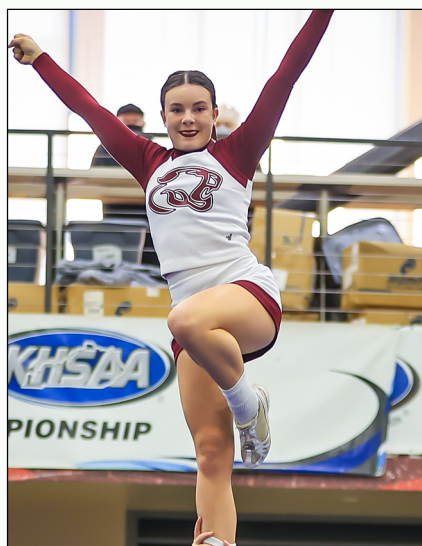




COMPETITIVE CHEER

2021-2022 REGIONAL COMPETITION INSTRUCTIONS FOR MANAGERS AND PARTICIPATING TEAMS





2021-2022 Competitive Cheer Regional Competition Instructions

Table of Contents

COVID-19 Guidance	3
Masks/Face Coverings	3
Public Health Protocols	3
Administrative and Venue Setup	3
Officiating (Rules)	4
Duties Summary Statement	4
KHSAA Contact List	5
Reference To Team Alignment/Declarations	5
Alignment	5
Declarations	5
Allowable Competition Dates	5
State Competition	5
Region Manager's Responsibilities	5
Tickets and Fan Admission	5
Complete Tournament Manager's Form	6
Host Site Administrator	6
Pre-Tournament Meetings	6
Contact Participating Schools	6
Development of Info Document for Participants	6
Future Regional Sites	6
Outside Providers/Vendors	6
Pre-Competition Meeting Model Agenda	6
Venue Logistics	7
COVID-19 Guidelines	7
Site Specifications	7
Entering Host Site	7
Sound System	7
Signage, Balloons, Noisemakers and Music	7
Water - COVID-19 Guidance	7
Entry, Rosters, Order, Scoring	7
Instructions for Competition Entry	7
Postseason Rosters	8
Substitutions/Limitations	8
Procedure for order of appearance draw	8
Scoring	8
Admission Into Venue	8
Participant Entry	8
Format of Event	8
Divisions and Routine Length	8
Time Schedule	9
Judging and Scoring	9
Ties	9
Tiebreaking Protocol for Standings	9
Points of Emphasis	9
Coaching Box	9
Official Results	9
Exhibition Performances	10
Procedure For Getting Judges and Fees	10
Bylaw 22 Reminder	10
Requirement to Accompany Team Members	10
Security	10
Medical Provisions	10
Emergency Action Plan	11
Inclement Weather Procedures	11
Stoppage/Postponement	11
Media and intellectual Property Rights	11
General Media Rights	11
COVID-19 Media Restrictions and Considerations	12
Radio Broadcasts	12
Telecast/Webcast Including NFHS Network Restrictions	12
Music Copyright	13
Event Merchandise	13
Post Event	13
Regional Results Submission	13

State Competition Qualifiers	13
Trophies	13
COVID Awards Presentation Protocol	13
Finances	13
Net Revenue	13
Competition Financial Report	13
Competition Costs	14
Important Website Links	14



Throughout these instructions, portions that are different from previous seasons, or changed due to COVID-19, have been highlighted yellow.

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2021-2022 Competitive Cheer Regional Competition Instructions

COVID-19 GUIDANCE

The KHSAA's complete "Healthy at Sports, Stage 4 - Perseverance, Guidance for Continued Practice and Competition During the Pandemic: Interscholastic Fall Sports" document can be found at the following link: <https://bit.ly/3jvElu7>

In addition to competitive cheer specific guidance, this document includes guidance for all sports, officials and media. The information in this document should be thoroughly reviewed by all managers, participants and spectators attending a district or regional tournament.

REMINDER - Anyone attending or participating in a KHSAA regular season or postseason event should review their symptoms before arriving. Those that are ill or displaying any symptoms of COVID-19 should stay home.

Guidance is broken into three areas:

- **REQUIRED**- These standards are required at all sanctioned contests.
- **RECOMMENDED**- These standards are best practices during all contests during the pandemic and are therefore recommended for all contests. In a few cases, these will be **STRONGLY RECOMMENDED**.
- **CONSIDER**- While these items are also best practices during this time, local site discretion should be exercised to determine if these items are practical and feasible for use at the contest.

