



Schola Europaea / Office of the Secretary-General

Pedagogical Development Unit

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## **Eurosport Handbook**

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Approved by the Joint Teaching Committee of 12 and 13 October 2023  
– Brussels (Hybrid)

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# SCHOLAEUROPAEA



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## **PREFACE**

Since it was founded in 1976, EUROSPORT has always been a unifying event, bringing together pupils from European schools to compete in a spirit of fair play and giving them a unique experience to build friendships.

With a growing number of accredited European schools, a reorganisation of EUROSPORT has become essential to prevent the family of European schools from splitting up. This new EUROSPORT format should enable all European schools, whether Type 1 or accredited, to take part in this fantastic event and will allow pupils from all European schools to enjoy the unique experience that is EUROSPORT.

The EUROSPORT event has been revamped by the Physical Education Working Group, aiming to maintain its high standards and create a positive experience for all participants. Given the growing number of European schools, flexibility is essential in managing and orchestrating such a large and intricate event.

This updated handbook, presented by the Physical Education Working Group, should help the hosting school in planning and organising EUROSPORT. It encompasses sporting regulations, tournament logistics, transportation, and more; making it a valuable resource for all involved.

It is crucial to keep this handbook current and regularly updated. As a result, the working group appreciates and encourages input from schools, welcoming any comments or additional information that can enhance the manual for future EUROSPORT events.

# 1. RULES OF ORGANISATION

## 1.1. GENERAL RULES

The EUROSPORT competition is fixed as a regular and periodical event in the school calendar of the European schools. In 2026 the new calendar will be set up for the next 10 years. Accredited European schools can apply to host the event.

EUROSPORT will run every 2 years on the following rotation:

2022	Mol
2024	Luxembourg 2
2026	Brussels 4
2028	Munich
2030	Brussels 3
2032	Accredited school
2034	Type I
2036	Accredited school
2038	Type I

All European schools are allowed to participate in the EUROSPORT competition with a maximum of 32 schools, an even number of places available for type I and accredited schools. Official confirmation of participation is required by January of the previous Eurosport.

The competition is to be held after the February mid-term break but at least 2 weeks before the Easter holidays.

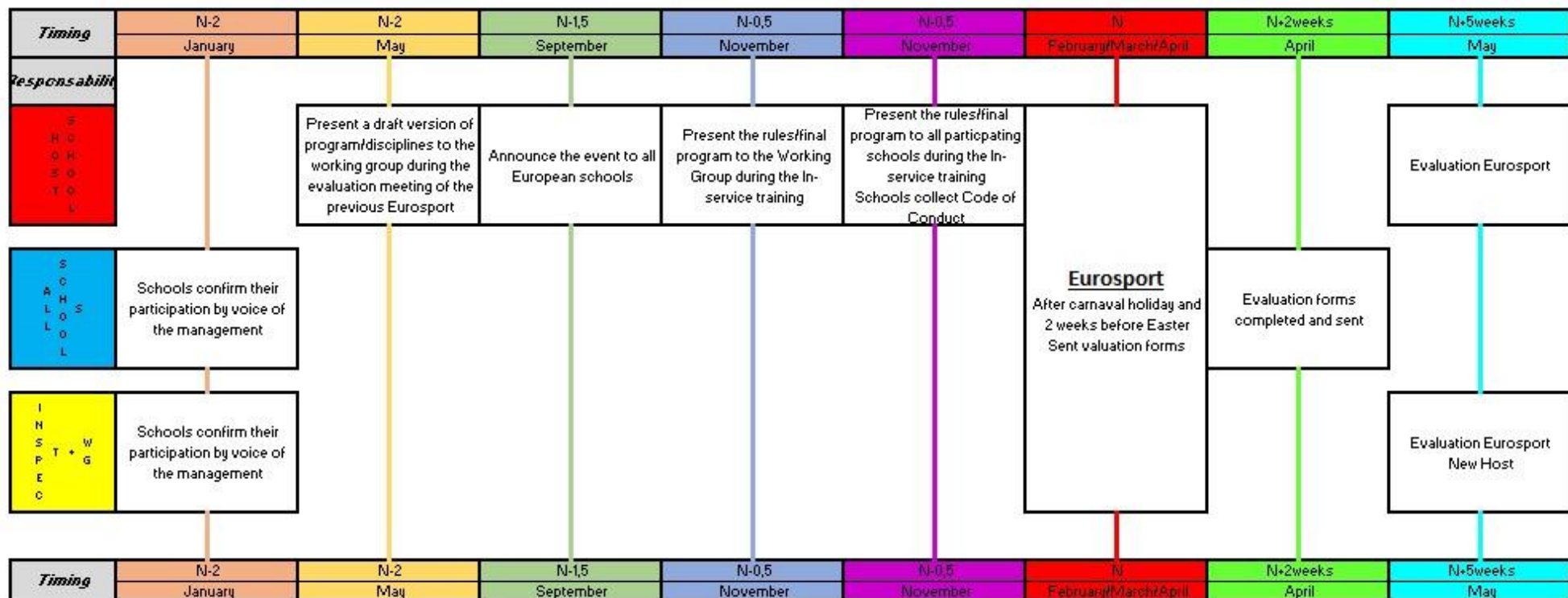
Competition will be held over 3 competition days. Travel days one before and one after the event. It is expected that the schools will stay until the end of the prize-giving ceremony.

