

# STATE FINAL ROUNDS PRESENTED BY UK HEALTHCARE INSTRUCTIONS









# 2023 Field Hockey State Final Rounds Presented by UK HealthCare

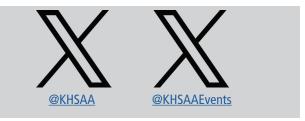
Table of Contents				
GENERAL FALL INSTRUCTIONS FOR ALL SPORT AND SPORT				
ACTIVITIES 1				
Supersedure Note <u>1</u>				
Water				
Venue Safety				
Figure 4 Service Animals				
Entry of Service Animals				
Rosters 2				
Postseason Roster2				
Bylaw 22 Reminder 2				
Requirement to Accompany Team Members				
Final State Site Expense Reimbursement2				
Expense Allowance Reimbursement Restrictions				
Health Information				
Physical Exam Form				
Physical Exam Form				
Athletic Irainers4				
Inclement Weather Procedures $\frac{1}{4}$				
Heat Index Program4				
Lightning/Thunder Policy				
General Media Rights				
School Media Credentials				
Iraditional Media Credentials5				
Media Rights Fee <u>6</u> Telecast/Webcast Including NFHS Network Restrictions <u>6</u>				
Telecast/Webcast Including NFHS Network Restrictions 6				
Music Copyright b				
Filming				
Intellectual Property Rights <u>6</u>				
Event Merchandise				
FIELD HOCKEY SPECIFIC INSTRUCTIONS2				
Brief weicome				
KHSAA Contacts				
Qualifying for Participation in Tournament				
Competition Dates, Location and Schedule2				
Semilinals - Saturday, Oct. 21				
Venue and Address2				
Tickets and Fan Admission				
Tickets 2				
Fan Admission3				
Pre-Certain Solution And Duties 3				
Conterence Call 3 -				
GE63 - Team Information Form3 GE64 - Expense Allowance Reimbursement FORM3				
Parking 3				
Parking3 Limitations and Substitutions3				
Limitations and Substitutions3				
Admission Into Venue3				
Team Entry3				
Participant Entry3				
Non-Participant Team Party Entry $\frac{1}{4}$ Field-Level Administrators				
Venue I onistics				
Venue Logistics4Dressing/Locker Rooms4Team Benches4				
Team Benches4				
Tents4				
Pep Band Admission				
Other Groups				
Conducting The Event5				

Bracket	5
Warm-Ups	
Timing Schedule	5
Rules Points of Emphasis/Clarifications	5
Tiebreaker	5
Mercy Rule	
Playing Rules	6
Ball Boys/Ball Girls	
State Event Officials	6
Stats	7
Live Stats	7
Post Event	
Results	7
Trophies and Awards	
Important Website Links	
In a second seco	_

# 2280 Executive Drive | Lexington, Ky., 40505 | www.KHSAA.org

# **KHSAA Staff**

Commissioner	Julian Tackett
Associate Commissioner	Butch Cope
Assistant Commissioner	Darren Bilberry
Assistant Commissioner	. Sarah Bridenbaugh
Assistant Commissioner	Joe Angolia
General Counsel	Chad Collins
Information Technology Director	Rob Catron
Media Relations and Publications Director .	Connor Link
Event Services and Social Media Director	Jenny Elder
Event Services Coordinator	Kara Howard
Administrative Support Specialist	Jeremy Ison
Administrative Support Specialist	Jeanie Molloy
Physical Plant Director	Roy Tatum





#### **GENERAL FALL INSTRUCTIONS FOR ALL SPORT AND SPORT ACTIVITIES**

#### **SUPERSEDURE NOTE**

The information in these instructions supersedes any previously distributed, including the Competition Rules.

These instructions have been consistently reviewed and revised over the past several years through the pandemic, while time has not permitted a complete overhaul and revision to the competition rules.

All involved should review items such as tiebreakers and procedures for competition and consider this document authoritative.

Contact the primary event contact, listed in the proceeding sport specific sections, with any additional questions.

#### **WATER**

Coaches and athletes are reminded to bring their own water bottles as no community dispensers can be used.

#### **VENUE SAFETY**

Persons who attend KHSAA events may be injured as a result of the risks inherent in being a spectator at such events.

Please advise KHSAA or venue personnel of any situation you encounter which you or a fellow spectator feels should be addressed to minimize risk to all involved.

Any crowd control problems or acts of violence should be brought to the attention of the event staff, which will contact the appropriate authorities.

Attendance at events is a vital family and community based activity which is encouraged.

# SIGNAGE, BALLOONS, NOISEMAKERS AND MUSIC

Signs/banners are permitted at the facility but must be of good taste and sportsmanship.

The signs/banners must be handheld or attached in a manner not to damage the existing structure.