All items in the document should be interpreted as "CONSIDER" for local consideration unless otherwise noted.

These differences in the guidance are necessitated by the differences in sports, facilities and geographic areas, which are pronounced during normal years and magnified this school year.

Masks / face covering information and portions of the competitive cheer specific section of the document are included below.

MASKS/FACE COVERINGS

Masks/ Face coverings for non-competitors and the requirements surrounding these items are a matter of local jurisdiction.

At minimum, any local or specific masking ordinance should also include a requirement for managers to post signage and make regular announcements.

COMPETITORS

- Due to safety concerns, competitors who are considered to be aerobically exercising should not be required to wear masks during competition.

NON-COMPETITORS

- Non-Competitors, in compliance with current KDPH and CDC guidelines are recommended to wear masks in all indoor settings unless otherwise exempted (e.g., cannot wear a mask due to disability), regardless of COVID-19 vaccination status.
- In compliance with [current KDPH K-12 education guidance](#), "In general, people do not need to wear masks when outdoors, though mask use may be considered in outdoor settings that involve sustained close contact with other people who are not fully vaccinated."

PUBLIC HEALTH PROTOCOLS

- Each member school and event host is expected to adhere to public health standards regarding isolation and quarantine as well as the adopted Return to Play Protocol in the event of a positive test in a participant or team staff member.

ADMINISTRATIVE AND VENUE SETUP

SETUP

Judges, officials, adjudicators, etc. shall be appropriately spaced to ensure proper social distancing.

THE HOST SCHOOL SHOULD:

Remind schools of the need to bring sanitizer, and consider having a supply in case of issues.

Limit the number of teams allowed to compete in each session.

Enforce social distancing requirements in spectator areas. (this is facilitated by limiting the number of teams per session)

Have sanitizer available to sanitize the mats or athlete's shoes in each warm-up area and main competitive floor.

Sanitize all officials' tables between sessions.



2021-2022 Competitive Cheer Regional Competition Instructions

COMPETITOR EQUIPMENT

Face masks/coverings are recommended in the warm-up areas and/or the main competitive floor for all athletes.

Athletes use their own water bottles during warm-ups and after the competition.

Team members should arrive dressed and ready for competition as dressing rooms should not be available.

SIGNING IN

Upon arrival, masks are recommended for teams entering the building.

Teams should be taken to the cafeteria or individual classrooms for holding and waiting for warmups.

In either scenario, the area should be sanitized before new teams are allowed to enter at the beginning of the next session (teams could be asked to stay on or near their bus if the host school chooses).

MAIN COMPETITION FLOOR

Host schools should provide an area for all teams to put their water bottle while they are competing.

Team huddles before taking the floor are strongly discouraged.

"On deck" and "in the hole" areas should be spaced as far apart as possible to maintain social distancing regulations.

Sanitizer should be available near coaches' chairs or the coaching box.

Wearing masks for officials is recommended.

Wearing masks for athletes is recommended but guided by other medical concerns concerning stunting.

AWARDS

Teams should stay separated from other teams while awards are being announced.

POST-COMPETITION

Teams should leave the host school as soon as their session has ended.

HOSPITALITY ROOMS

Boxed lunches should be available rather than open food for hospitality rooms.

Masks for workers in the hospitality areas are required.

COVID AWARDS PRESENTATION RECOMMENDED PROTOCOL

Utilize the following protocol for distribution of trophies at the district and regional tournaments:

Alternative One

- Individual Awards should be done with the presenter delivering the individual awards with the recipients in their own areas.
- Teams should remain in separate areas and remain there throughout the presentation.
- Have clearly defined protocols for social distancing between the team groups and the presenters during the presentations.
- Awards should be placed at a "neutral" location away from the teams.
- The trophy presenter should deliver the trophies and other awards to the team representatives in the gathering area and not permit teams to gather near the original awards location.

Alternative Two

- Leave trophies boxed and allow the winning and runner-up coach to pick them up one at a time as they leave the facility.
- Have any photos or gatherings outside of the facility.

OFFICIATING (RULES)

There shall be no penalty for a competitor choosing to wear a mask/face covering at any time. (REQUIRED)

DUTIES SUMMARY STATEMENT

Refer to the Kentucky High School Athletic Association Handbook rules and regulations governing competitive cheer competitions, which is included as a link at the end of these instructions.