The participating athletes will be housed by host families and/or in centralized accommodations.

The travelling schools shall take care of the costs of travelling and shall reimburse the costs for accommodation. Costs for catering of students and teachers will be shared by all participating schools. The amount to be reimbursed might be reduced by revenues resulting from public sponsorship.

The current rules for all disciplines must be available for consultation during the competition.

## 1.2. TIMELINE



### 1.3. TOURNAMENT REGULATIONS

Each team will be made up of a total of 10 girls and 10 boys and a maximum of 4 accompanying teachers from the school. There will be no age restriction on competitors.

Only teachers from the school (PE teachers or teachers of other subjects) may accompany teams taking part in EUROSPORT.

For reasons involving safety and security and questions of authority, experts from outside the school (trainers, sports advisers, students, etc.) are not authorized to take on this task.

The schools' management is responsible for the regularity of accompaniment.

The final program, based upon the sports of the syllabus (traditional/ adapted and complementary sports), is decided by the host school and needs to be approved by the working group PE in accordance to the timeline.

Minimum one single gender sport for boys and girls.

Minimum two other sports with mixed teams.

One combined discipline.

Possible sports:

- Basketball, 3x3
- Volleyball, 2 v 2 or 3 v 3
- Football
- Floorball
- Ultimate frisbee
- Frisbee golf
- Table tennis
- Badminton
- Parkours (timed)
- Climbing, bouldering
- Catch
- Dodgeball
- Netball (spike ball)
- Combined disciplines (running, throwing, swimming, ...)
- Athletics
- Pickle ball

Points awarded will depend upon the number of competing schools (e.g. 14 schools - winner receives 14 points, last place 1 point. But in the combined sport, the points will be doubled, in the given example 28 and 2 points).



There will be an Overall Tournament Winners Trophy and a first, second and third place Winners Trophy for each sports discipline.

In addition, the EUROSORT Cup is a travelling trophy which stays with the winning school until the next EUROSORT.

Schools will be awarded points based upon their final positions in each separate tournament.

The school with the highest combined total of points will be the overall winner.

In the event of a tie the school which has achieved the highest-ranking position in the combined discipline will be better placed.

