



2016 Boys' and Girls' Soccer State Instructions



KHSAA TOURNAMENT INFORMATION

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QUALIFYING FOR PARTICIPATION IN CHAMPIONSHIP

- The winning team from the 16 Region Tournaments advances to the Semi-State round of the State Tournament

PRE-EVENT LOGISTICS

CONFERENCE CALL

- A mandatory conference call will be held with the Coach/Athletic Director of each qualifying team on Thursday October 27, 2016
- The Girls call will take place at 10:00 am EST
- The Boys call will take place at 11:00 am EST
- Instructions will be emailed to participating teams once the field is set

DIRECTIONS

- Lafayette High School is located at 401 Reed Lane, Lexington, KY 40503
 - The GPS Coordinates for Lafayette High School are: Latitude 37.3157600/Longitude -76.7641400
- Paul Laurence Dunbar High School is located at 1600 Man O' War Blvd., Lexington, KY 40513
 - The GPS Coordinates for Paul Laurence Dunbar High School are: Latitude 38.0172995 / Longitude -84.5752188
- Bryan Station High School is located at 201 Eastin Road, Lexington, KY 40505
- The GPS Coordinates for Bryan Station High School are: Latitude 38.0686882 / Longitude -84.4546597
- Aerial views of Bryan Station's, Lafayette's and Paul Laurence Dunbar's campuses for spectator parking and team bus parking, are found on the State Soccer page
- A link to this page can be found in the Important Website Links at the end of this document

EXPENSE REIMBURSEMENT GENERAL POLICY

- An expense allowance will be paid for lodging and meals shall be paid for a traveling squad per the competition rules, to include players, cheerleaders, coaching and support staff, and administration

LODGING

- In order to receive KHSAA lodging expense reimbursement, teams must stay at their assigned hotel
- The Clarion Hotel is the team hotel for the 2016 event
- This property is located at 1950 Newtown Pike, Lexington, KY 4051, just off I64 and I75
- Schools (Principal, Athletic Director or Head Coach) must call NO LATER THAN NOON, MONDAY, October 31st to secure their team's room allotment
- To make your lodging reservations, please contact the Clarion Hotel at 859-233-0512
- The team rate for lodging at the Clarion Hotel is a contracted rate of \$89 plus applicable taxes
- Schools inside a forty mile one-way radius from the event site will not receive a lodging allowance
- Schools are responsible for all bills for lodging, and will be reimbursed the lodging allowance
- Please have your school or Board of Education's Sales Tax Exempt number with you at check in to allow the hotel to deduct the sales tax from the room bill
- For 2016-17, the rate of allowance is \$13 per permitted night per individual

MEALS

- A meal allowance shall be paid for teams traveling to the Field Hockey, Soccer, Volleyball, Football, Basketball, Baseball and fast pitch Softball tournaments, which shall be paid corresponding to the approved length of lodging stay (breakfast following elimination)
- For commuting teams (not using housing), two meals per day will be paid at the approved meal rate on each competition day
- For teams approved to stay one night, three meals will be reimbursed
- For teams approved to stay two nights, five meals will be reimbursed
- For teams approved to stay three nights, eight meals will be reimbursed
- For teams approved to stay four nights, 11 meals will be reimbursed
- For teams approved to stay five nights, 14 meals will be reimbursed
- For teams approved to stay six nights, 17 meals will be reimbursed
- Your school is responsible for all meal arrangements for your team
- For 2016-17, the rate of allowance is \$5 per permitted meal per individual

MILEAGE

- Each school is reimbursed per mile as published in the tournament instructions, round trip from the school location to the host city, in accordance with mileage numbers provided by google maps
- Mileage will be calculated by the KHSAA and an in-area allowance for travel between the hotel and playing facility may be added
- For 2016-17, the rate of allowance is \$1 per permitted vehicle, per mile, round trip

RECEIVING YOUR REIMBURSEMENT

- The expense check will be mailed from the KHSAA offices not later than 30 days following the finals
- Expense reimbursements 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 and by requesting reimbursement, the school acknowledges liability for damage directly attributable to the school, student body or fans
- 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

BYLAW 22 REMINDER

- KHSAA Bylaw 22 requires a member of the faculty of the school to be present along with any student-athlete who is representing a member school
- See Bylaw 22 in the KHSAA Handbook if you have any questions