The signs/banner shall not cover any corporate signage or obstruct the view of patrons.

Amplified noisemakers or items that replicate competition management cues are not permitted to include, but not be limited to:

- Indoor
  - o Air horns
  - o Electronic amplifiers
  - o Portable sound systems
  - o Whistles
  - o Game clock horns simulator
- Outdoor
  - o Air horns
  - o Whistles
  - o Game clock horns simulator

Managers should confiscate items if used with the managers determining if they are returned post championship.

Balloons, which can block the view of other patrons, are not permitted at the event.

Only venue provided amplified music is permissible, but only during pre-event, natural and planned breaks/timeouts.

#### **ENTRY OF SERVICE ANIMALS**

Service animals are important and valued professionals that serve the needs of owners and must be present at all times.

Because service animals are essential for specific individuals, we wanted to make all attendees are aware of the definitions and guidelines in place to make certain service animals are present as well as to ensure the well-being of all individuals in attendance at KHSAA championship events.

Service animals are the only animals the general public may bring into the indoor and outdoor facilities of a KHSAA

championship.

The Americans with Disabilities Act (ADA) defines a service animal as a dog who has been trained to perform a task directly related to an individual's disability.

Upon entry to a championship, owners of service dogs may be asked questions as recommended by the ADA to ensure the owner access to their service animal.

The training a service animal receives distinguishes it from other animals and there may be questinos about the training provided to the animal and service provided.

Emotional support animals, therapy animals, and other pets are not considered service animals and will not be granted entry to KHSAA events.

In Kentucky, misrepresentation of an assistance animal is a violation with a fine up to \$1000.

The owner will be responsible at all times for the conduct of the service animal.

Thank you for respecting the training and necessity of service dogs and helping us keep all guests safe when visiting a KHSAA championship event.

#### **SPORTSMANSHIP**

The KHSAA requires officials to enforce sportsmanship rules.

High school athletics emphasize positive values and all parties have worked hard to create a sense of teamwork, respect, responsibility and perspective.

We remind you that officials expect good behavior and will guickly penalize misconduct.

We encourage and appreciate your help in letting this competition reflect mutual respect among all participants and officials.

#### **ROSTERS**

#### **POSTSEASON ROSTER**

Postseason participants must be designated from the freshmen, junior varsity or varsity rosters, which are maintained through the KHSAA member school website throughout the regular season.

Roster revisions must be made before the first date of the postseason when online rosters are closed and considered final.

No additional players may be added to the roster following that deadline, including those teams that advance to the state tournament.

The online, postseason roster may be printed from the KHSAA website as the valid listing of available participants.

This roster information is also used for advance preparations for state qualifying teams or individuals.

#### **BYLAW 22 REMINDER**

#### REQUIREMENT TO ACCOMPANY TEAM MEMBERS

You are reminded that KHSAA Bylaw 22 requires a principal, coach or another approved individual of the school to be present along with any student-athlete who is representing a member school.

#### FINAL STATE SITE EXPENSE REIMBURSEMENT

# **EXPENSE ALLOWANCE REIMBURSEMENT RESTRICTIONS**

#### **GENERAL POLICY**

- An expense allowance will be paid for teams traveling to field hockey, soccer, volleyball, football, basketball, baseball and softball tournaments.
- The total number of players and travel party reimbursed is twenty-four (24) for field hockey, volleyball, soccer, baseball and softball to include a partial allowance for twenty-one (21) players, plus three staff.
- The total number of players and travel party reimbursed is thirty-three (33) for basketball to include a partial allowance for

fifteen (15) players and fifteen (15) cheerleaders, plus three (3) staff.

- The total number of players and travel party reimbursed is fifty-nine (59) for football.
- No reimbursement is paid for the individual sports of golf, cross country, swimming and diving, wrestling, tennis or track and field
- No reimbursement is paid for the sport-activities of cheer, dance, bowling, esports, archery or bass fishing.
- Schools inside a 40 mile, one-way radius from the event site will only be reimbursed as a commuting team.

#### **MILEAGE**

- Each team will be reimbursed \$2 per mile, round trip from the school address to the competition facility address for field hockey, volleyball, soccer, basketball, baseball and softball.
- Each team will be reimburse \$3 per mile, round trip from the school address to the competition facility address for football.
- Any mileage allowance will be for the round-trip distance from the school location to the host city, in accordance with mileage numbers provided by Google Maps.

#### **COMMUTING TEAMS**

• Each commuting team will be reimbursed mileage as detailed above, plus \$15 per player per contest played.

