

Attention Singles and Doubles Captains: This is THE vital email of the upcoming season! It contains just about everything you need to know about the upcoming season, so please read (there's also some (more) new stuff!).

The Winter 2025 Singles and Doubles schedules are now set up and ready to go. The link on the PSRA website (www.PhillyBoast.org) is active to the USSquash website.

Play begins the week of **January 6**.

Playoffs are generally the weeks of 3/10/2025 and 3/17/2025. Some divisions have only one week of playoffs due to the number of teams entered. See Below for details.

Open Singles (Wednesdays)

4 teams

3 rounds of 3 matches (Jan 8 – Mar 5)

2 team playoff (Mar 12)

5.0 Singles (Wednesdays)

5 teams

2 rounds of 5 matches (1 bye per week) (Jan 8 – Mar 12)

2 team playoff (Mar 19)

4.5 Singles (Thursdays)

9 teams

1 round of 9 matches (1 bye per week) (Jan 9 – Mar 6)

4 team playoff (Mar 13, 20)

4.0 Singles (Tuesdays)

10 teams

1 round of 9 matches (Jan 8 – Mar 5)

4 team playoff (Mar 12, 19)

3.5 Singles (Mondays)

7 teams

1 round of 7 matches + 1 round of 2 matches (1 bye per week) (Jan 6 – Mar 3)

4 team playoff (Mar 10, 17)

3.0 Singles (Mondays)

5 teams

2 rounds of 5 matches (1 bye per week) (Jan 6 – Mar 10)

2 team playoff (Mar 17)

Women's 4.0 Singles (Thursdays)

4 teams

3 rounds of 3 matches (Jan 9 – Mar 6)

2 team playoff (Mar 13)

Women's 3.0 Singles (Thursdays)
4 teams
3 rounds of 3 matches (Jan 9 – Mar 6)
2 team playoff (Mar 13)

Tier 1 Doubles (Thursdays)
7 teams
1 round of 7 matches + 1 round of 2 matches (1 bye per week) (Jan 9 – Mar 6)
4 team playoff (Mar 13, 20)

Tier 2 Doubles (Tuesdays)
9 teams
1 round of 9 matches (1 bye per week) (Jan 7 – Mar 4)
4 team playoff (Mar 11, 18)

Tier 3 Doubles (Wednesdays)
12 teams
1 round of 9 matches (Jan 8 – Mar 5)
4 team playoff (Mar 12, 19)

Tier 4 Doubles (Thursdays)
8 teams
1 round of 7 matches + 1 round of 2 matches (Jan 9 – Mar 6)
4 team playoff (Mar 13, 20)

Women's Doubles (Tuesdays)
5 teams
2 rounds of 5 matches (1 bye per week) (Jan 7 – Mar 11)
2 team playoff (Mar 18)

You can see details of the schedule at the PSRA website:

https://www.phillyboast.org/PSRA_Tournaments.htm

Links to both singles and doubles are available in the left column on the PSRA website:

<https://www.phillyboast.org>



as is a link to this letter, under *League Information* - <https://www.phillyboast.org/LetterToCaptains.pdf>

Special notes about this season:

1. For 3.0 & 3.5 Singles, the **single dot Competition ball is the default ball to be used.**
2. **Juniors in Singles Leagues** - As per the past few seasons, the rule regarding restricting juniors in adult singles league play has been updated to conform to the present day leagues. Juniors (under 19 years of age) are not permitted to play in the 4.0 and below singles leagues. They may still participate in the 5.0 and Open Leagues. In the 4.5 league a team may play at most one junior player per match, and that junior's participation shall be governed by their most recent rating (as opposed to the rating they had at the defined pre-season date).
3. Please see the updated [League Playing Rules](#) for further information about:
 - a. Contacting opposing captains to confirm upcoming match

2.3.3 - Captains are expected to communicate with opposing captains to confirm scheduling of regular season and playoff matches. They are required to contact the opposing captain, at least 3 days prior to the scheduled date to confirm date, time and location of the match, and that they will be sending an appropriate team to play.
 - b. Providing opposing captain with intended line-up

2.3.4 - Captains are expected to produce lineups for all regular season and playoff matches. They should provide their lineup in writing to the opposing captain at least one day prior to the scheduled date of the match. This may be accomplished via the Lineup functionality within Club Locker, or as a fallback, via email or text message.
 - c. Posting scores by following week (or double default)
 - d. Rescheduling (preferably before match date, must be by following week, onus is completely on team requesting reschedule).
4. Captains will have the ability to view ratings and history of players in the league so can corroborate levels of teammates and opponents.

Please read thoroughly the following information about the upcoming season.

1. PSRA and USSquash Membership are required to play in the PSRA Leagues

- a. If, by some chance, you are not currently a member of both the PSRA and USSquash, you must first join.
- b. Please see the link on the PSRA web site regarding membership https://www.phillyboast.org/PSRA_Membership.htm.

2. The following instructions will get you through the captaining process. If there are issues, please contact me and I can help you through and also update the instructions.

