

CANBERRA LAW STUDENTS' SOCIETY
INTERNAL COMPETITIONS POLICY
Effective as at 25 February 2021

1 Application of the Rules

- 1.1. These rules of participation apply to the Canberra Law Students' Society (CLSS) Internal Competitions.
- 1.2. Participation in any Competition signifies agreement by the Competitor to abide by the rules set forth in this Policy.

2 Management of Competitions

2.1. The running of Internal Competitions is conducted by the Competitions Director, and relevant Competitions Manager (e.g. Mooting Manager for Mooting Competition). However, other relevant portfolio Committee Members may assist from time to time where it is reasonably practicable to facilitate the Competition in question.

3 Registration

3.1 LSS Competitions are open only to students currently enrolled in a LLB, JB or Justice Study course at the University of Canberra.

3.2 Application forms are only valid and effective if they are submitted and received by the Competitions Director by the time and date specified on the application form. The CLSS and its Members do not take any responsibility for any failure of application forms to be submitted in the correct format and received by the due date and time.

3.3 A Competitor can enter more than one Competition upon the condition that they provide justification in writing and emailed to the Competitions Director within a reasonable timeframe before the start of the Competition.

3.3.1 It is at the discretion of the Competitions Director to accept or decline a Competitor's application to compete in more than one Competition.

3.3.2 A Competitor who is granted the ability to enter more than one Competition cannot be on more than one team in the same Competition.

3.4 The Competitions Director/Manager will endeavour to ensure that every team that has submitted an application form by the specified time and date is granted entry into the relevant Competition.

3.4.1 In the event that the Competitions Director/Manager believes that there are too many teams for a workable Competition (e.g. odd number of teams) they have total discretion in prohibiting a team from entering a Competition.

3.4.2 If the Competitions Director/Manager chooses to exercise such discretion they must do so in good faith and without prejudice to particular teams.

3.5 Once the Competition has commenced, teams cannot be changed. A change of any team member will result in immediate disqualification. This is effective at the time of disqualification and does not operate retrospectively.

4 Scheduling and Withdrawals

4.1. The Competitions Director/Manager will endeavour to release the Competition schedule for every round as early as possible.

4.2. It is the responsibility of each team to notify the Competitions Director of their unavailability to participate on the scheduled time no later than 48 hours before their scheduled competing times.

4.3. The Competition Director has complete discretion in disqualifying any team for being unable to participate at the allocated time, but before doing so must consider the amount of notice the team gave to the Competition Director, the amount of notice the Competition Director gave the team for having to compete and the explanation for being unable to participate.

4.4. If a team does not provide 48 hours' notice of their intention to withdraw from a Competition, without a reasonable excuse, the Competition Director may disqualify the team from Internal Competitions that may be held in the future.

4.4.1. A reasonable excuse includes, but is not limited to, an emergency, illness and other unexpected events that a reasonable person would consider as substantially affecting their ability to compete in the Competition.

4.4.2. A reasonable excuse does not include university commitments. It is the responsibility of every university student to organise their study schedule and seek extensions in order to compete in their chosen Competition.

4.5. The Competition Director's decision to disqualify a team is final. The power to disqualify is not punitive in nature and is intended to protect the interests of the CLSS in running Internal Competitions for the benefit of current university students.

4.6. The Competition Director/Manager will endeavour to adhere to the set dates and times released. In exception or unforeseen reasons, such as the inability of a Judge to attend a Competition on time or the sudden withdrawal of a team, the Director/Manager may amend the time and/or date of the Competition round with notice to teams and make such adjustments which are reasonable and necessary.

5 Running of Competitions

5.1. Competition formats for Mooting, Witness Examination and Negotiations will be run on the times and dates specified by the Competitions Director/Manager.

5.2. Details of the Competition Director and Managers can be found on the Competition pages of this website. Queries relating to the Competitions must be directed to the Competition Director.

5.3. In the event of a procedural dispute, the decision of the Competitions Director is final.

5.4. During the preliminary rounds no ties will be allowed in any Competition. Where there is a tie of scores, the winners will be determined by the relevant Judge(s). This decision is final and is not subject to appeal.



5.5. Where a Competitor discovers that there is actual or apprehended bias on the part of the relevant Judge(s) they must notify the Competition Director before the round commences. Where a Competitor does not notify the Competition Director of the potential for bias (e.g. where a Judge is family member, friend or has a personal relationship with a Competitor) and it is discovered later the team will be automatically disqualified from their Competition.

5.6. Where the Competition Director discovers that there is actual or apprehended bias on the part of the Judge(s) they will ask them to recuse themselves. A different Judge will be appointed who has no actual or apprehended bias towards any Competitor involved in the Competition. The Competition Director reserves the right to make any such changes as reasonable and necessary to mitigate the potential for bias in any Competition.