#### **1.4. BUDGET**

The budget for EUROSORT ([“Common Framework for ‘Events’ organised by the European Schools”](#)) can be divided into:

Organizational costs

- The host school receives a budget in accordance with the “Common Framework for ‘Events’ organised by the European Schools”. For organizational reasons it is important that this money is available at the start of the organization.
- Sponsoring by private sponsors is only allowed “in-kind”. Sponsoring by public institutions is allowed.
- The participating schools shall take care of the costs of travelling and shall reimburse the costs for accommodation and catering of their students and teachers. The amount to be reimbursed might be reduced by revenues resulting from public sponsorship.
- The hosting schools shall take care of other costs linked to the specific event.

In the future there will be regular adjustment of costs in line with annual price increases.

## 2. TASKS FOR THE HOST SCHOOL

- Publish and promote EUROSPOORT on school level involving school management, administration, teachers, parents' association and students
- Promote and encourage cross-curricular projects linked to EUROSPOORT in cooperation with subject coordinators
- Contact local authorities, associations / federations and potential sponsors as early as possible
- According to the timeline:
  - Define the sports program (disciplines)
  - Add any changes of the rules to the program
  - Send a letter to the participating schools (date of EUROSPOORT)
  - Set deadlines for all required documentation from participating schools

N-2			Responsibility
	January (N-2)	Select the date for Eurosport	Host school
January	January (N-2)	Schools confirm their participation by voice of the management	All schools Invitation by inspector
May	During the evaluation meeting (May) of the previous Eurosport (N-2)	Present a draft program/disciplines to the working group	Host school
N-1			
September	September (N-1,5)	Announce the event to all European schools	Host
N-0,5			
November	Day before the In-service training in November during WG meeting (N-0,5)	Present the rules/final program to the WG	Host
November	In-service training in November (N-0,5)	Present rules/program to all participating schools	Host
		Collect code of conduct forms from participating schools	All schools
February/March/April	After Carnival holidays and 2 weeks before Easter	EUROSPOORT (N)	All schools
	N	Evaluation form sent to all schools	Inspector
	N+2weeks	Evaluation form completed and sent	All schools
May	May after Eurosport	Evaluation Eurosport Invite next hosting school	WG Host school Inspector

## **2.1 USEFUL ORGANISATIONAL CRITERIA**

- 3 years before the event, estimate the budget necessary for the organization of Eurosport and communicate this budget to the school management
- devise internal strategy of organization and responsibilities in an organigram
- Schools hosting a large-scale event shall receive once a décharge of a total of eight hours/periods per week which can be distributed over two years. The school can decide on how to spread these periods of décharge.
- fix program in relation to facilities and playing time available
- define if school facilities are sufficient for organizational purposes or adapt organization to the facilities or hire outside facilities and transport
- the draw will be made during the PE In-Service-Training in November of the school year of Eurosport.
- nominate one overall organizer within the Physical Education Department. This teacher should be released from normal teaching duties for the week preceding the event.
- The following is not meant to be an exact list but contains areas of responsibilities that should be given to persons or groups.

## **2.2 ORGANISATIONAL PRIORITIES HOSTING SCHOOL**

- ACCOMODATION - (parents, local Youth Hostel, Hotel)
- ARRIVAL / RECEPTION OF VISITORS – (timings, information pack, host families)
- BUDGET (renting facilities, accommodation, catering, material, transportation, first aid, referees, etc.).
- CATERING - (meals, fruit, etc. liaise with Parents Association)
- CULTURAL/SOCIAL PROGRAM
- DEPARTURE - (timings, liaise with Parents Association / host families)
- ECOLOGY (trying to reduce the ecological footprint of the event by using public transport, reusable water bottles, etc....)
- FIRST AID
- TEAM ASSISTANTS (2 pupils give permanent support to each team, distinctive T-shirts)
- INFORMATION CENTRE (accessible, permanently manned and available, up-to-date display of results, meeting point for teachers and a 'Lost & Found')
- PRIZE GIVING (to include invitation to NEXT EUROSPORT and handing over the EUROSPORT trophy)
- PROGRAM - to each competitor
- PUBLICITY - (school website, local press / radio / TV)
- REFEREES - (be acquainted with 'Eurosport rules', if possible speak any of the vehicular languages)
- REFRESHMENTS (the host school provides each team with water)
- SECURE ROOMS (if possible, one room for each visiting school)
- SPARE EQUIPMENT - (nets, balls, shuttles, rackets, clocks, batons, etc.)
- Inform schools if any additional material is needed (practice balls)
- SPONSORS
- TEAM COLOURS (no two teams the same, have spare bibs)
- TECHNICAL STAFF (electricians, ICT etc.)

