FLL Global Qualifying Tournament Standards
FIRST® LEGO® League Global Qualifying Tournament Standards

- A **standard** is an aspect of an FLL® Qualifying Tournament, or a level of quality or attainment, that all tournaments are expected to achieve. Standards are things that all Qualifying Tournaments should live up to, and are not lofty goals that only a few will achieve. They are a basic fundamental part of being a good Qualifying Tournament.
- The term **Event Manager** refers to the individual who is responsible for the Qualifying Tournament. Also called the event organizer, tournament director or tournament partner.
- The term **Operational Partner** refers to the person(s) who represents the organization that has agreed to manage and deliver the FLL program in a particular region. The Operational Partner is the individual who is ultimately responsible for FLL in their region.
- These standards apply to the global community of Operational Partners and Event Managers, unless otherwise noted, to help guarantee a consistent *FIRST* LEGO League experience for everyone.

Event Managers of *FIRST* LEGO League Qualifying Tournaments should adhere to or uphold the following standards.

Program Management
1. The Event Manager is responsible to their region's Operational Partner (who, in turn, is responsible to *FIRST* or LEGO for all FLL activities in their region) and should look to their Operational Partner for leadership, direction and guidance.
2. The Event Manager should adhere to any additional standards required by their Operational Partner.
3. The FLL, *FIRST* and LEGO logos must be used in compliance with the [FIRST Intellectual Property Policy](#) and follow [FIRST's Branding & Design Standards](#).
4. For issues regarding the safety and liability related to any attendee or the venue, compliance with any applicable local and national laws is required.
5. At FLL Qualifying Tournaments, non-*FIRST* robotics competitions and programs that compete with *FIRST* cannot be promoted or represented.
6. Event Managers may engage in fundraising activities to offset costs associated with their Qualifying Tournament provided that money raised by these efforts should only be used to cover *FIRST*-related expenses. If there is any uncertainty whether a fundraising activity is covered by this standard, the Event Manager should ask their Operational Partner who can ask *FIRST* for clarification.
7. Event Managers should guarantee that his/her fundraising activities are appropriate for children when using the *FIRST* or FLL name or logo. (For example, fundraising should not involve activities such as gambling or alcohol)
8. Event Managers should adhere to the *FIRST* Cultural Sensitivity policy which states, "*FIRST* is a non-denominational, non-partisan public charity. *FIRST* LEGO League welcomes all cultures and religions to participate in our programs and activities. We are guided by sensitivity and respect for others, embracing a common goal of inspiring, engaging and encouraging youth of all backgrounds to be a part of the *FIRST* LEGO League community and embrace the wonders of science and technology."
9. Event Managers should keep strictly confidential and use only for *FIRST* program purposes any information, to which they are granted access, of a confidential nature relating to team members, coaches, and volunteers during and after this agreement. Specifically, FLL coach emails shall not be used for non-*FIRST* communications.
10. Event Managers should coordinate with their Operational Partner to ensure that proper insurance coverage is in place for their FLL Qualifying Tournament as required by the venue and/or provincial, state, or local laws.

Team Management
1. An official FLL team must have a minimum of 2 and a <u>maximum of 10</u> children.   Event Managers should remind teams in pre-event communications of this [*FIRST* policy](#), and that they may be required at tournament check-in to identify the members of the official team.
2. To be considered an official FLL team, a team must be registered and have completed payment of their national registration fee. This makes them eligible to apply for sanctioned FLL events within a region's tournament system. Event Managers should be aware of this policy in the unlikely event a question should arise.
3. Student participants on FLL teams must between the ages of 9 and 16 (between the ages of 9 and 14 for the U.S. and Canada). Team members must not exceed the maximum age on January 1 of the year the Challenge is released.
4. Event Managers should inform each team in pre-event communications that "FIRST requires every team at an official FLL event be accompanied by at least one supervising adult (this adult could be the coach or a parent). Supervising adults should be assigned to no more than one team." The Event Manager and/or their Operational Partner have the right to increase the required number of adults per team.

Venue
1. There should be an area designated for each of the following: Team Pits, Robot Competition, Opening and Closing Ceremonies, Team Judging, Judge Deliberation, and Volunteers. The same area can be designated for multiple purposes. For example, it is common for the Robot Competition area to also be used for Opening and Closing Ceremonies.
2. Some type of event schedule/schedule of activities/agenda should be available for viewing by the general public.
3. Prior to the event, the emergency communication plan for the venue should be reviewed, or developed if necessary, by the Event Manager and the facility liaison, in case of an emergency.

