

# ***CROSS COUNTRY***

**2020 STATE CHAMPIONSHIPS INSTRUCTIONS  
FOR PARTICIPATING TEAMS AND FANS**

***DRAFT***

**THE INFORMATION INCLUDED WITHIN  
THESE INSTRUCTIONS IS TENTATIVE AND  
SUBJECT TO CHANGE**



# 2020 State Cross Country Championships Instructions

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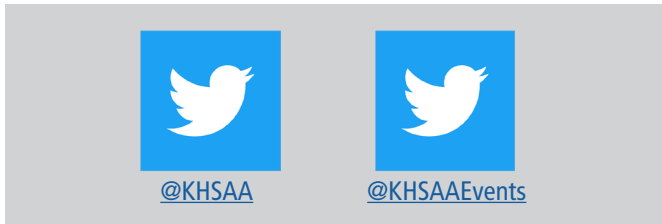
**Throughout these instructions, portions that are different from previous seasons, or changed due to COVID-19, have been highlighted yellow.**



2280 Executive Drive | Lexington, Ky., 40505 | [www.KHSAA.org](http://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
- Physical Plant Director ..... Roy Tatum





## 2020 State Cross Country Championships Instructions

### BRIEF WELCOME

Congratulations on behalf of the Kentucky High School Athletic Association Board of Control and staff for advancing to the 2020 KHSAA State Cross Country 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

The primary contact for cross country is Assistant Commissioner Sarah Bridenbaugh ([sbridenbaugh@khsaa.org](mailto:sbridenbaugh@khsaa.org)).

If Mrs. Bridenbaugh is for some reason not available, Assistant Commissioner Darren Bilberry ([dbilberry@khsaa.org](mailto:dbilberry@khsaa.org)) is the backup contact.

Media inquiries should be directed to Communications Director Joe Angolia ([jangolia@khsaa.org](mailto:jangolia@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.

### COVID-19 GUIDANCE

The KHSAA's complete "Healthy at Sports, Stage 3 - Performance, Return to Competition: Considerations for Fall Sports" document for cross country can be found at the following link: <https://bit.ly/32XcW1g>.

In addition to cross country specific guidance, this document includes guidance for all sports, officials and officiating, COVID-19 Medical Evaluation and Return-to-Play protocol, as well as the KHSAA's COVID-19 Return to Play Form. The information in this document should be thoroughly reviewed by all administrators, participants and spectators attending the state meet.

REMINDER - Any individual with symptoms of COVID-19 or failing the required temperature check will not be admitted.

### MASKS, FACE COVERINGS AND SOCIAL DISTANCE

#### Public Health Standards and General Areas of Consideration for Both Practices and Contests by Students, Staff and all Involved

#### BASIC MASK/FACE COVERING INFORMATION

All individuals entering a venue before, during, and after a contest shall wear a mask/face covering. (REQUIRED)

Failure to adhere to the mask/face covering requirement will be grounds to be removed from the premises without refund for ticketing.

All administrators, spectators, workers, coaches and non-competitors (including substitutes and sideline cheerleaders shall wear a mask/face covering at all times. (REQUIRED)

Only the exercising athletes and assigned contest officials in the game on the court/field/mat at that specific moment are exempt from wearing a mask/face covering at all times. (REQUIRED)

A "gaiter" with multiple layers of cloth complies with this requirement provided it is properly worn covering the nose and mouth when the player is not participating and can easily slip down around the neck during participation. (RECOMMENDED)

A splash shield attached inside a football helmet covering both the upper and lower parts of the inside of the helmet to cover the nose and mouth complies with the requirement provided the helmet is being worn. (CONSIDER)

Anyone who is not engaged in strenuous physical activity is to be wearing a mask/face covering. (REQUIRED)

All spectators must wear masks unless they are eating or drinking at the moment, or seated more than six-feet away from all other spectators and only seated with individuals who reside in the same household.

If these individuals move to another venue location, they are to wear masks when moving.

Being more than six-feet away from other individuals does NOT waive the requirement to wear a mask unless all of the group resides in the same household.

#### MASK/FACE COVERINGS DURING WORKOUTS, PRACTICES AND COMPETITIONS BY ATHLETES

A mask/face covering is permitted for all participants at any time.