- TRANSPORTATION - (between venues, if possible use of buses from visiting schools or rent local transportation)
- TROPHIES and souvenirs
- Final tournament report

## **2.3 GUIDELINES FOR PARTICIPANTS**

The success of EUROSPORT depends upon the general good attitude of all participants, therefore the following guidelines should be communicated to them:

The Code of Conduct is the basis for participation and must be followed by every participant (see annex 5).

All pupils should adhere to the rules and regulation of the centralized accommodation (ref. Guidelines for centralized accommodation).

During Eurosport, any use/abuse of alcohol, cigarettes/vapes or drugs is strictly forbidden. All pupils must be in possession of the address and telephone number of their accompanying teachers, and host families, at all times.

In cases of emergency pupils should contact their host family/centralized accommodation and one of their teachers.

Pupils must inform their teachers about any special circumstances in advance. i.e., medical condition, dietary needs or religious beliefs.

## **2.4 GUIDELINES FOR TEACHERS**

Teachers must inform the host school about any special circumstances in advance. i.e., medical condition, dietary needs or religious beliefs of the pupils.

Teachers should make sure that the pupils know, understand, and accept the Code of Conduct (signature parent/legal guardian/pupil).

Teachers should make sure that the pupils are well informed about the regulations governing the tournament. They should ensure that the pupils are in the right place at the right time.

Teachers should make sure that the pupils are supervised throughout the whole tournament.

Transportation to the event is the participating school's responsibility.

Each school is responsible for their own first aid kit.

Accompanying teachers are responsible for reading the information (rules).

All schools need to attend the coaches' meetings.

## **2.5 GUIDELINES FOR HOST FAMILIES**

Pupils must be informed about the telephone number and the address of their host family.

The host families should be prepared:

to provide lodging for their guests and all necessary meals.

to provide transport to and from the school, or to and from the venues where the sports events are taking place.

## **2.6 GUIDELINES FOR CENTRALIZED ACCOMMODATION**

All pupils should adhere to the rules and regulations of the centralized accommodation.

It is the responsibility of the host school to send these rules to all participants well in advance.

The pupils are supervised by their teachers.

### 3. RULES OF THE SPORTS

The official federation rules must be applied within local constraints.

For each sport:

- Composition of the teams
- Size of the court
- Material specific information (balls, shuttles)
- The time/points: Not possible to change the structure of the game (time/points should not be changed)
- Number of personal fouls
- A disqualified player (ejected by the referee) in one game is not allowed to play in the following game.
- Time out
- Points of The Games
- In Case of a Draw

The working group is available for help and consultation.

### **3.1 EXAMPLE: BASKETBALL 3X3**

3.1.1. Composition of the teams:

- Each team consists of a maximum of 3+1 players.

3.1.2. Rules:

- The official F.I.B.A. rules will be applied within local constraints.

3.1.3. One game of 10 minutes stoppage time or when a team scores the 21st point.

3.1.4. Shot clock of 12" will apply.

3.1.5. Playing time should be suspended when:

- a ball leaves the court and can't be recovered quickly;
- an accident takes place during the game;
- During a time-out.

3.1.6. A disqualified player (ejected by the referee) in one game is not allowed to play in the following game.

3.1.7. 1 "time out" of 30 seconds per team is allowed.