#### **TEAMS USING LODGING**

- Schools are responsible for the initial payment of all lodging bills and will be reimbursed the lodging allowance, provided it is utilized.
- If you are exempt from state sales tax, be preparted to show that verification to the hotel.
- Teams using lodging shall be paid for the actual nights used as verified by the property through the morning following elimination from the tournament.
- If housing is assigned to specific hotels, teams not commuting but failing to stay in the assigned property will only be reimbursed mileage for their participation.

#### **RESPONSIBILITY FOR FANS AND PARTICIPANTS**

#### **RESPONSIBILITY FOR FAN CONDUCT**

- The participating schools are responsible for the conduct of the fans supporting that team.
- Any and all steps including fines or other penalties will be levied in the event of mass entrance to the field, floor or competition area.

#### **DAMAGE TO FACILITY**

- The KHSAA will take whatever action is necessary, including fining the particular school and assessing the cost for repair, to those schools leaving the seating area in a damaged condition or destroying any venue property, including fences, gates and barriers that can be directly attributed to the student body or representatives of the school.
- The KHSAA will take whatever action is necessary, including fining the particular school and assessing the cost for repair to those schools leaving the seating area in a damaged condition or destroying any stadium property, including fences, gates and barriers.
- Any school action in response to damage shall be completed within sixty days of the close of the event, after which time any damage will be submitted to the KHSAA insurance carrier with the damage-responsible school liable for likely subrogation and potential litigation.

# OFFSETS TO EXPENSE ALLOWANCE REIMBURSEMENT FOR REIMBURSED TEAM SPORTS (FIELD HOCKEY, FOOTBALL, SOCCER, VOLLEYBALL)

- Any and all steps including fines or other penalties (including the withholding of team expense payments if such are paid in a particular sport or sport-activity) will be levied in the event of players or others entering the stands during or after a game.
- Expense allowance reimbursements (if such are paid in a particular sport or sport-activity) will be made net of any damages done to the stadium/stands/court or playing facility that can be directly attributed to the student body or representatives of

the school.

• By requesting reimbursement (if such are paid in a particular sport or sport-activity), the school acknowledges liability for damage directly attributable to the school, student body or fans.

#### **HEALTH INFORMATION**

# **PHYSICAL EXAM FORM**

Schools are reminded that they are responsible for ensuring parental permission to seek medical treatment is authorized for each participant.

The Principal, Athletic Director or Head Coach can use a copy of KHSAA Form GE04 (Physical Exam Form) for this purpose.

The form contains appropriate emergency treatment permission and should be brought for each athlete at the competition.

#### **EMERGENCY ACTION PLAN**

UK HealthCare Sports Medicine is the official Sports Medicine Partner for the KHSAA State Championships.

KHSAA staff will, in consultation with UK HealthCare Sports Medicine and venue personnel, develop an Emergency Action Plan (EAP) for this event.

An AED (and in many events, multiple AEDs) will be on site for use in the event of an emergency, including specific assignments to the designated on-site training staff.

The on-site training staff will also be responsible for any necessary monitoring of the wet bulb globe temperature and notification to KHSAA staff and the contest officials for determinations of any necessary adjustment to activity.

If an athlete or other team member is in need of emergency medical attention, contact the nearest KHSAA staff member, official, trainer or venue staff so emergency medical services can be immediately contacted.

An AED will also be located at the team check-in area.

#### **ATHLETIC TRAINERS**

The Association will use the services of UK HealthCare to provide trainers for the KHSAA state events, and in the event of disagreement, this group shall serve as the primary determinant of medical next steps.

Athletic Training Staff will be available beginning one (1) hour prior to the event and remain available throughout the day. Individual school Athletic Trainers should be included in the distribution of Team Party passes.

#### **INCLEMENT WEATHER PROCEDURES**

In the event of inclement weather, it is the duty of the KHSAA, in consultation with the host facility, to make decisions in regards to postponement, rescheduling or cancelation, including getting proper notification to all teams, media outlets and schools.

Staff will utilize the KHSAA website and Twitter to provide updates as well as an emergency text notification system.

KHSAA officials will make every effort to learn the weather forecast prior to the start of competition as the safety of the public and participants will be the most important factor in any decision.

#### **HEAT INDEX PROGRAM**

Tournament play will adhere to the KHSAA's Heat Index Program, which pertains to the outside temperature as well as monitoring the indoor temperature of venues without air conditioning.

Tournament administration will be responsible for tracking and implementing the program's quidelines.

Should the heat index reach 95 degrees, mandatory 10-minute water breaks will be given every 30 minutes.

At 99 degrees, play shall stop, and the heat index will be monitored every 30 minutes.

# LIGHTNING/THUNDER POLICY

The District or Region Manager of any outdoor sports or activities, or indoor sports with non-grounded pools, working with the certified athletic trainer and facility staff, shall monitor and adhere to the KHSAA Board adopted policy in regard to lightning and thunder.

