

2019



**STATE ARCHERY
CHAMPIONSHIPS INSTRUCTIONS
FOR PARTICIPATING
TEAMS**



Table of Contents

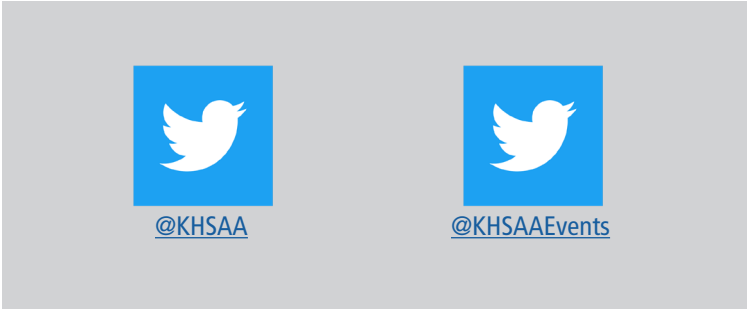
Brief Welcome 1
KHSAA Contacts..... 1
Qualifying for Participation in Championships 1
Pre-Event Logistics 1
Competition Date and Schedule..... 3
Admission Into Venue 3
Venue Logistics 4
Conducting the Event..... 4
Rules Points of Emphasis/Clarifications 4
State Event Officials 5
Health Information..... 5
Sportsmanship 6
Trademark, Media Rights, Corporate, TV and Radio 6
Event Merchandise..... 7
Post Event 7
Important Website Links 8



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

KHSAA Staff

- Commissioner Julian Tackett
Associate Commissioner Butch Cope
Assistant Commissioner Mike Barren
Assistant Commissioner Darren Bilberry
Assistant Commissioner Sarah Bridenbaugh
General Counsel Chad Collins
Communications Director Joe Angolia
Information Technology Director Rob Catron
Event Management Specialist Dan White
Administrative Assistant/Office Manager Marilyn Mitchell
Administrative Assistant Kara Howard
Administrative Support Specialist Jeremy Ison
Administrative Support Specialist Jeanie Molloy
Administrative Support Specialist Marsha Day
Administrative Support Specialist Ginger Gilbert
Physical Plant Director Roy Tatum





2019 KHSAA State Archery Championships Instructions

BRIEF WELCOME

Congratulations on behalf of the Kentucky High School Athletic Association Board of Control and staff for advancing to the 2019 KHSAA State Archery Championships.

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

Administrators and coaches should contact Assistant Commissioner Mike Barren (mbarren@khsaa.org) or Assistant Commissioner Darren Bilberry (dbilberry@khsaa.org) at the KHSAA offices should they have any questions.

They, along with Event Management Specialist Dan White (dwhite@khsaa.org), will be on site throughout the event to assist you as needed.

Media inquiries should be directed to Communications Director Joe Angolia (jangolia@khsaa.org).

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

QUALIFYING FOR PARTICIPATION IN CHAMPIONSHIPS

The winning and runner-up teams at each regional competition shall advance to the state competition.

Additionally, the top three (3) scorers in both the boys' and girls' divisions that are not advancing with a team shall advance as individuals in their respective divisions.

PRE-EVENT LOGISTICS

CONFERENCE CALL

There will be a brief web conference for coaches and athletic directors prior to the event.

Participating schools will be sent additional instructions regarding the call via email once the field is set.

The Tournament Manager will review the format and the Tournament Official will go over the rules. Both will answer any questions you may have as well.

Participants can set up from any location to join the conference.

GPS ADDRESS

The 2019 KHSAA State Archery Championships will be held at Ephram White Gymnasium on April 30 in Bowling Green.

Address: 885 Mount Olive Road, Bowling Green, Ky., 42101.