COMPETITION DATES

- The Quarterfinals will be played on Saturday October 29
- Game times are noon, 2:00 PM, 4:00 PM and 6:00 PM (EST)
- The games will take place at Lafayette High School and Paul Laurence Dunbar High School
- The Semifinal Girls' games will be played on Wednesday, November 2
- Game times are 6:00 PM and 8:00 PM (EST)
- These games will take place at Bryan Station High School
- The Semifinal Boys' games will be played on Thursday, November 3
- Game times are 6:00 PM and 8:00 PM (EST)
- These games will take place at Bryan Station High School
- The Girls' and Boys' Finals will be played on Saturday, November 5
- Game times are 5:00 PM and 7:00 PM (EST)
- These games will take place at Bryan Station High School

- Updated game times and locations can be found at the Important Website Links section at the end of this manual
- The Quarterfinal matchups with times will be finalized and posted Wednesday, October 26

ADMISSION INTO VENUE

TEAM ENTRY

- Each school will be provided with eighteen (18) passes
- The school will determine who should receive these passes
- All team personnel other than the 24 players in uniform (coaches, managers, trainers, non-uniform players) will need a pass
- It is up to the participating school to determine how to distribute those (Coaching staff, Superintendent, Principal, Athletic Director, coaches' wives, etc.
- Team members in uniform (up to 24 total) and pass holders will be the ONLY free admission groups to the participating schools
- Cheerleaders, in uniform, will be admitted free of charge provided they enter as a group with the team
- Coaches must be listed on the KHSAA school page and have completed all of the coaching requirements
- Teams, coaches and media will be permitted field access with the proper credentials
- No additional persons will be allowed on the field or near the playing area
- Upon the arrival of each team, a KHSAA representative will be at the bus unloading area to assist you in locating the locker room and to make arrangements for dressing room assignments
- The event staff will use the provided online roster
- Please be ready to assist with numerical adjustments or identifying problematic phonetic pronunciations of names to the press box upon arrival
- Prior to each match, head coaches must designate, on a copy of the online roster, which twenty-four players will be used in that particular match

FIELD LEVEL ADMINISTRATOR

- Each team has been issued a maximum of 2 Field/Court Level Administrator passes for administrators to assist with cheering section crowd control as needed
- This is to allow for senior administration to be on the field to assist with any issues that may arise from the crowd and fans of the participating teams (particularly the student sections)
- This pass will include contest admission

PARTICIPANTS/BENCH

- The team roster as entered on the KHSAA website prior to the beginning of the postseason shall serve as the eligibility roster for the event
- Teams may have a maximum of 24 players per contest in uniform and in the bench area
- The total number of bench personnel (including head coach, assistant coaches, managers, trainer, and non-dressing members) must be in uniform or pass holders

GENERAL ADMISSION

- General admission gates will open one (1) hour prior to the start of each contest and there will be NO RE-ENTRY
- General admission will be \$10 per session (3 sessions: quarterfinals, semifinals, and finals)
- Children 10 and under are FREE
- Proof of admission is a ticket
- Once entered there will be no passes out
- Everyone must enter and exit through the admission gate
- Event staff and the media only will be admitted to the press box

SCHEDULE OF EVENTS

KHSAA STATE SOCCER CHAMPIONSHIP PRE-GAME SCHEDULE (Quarters)

- 50:00 Referee pre-game meeting with KHSAA staff or representative
- *Begin clock 30 minutes prior to game starting time
- 20:00* Teams may begin warm-up
- 15:00 Head coaches, captains and officials meet for coin toss
- 15:00 Game rosters submitted and exchanged
- 5:00 Teams clear field & line up for World Cup entry
- Public address welcome
- *Introduction of officials, coaches and players
- 2:00 Officials lead all players in World Cup entry from team bench area to near touchline
 - Intro visiting team nonstarters, followed by starters
 - Intro Home team nonstarters, followed by starters
 - National anthem before First Game
- 0:00/40:00 Kick-off • First half
- (Timer shall count down last 10 seconds of each period)
- Halftime 10:00 Start immediately as teams exit field
- 0:00/40:00 Kick-off • Second half
- (Timer shall count down last 10 seconds of each period)

KHSAA STATE SOCCER CHAMPIONSHIP PRE-GAME SCHEDULE (Semifinals and Finals)