All competitions shall be suspended at the first sound of thunder or sight of lightning and shall be suspended a minimum of 30 minutes following any subsequent sound/sighting.

Remember per the US Weather Bureau, Heat Lighting does not exist, it is a myth.

Lightning is lightning if it can be seen or heard, period.

If it is anticipated that the storm will pass, competition may resume following a 15-minute warm-up period.

The detailed medical policies are online and a link at the end of this general section.

### **VIDEOTAPING, MEDIA AND INTELLECTUAL PROPERTY RIGHTS**

#### **GENERAL MEDIA RIGHTS**

At all levels of competition during postseason play, control of media access and location at those contests is with the KHSAA, and as such, there are necessary policies and restrictions concerning this event and these provisions will be vigorously enforced.

The intellectual property, corporate, broadcasting and media rights to all postseason rounds belong exclusively to the KHSAA, including titling agreements and sponsorships.

Control of media access and location at all levels of postseason play is with the KHSAA.

At all levels of KHSAA sponsored postseason events, including district, regional, first round, second round, guarterfinal and state competition, allowances shall be made for television media to record video of the contests, without play-by-play, at no charge as long as the sole purpose is for newscast highlights.

At all levels of KHSAA sponsored postseason events, including district, regional, first round, second round, guarterfinal and state competition, allowances shall be made for other media outlets to be admitted to the contests as long as the sole purpose is for reporting of the actions taking place at the contest and promoting the event.

Participating teams in KHSAA events shall be allowed to record the contest, for coaching purposes only, if space is available with such availability at the discretion of the KHSAA and may be required to sign a waiver indicating that the KHSAA shall be held blameless for any and all liability to those parties involved in the video recording.

Any video recording must not violate existing, acknowledged, written copyright protection or intellectual property agreements and cannot be broadcast in any form, including internet and social media.

If space is deemed available, the KHSAA has the right to designate a specific area for video recording and no video recording will be allowed outside of that area.

The determination of space availability is solely with the KHSAA and shall be equitable for all teams.

A freelance/commercial photographer is any person, including a school employee, not representing an established media outlet or a person who will capture images from the event.

#### **SCHOOL MEDIA CREDENTIALS**

Each school is permitted one (1) school media pass at KHSAA State Championship events, valid only for a student or full-time school employee, for the sole purpose of reporting the events for school internal publications.

Space permitting, school media may be granted floor access consistent with traditional media access.

Outside entities such as professional photographers, videographers or parents may not utilize the school media pass.

The school media pass may not be used for taking pictures that will later be sold as these individuals need to apply for a freelance/ commercial photographer pass and pay the requisite fee.

This pass must be requested by a school administrator in advance of the start of the event at <u>credentials.khsaa.org</u>, which is included as a link at the end of these instructions.

#### TRADITIONAL MEDIA CREDENTIALS

Traditional media members (print, TV, radio, online) interested in covering KHSAA State Championship events should apply for credentials through the KHSAA's online system.

A link to the credential application is included at the end of these instructions.

The deadline to apply is 3 p.m. the day before competition begins.

Applications should be submitted by the editor or director at each organization.

Complete information should be submitted for all attendees (including unique email addresses and cell phone numbers), as the KHSAA will use these methods to communicate information surrounding the event.

Media outlets may be limited during this event.

Freelance/commercial photographers, as defined herein, will not be granted access to KHSAA events unless the requisite media rights fee is paid.

KHSAA Media policies are outlined online at - https://khsaa.org/news-stats-pubs/media-resources/media-credentials/

#### **MEDIA RIGHTS FEE**

Freelance/commercial photographers as defined in these instuctions, and radio stations interested in originating a broadcast of a KHSAA State Championship event are subject to a media rights fee.

Information regarding the fee for each event is available through the online credentialing system.

#### TELECAST/WEBCAST INCLUDING NFHS NETWORK RESTRICTIONS

The KHSAA is a full member of the NFHS Network and as such, restrictions exist on all postseason levels.

A telecast, as used in these instructions, is a video, live or delayed account, including play-by-play, of any contest over the air.

A webcast, as used in these instructions, is a video, live or delayed account, including play-by-play, of any contest distributed using the internet.

The KHSAA is the only entity permitted to produce live or delayed video from state championship events including first round, second round, quarterfinal and state rounds, and is the sole authority for approval of any other.

No entity, unless given prior approval by the KHSAA shall be permitted to produce video telecasts or broadcasts, with the exception of approved media outlets solely recording highlights for news use.

No entity, including media members, may stream live video content during postseason events including the use of social media products such as Facebook® Live.

The mandated minimum fee schedule will be published annually by the Commissioner's office on the KHSAA website.