DIRECTIONS TO VENUE

From Lexington

- Head west on US-60/Versailles Rd. (9.3 miles)
- Turn right and go west on KY-9002/Bluegrass Pkwy (70.5 miles)
- Take Exit 1B to merge onto I-65 South toward Nashville/Paducah/Western Kentucky Pkwy (56.1 miles)
- Take Exit 38 for KY-101 toward US-68/Scottsville/Smiths Grove (0.3 miles), turn left (0.7 miles)
- Turn right onto US-68 W/Glasgow Rd. (6.9 miles)
- Use left two lanes to turn left onto US-31 W/US-68 W (0.5 miles)
- Turn right onto State Hwy 526, destination will be on the left (0.7 miles)



From Louisville

- Take I-65 S toward Nashville (90.6 miles)
- Take Exit 38 for KY-101 toward US-68/Scottsville/Smiths Grove (0.3 miles), turn left (0.7 miles)
- Turn right onto US-68 W/Glasgow Rd. (6.9 miles)
- Use left two lanes to turn left onto US-31 W/US-68 W (0.5 miles)
- Turn right onto State Hwy 526, destination will be on the left (0.7 miles)
- From Northern Kentucky
- Take I-71 S/I-75 S (5.2 miles), then stay left (12.5 miles)
- Keep right at fork to stay on I-71 S and follow signs for Louisville (77.3 miles)
- Keep right at fork and follow signs for I-65 (1.0 mile)
- Keep left and follow signs for Nashville and merge onto I-65 S (98.2 miles)
- Take Exit 38 for KY-101 toward US-68/Scottsville/Smiths Grove (0.3 miles), turn left (0.7 miles)
- Turn right onto US-68 W/Glasgow Rd. (6.9 miles)
- Use left two lanes to turn left onto US-31 W/US-68 W (0.5 miles)
- Turn right onto State Hwy 526, destination will be on the left (0.7 miles)
- From South Central Kentucky
- Take US-27 N (26.7 miles)
- Use left lanes to turn left onto KY-914 W (6.6 miles)
- Merge onto Cumberland Pkwy (85.8 miles)
- Use any lane to take Exit 1B to merge onto I-65 S toward Bowling Green (5.7 miles)
- Take US-68 to State Hwy 526 (8.8 miles)
- Turn left onto KY-101 S/Smiths Grove/Scottsville Rd. (0.7 miles)
- Turn right onto US-68 W/Glasgow Rd. (6.9 miles)
- Use left two lanes to turn left onto US-31 W/US-68 W (0.5 miles)
- Turn right onto State Hwy 526, destination will be on the left (0.7 miles)

From Eastern Kentucky

- Follow signs for Prestonsburg/Williamson and merge onto KY-80 W/US-119 N/US-23 N/US-460 W (0.4 miles)
- Continue on KY-80 W/US-119 N/US-23 N/US-460 W (21.6 miles)
- Use right lane to take the KY-302 ramp to KY-80 W/Martin/Hazard (0.2 miles)
- Keep left for KY-302 S/KY-80 W/Water Gap Rd. (0.1 miles)
- Continue straight onto KY-80 W (12.8 miles)
- Continue on KY-80 W/State Hwy 80 (29.6 miles)
- Continue onto Hal Rogers Pkwy (91.1 miles)
- Continue onto KY-80 W (2.4 miles)
- Turn right onto KY-914 (1.0 mile)



2019 KHSAA State Archery Championships Instructions

- Merge onto Cumberland Pkwy (85.8 miles)
- Use any lane to take Exit 1B to merge onto I-65 S toward Bowling Green (5.7 miles)
- Take Exit 38 for KY-101 toward US-68/Scottsville/Smiths Grove (0.3 miles), turn left (0.7 miles)
- Turn right onto US-68 W/Glasgow Rd. (6.9 miles)
- Use left two lanes to turn left onto US-31 W/US-68 W (0.5 miles)
- Turn right onto State Hwy 526, destination will be on the left (0.7 miles)

PARKING

Information will be sent directly to schools as we get closer to the state tournament date.
Buses will be required to park in an alternate location from the general public parking lot.
Bus Drivers will be granted free admission.