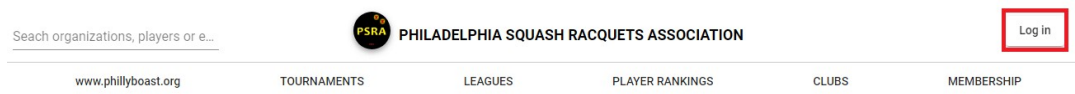
3. Access the Singles or Doubles League, as per the links on the PSRA website:

<https://www.phillyboast.org>



4. LOGIN

- a. As a captain, In order to check your personal information, enter and confirm results, contact other captains, manage your rosters, etc, you will need to login to your US Squash account.
- b. If you do not have or do not know your logon username and password, please contact USSquash (Membership@ussquash.com).
- c. Login to your account by accessing the *Login* option at the top of the page.



- d. Upon logging in, The *Login* option will be replaced by your name.
- e. Check your personal information by clicking on your name and selecting *My Profile*
- f. You can Click on *Edit* to make sure your telephone and email and other preferences are accurate
- g. Scroll down to check *Preferences* to make sure you phone is visible and that others can email you.

5. Access your League in "captain" mode

- a. Utilize the link from the PSRA site (again) to access the singles or doubles league.
- b. If needed, LOGIN as per above.
- c. Select your specific League.
- d. The league page, under Division Standings, will show you the teams, captains and standings for the current season.
- e. If you then click on your team, your schedule and player roster will be shown.

6. Enter Your Roster

- a. If you haven't already done so, LOGIN as per part 2 above, and then access your league and team as in part 5 above.
- b. If available, your rosters initially reflect the players from last season, if not, there may be no names entered for your team. In either case you should edit your roster to add and/or remove members.
- c. Click on the Manage Roster link.
- d. You can then start entering some letters of a teammate's "last name, first name" and select them from the list of players. Click *Add* to add them to your roster. *Remember to add yourself.*
- e. If their name does not appear in the listing, you may need to contact them to join US Squash and the PSRA.
- f. Upon entering their names, and exiting the *Manage Roster* screen, you can click on *Show More* under the Roster or click on the *Roster* column at the top of the page to confirm your team members' membership status so that their results will not be forfeited because they are not a member. It is also possible that you chose an incorrect record for that player when adding them - there ARE duplicate/bad records in the database. Check the Roster to make sure you got the right one.
- g. ***For your convenience here is the link to a spreadsheet with submitted team rosters, captain information and club restrictions/requirements to this email.***

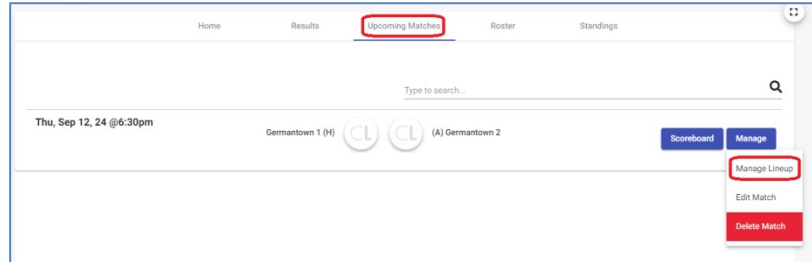
https://www.phillyboast.org/Winter_2025_League_Teams.xlsx

7. Pre-Match confirmation with the opposing captain

- a. **Captains (whether home or away) should contact the opposing captain at least 3 days prior to the scheduled match date to confirm location & time of the upcoming match.**
- b. In order to contact another captain to touch base regarding an upcoming match, you may use the League website to email them.
- c. If you haven't already done so, LOGIN as per part 2 above, and then access the League page by again using one of the given links from the PSRA web site.
- d. To access the opposing captain's information, simply click on the captain's name from the team listing.
- e. You can send them email by clicking on the "*Send Email*" link.
- f. Their email and possibly their cell information may also be found in the attached spreadsheet of rosters.

8. Provide expected lineup to the opposing captain at least one day prior to the scheduled date of the match.

- a. This is best accomplished via the Lineup functionality within Club Locker.

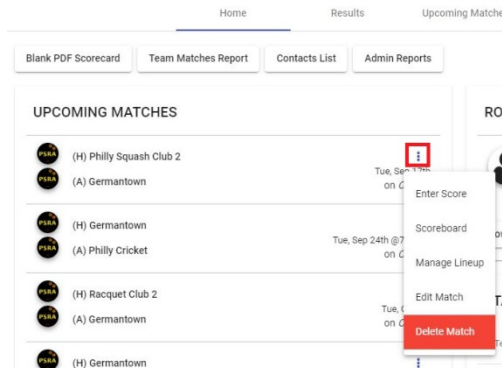


- b. As a fallback - via email or text message.
- c. *Please note the following – If you enter names using Manage Lineup, the names will automatically populate the scoreboard for when you go to enter scores later on. However, once the match is played, and scoreboard filled in, editing the lineup will no longer change the scoreboard. So if you need to edit results, do that from the Scoreboard, not Manage Lineup.*

9. Recording Results

- a. Scores MUST be recorded no later than one week after the *originally* scheduled date of the match. An exception would be for the last match of the regular season and for all playoff matches, in which case the match must be recorded by the next day following the match. If no score is recorded in the time indicated, it will be considered a double default and recorded as such.
- b. If you haven't already done so, access the League page by using one of the given links from the PSRA web site and LOGIN as per part 3 & 4 above.
- c. Either the home or the visiting captain may enter scores.
- d. **Both captains are responsible for the entry and either may enter the scores.** Don't count on the Home captain to enter them!
- e. The other captain will (should) be prompted by email to confirm the results.