For all postseason play, all questions regarding live or delayed broadcast or telecast policies, including requests for approval shall be referred to the Media Relations and Publications Director for approval by the Commissioner.

#### **MUSIC COPYRIGHT**

KHSAA schools are reminded to adhere to all music copyright laws.

#### **FILMING**

External power sources may not be used by patrons.

Spectators may film with a hand-held camera from the spectator area, but may not in any manner transmit live video through any resource, including personal social media accounts.

Violators are subject to removal.

#### **INTELLECTUAL PROPERTY RIGHTS**

The intellectual property, corporate, broadcasting and media rights to all state championship rounds of the KHSAA postseason belong exclusively to the KHSAA, including titling agreements and sponsorships.

No member school may approve or sign an agreement that includes rights to state contests (delayed or live).

The Commissioner is the manager of all state championship play.

#### **EVENT MERCHANDISE**

KHSAA State Championship apparel will be available for sale at the event and online at the following link - khsaa.teamip.com. KHSAA State Championship apparel will be available for sale at the event and online post event via the TeamIP link on all pages of the KHSAA website.

TeamIP is the exclusive vendor of championship apparel, please look for their tent at the championship event to purchase memorabilia.

No outside merchandise representative of the event may be produced by any other entity and sold or distributed inside the playing facility.

#### **OFFICIAL KHSAA CHAMPIONSHIP PHOTOS**

The KHSAA pays for professional photography coverage of the event.

Official championship photos will be available for purchase through the KHSAA's online photo gallery within 72 hours of the completion of the event, khsaaphotos.org.

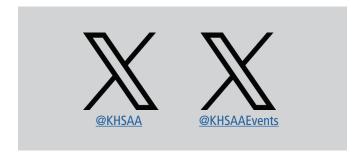
# **Table of Contents**

FIELD HOCKEY SPECIFIC INSTRUCTIONS2				
Brief Welcome	2			
KHSAA Contacts	2			
Qualifying for Participation in Tournament	2			
Competition Dates, Location and Schedule	<u>2</u>			
Semifinals - Saturday, Oct. 21				
State Finals - Monday, Oct. 23	슺			
Venue and Address	<u> </u>			
Tickets and Fan Admission	<u> </u>			
TicketsFan Admission	$\frac{2}{2}$			
Pre-Event Logistics And Duties	<u>ਤ</u>			
Conference Call	<u>ء</u>			
GF63 - Team Information Form	之			
GE63 - Team Information FormGE64 - Expense Allowance Reimbursement FORM	숙			
Parking	<del>2</del>			
Parking Limitations and Substitutions	3			
Limitations and Substitutions	3			
Admission Into Venue				
Team Entry				
Participant Entry	3			
Participant Entry Non-Participant Team Party Entry	4			
Field-Level Administrators	4			
Venue Logistics	4			
Dressing/Locker Rooms	<u>4</u>			
Team Benches	<u>4</u>			
Tents	4			
Pep Band Admission	4			
Other Groups	₹			
Conducting The Event	<u>5</u>			
Bracket	<u> </u>			
Warm-Ups	흗			
Timing Schedule	=			
Tiebreaker	<u> </u>			
Mercy Rule				
Playing Rules	8			
Ball Boys/Ball Girls	<u>ह</u>			
State Event Officials	<u>ĕ</u>			
Stats	<del>7</del>			
Live Stats				
Post Event				
Results				
Trophies and Awards	7			
Important Website Links	7			

2280 Executive Drive | Lexington, Ky., 40505 | www.KHSAA.org

# **KHSAA Staff**

Commissioner	Julian Tackett
Associate Commissioner	Butch Cope
Assistant Commissioner	Darren Bilberry
Assistant Commissioner	. Sarah Bridenbaugh
Assistant Commissioner	Joe Angolia
General Counsel	Chad Collins
Information Technology Director	Rob Catron
Media Relations and Publications Director	Connor Link
Event Services and Social Media Director	Jenny Elder
Event Services Coordinator	Kara Howard
Administrative Support Specialist	Jeremy Ison
Administrative Support Specialist	Jeanie Molloy
Physical Plant Director	Roy Tatum



#### FIELD HOCKEY SPECIFIC INSTRUCTIONS

#### **BRIEF WELCOME**

Congratulations on behalf of the Kentucky High School Athletic Association Board of Control and staff for advancing to the 2023 Field Hockey State Tournament Final Rounds presented by UK HealthCare.

Refer to this manual and the important website links included at the end of the document to guide you through preparation for your participation.

#### KHSAA CONTACTS

The primary contact for field hockey is Assistant Commissioner Joe Angolia (jangolia@khsaa.org).