You should familiarize yourself with these provisions and review them at your pre-event meetings to ensure understanding from the coaches and the management of a smooth event.



2021-2022 Competitive Cheer Regional Competition Instructions

Any required forms for your reports are included at the end of these instructions as links.

KHSAA CONTACT LIST

The primary contact for competitive cheer is Assistant Commissioner Sarah Bridenbaugh (sbridenbaugh@khsaa.org).

If Mrs. Bridenbaugh is for some reason not available, Associate Commissioner Butch Cope (bcope@khsaa.org) is the backup contact.

REFERENCE TO TEAM ALIGNMENT/DECLARATIONS

ALIGNMENT

Teams are aligned into eight (8) regions from the member schools in the 16 basketball regions as detailed in the KHSAA Competition Rules.

- Region 1 is basketball regions 1-2, Region 2 is basketball regions 3-4, etc.

The current alignment is available on the competitive cheer page of the KHSAA website and included as a link at the end of these instructions.

Only schools on the list of aligned teams are eligible to enter a regional competition.

If a team that isn't listed in the alignment desires to enter, contact the KHSAA office prior to accepting the entry.

There are four (4) regional sites in response to the number of declarations and to aid in judging panel logistics, but each region will compete separately.

DECLARATIONS

Schools were asked to declare their competition division by Oct. 1.

No changes to divisions may be made after that date.

ALLOWABLE COMPETITION DATES

The competitive cheer regional competition dates are November 6 and November 20.

- November 6
 - o Regions 1 & 2 (at Bowling Green)
 - o Regions 3 & 4 (at Valley)
- November 20
 - o Regions 5 & 6 (at Pulaski County)
 - o Regions 7 & 8 (at Breathitt County)

STATE COMPETITION

The 2021 KHSAA State Cheer Championships will be held on Dec. 10-11 at George Rogers Clark High School in Winchester.

REGION MANAGER'S RESPONSIBILITIES

TICKETS AND FAN ADMISSION

All regional competitive cheer competition tickets will be sold online via GoFan, the KHSAA's official digital ticket vendor.

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

All regional competitive cheer competition ticket prices are \$10 each per session, plus electronic transaction fees that are not received by the KHSAA.

Children five-and-under will be admitted free, but must still "purchase" the free ticket through GoFan.

No coaches' cards, KHSAA Administrator cards or officials' ID cards shall be honored at the gate.

GoFan's training page for buying and validating the tickets is included as a link at the end of these instructions and linked from the KHSAA website.



2021-2022 Competitive Cheer Regional Competition Instructions

No screenshots shall be honored at any time.

COMPLETE TOURNAMENT MANAGER'S FORM

Complete the Regional Competition Manager's Form (GE56) to provide general information about your event.

The manager should keep KHSAA staff informed of any changes to the form after it has been submitted.

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

HOST SITE ADMINISTRATOR

The KHSAA requires a competition administrator, other than the coach, at the host site. Since the coach needs to devote full attention to the team, someone other than the coach must deal with any outside difficulties.

PRE-TOURNAMENT MEETINGS

It is recommended that a meeting of all coaches be held prior to the start of the competition to discuss rules and procedures to help ensure a smooth event.

The use of a virtual meeting is permitted and recommended.

CONTACT PARTICIPATING SCHOOLS

Contact all schools in your region and inform them of your competition schedule, entry deadline and other pertinent information.

DEVELOPMENT OF INFO DOCUMENT FOR PARTICIPANTS

Develop an information document for participants, including the schedule of events as set by the KHSAA, any on-site meeting information, site specifics and directions to the venue.

This document shall include any COVID-19 requirements or adjustments made for the event.

FUTURE REGIONAL SITES

Information regarding future sites will be distributed by staff at a later time.

OUTSIDE PROVIDERS/VENDORS

Contact security and other outside providers/vendors and ensure that all other pre-tournament functions are complete.