- 50:00 Referee pre-game meeting with KHSAA staff or representative
- *Begin clock 30 minutes prior to game starting time
- 30:00* Teams may begin warm-up
- 20:00 Head coaches, captains and officials meet for coin toss
- 20:00 Game rosters submitted and exchanged
- 10:00 Teams clear field & line up for World Cup entry
- Public address welcome
- *Introduction of officials, coaches and players
- 5:00 Officials lead all players in World Cup entry from team bench area to near touchline leaving room for KY National Guard Color Guard during Presentation of Colors
 - Intro visiting team nonstarters, followed by starters
 - Intro Home team nonstarters, followed by starters
 - National anthem before First Game
 - Reading of NF Sportsmanship Statement
- 0:00/40:00 Kick-off • First half
- (Timer shall count down last 10 seconds of each period)
- Halftime 10:00 Start immediately as teams exit field
- 0:00/40:00 Kick-off • Second half
- (Timer shall count down last 10 seconds of each period)

FORMAT OF EVENT

STATE TOURNAMENT BRACKETS

- The 2016 KHSAA Soccer tournament bracket can be found on the soccer web page under State Tournament Info and Results
- A link to these brackets can also be found in the Important Website Links at the end of this document

WEATHER INTERRUPTIONS

- If a game is interrupted in tournament play, it will be reset at the same point, same time period in either half (the game will not be restarted)

RULES POINTS OF EMPHASIS/CLARIFICATIONS

- National Federation Playing Rules will be utilized without exception
- A school may enter a team composed of twenty-four (24) players in each postseason tournament game that shall be players who appeared on the Team Roster submitted online
- The twenty four (24) players shall be designated each game, and no other players may be in uniform
- Please refer to the Competition Rules attached to this manual
- It is required that each participating team provide at least two ball chasers and provide them with a wrist band (from your 18) for access to the field
- Please provide "pennies" that will distinguish them from playing members of your squad
- Only those players appearing on the school postseason roster on the online system as of the first day of the postseason are eligible to participate

REQUIRED SOCCER BALL (SELECT Sport)

- The Select ball model that will be used in the postseason is the Royale (district, region, or state tournament)
- All balls must display the National Federation Authenticating Mark
- Use of any other game ball is a violation of KHSAA tournament rules and will subject the tournament and its participants to possible penalties

SCHOOLS THAT ADVANCE

- The Athletic Director (or designated representative) of the quarterfinalist and semifinalist teams that advance to play in the next round, must stop by the ticket booth and see the KHSAA representative to pick up the eighteen (18) passes for that next round

TIEBREAKER

- There shall be two five-minute sudden-victory overtime periods
- If a team scores in those periods, the match shall end
 - A coin toss shall be held-as in Rule 5-2-2d
 - At the end of the first sudden-victory period, if no team has scored teams shall change ends
 - There shall be a two-minute interval between periods
- If the score remains tied, all coaches, officials and team captains shall assemble at the halfway line to review the procedure as outlined below:
 - The head referee shall choose the goal at which all of the kicks from the penalty mark shall be taken
 - Each coach will select any five players, including the goalkeeper, on or off the field (except those who may have been disqualified) to take the kicks
 - A coin toss shall be held as in Rule 5-2-2d
 - The team winning the toss shall have the choice of kicking first or second
 - Teams will alternate kickers
 - There is no follow-up on the kick
 - The defending team may change the goalkeeper prior to each penalty kick
- Following five kicks for each team, the team scoring on the greatest number of these kicks shall be declared the winner
 - Add one goal to the winning team score and credit the team with a victory
 - An asterisk (*) may be placed by the team advancing to indicate the advancement was the result of a tiebreaker system
- If the score remains tied after each team has had five kicks:

- Each coach will select five different players than the first five who already have kicked to take the kicks in a “sudden victory” situation, wherein if one team scores and the other team does not score, the game is ended without more kicks being taken
- If a team has fewer than ten available players at the end of the first set of kicks from the penalty mark due to either injuries or disqualification, the coach shall use all players who have not participated in the first five kicks
- The coach may choose additional players from the first five kickers to ensure that five different players participate in the second set of kicks
- If the score remains tied, continue the “sudden victory” kicks with the coach selecting any five players to take the next set of alternating kicks
- If a tie still remains, repeat the procedure
- During all tiebreaker penalty kicks, the ball remains alive until its momentum is spent, it goes out of bounds or it is retouched by the kicker

