circumstances constitute a legitimate requirement for a substitute, within the meaning of rule 8.1.1. Any determination may be made prior to the debate if the Schools' Vice-President considers this appropriate.
- 8.2 Substitutions may not take place after the Chairman has opened the debate. If a debater becomes unable to present a speech after that time, the debater's team will be deemed to have lost the debate. The team debating against such a team will be accredited a win.

7. TEAM MEMBERSHIP

7.1.1 Teams must contain a minimum of four members. Teams may not contain more than five members.

7.1.2 No debater may debate more than once in the same grade and in the same round.

7.2.1 Team membership may be varied during the first and second preliminary rounds of the Schools Competition, ie. the debaters allocated to either of two teams in a given grade of the Competition may be swapped between those teams during the first and the second preliminary rounds. Team membership must be confirmed after the second round of the Competition. Once confirmed, team membership is fixed and team members may not be swapped between teams in a given grade. Teams swapping debaters after the second round in breach of this rule will be deemed to have lost the debate. The team debating the team in breach will be accredited a win.

7.2.2 Teams failing to confirm their composition despite request after the second round of the Competition will be deemed ineligible for the Finals Series pending confirmation of their membership.

to act in such a manner or leave the room.

The examples given under (a) and (b) are not exhaustive BUT team members should only speak with the chairperson about matters relating to the formal administration of the debate.

Communication includes verbal and written communication.

20.1.2 If this rule is breached, the Schools' Vice-President may deem the team in breach to have lost the debate and a team debating against a team in breach of this rule will be accredited a win in this circumstance.

20.1.3 Where a team suspects that this rule has been breached, it is the responsibility of the team alleging the breach to notify the Schools' Vice-President.

21. LANGUAGE

21.1 Debaters must not use bad language.

21.2 Breaches of this rule will be penalised at the discretion of the Schools' Vice-President.

21.3 Where a team believes that this rule has been breached, a representative of that team must notify the Schools' Vice-President in writing of its belief.

21.4 The Schools' Vice-President will determine whether or not a team is held to have breached this rule.

22. UNSPORTSMANLIKE BEHAVIOUR

- 22.1.1.1 Debaters must behave in an appropriate manner.
- 22.1.1.2 Debaters must not attend earlier debates in the same grade and in the same round.
- 22.1.1.3 Breach of this will be penalised at the discretion of the Schools' Vice-President.
- 22.1.1.4 Where a team believes that this rule has been breached, a representative of that team must notify the Schools' Vice-President in writing of its belief.
- 22.1.1.5 The Schools' Vice-President will determine whether or not a team is held to have breached this rule.
- 22.2.1 Members of the audience are not permitted to act in any manner intended to disturb a speaker during the debate.
- 22.2.2 Breach of this rule will be penalised at the discretion of the Schools' Vice-President. This may include:
- 22.2.3 Where a team suspects that this rule has been breached, it is the responsibility of the team alleging the breach to notify the Schools' Vice-President.
- 22.2.5 No discussion is to be entered into with the adjudicator as to whether or not this rule has been breached. The debate and adjudication will continue as normal. Any team seeking to invoke the application of this rule must make an application to that effect in writing to the Schools' Vice-President.

Grade 11	Year 11 or below
Grade 12	Year 12 or below
Senior A	Year 12 or below

- 5.1.2 Year levels are to apply as at the end of the year for which registration is sought.
- 5.1.3 If year level requirements are breached, the team in breach will be deemed ineligible for the Finals Series. Teams having debated against a team in breach of the year level requirements will be accredited a win.
- 5.2 If requested, the year level of debaters nominated to participate in the Schools Competition must be completed in the space provided in the nomination form.

6. TEAM RESPONSIBILITIES

- 6.1 Affirmative teams must provide a Chairperson.
- 6.2 Negative teams must provide a Timekeeper and a bell.
- 6.3 It is the responsibility of each team to read the Draw correctly.

- Grade 10 under 17 years
- Grade 11 under 20 years
- Grade 12 under 20 years
- Senior A under 20 years

4.1.2 The age rules are to apply as at the end of the year for which registration is sought.

4.1.3 If age limit requirements are breached, the team in breach will be deemed ineligible for the Finals Series. Teams having debated against a team in breach of the age limit requirements will be accredited a win.

4.2 If requested, the ages of debaters nominated to participate in the Schools Competition must be completed in a space provided on the nomination form.