PRE-COMPETITION MEETING MODEL AGENDA

- Call to order
- Designate someone to record minutes
- Discuss the "Healthy at Sports, Stage 4 - Perseverance, Guidance for Continued Practice and Competition During the Pandemic: Interscholastic Fall Sports" competitive cheer section <https://bit.ly/3jvElu7>
- The KHSAA will provide time schedules and ticket links for each regional competition
- Discuss future sites and remind interested schools to submit Form GE59 (Application for Hosting)
- Competition Rules review
- KHSAA staff will draw for order of appearance and make a copy of the order for all teams
- Discuss team party and participant admission (if fee is being charged)
- Remind coaches that all participants must appear on the online roster and be designated for postseason competition
- Discuss competition expenses (majority vote required if distribution to schools is to be made)
- Detail the security and emergency action plan
- Discuss medical needs/trainers
- PA, official scorer/scoresheets
- Sound System
- Auxiliary Workers: ticketing, programs, concessions, parking
- Facility rules, coaches area and other notes
- Discuss the inclement weather policy and plans



2021-2022 Competitive Cheer Regional Competition Instructions

- Review sportsmanship expectations for competitors, coaches and fans
- Discuss future sites

VENUE LOGISTICS

COVID-19 GUIDELINES

The host site is responsible for adherence to COVID-19 guidelines in accordance with normal home event procedures.

SITE SPECIFICATIONS

Prepare the facility for competition, making sure that mats are in place, including in the warm-up area.
Region Managers are responsible for securing an individual to perform the data entry for online scoring.
The scorer must have attended the Cheer Scorer's Training given by Varsity/UCA.
A laptop and printer should be set up at the main judges table for the tabulator.
Internet access is required for the submission of final results to the KHSAA.

ENTERING HOST SITE

Coaches and administrators should be given direct details about how to enter the region's host site.
This will allow for more organization on the day of the competition.

SOUND SYSTEM

Region Managers are responsible for securing a sound system with a CD/phone/tablet adapter.
Test the system with a technician and note any volume settings or adjustments.
Music must be played by an adult and not by an alternate, manager or student-athlete.
Another short test of the sound system should be done before teams are called out to the floor for competition.

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 inside the facility. These items include, but are not limited to: air horns, electronic amplifiers, portable sound systems, instruments that require additional electricity, game clock horns and whistles.
Artificial noisemakers (non-mechanical and non-powered) are not permitted at the facility and will be taken away if found.
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.

WATER - COVID-19 GUIDANCE

Participants are reminded to bring their own water bottles or use disposable single wax-lined cups.
Water bottles should not be shared.

ENTRY, ROSTERS, ORDER, SCORING

INSTRUCTIONS FOR COMPETITION ENTRY

Schools previously declared their competition division using KHSAA Form CC101 (Division Declaration Form) by Oct. 1.
This declaration was for the regional competitions, as well as state for those that advance. No adjustments will be permitted for any reason now that entries are posted.
Region Managers will be sent a list of participating schools with their declared divisions from the KHSAA as posted on the Association's website.



2021-2022 Competitive Cheer Regional Competition Instructions

The divisions shall be All-Girl (Small, Medium, Large, Super), Coed and Game Day.

All squads must qualify at the regional to advance to state.

Coed is comprised of squads with girls and one (1) or more boys participating.

All-Girl Small is 5-15 participants, All-Girl Medium is 16-19, All-Girl Large is 20-23 and All-Girl Super is 24-30.

Schools may enter squads in two (2) separate divisions, but they must be comprised of different participants.

Teams advancing from a region to state must compete in the same division at each level of the postseason.

POSTSEASON ROSTERS

Postseason roster 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 prior to the region deadline.

Schools must log into the KHSAA website and designate their postseason roster, which is separate from the regular-season varsity roster.

Only cheerleaders appearing on the school's postseason roster as of the first date of the postseason are eligible to participate in any round. No additional student-athletes 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 cheerleaders.

This roster information is also used for advance preparations for state qualifying squads.

SUBSTITUTIONS/LIMITATIONS

Additional competitors over the division limits may be entered on the KHSAA postseason roster in case of an injury or other circumstances.

This must be done by the beginning of the day of the regional competition. Rosters are closed and no additions are permitted after that time.

Reference the Injuries During Competition section of the Competition Rules for clarifications on that substitution process.

PROCEDURE FOR ORDER OF APPEARANCE DRAW

KHSAA staff will draw for order of appearance and distribute the schedule to the Region Managers, as well as posting on the KHSAA website.

SCORING

Seven (7) UCA licensed judges will be used to score each division as outlined in the Competition Rules.

ADMISSION INTO VENUE

PARTICIPANT ENTRY

Host schools should communicate with participating schools the process for entering the venue.