6 Complaint Procedure

6.1. The Judge's decision is final and cannot be overruled. Any complaints regarding the behaviour or decision of a Judge must be brought to the attention of the Competitions Director in which the Competitions Director may consult the President. Such complaints must be in writing and emailed to the Competition O Director within 4 hours.

6.2. Complaints that are not emailed within 4 hours of when the alleged conduct occurred, or when the conduct was discovered (which ever occurred first) will not be accepted.

6.3. The Competition Director reserve the right to waive rule 6.2 if they deem it appropriate in light of the circumstances.

6.4. In the event that the Competitions Director agree with the substance of the complaint, they may reschedule another round with a different Judge. Where a complaint is made about a Judge's behaviour the Competitions Director may reschedule the round if the behaviour had a substantial impact on the outcome of the Competition. This discretion must only be exercised in rare circumstances.

6.5. All decisions made in relation to the running of the Competition by the Competitions Director are final.

6.6. A decision of a Competition Director may be appealed to the President.

6.6.1. Appeals to the President must be emailed within (2) hours of the original appeal decision being handed down.

7 Code of Conduct

7.1. All Competitors are expected to act professionally towards other Competitors, Judges, spectators and CLSS Committee Members during preparation and during Competitions.

7.2. Competitors are expected to demonstrate exceptional professionalism during the Competition. This includes, but is not limited to, the following:

7.2.1. Shake hands with other Competitors when offered;

7.2.2. Responding to questions from the Judge(s) respectfully; and

7.2.3. Exhibiting the correct mannerisms.

7.3. Breaches of the Code of Conduct include, but are not limited, to the following:

7.3.1. Any form of bullying;



7.3.2. Erratic, menacing or anti-social behaviour;

7.3.3. Comments made against other Competitors which are not in good faith and have the potential to offend, harass or intimidate a reasonable person in the receiving person's circumstances; and

7.3.4. Providing confidential or supplementary material to a team in order to improve their chances of a winning a round.

7.4. The Competition Director has the absolute discretion to determine whether conduct breaches the Code of Conduct and disqualify a team from the Competition.

7.5. A complaint about the conduct of a Competitor should be brought to the attention to the Competitions Director in writing and emailed within 4 hours of the alleged conduct.

7.6. The Competition Director reserves the right to waive rule 7.5 if the Competitions Officer(s) deems appropriate in light of the circumstances.

8 Breach of Rules and Disciplinary Procedures

8.1. The Competitions Director reserves the right to disqualify any team for breach of any rule set forth in these rules, breach of any statute of the University, or 'disqualifiable conduct'.

8.2. What constitutes 'disqualifiable conduct' includes, but is not limited to, the following actions:

8.2.1. failing to turn up to a Competition;

8.2.2. delaying the progress of the Competition;

8.2.3. making statements which are false or likely to deceive the Competitions Officer(s);

8.2.4. disrespectful behaviour to Competitions Officers, Competitions Managers, the Competitions Director, Competitors, Judges, volunteers or spectators before, during or after a Competition;

8.2.5. breaching the rules of the University Library whilst engaged in preparation for the competition; or

8.2.6. any conduct which is likely to bring the CLSS, the University or Sponsors into disrepute.

8.3. For the avoidance of any doubt, arriving late to a Competition will not be considered 'disqualifiable conduct'. However, marks may be deducted under the relevant rules of each competition.

8.4. It is expected that all Competitors are aware of these rules. It is the duty and responsibility of each Competitor to seek clarification of any rules or conduct with the Competitions Director. No exceptions are permitted for a lack of knowledge of rules, breach of statute or unacceptable conduct.

8.5. The Competitions Director will hear complaints with regards to the above. The Competitions Director may, in accordance with principles of natural justice, contact the relevant Competitor(s) to discuss the complaint. A decision to act on a complaint is subject to the discretion of the Competitions Director.



8.6. The Competition Director must notify the University of any conduct relating to sexual assault, sexual harassment or alike that occurs before, during or after the Competition.

8.7. Where a complaint about a Competitions Officer, Competitions Manager or the Competitions Director arises, the complaint should be made in writing and emailed to the President of the CLSS in accordance with the Grievance Policy.

9 Expectations of Behaviour and Misconduct

9.1. Upon intending to compete in any Internal Competition, competitors are expected to compete in good faith and to uphold all standards of Academic Integrity.

9.1.1. This includes but is not limited to **plagiarism, collusion, fraud, fabrication/misrepresentation, interference/obstruction, general dishonest behaviour and any other kinds of cheating.**

9.2. Upon the discovery of any such conduct, Breach of Rules and Disciplinary Procedures may apply.