If a mask becomes saturated with moisture from breathing or sweat, a coach or athlete should be changed you need to change into a dry mask as a wet mask is less efficient at filtering bacteria and viruses.



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Masks should only be worn once during practice, workouts, or competition and then replaced with a fresh mask.

All reusable cloth masks should be cleaned ideally in a washer with hot water and soap and then dried before the next use.

Ironing a cloth on the highest setting possible for the material can also assist with disinfection after washing and drying.

There are now multiple commercial reusable mask options available for use during exercise.

### **SOCIAL DISTANCING (ALL REQUIRED WHERE PRACTICAL AND FEASIBLE)**

Social distancing of at least 6 feet shall be maintained at all times, where feasible.

No hugging, high fives, shaking hands, or fist bumps for support/encouragement.

Behavior shall be modeled by adults, who must insist on compliance by students.

Social distancing shall be maintained during the National Anthem and on sidelines.

Outdoor sports may need to extend bench areas to permit social distancing.

Indoor sports may need to use lower-level bleachers or multiple levels of seating to ensure social distancing among team members before addressing attendees.

Be mindful as we teach the students, it won't be like this forever!

### **CROSS-REFERENCE TO OTHER GUIDANCE**

While this section deals with sports-specific guidance, all involved in the athletic program are expected to reference all guidance standards, including the many that may be non-sports specific.

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.
- **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.

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

Portions of the cross country specific section of the document are included below.

### **ADMINISTRATIVE AND COURSE SETUP**

#### **PRE-MEET**

Restrooms will be cleaned and disinfected between classes. (CONSIDER)

Team entry is not to exceed 10 runners, the current postseason roster limitation. (REQUIRED)

#### **CONDUCT OF RACES**

No items (water bottles, clothing, etc.) are to be left at the starting line. (REQUIRED)

#### **PRE AND POST RACE**

Athletes shall wear masks/face coverings in the team staging area, corral, and until the start of the race. (REQUIRED)

Runners may remove their mask/face covering when called to the starting line by the starter, but the mask/face covering should not be discarded. (REQUIRED)

Social distancing protocols will be enforced for pre and post-contest activities. (REQUIRED)

Mass awards ceremonies have been eliminated. (REQUIRED)

Meet results will not be posted at the venue as all results are to be posted online, sent by email, and/or mail. (REQUIRED)



## 2020 State Cross Country Championships Instructions

### OFFICIATING (MECHANICS) (ADOPTED FOR 2020-21)

It is strongly recommended that starters utilize their own starter pistol or electronic starting device; or if he/she uses starting equipment owned by the school, it should be sanitized before the first use, and following any use of the equipment by any other person.

Officials shall follow all social distancing guidelines (pre and post-meet conferences, clerking at the start line, tabulations, etc.).

Rule 8-4-5: Clerking shall be done at the starting line to avoid congestion.

Rule 8-4-3: Only the referee shall attend the pre-meet meeting (without the presence of the starter or captains).

- The meeting (if it cannot be held virtually ahead of time) shall be limited to a single coach from each team, and multiple meetings may be needed to ensure proper physical distancing is maintained.

### OFFICIATING (RULES) (ADOPTED FOR 2020-21)

Rule 8-3: Staggered, wave, or interval starts are permitted.

Rule 4-3: Athletes are permitted to wear gloves and/or masks/face coverings during competition with no restriction on color or type.

## QUALIFYING FOR PARTICIPATION IN CHAMPIONSHIPS

The qualifying process for 2020 shall be:

- One (1) full team enters the region meet, one (1) team advances
- Two (2) to three (3) full teams enter the region meet, two (2) teams advance
- Four (4) to five (5) full teams enter the region meet, three (3) teams advance
- Six (6) to seven (7) full teams enter the region meet, four (4) teams advance
- Eight (8) to Ten (10) full teams enter the region meet, five (5) teams advance
- Eleven (11) or more full teams enter the region meet, six (6) teams advance

After the qualifying teams are determined at a region, the top five (5) individuals not on qualifying teams will advance to the state meet as individuals.

If your team or an individual from your school qualifies for state, there is no additional formal entry process.

The region results serve as state entries.