FORMAT OF EVENT

DIVISIONS AND ROUTINE LENGTH

Regional competitions are comprised of routines lasting two minutes and 30 seconds (2:30) in the following divisions:

- All-Girl Small, All-Girl Medium, All-Girl Large, All-Girl Super and Coed.

Game Day routines last three minutes (3:00).

TIME SCHEDULE

It is the responsibility of the Region Manager to distribute the schedule sent by the KHSAA to the competing schools.

JUDGING AND SCORING

Competitions and scoring will be conducted in conjunction with Varsity Brands, Universal Cheer Association (UCA) provisions utilizing UCA appointed and KHSAA approved personnel.



2021-2022 Competitive Cheer Regional Competition Instructions

One of the seven (7) assigned judges will serve as the supervisor of judges that will resolve questions at each regional.

While Varsity/UCA rules are used, there will be no video review for scoring or timing questions.

All scores by judges are final.

A link to scoresheets and their explanations is included at the end of these instructions.

Region Managers are responsible for sharing judges' scoresheets to competing coaches utilizing a non-touch procedure (i.e. electronic) as copies shall not be distributed at the site.

Region Managers are reminded to maintain the original scoresheet for records.

TIES

Ties will be broken by the judging panel in accordance with UCA NHSCC adopted provisions.

- In the event of a first place tie, the team with the lesser deductions will be awarded first place.
- In the event of a first place tie, If the deductions remain equal, the tie will not be broken and both teams will be awarded first place.
- All other ties in each division or group will remain.

TIEBREAKING PROTOCOL FOR STANDINGS

In all sports and sport-activities where tabulated scores are used for placement, once the standings are determined, ties are only broken for first place, and then only if it's specific within the basic rules of competition.

In the event of a tie, all tied competing teams will receive the same place (including the need for ordering duplicate awards) and the next team/individual will receive the position that would be ranked next after all of the ties.

- For example, a team finishing 1st, and three teams tied for 2nd would show in the standings as follows: 1st place, three in 2nd place and the next team in the standings would be in 5th place.

POINTS OF EMPHASIS

COACHING BOX

Each regional site will have a "coaching box" with a maximum of six (6) seats.

Each participating school can decide who will occupy these seats during their performance, as long as it doesn't exceed six (6) total (i.e. two (2) alternates, four (4) coaches, or three (3) alternates, three (3) coaches).

As a reminder, in accordance with the Universal Cheer Association's (UCA) Championship Rules, it is required that each team has a responsible adult at the music station that knows the routine and music (no alternates or team members allowed) and is not in the coaching box.

This representative is responsible for pressing "play" and should not be one (1) of the six (6) individuals occupying the coaching box.

OFFICIAL RESULTS

Results announced after a performance are not considered final until they are printed using the Varsity/UCA scoring software.

Coaches will receive an electronic copy of their individual scoresheet from the judges and team scores will be published on the KHSAA website as well.

EXHIBITION PERFORMANCES

Due to COVID-19 restrictions, there will be no outside group exhibition performances.

PROCEDURE FOR GETTING JUDGES AND FEES

Varsity/UCA will handle the assignment of judges.

Region Managers will receive the listing from Varsity's Hank Light (hlight@varsity.com).

Regional judges are paid \$150 each, which includes mileage. The KHSAA will issue payment for the judges following the competition.

Timers (1 music, 1 routine) are to be secured by the Region Managers.



2021-2022 Competitive Cheer Regional Competition Instructions

Pay for these individuals is a local decision.

- The KHSAA will issue the payment for these individuals.

Any housing requests from judges must be approved by Assistant Commissioner Bridenbaugh.

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.

SECURITY

It is the responsibility of the Region Manager to secure adequate police protection and other security precautions as necessary.

While many schools have adequate measures in place regarding safety and security at athletic contests, all members are reminded of the importance of this provision.

The National Federation continues to remind all state associations of the importance of member schools understanding the necessity for adequate security.

Crowd control is important and we ask schools to take every precaution to protect the athletes, fans and general public. The Region Manager should ensure the supervision of fans, watching for inappropriate behavior. During sportsmanship announcements, remind fans that foul language and harassment of officials is strictly prohibited.

While acknowledging the expense of security, it is noted that this shall be an integral part of your planning process and is a KHSAA requirement at postseason contests.

MEDICAL PROVISIONS

The host school is responsible for securing medical coverage for the event, including athletic trainers and alerting local ambulance service to serve in an on-call status if such cannot be present at the competition site.