5. YEAR LEVEL REQUIREMENTS

5.1.1 Year level requirements for participation in the Schools Competition apply as follows:

- | Grade | Year Level |
|----------|------------------|
| Grade 5 | Year 5 or below |
| Grade 6 | Year 6 or below |
| Grade 7 | Year 7 or below |
| Grade 8 | Year 8 or below |
| Grade 9 | Year 9 or below |
| Grade 10 | Year 10 or below |

22.2.6 The Schools' Vice-President will determine whether or not a team is held to have breached this rule.

23. ELECTRONIC RECORDING OF DEBATES

23.1 No recording of any description of debates will be allowed by schools, parents, teachers, coaches or any member of the general public.

23.2 QDU may record debates to comply with ADF regulation and requirements. And as and when necessary for training purposes or to compile training materials.

23.3 Breach of this rule will disqualify a school and/or team from the competition.

23.4 Where a team believes that this rule has been breached, a representative of that team must notify the Schools' Vice-President in writing of its belief.

23.5 The Schools' Vice-President will determine whether or not a team is held to have breached this rule.

24. JUNIOR ROUND ROBIN COMPETITION

24.1 Unless otherwise stated, all rules listed above also apply to the Junior Round Robin Competition.

24.2 No Finals Series will be held for the Junior Round Robin Competition.

24.3 Schools are not required to return completed Results Report forms, as per Rule 14, for Junior Round Robin debates.

25. GENERAL RULES

25.1 The adjudicator may give general directions as to the conduct of the debate (e.g. ringing of bells, seating, names on blackboards and so forth).

25.2 Adjudicators may refer any suspected breach of these rules to the Schools' Vice-President.

25.3 An adjudicator must not make decisions as to breaches of these rules unless they have been expressly empowered to make such decisions under these rules or in writing from the Schools' Vice-President.

25.4 The Schools' Vice-President may make such enquiries as are necessary to investigate complaints or breaches of these rules. Schools must comply with any reasonable request of the Schools' Vice-President in this regard.

- (a) The date, topic and grade of the debate;
- (b) The teams debating;
- (c) The name of the adjudicator (posted outside the door of the room in which the debate is held.);
- (d) The basis of the application; and
- (e) The name, telephone number or other details of the applicant.
- (f) Proposed resolution to the conflict.

3. TEAM NOMINATIONS

3.1 Team nominations for the Schools Competition will not be accepted unless the School Debating Coordinator undertakes on behalf of the teams nominated to comply with the Competition Rules by signing the undertaking to this effect provided in the nomination form.

4. AGE REQUIREMENTS

4.1.1 Age limits for participation in the Schools Competition apply as follows:

Grade	Age
Grade 6	under 13 years
Grade 7	under 14 years
Grade 8	under 15 years
Grade 9	under 16 years

1.6.3 There may be more than one Delegate.

1.6.4 A Delegate must communicate with the Schools' Vice-President to ensure that the general directions or guidelines of the Schools' Vice-President are sufficiently clear for any situation arising.

1.6.5 The Schools' Vice-President may reverse any determination or decision made by a Delegate.

1.6.6 In situations of competition of authority, the Management Committee's decision shall be considered the most authoritative.

2. CORRESPONDENCE

2.1 All formal communications issued by the Schools' Vice-President will be made or confirmed in writing. Persons following directives not confirmed in writing do so at their own risk and any consequent breach of any rule specified below will be treated accordingly.

2.2.1 All formal communications to QDU must be made or confirmed in writing. Where these rules require notification of the Schools' Vice-President of any matter, correspondence relating to such a matter must be forwarded to the Schools' Vice-President within seven days of the matter arising.

2.2.2 Only correspondence forwarded in writing within the time specified in Rule 2.2.1 will be investigated.

2.3 Correspondence seeking to invoke the application of any rule specified below must state the following:

26. FINAL SERIES

26.1 The Schools' Vice-President shall determine teams to be invited to take part in the finals series of the Queensland Schools' Competition.

26.2 The Schools Vice-President may have regard to results, breaches of these rules, postponements, forfeits, outstanding monies owing, other complaints or any other matter in determining if a team may be invited to take part in the finals.

26.3 The Schools' Vice-President may make any such conditions as they see fit to Schools or teams taking part in the final series.

26.4 There will be no postponements in the finals series.

26.5 If a team prepares the wrong side in a finals debate they will not receive the extra 15 minutes to prepare under 15.2

27. SECRET SUBJECT DEBATES

27.1 It is the responsibility of teams to be present at the venue to receive the secret topic 60 minutes prior to the commencement of the debate. A team that arrives after the release of the topics shall be entitled to receive only the remainder of the preparation time, not the full 60 minutes.