- f. When looking at your team, under *Upcoming Matches*, Click on the menu button next to the specific match, and select *Enter Score*.



- i. You will need to indicate the player names, score per game, and who won.
 - ii. Important - See <https://www.phillyboast.org/PSRA%20League%20Playing%20Rules.pdf> regarding **stacking** (Rule 2.2.4)
 - iii. If a player does not appear in the lookup for a team, you may select "Not on Roster"
 - iv. If the player subsequently becomes a member and is added to the roster, you can access the match as above (not the Manage Lineup utility) and edit, or notify [me](#) and I will edit the result.
 - v. Please be courteous to other captains by having all of your players current and listed on your roster!
 - vi. If you don't know point scores (it's best to record actual scores), you can use default 3-0, 3-1, 3-2 options (See Important Note #2 below regarding calculation of standings).
 - vii. Select the appropriate status
 - viii. The status for each match defaults to "Completed".
 - ix. **If it's a Default**
 1. Indicate the status as being "Default" – no point scores needed.
 2. Make sure you enter the actual names of the winners and "Default" as the name for the defaulting loser
- g. You may also record results and even score a match from your smart phone using US Squash's **Club Locker** website. The easiest way to access Club Locker from your phone is to access the PSRA website <https://www.phillyboast.org> from your phone. You will automatically be redirected to our mobile website where you can select *Leagues* and then *Enter Scores w Club Locker*. You will need to log in the first time using your US Squash credentials as per part 2 above.

10. Playoffs

- a. Generally, there will be two weeks of playoffs at the end of the season. Some divisions may only have one – see the breakdown from earlier in this letter.
- b. See <https://www.phillyboast.org/PSRA%20League%20Playing%20Rules.pdf> Section 3 for more on playoffs, especially as regards **calculation of Standings**. Briefly, Standings are calculated by Percentage of **Individual Match Wins**, followed by Highest Percentage of Games Won, and on. Points don't matter and thus neither do team wins.

Important Note #1 - Player Membership

If a player is not a current member, then even if that player is recorded as winning, the win will NOT be reflected in the Team Points. *Note: Currently there is a bug in the USSquash software where a doubles team may receive such credit for the win if just one of the players is current and the other is not. Those matches May be converted to defaults at the end of the season.*

If the offending player does become current afterwards, then the win may be restored.

Important Note #2 - Calculation of Standings

Standings and Playoff positions are determined by the number of Individual Matches won, NOT team wins nor points.

Note that if there are an odd number of teams in your league, teams may receive a BYE sometime during the season.

This may result in a different number of matches per team.

This is why there is a percentages column to indicate the true team standings.

This percentage represents the number of individual wins by the team so far, as compared to the TOTAL number of individual matches scheduled for that team for the entire season.

Games won only comes into play when two teams are tied in match percentage.

For more on tie-breaking rules, please see League Playing Rules, section 3 - <https://www.phillyboast.org/PSRA%20League%20Playing%20Rules.pdf>.

Important Note #3 - Entry Deadline at End of Season

All regular season matches MUST be recorded by noon the next day from the last scheduled match of the season. *Please do not ask for an extension beyond that time.*

This is due to the fact that captains and their players will be trying to schedule their time to play their playoff matches. *Please be courteous to all and have your results posted in time.*

Important Note #4 - Defaults

Unfortunately, we have seen an increase in the number of defaults over the last season or 2.

It is important to the vitality of the league that captains take measures to field a team for all matches and avoid defaults.

NEW - To this end, we may be posting on the website a running list of teams that have been defaulting matches. If a team has defaulted matches, they will be listed! As time goes on, the team may be removed from the list if their defaults do not continue to occur. This list will also be periodically included in the PSRA newsletter.

For more information about defaults, please see item 2.8 of the League Playing Rules - <https://www.phillyboast.org/PSRA%20League%20Playing%20Rules.pdf>

There is also information about defaults as regards to playoffs (section 3.3):

In the event that one team (A) has a substantial number of default wins where they make the playoffs to the detriment of another team (B) that has a higher percentage of actual wins, then upon appeal from Team B, the league committee and association president may elect to hold a playoff feed-in match between the 2 teams. Factors may be taken into account such as the default record of each of the teams.

Important Note #6 - Clothing

Many clubs (Merion, Philadelphia Cricket Club, Racquet Club, Cynwyd Club) require players to wear all white, including visitors playing league matches.

If there's anything I missed, and I'm sure there is, please drop me a line.

Thanks and have a great season,

Ken Jaffe
League Recorder
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