There is no requirement that an ambulance be on site for all play, however the local administering agency shall be notified in advance and placed "on call" if an ambulance is not available on site.

It is strongly recommended that the authorized medical coverage be staffed by individuals who can determine whether or not a suspected concussion has occurred per 160.445(3)(a) and the KHSAA Board of Control policies, page 10 of the document.

Any fees associated with providing medical coverage should be taken from gate receipts prior to any distribution.

The KHSAA has long recommended, and continues to recommend, that medical coverage be present at all athletic practices and contests.

Due to the unique skill set of Certified/Licensed Athletic Trainers it is recommended that one of these individuals be present at all practices and contests.

It is also strongly recommended that the member schools utilize only Certified/Licensed Athletic Trainers per the Kentucky Board of Medical Licensure, and not members of any other vocation making this claim but without this legal designation.

While acknowledging the expense of providing a Certified/Licensed Athletic Trainer, it is nonetheless noted that this shall be an integral part of your contest planning process.

EMERGENCY ACTION PLAN

All region hosts shall adhere to the KHSAA guidance document in the event that a COVID-19 symptomatic individual is detected at the event.

Each Region Manager is expected to have and maintain an emergency action plan for their tournament which shall be practiced and referred to prior to the event.

Before the start of the tournament, the Region Manager should identify themselves and establish a designated area where they can be reached in the event of an emergency.



2021-2022 Competitive Cheer Regional Competition Instructions

INCLEMENT WEATHER PROCEDURES

STOPPAGE/POSTPONEMENT

It's the duty of the Region Manager, in consultation with the officials, participating teams and the KHSAA, to make decisions regarding re-start or re-scheduling.

In the event of stoppage or postponement, all parties must work together to ensure that all teams, media outlets and schools are properly notified.

While it's imperative that Region Managers adhere to the scheduled postseason dates, the safety of all parties involved is always the top priority.

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.

In general, management of the execution of those assignments is assigned to the host KHSAA school's game manager.

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

No member school can sign an exclusive agreement for a postseason round (district, region, section, semi-state, quarterfinal) without agreement between the schools and approval from the KHSAA, including full compliance with NFHS Network restrictions and the KHSAA's participation within that network.

At all levels of KHSAA sponsored postseason events, including district, regional, semi-state, quarterfinal and state competition, managers shall make allowances for television media to record video of the contests, without pay 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, semi-state, quarterfinal and state competition, managers are encouraged to make allowances 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 tournament manager 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 tournament manager 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 tournament manager 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 and re-sell them to anyone, including team members, the families or the general public.

COVID-19 MEDIA RESTRICTIONS AND CONSIDERATIONS

Media access may be limited, especially if there are capacity limits.

Establish a limit on the number of credentialed media members at each event (number of passes per outlet, priority to those who regularly cover, home/visitor split, etc.).

Encourage media members to RSVP in advance of the event so that you can allocate space accordingly and grant access to any media on a "waiting list."

No non-working individual may be in the working press area, including spouses, family members, and others.

Interview opportunities may be limited during the week.

Disseminate as much information online as possible (limit handouts).

Incorporate easily identifiable credentials to ensure only authorized personnel are in restricted areas.

If radio space is limited to the home team, try to facilitate a shared feed of the home team's broadcast if possible.



2021-2022 Competitive Cheer Regional Competition Instructions

Interviews should only be conducted if social distancing protocols can be followed.

Be mindful that no agreement can be made exclusive per adopted regulation, which precludes an audio broadcast by the visiting team.

RADIO BROADCASTS

A broadcast, as used in these instructions, is a non-video, audio only, live or delayed account, including play by play, of any contest.

The participating teams must agree on what, if any, rights fee is to be charged to a radio station broadcast team (radio or online) or outlet (radio or online) broadcasting the event.

This fee is to be included in the gross revenue prior to distribution and is payable to the host school.

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.

For district and region play, a fee schedule shall be approved annually by the Commissioner for any telecast/webcast and only those outlets paying such fee in advance shall be permitted to originate a telecast or webcast. The mandated, minimum fee will be published on the KHSAA website.

For district and region play in all KHSAA sports, a majority vote of the participating schools may set a higher fee than the required minimum and such vote may also recommend to the KHSAA that no broadcast be approved.