3.1.8. A minimum of 3 minutes should be allowed for warming-up before each game.

3.1.9. Points of the games:

- winning team 3 points - losing team 0 points, if the difference is 2 points and more
- winning team 2 points – losing team 1 point, if the difference is 1 point
- in case of a draw at the end of the game the next score in extra time wins (ball possession continues according to the last action)

3.1.10. In case of draw (group ranking):

3.1.10.1. the result of the direct confrontation will decide the winner.

3.1.10.2. points difference will determine the winner.

3.1.10.3. most points scored will determine the winner.

3.1.10.4. a coin toss will decide the winner.

## 3.2 BADMINTON

### 3.2.1. Composition of the teams:

- Team consists of 1, 2 or 3 mixed doubles. The host school must announce the formation in advance.

### 3.2.2. Rules:

- The official I.B.F. rules will be applied within local constraints.

### 3.2.3. A match is 3 sets each up to 11 points with 2 points difference at the final score. Each set ends with a maximum of 15 points.

### 3.2.4. A minimum of 3 minutes should be allowed for warm-up before each game.

- The host school must declare in advance which type of shuttle will be used. This information must be sent with the program.

### 3.2.5. If a player is unable to continue due to injury, he/she may re-enter or be replaced by the reserve player in the next match.

### 3.2.6. The double who forced the forfeit (injury) will keep the points up to the point of forfeit and loses the points up to the end of the 3 sets (match).

- e.g. (1)

1st set double A 11: 7 double B

2nd set double A 7: 5 double B (forfeit at 7:5) - set will count as 11: 5 3rd set double A 11: 0 double B

final score: 3:0 sets and 33: 12 points for double A

- e.g. (2)

1st set double A 7: 11 double B

2nd set double A 7: 5 double B (forfeit at 7:5) - set will count as 11: 5 3rd set double A 11: 0 double B

final score: 2:1 set and 29: 16 points for double A

### 3.2.7. A school may use their reserve only once in the competition.

### 3.2.8. All players are responsible for scoring their own games. Any dispute must be referred to the scorer's table.

### 3.2.9. Points of the matches:

- point per set

### 3.2.10. In case of draw (group ranking):

3.2.10.1. the result of the direct confrontation will decide the winner.

3.2.10.2. points difference will determine the winner.

3.2.10.3. most points scored will determine the winner.

3.2.10.4. a coin toss will decide the winner.



### **3.3 COMBINED DISCIPLINE**

#### 3.3.1. General rules:

- To be considered a combined event, it must include at least two different disciplines.
- Example of combination: pentathlon, decathlon, aquathlon (run-swim); Biathlon (run and throwing adapted), etc.
- The combination chosen by the host school must be validated by the working group because material constraints for the schools must be taken into account.
- The type of combined disciplines must be announced to all the schools by the host school according to the timeline. This must also include the announcement of:
  - Composition of the teams: 8 girls and 8 boys
  - The disciplines chosen
  - The type of equipment required (weight, type of shoes allowed, etc.)
  - The distances to be covered
  - The scoring: accumulation of points or time
- The rules: all combined disciplines must comply with the official federation rules of the disciplines, if any and be adapted to local conditions.

#### 3.3.2. Rules

The official rules will be applied within local constraints.

The order of the starts is girl and then a boy (alternating)

#### 3.3.3. Points:

Depending on the type of disciplines chosen, it is either the time or the accumulation of points obtained by the team that will determine the winner of the event (See example).

All sports combined will be double points in the rankings.

Example: If the number of competing schools are 20 schools - winner receives 40 points, last place 2 point.

### 3.3.4. Example of combined disciplines

#### 3.3.4.1. Aquathlon:

- Combined disciplines: Running and swimming

##### 3.3.4.1.1. Composition of the teams:

- Each team consists of 8 girls and 8 boys.
- The order of the starts is girl and then a boy.