If Mr. Angolia is not available, Assistant Commissioner Sarah Bridenbaugh (sbridenbaugh@khsaa.org) is the backup contact.

Media and statistics inquiries should be directed to Media Relations and Publications Director Connor Link (clink@khsaa.org).

Questions may also be directed to the KHSAA offices at (859) 299-5472 and any member of the staff can refer you to the correct party.

# **QUALIFYING FOR PARTICIPATION IN TOURNAMENT**

The four (4) winners in the first round advance to the final site for the semifinals and state championship game.

# COMPETITION DATES, LOCATION AND SCHEDULE

The Field Hockey State Tournament Final Rounds presented by UK HealthCare will be held on Saturday, Oct. 21 and Monday, Oct. 23.

### **SEMIFINALS - SATURDAY, OCT. 21**

- 5 p.m. ET
- 7:30 p.m. ET

# **STATE FINALS - MONDAY, OCT. 23**

• 7:30 p.m. ET

#### **VENUE AND ADDRESS**

Christian Academy of Louisville - Centurion Stadium

700 South English Station Rd., Louisville, Ky., 40245

A site map is provided on the KHSAA website and is included as a link at the end of these instructions.

#### **TICKETS AND FAN ADMISSION**

#### **TICKETS**

All field hockey state tournament tickets will be sold online via GoFan, the KHSAA's official digital ticket vendor, at khsaatickets.org.

There will be no paper tickets sold at the walk-up gate.

All state final round ticket prices are \$12 each in advance, including all fees.

The day of the event, the ticket price will be \$14, fees included.

Kentucky Children's Hospital is sponsoring FREE tickets for all children 10-and-under. To receive these tickets, you must "purchase" these seats through khsaatickets.org even though there will be no charge.

Only the KHSAA issued Commonwealth Card will be honored for admission for one individual plus a guest and only for the Superintendent, Principal and Athletic Director of each participating school. Entry is through the pass gate, not the ticket gate.

No coaches association or licensed officials cards will be honored for admission at the state event.

GoFan's training page for buying and transferring the tickets is included as a link at the end of these instructions.

Upon entering the stadium, there will be no readmittance without the purchase of a new ticket.

Teams not advancing to the semifinal round will need to purchase a ticket.

#### **FAN ADMISSION**

All spectators must enter and exit through the admission gate which will open one (1) hour prior to the start of each contest.

Each game is its own ticketed event and the stadium will be cleared of all patrons between games.

Only permitted event staff will be admitted to the press box.

#### **PRE-EVENT LOGISTICS AND DUTIES**

#### **CONFERENCE CALL**

There will be a web conference for all participating teams on Friday, Oct. 20.

Participating schools will be sent additional instructions regarding the call via email following the first round games.

Coaches can set up from any location to join the conference and are encouraged to join by computer to view pertinent information, maps, etc.

#### **GE63 - TEAM INFORMATION FORM**

By Friday, Oct. 20, the Athletic Director or Designated Representative from all participating teams must submit form GE63 (Team Information Form), which is included as a link at the end of these instructions.

#### **GE64 - EXPENSE ALLOWANCE REIMBURSEMENT FORM**

To receive your team reimbursement, you must complete form GE64 (Request for Team Reimbursement), which is included as a link at the end of these instructions.

There will be no reimbursement without the submission of this form.

The expense check will be mailed from the KHSAA offices following the state finals.

The expenses will be in accordance with Board of Control approved allowances and submitted forms will be monitored to ensure teams playing multiple contests are appropriately adjusted.

#### **PARKING**

Upon entering the Christian Academy of Louisville campus, parking is available adjacent to the stadium.

#### **LIMITATIONS AND SUBSTITUTIONS**

#### LIMITATIONS AND SUBSTITUTIONS

Teams may dress a maximum of 24 players in uniform per contest and only those individuals may participate in warm-ups, practice and competition.

Those 24 selected can rotate each match as long as they appear on the postseason roster.

No other players outside of the 24 designated as eligible for each match may be in uniform or participate in pre-game activities, including warm-up activities.

All non-uniformed team members who are not essential to game management, and are not holding one of the team-party credentials, shall be seated in the bleachers or general seating.

Team party passes are nontransferable.

#### **ADMISSION INTO VENUE**

#### **TEAM ENTRY**

Teams may enter the facility one (1) hour prior to the scheduled time of their game at the Team Entry/Pass Gate.

#### **PARTICIPANT ENTRY**

Upon arrival at the pass gate, a KHSAA representative will assist the head coach in validating their 24 players in uniform on a printed copy of the postseason roster from the KHSAA website.

Please communicate difficult or unusual name pronunciations or number changes at this time to aid in public address announcing of student-athletes throughout the game.