27.2 Teams must not attempt to receive prior notification of content of the secret topic. Any attempt to do so may, subject to the discretion of the School's Vice-President, result in that team being deemed to have forfeited the debate.

27.3 After the release of the topic to the teams, team members are required to move promptly to their allotted preparation rooms. From the release of the topic until the debate is declared open by the chairperson, no communication may be conducted between the four team members and parents, coaches or other persons who are not one of the four team members entering the preparation room. For the purpose of this section, "communication" includes but is not limited to electronic, verbal, nonverbal and written communication.

27.4 Teams may have a maximum of 4 students in each preparation room.

27.4.1 Subject to 27.4 any student who intends to participate in the preparation of the debate must be present with the rest of their team when the topic is released, and enter the preparation room with their team. Any student who arrives after their team has entered the preparation room shall not be permitted to enter.

27.5 Items and materials that are permitted in the room are limited to:

- a) Writing materials (Pens, pencils, highlighters, rulers, whiteout, erasers).
- b) Blank paper and palm cards (These must not contain any written content including words and prompts like "caseline", "definition" and "split").
- c) One unannotated dictionary, thesaurus and quote book per team.
- d) A stop watch or wristwatch (No other equipment capable of timing).

1. GENERAL

1.1 Teams participating in the Schools Competition must adhere to the Competition Rules.

1.2 The Schools' Vice-President in consultation with the QDU Executive will make the determination of any matter not covered by these rules, including the application of these rules in exceptional circumstances.

1.3 The Schools' Vice-President may credit a team with a win if he or she considers that the circumstances demand it. This need not affect any other team.

1.4 The decision of the Schools' Vice-President shall be final. An appeal may only be brought to the Management Committee from a decision which is manifestly unfair.

1.5 Any reference in these rules (except for Rules 1.4, 1.5) to the Schools' Vice-President shall be read as meaning:

- (a) the President in person;
- (b) the Senior Vice-President in person;
- (c) The Schools' Vice-President in person;
- (d) A delegate, as designated by the Management Committee acting in accordance with such guidelines, directions or powers as the management committee sees fit to give.

1.6.1 In order to be a Delegate, a person must be nominated as such by the Schools' Vice-President, and confirmed as such by the Management Committee.

1.6.2 There need not be any Delegates.

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e) Water bottles and food (Subject to the school rules at the venue).

No other written materials or electronic equipment including, but not limited to, laptops, mobile phones, and PDA's are permitted in the room.

27.6 There is to be no writing on the blackboards or whiteboards in the preparation room under any circumstance.

27.7 In the event that a team member has any item other than those permitted in 27.5, in their possession, the team member must remove it from their possession prior to entering the preparation.

27.8 In the event that a preparation room, prior to a team entering it, contains materials not allowed in the preparation room, pursuant to 27.5, the team must not touch or engage with the material or equipment.

27.9 Any alleged breach of the rules in this section should immediately be brought to the attention of the venue coordinator, and subsequently by the complainant to the QDU Schools' Vice-President in writing. The written complaint must contain:

- (a) The date, topic and grade of the debate;
- (b) The names of the teams debating and the team members;
- (c) The name of the adjudicator (N.B. adjudicator names are posted outside the door of the room in which the debate is held);
- (d) The name of the venue coordinator;

(e) The details of the complaint, including any action taken on the night;

(f) The name and telephone number of the complainant.

27.10 If an alleged breach of the rules in this section is brought to the attention of the venue coordinator, he/she may investigate the alleged breach and request that the accused parties stop the alleged misconduct. Regardless of the outcome of any investigation, the debate involving the accused parties must continue and be decided upon on the merits of the debate, not factoring into account any alleged misconduct. Any disciplinary action shall be taken by or in accordance with the directions of the Schools' Vice-President, not the venue coordinator.

27.11 The Schools' Vice-President may, in his/her sole discretion, deem a team to have forfeited a debate, where the team is found by the Schools' Vice-President to have breached any of the Rules in this section.

The Rules contained in this Handbook are the Rules relating to the administration of the Queensland Debating Union Schools Competition and Queensland Debating Union Junior Round Robin Competition. This Handbook does not contain advice pertaining to debating technique. Advice on general debating practice and technique can be found in the QDU Official Handbook.

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