##### 3.3.4.1.2. Rules:Swimming

- Distance to be swum is a minimum of 50 meters and maximum of 100 meters
- All actions contrary to F.I.N.A. regulations normally leading to disqualification will incur a time penalty as follows:
- 50 m 1 minute 30 seconds
- 100 m 3 minutes

##### 3.3.4.1.3. Running

- Distance to be run is a minimum of 800 meters and maximum of 1000 meters
- Time penalties will be applied to running the course incorrectly (including baton change overs)
- Time penalty for each 100m to be run: girls 50 seconds and boys 40 seconds. That time penalty will be added to the team running time. For example: 800m boys  $8 \times 40 = 320 = 5 \text{ minutes and } 20 \text{ seconds.}$
- For the running event, every team member must wear a shirt in the school color (see annex 4). The shirts are numbered in the running order from 1-20 (odd numbers for the girls, even numbers for the boys) and put on the front.
- The host school must declare the format of the run in advance. This information must be sent with the program.
- If possible, the swimming and the running should be organised one after the other.
- The order of the team needs to be handed in to the organiser 1 hour before the start of the event.

##### 3.3.4.1.4. Points awarded

- Points awarded will depend upon the number of competing schools (e.g., 14 schools - winner receives 14 points, last place 1 point. But in the combined sport the points will be doubled, in the given example 28 and 2 points).

#### 3.3.4.2. Biathlon:

- Combined disciplines: Combined running with precision throwing.
- Girls-boys relay: 400m run - 3 throws (three different distances) - 400m run.

##### 3.3.4.2.1. Composition of the teams:

- Each team consists of 8 girls and 8 boys.
- The order of the starts is girl and then a boy.

##### 3.3.4.2.2. Rules:

##### 3.3.4.2.3. Running:

- distance 2x 400m

##### 3.3.4.2.4. Throwing: X3

- The 3 throws are taken from a standing position.

##### 3.3.4.2.5. Equipment: bag of rice, hoops

- 3 different distances to be throw: From the throwing line: First throw - distance of 5m; Second throw - distance of 8m and third throw - distance of 10m.
- The athlete can only make the next throw (i.e. the next distance) when he has succeeded in placing the bag of rice in the hoop. When the three precision throws have been successful, the athlete starts again for his run.
- The host school must declare the structure of the run in advance. This information must be sent with the program.

##### 3.3.4.2.6. Points awarded

- Points awarded with the time.
- Points awarded will depend upon the number of competing schools (e.g. 14 schools - winner receives 14 points, last place 1 point. But in the combined disciplines the points will be doubled, in the given example 28 and 2 points).

### 3.3.4.3. Athletics combination “Triathlon”:

#### 3.3.4.3.1. Combined athletics disciplines chosen:

- Running: 100m sprint (girls' - boys' relay)
- Throwing: Vortex throw
- Long jump

#### 3.3.4.3.2. Composition of the teams:

- Each team consists of 8 girls and 8 boys.

#### 3.3.4.3.3. Rules:

#### 3.3.4.3.4. Running :

- 100m distance
- Girls - boys relay

#### 3.3.4.3.5. Throwing: vortex throw:

#### 3.3.4.3.6. Equipment: vortex

- 3 throws: Only one step allowed for throwing the vortex.
- The final distance corresponds to the accumulation of the three distances reached during the three throws.
- Long jump
- The official rules will be applied within local constraints.
- 3 jumps per athlete
- The final distance corresponds to the best of the three distances reached during the three jumps, or the distance of the whole team.
- Points awarded
- Points are awarded by accumulating the points obtained during the various events.
- The final points awarded will depend upon the number of competing schools (e.g. 14 schools - winner receives 14 points, last place 1 point. But in the combined sport the points will be doubled, in the given example 28 and 2 points).

## **4. TOURNAMENT ORGANIZATION**

- Round robin
- Knock-out
- Double knock-out
- King/Queen of the court
- Group matches

Combination is also possible.