Any approved webcast (or telecast simulcast on a website) shall require the originator to provide a link to the telecast/website not less than 24 hours prior to the origination of the contest, and such link shall permit the Association to add the content to the NFHS Network menu of contests.

Failure of any approved webcast (or telecast simulcast on a website) to provide a link for inclusion on the NFHS Network will result in denial of approval.

The KHSAA is the only entity permitted to produce live or delayed video from state championship events including semi-state, 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 host manager or school may approve live webcast or telecast of a contest, such requests shall be referred to Communications Director of the KHSAA.

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

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

MUSIC COPYRIGHT

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

EVENT MERCHANDISE

If desired by the Region Manager, TEAM IP (Official KHSAA Merchandise Vendor) may be contacted about ordering event merchandise to be sold at the regional tournament.

Contact the KHSAA for more information or indicate accordingly on the Regional Manager Information form.



2021-2022 Competitive Cheer Regional Competition Instructions

POST EVENT

REGIONAL RESULTS SUBMISSION

Region Managers are asked to email complete results to cheerresults@khsaa.org immediately following the event to be published on the KHSAA website.

STATE COMPETITION QUALIFIERS

State qualifier details will be determined and posted on the KHSAA website prior to the first regional date.

TROPHIES

The KHSAA Board of Control has contracted with Riherds.com of Smiths Grove, Ky., to supply the official KHSAA trophies/awards for the 2021-22 tournaments.

You will receive email notification on the shipping, please select the button within that email to confirm receipt.

Upon arrival, open trophy boxes immediately and inspect them. Report any breakage or missing items directly to Riherds at 1-800-274-4373 or email at khsaa@riherds.com.

The cost of the trophies will be paid for by the KHSAA from the GoFan digital ticket revenue.

- The cost for regional trophies is \$76.38 for each winner and runner-up per division. If a region has all eight (8) divisions, the total cost will be \$916.56, not including shipping.

If a school withdraws after Oct. 1, the region is responsible for the cost of any unused trophies. They cannot be shipped back to prevent being billed the full amount.

The package, shipped directly to the host school from Riherds.com, should consist of the following:

- One (1) first place team trophy for each division, provided there are entries.
- One (1) second place team trophy for each division, provided there are entries.
 - o No additional awards, ribbons or banners are permitted.

COVID AWARDS PRESENTATION PROTOCOL

Any awards ceremonies should follow the guidance listed on Page 4 under "COVID Awards Presentation Recommended Protocol."

FINANCES

NET REVENUE

All revenue, after expenses for workers, judges, trophies, awards and other approved expenses, will be directed back to the host school.

COMPETITION FINANCIAL REPORT

All Region Managers shall submit a financial report to the KHSAA at the conclusion of the competition by filling out Form GE51 (Regional Tournament Financial Report).

The forms, included as links at the end of these instructions, must be received no later than three (3) weeks following the competition. Forms may be emailed to sbridenbaugh@khsaa.org.

COMPETITION COSTS

Finances and expenses are handled by the host school within policies adopted by the member schools.

Schools competing at the regional competition shall agree, in advance, to all financial provisions for the distribution of proceeds or allocation of loss.

Managers may require an advance payment from each competing school to be prepared for costs in advance of the competition and if such is required, shall fully disclose any plan for return of excess of fees over expenses when reconciling the event.

If there is a dispute, contact the Commissioner's office.



2021-2022 Competitive Cheer Regional Competition Instructions

IMPORTANT WEBSITE LINKS

- [KHSAA Competitive Cheer Website](#)
- [Competition Rules](#)
- [Healthy at Sports, Stage 4 - Perseverance, Guidance for Continued Practice and Competition During the Pandemic: Interscholastic Fall Sports](#)
- [NFHS Understanding Copyright and Compliance Course](#)
- [Competitive Cheer Alignment](#)
- GE51 - Regional Competition Financial Report ([DOCX](#)) ([PDF](#))
- [GE56 - Regional Tournament Manager Form](#)
- [GE58 - Regional Site Selection Plan](#)
- CC106 - Routine Timer Form ([DOCX](#)) ([PDF](#))
- CC107 - Audio Timer Form ([DOCX](#)) ([PDF](#))
- CC108 - Order of Appearance Form ([DOCX](#)) ([PDF](#))
- [UCA Cheer Judging Sheets and Information](#)
- [GoFan Digital Event Tickets](#)
- [GoFan Ticket Training](#)