FIELD SPECIFICATIONS

- Each site meets the minimum field specifications set by the Board of Control
- A link to the Minimum Facility Requirements can be found in the Website Links at the end of this document

VENUE LOGISTICS

HOME TEAM AND VISITING TEAM

- The team in the top bracket of the tournament draw will be the home team in all matches and will occupy the bench nearest the scoreboard
- The home team will wear the white colored jerseys and white socks
- The team in the bottom bracket of the tournament draw will be the visiting team in all matches and will occupy the bench opposite of the scoreboard
- The visiting team will wear the dark jerseys and dark socks
- KHSAA staff will resolve conflicts regarding these issues and both teams should be prepared to have both white and dark jerseys and socks available

LOCKER ROOMS

- A representative of the school and the KHSAA playoff staff will inspect the locker rooms before and after the game
- It is expected that the locker rooms will be left in the same condition in which they are found
- The KHSAA will take whatever action is necessary including fining the particular school and assessing the cost for cleanup to those schools leaving the locker rooms in unsatisfactory condition or damaging any of the property

SIGNAGE/BALLOONS/NOISEMAKERS

- Signs/banners are permitted inside championship sites but must be of good taste and sportsmanship
- The covering of any corporate signage is not permitted
- Signs must be hand-held or taped using masking tape
- Balloons are not permitted in the facility
- No electronic amplified noisemakers or whistles are allowed within the facility

STATE EVENT OFFICIALS

- In compliance with the Federal Court Decree, the Commission composed of the Commissioner and the four assistants will all assign all officials
- Four officials shall be used for each post season match, one Center Referee, two Assistant Referees, and one 4th Official
- Officials presiding over the event are licensed and assigned by the Kentucky High School Athletic Association

- In team sports, officials will be assigned based upon performance review and advancement of teams within the event
- No Official will be assigned a contest that involves a team from the region in which they reside

HEALTH INFORMATION

ATHLETIC TRAINERS

- Athletic Training services will be provided for participating teams during this event by the KHSAA
- They will be available one hour prior to the event
- They will be located on the field
- Schools are reminded that they are responsible for ensuring that the parental permission to seek medical treatment is authorized from each participant
- The Principal, Athletic Director and/or the Head Coach can use a copy of KHSAA Form GE04 (the physical exam form) for this purpose, as this form contains appropriate language and should bring that form for each athlete to the finals

VENUE SAFETY/EMERGENCIES

- Persons who attend KHSAA events may be injured as a result of the risks inherent in being a spectator at such events
- Attendance at events is a vital family and community based activity which is encouraged
- Please advise KHSAA or venue personnel of any situation you encounter which you or a squad member feels should be addressed to minimize risk to all involved
- Ambulance services will be on call/on site for this event
- KHSAA Staff will, in consultation with the Athletic Training Staff and Venue personnel, develop and Emergency Action Plan for this event
- This plan will be available upon arrival on site from the Athletic Training Staff
- A trainer will be provided at all games
- Trainers will be available for one hour before each game for assistance as well as during and after each game

SPORTSMANSHIP

- The Kentucky High School Athletic Association requires officials to enforce sportsmanship rules
- High School Athletics emphasize positive values
- All parties have worked hard to create a sense of teamwork, response, responsibility, and perspective
- We remind you that officials expect good behavior and will quickly penalize misconduct
- We encourage and appreciate your help
- Let this competition reflect mutual respect among all participants and officials

MEDIA

SCHOOL MEDIA

- Each school is permitted one (1) school media pass at KHSAA State Championship events, valid only for a full-time staff member or a student for the sole purpose of reporting the events and for taking non-commercial pictures for yearbooks, school publications, etc.
- Outside entities such as professional photographers, videographers or parents may not utilize the school media pass
- This pass must be requested in advance of the start of the event through the online system

TRADITIONAL MEDIA

- Traditional media members (print, TV, radio, online) interested in covering KHSAA State Championship events should apply for credentials through the KHSAA's online system
- Applications should be submitted by the editor or director at each organization

- Freelance photographers will not be granted access to KHSAA events unless the requisite media rights fee is paid