## **5. ADDITIONAL COMMENTS**

- There will be a compulsory coaches' meeting scheduled on the day of arrival and at the end of every tournament day for all teams.
- The coaches are responsible for the punctuality of their teams. Any team missing its start time with no justifiable reason may forfeit the game at the discretion of the Head Jury (PE inspector and two members of the working group). In cases of dispute the referee's decision is final.
- Should a team penalty prove necessary, it should only be decided after a meeting of the schools involved and the Head Jury.
- This decision will be forwarded to all coaches.
- Should a team disqualification prove necessary, it should be decided after a meeting with 1 representative of each school and the Head Jury, and a vote (simple majority). Any team penalty or team disqualification should be avoided as much as possible.
- A complaint must be filed to Tournament organization/Head Jury during the game and not afterwards.

## **6. EUROSPOORT EVALUATION**

The evaluation form (online) from each participating school must be completed and sent at the latest two weeks after the event. All replies are available for the Inspector and the members of the working group.

## **7. ANNEXES**

1. School teachers and travel information.
2. Team registration.
3. Code of conduct.

**EUROSPORT - (SCHOOL - YEAR)**

**1. SCHOOL TEACHERS AND TRAVEL INFORMATION**

School: \_\_\_\_\_ Teacher in charge \_\_\_\_\_ 

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Mobile \_\_\_\_\_ E-mail \_\_\_\_\_

ACCOMPANYING TEACHERS	F/M	MOBILE	E-MAIL

**TRAVEL INFORMATION:**

Mode of Travel:      Air       Train       Bus

Arrival Date \_\_\_\_\_ Time \_\_\_\_\_ Place \_\_\_\_\_

Departure Date: \_\_\_\_\_ Time: \_\_\_\_\_

IN CASE OF USING A BUS FOR TRAVEL ARRANGEMENTS AND IF NECESSARY COULD YOUR BUS BE USED DURING THE TIME OF COMPETITION (MUST BE CONFIRMED BY THE BUS COMPANY)

YES

NO

## 2. EUROSPOORT - (SCHOOL - YEAR)

### TEAM REGISTRATION

School: \_\_\_\_\_

BOYS

GIRLS

1	NAME	MOBILE	LANGUAGES		FURTHER INFORMATION (EG. DIET)
			1st	2nd	
2					
3					
4					
5					
6					
7					
8					
9					
10					



### 3. CODE OF CONDUCT for participation in EUROSPORT

1. These recommendations complement the official European Schools “Guidelines for school trips” and each school’s internal rules based on those guidelines.
2. They are based on EUROSPORT Handbook (Guidelines for participants, p.12 f).
3. The conditions and rules laid down by the hosting school, the host families and centralized accommodation must be respected.
4. All participants are under the authority of the host schools’ direction.
5. Students must follow any teacher’s commands.
6. Students must be aware that they represent their own school’s identity.
7. All participants must show good sportsmanship.
8. Teachers are expected to perform as good role models.
9. All participants should contribute positively to team spirit since it is one of the main goals of EUROSPORT.
10. All participants should support and must respect other team members.
11. Referees’ decisions must be respected.
12. Environment, equipment and facilities must be treated with utmost care.
13. Punctuality of participants at arranged meeting points and organised activities is required.
14. During EUROSPORT any use/abuse of alcohol, cigarettes/vapes or drugs is strictly forbidden.
15. Parents and students agree on the above rules by signature.
16. If a student severely misbehaves or breaks the rules, the teachers or the host school reserve the right to arrange for the student to travel home early at his/her parents’ expense.

---

European School.....

Name of student \_\_\_\_\_ Class \_\_\_\_\_

*We agree to the rules and conditions of EUROSPORT as set in this document.*

Signed: \_\_\_\_\_ Parent/Legal guardian

Signed: \_\_\_\_\_ Student

Date: \_\_\_\_\_