#### **NON-PARTICIPANT TEAM PARTY ENTRY**

Team Party passes were delivered to quarterfinal sites. The winning team should have received their box on site following the game with 15 Team Party passes.

These team party passes are for superintendents, principals, athletic directors, coaches, managers, trainers, statisticians, ball boys/girls and others designated by the school as having an official role as a member of the traveling party on a daily basis.

Credentials are valid for bench access and must be visibly worn at all times if not seated in the stands.

Coaches, in order to receive a team party pass, must be listed on the KHSAA school page and have completed all of the Bylaw 25 coaching requirements.

The Superintendent, Athletic Director or Principal holding the KHSAA Commonwealth identification card issued by the office will be admitted through the pass gate, but will not be given sideline access without one of the 15 Team Party passes.

The Commonwealth identification card is only valid at the pass gate.

Individuals outside of the 15 team-party credential holders will not be entitled to complimentary admission and will be directed to purchase a ticket.

No additional persons will be allowed on the field or near the playing area without proper credential.

Lost or stolen credentials will not be replaced. Team Party passes are the same for semifinal and final round.

Team party passes are nontransferable.

#### FIELD-LEVEL ADMINISTRATORS

From the 15 team-party passes, each school is asked to provide up to two (2) administrators to assist with pep buses and cheering section crowd control as needed.

These administrators are advised to stand on the field or in the bleachers near their group.

This allows for senior administration to be near the field to assist with any issues that may arise from the crowd and fans of the participating teams (particularly the student sections).

#### **VENUE LOGISTICS**

#### **DRESSING/LOCKER ROOMS**

Locker rooms will not be provided at the stadium.

Participants are asked to arrive at the venue dressed and ready to compete.

#### **TEAM BENCHES**

The team on the top of the bracket in a matchup will be the home team in all matches and will occupy the bench nearest the scoreboard. The home team will wear light colored jerseys.

The team on the bottom of the bracket will be the visiting team in all matches and will occupy the bench furthest of the scoreboard. The visiting team will wear dark colored jerseys.

A maximum of 24 players in uniform may be in the bench area.

All bench personnel (including head coach, assistant coaches, managers, trainers and non-dressing members) must have the proper team-party credential.

#### **TENTS**

Tents are not appropriate on the sideline (except for medical tents) and any tent may be removed by contest management if obstructing the view of patrons.

#### **PEP BAND ADMISSION**

Pep bands are permitted, but are required to purchase a ticket for each member and band director.

#### **OTHER GROUPS**

There are no allowances for admission of other performance and related groups.

All team members would have to purchase a ticket and any performance would be in the bleacher area only with supervision solely by the school.

# **CONDUCTING THE EVENT**

#### **BRACKET**

The state tournament bracket can be found on the field hockey page of the KHSAA website using the State Tournament Information/Instructions drop down menu.

The bracket is also provided as a link at the end of these instructions.

#### **WARM-UPS**

Field access for teams is granted 30 minutes prior to the published game time.

Each team will be allowed 20 minutes for warm-ups, with the field being cleared beginning seven (7) minutes prior to the start time.

Lineups, including starters and head coaches only, will be announced during the semifinals.

Lineups, including all rostered players and coaches, will be announced at the finals.

#### TIMING SCHEDULE

- 60:00 Start clock 60 minutes prior to the first contest
  - o 30:00 Start clock 30 minutes prior to the second contest
- 30:00 Teams may begin warming up
- 10:00 Head coaches and officials meet at midfield for the coin toss
- 7:00 Teams clear field; public address welcome
  - o NFHS Sportsmanship Statement (before first game)
  - o National Anthem (before first game)
  - o Introduction of lineups
- 15:00/00:00 Center pass/End of first quarter
  - o 2:00 Between quarters
- 15:00/00:00 Center pass/End of second guarter
  - o Halftime, 10:00 on the clock and start immediately after teams clear the field
- 15:00/00:00 Center pass/End of third quarter
  - o 2:00 Between quarters
- 15:00/00:00 Center pass/Game ends
- 0:00 Game ends

#### **RULES POINTS OF EMPHASIS/CLARIFICATIONS**

#### **TIEBREAKER**

Games tied at the end of regulation will continue with a sudden-victory overtime as detailed below:

#### 10 MINUTE, 7-VS.-7 SUDDEN VICTORY (SIX FIELD PLAYERS PLUS A GOALKEEPER)

- Five (5) minute intermission after regulation.
- Flip coin for pass back, teams keep same ends.
- Any seven (7) players may play, substitutions are unlimited during this overtime period.

- Three (3) defenders plus the goalkeeper may be back on corners during 7-vs.-7.
- A timeout is only allowed if the team has one left from regulation play.