MEDIA RIGHTS FEE

- Freelance/commercial photographers and radio stations interested in originating a broadcast of a KHSAA State Championship event, are subject to a media rights fee
- Information regarding the media rights fee for each event is available through the online credentialing system

TEAM BROADCASTS

- By paying the requisite fee, each school qualifying for a KHSAA State Championship event may designate one (1) radio station or website to originate an AUDIO-only broadcast of each game in which its affiliated school participates
- An official representative of the participating school shall designate to the KHSAA which station/website will be permitted to broadcast its game using the online system
- The radio station/website shall then apply for championship credentials through the KHSAA's online credentialing system
- Originating stations/websites will be subject to a media rights fee, which will be outlined through the online credentialing system
- The KHSAA is the only entity permitted to originate or authorize a video broadcast of KHSAA State Championship events

INTELLECTUAL PROPERTY RIGHTS

- The intellectual property, corporate, broadcasting and media rights to the postseason rounds prior to the state finals belong exclusively to the KHSAA, including titling agreements and sponsorships

VIDEOTAPING

- Spectators may videotape with a hand-held camera from the spectator area
- No tripod/monopod is permitted or use of house electricity

NFHS NETWORK AND WEBSTREAMING

- "No web streaming may be approved for any outlet without the payment of the requisite fee as mandated by the KHSAA/NFHS Network agreement, with the sole exception of a waiver for those schools participating in the School Broadcast Program of the NFHS Network
- The fee schedule will be published annually by the Commissioner's office and is available by contacting the Communications Director

EVENT MERCHANDISE

- KHSAA State Championship apparel will be available for sale at the event and online post-event
- 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

POST EVENT

Awards Presentation

- After completion of each match there will be an awards presentation
- Both teams will remain for these presentations
- We expect both teams, regardless of outcome, to respectfully acknowledge the recipients of these awards

TROPHIES

- The State Champion Team will receive a Team Trophy and 27 Medals
- The State Runner-Up Team will receive a Team Trophy and 27 Medals
- Each of the Semifinalist Teams will receive a Team Trophy and 27 medals
- Each Quarterfinalist team will have one member named to the All-Tournament Team

- Each Semifinalist team will have two members named to the All-Tournament Team
- The Runner-up Team will have three members named to the All-Tournament Team
- The Championship Team will have two members named to the All-Tournament Team and one named "Most Valuable Player"

MIDWAY AWARD

- Coaches have previously nominated candidates for this sport/sport-activity for the Midway Student-Athlete of the Year
- KHSAA staff will make every effort to contact the coach and/or parents of the winner to have them present for this award

NFHS COACH OF THE YEAR

- The National Federation of High Schools' Coaches Association recognize the Coach of the Year Award in each of the Sports Sanctioned by the KHSAA
- The KHSAA staff will make every effort to contact the coach to have them present for this award

CHAMPIONSHIP PHOTOS

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

IMPORTANT WEBSITE LINKS

- Girls' Bracket <http://khsaa.org/soccer/2016/girlsstatebracket.pdf>
- Boys Bracket <http://khsaa.org/soccer/2016/boysstatebracket.pdf>
- Competition Rules <http://khsaa.org/handbook/competitionrules/socompetitionrules.pdf>
- KHSAA State Soccer page: <http://khsaa.org/soccer/>
- Minimum Facility Requirements: <http://khsaa.org/soccer/soccersitespecifications.pdf>
- Site Directions, Bryan Station High School: <https://goo.gl/KA4RBb>
- Site Directions, Lafayette High School: <https://goo.gl/MbiMoE>
- Site Directions, Paul Laurence Dunbar High School: <https://goo.gl/M1hUkg>
- Parking Map, Bryan Station High School: <http://khsaa.org/soccer/bryanstationmap.pdf>
- Parking Map, Lafayette High School: <http://khsaa.org/soccer/maplafayettehs.pdf>
- Parking Map, Paul Laurence Dunbar High School: <http://khsaa.org/soccer/pldmap.pdf>
- Team Expense Reimbursement - <http://khsaa.org/ge74-request-for-team-reimbursement>
- School Media Request Form - <http://www.khsaa.org/school-media-request-form>
- Traditional Media Request Form - <http://khsaa.org/news-stats-pubs/media-resources/media-credentials/>
- School Audio Broadcast Designation Form - <http://khsaa.org/school-radio-station-designation-form/>