Volunteers
1. In the U.S. and Canada, all volunteers and team members must submit a signed *FIRST* Consent and Release form, and the Event Manager should consult with their Operational Partner on how to return the forms to the proper person. Outside the U.S. and Canada, the Event Manager should consult their Operational Partner about their region's policy on completing and submitting required consent and release forms.
2. An Event Manager is required to adhere to any volunteer screening policies adopted by their Operational Partner, or mandated by law.
3. The *FIRST* minimum age requirement for volunteers is 13 years old. The Event Manager should adhere to this policy; however, the Event Manager can accept volunteers who are under 13 years old as long as there is direct adult supervision of that volunteer by an adult who has responsibility for the child. The FLL Operational Partner and/or Event Manager reserves the right to increase the volunteer minimum age limit at their discretion.
4. Volunteers should be scheduled so no single volunteer is left alone in a room with children.

Robot Game

1. The competition tables must be built to required dimensions as described in the document *Robot Game - Field Setup*.
2. The Challenge's Field Setup Kit must be used exactly as provided, and built as specified in the Field Setup Kit's Building Instructions, the Robot Game Field Setup and the Robot Game Updates.
3. The Robot Game documents (Field Setup, Missions, Rules, and Updates) must be implemented without modification, except for modifications that result from translating (also known as *versioning*).
4. A Head Referee must be identified and trained in the Referee Guide and Robot Game documents.
5. Referees should be identified who are kid friendly, have appropriate maturity, understand FLL's Core Values and mission, and have the ability to inspire kids.
6. Referees should review the Referee Guide and Robot Game documents, and participate in any training provided by the event's Head Referee.
7. There should be one referee per competition table.
8. A team's Robot Performance score is determined by the team's single highest scoring round (for example, no averaging).
9. There must be at least three official robot rounds, 2.5 minutes per round, 2 teams competing simultaneously on two connected competition tables.
10. At most two team members are allowed at the competition table at one time except during emergency repairs. Team members are allowed to switch (use the tag-team approach) at any time.
11. No coaches are allowed at the competition table.
12. The match score must be calculated exactly as described in the Robot Game documents (Field Setup, Missions, Rules, and Updates).
13. Only team members may review the field condition and score with the referee. Once a team member signs or initials the score sheet, the score is final.
14. A complete list of all robot performance scores shall be made available upon request.

Judging

1. A qualified Judge Advisor must be identified who is familiar with and trained in the official judging materials and procedures.
2. Judges should be identified who are kid friendly, have appropriate maturity, understand FLL's Core Values and mission, and have the ability to inspire kids.
3. Judges should review the FLL judging material and participate in any training provided by the event's Judge Advisor.
4. There should be at least 2 judges per "judging team".
5. Each "judging team" sees no more than 16 teams.
6. The Event Manager should work with the Judge Advisor to ensure the judges have the necessary materials and access to teams required to perform their duties. For example, the Robot Design judges shall have convenient access to a Robot Game field which should minimally include a Field Setup Kit and table borders so that teams can demonstrate their robots.
7. Each FLL team must have the opportunity to be judged in Project, Robot Design and Core Values using the FLL rubrics.
8. The rubrics must be utilized as provided without modification, with each rubric item evaluated.
9. In each of the three judging sessions, the schedule should allow for the judges to be engaged with each team for at least ten minutes.
10. A team's Project presentation is limited to 5 minutes including setup, and all parts are required for award eligibility -- research conducted; problem identified; solution provided; sharing completed prior to tournament; and live presentation at the tournament.
11. Each team should receive written rubric-based judging feedback with comments that are positive and constructive.

Awards

1. Award winners are determined by the ranking-based deliberation process laid out in the Judging Manual.
2. Judges must recuse themselves from deliberations involving a team with which they have any relationship.
3. The Champion's Award is determined by the criteria laid out in the Judging Manual.
4. The Robot Performance award winner is the team with the single highest round score (for example, no averaging). Second and third highest round scores are used as tie breakers.
5. With the exception of Robot Performance, teams may only win one award from the group of Core Awards plus Judges Awards (if used); note this limitation does not apply to individual Special Recognition Awards
6. Qualifying Tournaments should follow one of the approved award distribution models from the Judging Manual.
7. Teams must participate in the Robot Game and all three judging sessions to be eligible for the Core Awards which consist of (1) the Champion's Award; (2) the judged awards resulting from the Robot Design, Project and Core Values judging sessions; and (3) the Robot Performance Award.
8. Teams are expected to present themselves at all times during the event in a way that is consistent with the FLL Core Values. A team which deviates significantly from the Core Values (for example, inappropriate adult intervention, inappropriate behavior by a team member, or an egregious issue in the eyes of the judging team) may be eliminated from any award and advancement consideration.
9. Only official FLL teams (see *Team Management, item 1 and 2* above) are eligible for awards and advancement.
10. Advancing teams are determined by the policy laid out in the judging manual.
11. A complete list of all award winners shall be made available upon request. Results released shall NOT include judging evaluations for every team nor any information regarding ranking of teams in consideration for awards.