# FIRST SET OF PENALTY STROKES (NOT SUDDEN VICTORY)

- Five (5) minute intermission after 7-vs.-7.
- Flip coin for who will defend/stroke first.
- The five (5) strokers can come from any player on your roster.
- Coaches must turn in the order of their strokers which cannot change when play resumes.
- The teams will alternately stroke and defend.
- Stokes shall be terminated if one team has a goal advantage that cannot be overcome by the opposing team.
- The official shall first ask the goalkeeper, and then the stroker, to verbally verify that they are ready.
- A lack of response shall indicate readiness.
- The stroke begins with the official's whistle.
- The stroker must take the stroke within five (5) seconds of the whistle being blown.

#### **SECOND SET OF PENALTY STROKES (NOT SUDDEN VICTORY)**

- Five (5) minute intermission.
- The team that defended in the first set shall stroke first in this set.
- The strokers and/or their order may be changed for the second set and can come from any player on the roster.

# THIRD SET OF PENALTY STROKES (SUDDEN VICTORY)

- Five (5) minute intermission.
- The team that defended in the first set shall defend first in this set.
- The strokers and/or their order may be changed for the third set and can come from any player on the roster.
- Each team gets an equal number of strokes until someone wins.
- If no one wins after five (5) strokers for each team, you repeat this until one team wins.

#### **ALL PERIODS**

- The officials will choose the goal that will be used for the strokes.
- All varsity games will go into overtime.

#### **MERCY RULE**

If a team has a 10 goal lead at the end of the first half or at any point in the second half, the game will be terminated.

If a team has a five (5) goal lead at any point in the game, the clock will not stop when additional goals are scored.

This rule is to be observed in both regular season and postseason play.

#### **PLAYING RULES**

NFHS Playing Rules will be utilized without exception.

# **BALL BOYS/BALL GIRLS**

Two (2) ball boys/ball girls may be used for each game and should be identified before play begins.

It is recommended that each participating team provide at least one (1) ball boy or ball girl to not disrupt the flow of the action.

Ball holders are included in the 15-member team party.

#### STATE EVENT OFFICIALS

In compliance with the Federal Court Decree, the Commission composed of the Commissioner and the four (4) assistants will assign all referees.

Three (3) officials shall be used for each postseason game.

Officials presiding over the event are licensed and assigned by the KHSAA.

Officials will be assigned based upon performance review and advancement of teams within the event.

#### **STATS**

#### **LIVE STATS**

Live, play-by-play stats are available for all three (3) games of the semifinals and finals.

Links for those stats can be found under the 2023-24 KHSAA State Tournament Results/Stats menu on the bottom of the field hockey page of the KHSAA website.

All games are broadcast on the NFHS Network.

#### **POST EVENT**

#### **RESULTS**

Scores will be posted on the KHSAA/Riherd's Scoreboard on the KHSAA website following each game.

#### **TROPHIES AND AWARDS**

Team attendants will assemble teams and awards will be brought to the recipients.

Teams should stay in their assigned area.

- The state champion will receive a team trophy and 27 medals.
- The state runner-up will receive a team trophy and 27 medals.
- Each semifinalist will receive a team trophy and 27 medals.

Each semifinalist will have two (2) members named to the All-Tournament Team by the coaching staff.

The runner-up will have three (3) members named to the All-Tournament Team by the coaching staff.

The champion will have two (2) members named to the All-Tournament Team and one (1) named "Most Valuable Player" by the coaching staff.

#### **IMPORTANT WEBSITE LINKS**

- KHSAA Field Hockey Website
- Healthy at Sports, Stage 5 Partnering for Progress, Guidance for Continued Practice and Competition during the **Pandemic**
- Competition Rules
- Bracket
- Christian Academy of Louisville Site Map
- GoFan Ticket Training
- Media Credential Requests and Guidelines
- GE04 (Physical Exam Form) (Spanish Version)
- GE63 Team Information Form
- GE64 Team Reimbursement Form



THE KENTUCKY OFFICE OF HIGHWAY SAFETY TEAMING UP WITH THE KHSAA TO DRIVE HOME A LIFE-SAVING MESSAGE FOR ALL MOTORISTS — BUCKLE UP AND PUT THE PHONE DOWN.

THESE BASIC SAFETY PRACTICES MAKE A CONSIDERABLE DIFFERENCE IN PREVENTING CRASHES AND LESSENING THE SEVERITY OF INJURIES AND THE NUMBER OF DEATHS ON OUR ROADWAYS. EACH YEAR IN KENTUCKY, DISTRACTED DRIVING RESULTS IN MORE THAN 50,000 CRASHES, MORE THAN 15,000 INJURIES AND APPROXIMATELY 200 DEATHS. LEARN MORE AT KYHIGHWAYSAFETY.COM.