LODGING

There is no contracted lodging for the 2019 state championships.
Schools are responsible for all travel expenses, including lodging, for participation in the event.
Have your school's or Board of Education's Sales Tax Exempt Number with you at check-in to avoid sales tax from being added to the hotel bill.

BYLAW 22 - REQUIREMENT TO ACCOMPANY

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

A segment of that bylaw states:

"The principal, coach or another individual approved by the local Board of Education shall accompany the team to all contests. His or her expenses, when he or she accompanies the contestants, shall be paid in the same manner as those of the contestants. Individuals fulfilling this requirement shall adhere to the requirements of KRS 161.185."

COMPETITION DATE AND SCHEDULE

DATES

The 2019 KHSAA State Archery Championships will be held on Tuesday, April 30 at Ephram White Gymnasium in Bowling Green.
A timetable for the championships is posted on the Archery page of the KHSAA website, and is included as a link at the end of these instructions.
Gates will open for participants to check-in at 8 a.m. CT and for the general public at 8:30 a.m.

PRACTICE ROUND

There are no practice times available at the venue prior to the date of competition.

ADMISSION INTO VENUE

TEAM ENTRY

Coaches will pick up a packet at the team entrance for the participating team members and certified coaches.
All team members and coaches need to arrive at the venue together for admission.
Coaches are required to be listed on the KHSAA school subdomain page and have completed all of the Bylaw 25 coaching requirements in order to be issued credentials.



Each packet will contain bag tags for the 12 participating team members which will be used for admission. These tags will also be the only way to access the participant area as no one else will be allowed in the range.

TICKETS

The general admission price for adults will be \$10 when purchased online or at the venue.

A link to purchase advance tickets through GoFan is available at the end of these instructions.

This is a "no re-entry" event.

Children 10-and-under will be admitted free.

Admission will be open for the awards ceremony at approximately 3:30 p.m. CT.

VENUE LOGISTICS

WHEELCHAIR/A.D.A. ACCOMMODATIONS

The KHSAA will exercise normal care and control to provide students and fans with accessible seating.

Efforts will be made to make a reasonable accommodation for those individuals who may need wheelchair access or other needs due to disabilities.

Please see Mike Barren or Darren Bilberry with the KHSAA for instructions.

DRESSING/LOCKER ROOM

There will not be a designated room for teams to store equipment.

There will not be a changing area.

There are restrooms located inside the facility.

SIGNAGE/BALLOONS/NOISEMAKERS

Signs/banners are permitted inside, but are required to be of good taste and sportsmanship.

The covering of any corporate signage is not permitted.

Signs are required to be hand-held.

Balloons are not permitted in the facility.

CONDUCTING THE EVENT

FLIGHT AND RANGE ASSIGNMENTS

KHSAA representatives will place, in cooperation with the NASP Scoring Official, teams into six (6) flights.

Individual qualifiers will be assigned to a flight as close as possible to teams from their region.

Range assignments will be set ahead of time as well and sent to all schools before the date of the competition.

Arrival and warm-up times will be designated by the state manager and must be adhered to by all participating schools.

RULES POINTS OF EMPHASIS/CLARIFICATIONS

ROSTERS AND SUBSTITUTIONS

Team rosters are maintained through the KHSAA member school website throughout the regular season.

Only those archers designated to be on a school's online postseason roster as of the Monday of the first postseason week are eligible to participate and this postseason roster serves as the required eligibility listing for the team in the event of a permitted



substitution.

There may be no additional archers added to a school's postseason roster prior to the initial deadline.

If your archers have qualified from a regional, there are no additional steps for entering them into the state championships.

Any changes to your previously entered list of shooters online must be reported to Patrick O'Connell or Mike Barren upon arrival.

RULES CLARIFICATIONS

Refer to the Competition Rules, which are included as a link at the end of these instructions.

Each team (consisting of a minimum seven (7) shooters) will shoot one (1) flight (three (3) 10-meter scoring ends and three (3) 15-meter scoring ends).

A school's individual scores will be combined to determine its team score.

To accommodate schools that compete in both NASP and KHSAA competitions, the NASP scoring protocol will be used.

TIE-BREAKING PROCEDURES

For both the individual and team championships, there will be no tiebreakers.

In the event of ties, the state titles will be shared and additional trophies will be ordered.

STATE EVENT OFFICIALS

The Head Official, Patrick O'Connell, shall settle any disputes about rules and scoring procedures at the championships.

Mr. O'Connell and his staff of officials will assist the KHSAA with the Archery aspects of the tournaments.

HEALTH INFORMATION

ATHLETIC TRAINERS

The Association will use the services of Western Kentucky Orthopaedic & Neurosurgical Associates (WKONA) to provide trainers for the 2019 KHSAA State Archery Championships.

Athletic training staff will be available beginning one (1) hour prior to the event and remain available throughout the day.

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.

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 in which you or a team member 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.

EMERGENCY ACTION PLAN (EAP)

KHSAA staff will, in consultation with the athletic training staff and venue personnel, develop an Emergency Action Plan (EAP) for this event and the plan will be available upon arrival from the athletic training staff.



If an athlete or fan is in need of emergency medical attention, contact the nearest KHSAA staff member, official, WKONA ATC or Ephram White Gymnasium staff so emergency medical services can be reached.

An AED will be located inside the gymnasium.

INCLEMENT WEATHER PROCEDURES

In the event of inclement weather, it is the duty of the KHSAA to make decisions in regard 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.

The safety of the public and participants will be the most important factor in any decision.

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 quickly penalize misconduct.

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

TRADEMARK, MEDIA RIGHTS, CORPORATE, TV AND RADIO

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.

Applications should be submitted by the editor or director at each organization and a link to do so is provided at the end of these instructions.

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

SCHOOL MEDIA CREDENTIALS

Each school is permitted one (1) school media pass at KHSAA State Championship events, valid only for 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 using Form SI103 which is included as a link at the end of these instructions.

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

INTELLECTUAL PROPERTY RIGHTS

The intellectual property, corporate, broadcasting and media rights to all state championship rounds of the KHSAA postseason championships 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.



BROADCAST/TELECAST/WEBCAST

At all levels of competition during postseason play, control of media access and location at those contests is with the KHSAA.

At the state level, all negotiations for rights to a delayed broadcast, as well as any live telecast, shall be initiated with the Communications Director, and shall be approved by the Commissioner of the KHSAA.

All rights to state events belong to the KHSAA, as such, there are necessary policies and restrictions concerning this event and these provisions will be vigorously enforced.

The KHSAA, through its agreement with the NFHS Network, is the only entity permitted to produce live video from State Championship events.

No other entity will be permitted to produce video, with the exception of approved media outlets solely recording highlights for news use.

No entity, including media members, may stream live video content during state level events including the use of social media products such as Facebook® Live and Periscope (via Twitter®).

FILMING

External power sources may not be used by patrons.

Spectators may film any portion of this competition from the confines of their defined spectator area, but may not in any manner transmit live video through any resource, including personal social media accounts. Violators are subject to removal.

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 display at the competition to purchase memorabilia.

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

POST EVENT

RESULTS

Results will be posted and announced at the competition site and on the KHSAA website.

TROPHIES AND AWARDS

The KHSAA will present awards for the following:

- Team championship trophies
- Team runner-up trophies
- Team third place trophies
- Team fourth place trophies
- Individual medals will be given to the top five (5) boys' and top five (5) girls' finishers

OFFICIAL KHSAA 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.



FINANCES AND EXPENSES

There is no school travel reimbursement for this event.

Member schools are responsible for all expenses incurred for participation.

The KHSAA underwrites the expenses of facility rental, security, first aid, officials and event workers.

IMPORTANT WEBSITE LINKS

[KHSAA Archery Website](#)

[Competition Rules](#)

[NASP Scoring Protocol](#)

[Tournament Schedule](#)

[Media Credential Request Form](#)

[School Media Credential Request Form](#)

[GoFan Advance Online Ticket Sales](#)

[Official KHSAA Championship Photos](#)