## COMPETITION DATES, LOCATION AND SCHEDULE

### STATE CHAMPIONSHIPS - FRIDAY, OCT. 30

#### Class 2A Boys

- 3:55 p.m. - Wave 1 report to the starting line
- 4 p.m. - Start wave 1, wave 2 report to the starting line
- 4:05 p.m. - Start wave 2, wave 3 report to the starting line
- 4:10 p.m. - Start wave 3

#### Class 2A Girls

- 4:55 p.m. - Wave 4 report to the starting line
- 5 p.m. - Start wave 4, wave 5 report to the starting line
- 5:05 p.m. - Start wave 5, wave 6 report to the starting line
- 5:10 p.m. - Start wave 6

### STATE CHAMPIONSHIPS - SATURDAY, OCT. 31

#### Class 1A Boys

- 10:25 a.m. - Wave 1 report to the starting line
- 10:30 a.m. - Start wave 1, wave 2 report to the starting line
- 10:35 a.m. - Start wave 2, wave 3 report to the starting line



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- 10:40 a.m. - Start wave 3

### Class 1A Girls

- 11:25 a.m. - Wave 4 report to the starting line
- 11:30 a.m. - Start wave 4, wave 5 report to the starting line
- 11:35 a.m. - Start wave 5, wave 6 report to the starting line
- 11:40 p.m. - Start wave 6

### Class 3A Boys

- 3:25 p.m. - Wave 1 report to the starting line
- 3:30 p.m. - Start wave 1, wave 2 report to the starting line
- 3:35 p.m. - Start wave 2, wave 3 report to the starting line
- 3:40 p.m. - Start wave 3

### Class 3A Girls

- 4:25 p.m. - Wave 4 report to the starting line
- 4:30 p.m. - Start wave 4, wave 5 report to the starting line
- 4:35 p.m. - Start wave 5, wave 6 report to the starting line
- 4:40 p.m. - Start wave 6

## VENUE AND ADDRESS

Bourbon County Cross Country Course  
1054 Millersburg Rd., Paris, Ky., 40361

## TICKETS AND FAN ADMISSION

### TICKETS

All state cross country championship tickets will be sold online via GoFan, the KHSAA's official digital ticket vendor.

Fans are encouraged to purchase their tickets before they arrive to help ensure a smooth entry.

Tickets will be limited to two (2) per entered athlete.

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

All attendees will be subject to a temperature check prior to entering the venue.

A link for fans to purchase the digital tickets will be emailed to the Principal, Athletic Director and Head Coach of each participating school to be distributed.

After a special pre-sale period, any remaining tickets will be available to the public through [khsaatickets.org](https://khsaatickets.org).

All state cross country championship ticket prices are \$12 each, plus fees.

Any charges for parking will be included in the ticket fee.

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 will be honored at the gate.

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

Once entering the gate, there will be no readmittance without the purchase of a new ticket.

### FAN ADMISSION

Everyone must enter and exit through the admission gate which will open at 3 p.m. ET on Friday, Oct. 30 and at 9:30 a.m. for the 1A races and again at 2:30 p.m. for the 3A races on Saturday, Oct. 31.

Each class of races is its own ticketed event on Saturday, Oct. 31 and the park will be cleared of all patrons between classes.

To ensure the safety and protection of patrons and participants, as well as the pets themselves, there are no pets allowed in the area around the state cross country championships, beginning with the parking area.



## 2020 State Cross Country Championships Instructions

### PRE-EVENT LOGISTICS

#### CONFERENCE CALL

There will be a brief web conference for participating coaches and athletic directors at 9:30 a.m. ET on Wednesday, Oct. 28.

Schools will be sent additional instructions regarding the call via email following the regional meets.

Participants can set up from any location to join the conference and are encouraged to join by computer with the ability to see the video to view pertinent information, maps, etc.

It is not necessary that the participants have the camera functions on their computer enabled to be seen by other participants.

#### PRE-RACE, ON-SITE MEETING

There will be no pre-race meetings at the event, so it is advisable to use the conference call to ask any questions.

#### TEAM PACKETS

Upon arrival at the team check-in tent, head coaches will receive a packet containing the following items:

- Participant bib numbers with chips, which provide admission for all races.
- Up to two (2) credentials for certified coaches to access the course.
- A single credential without course access will be provided for other certified coaches from the KHSAA database in the team packet.
- Course map
- Race schedule

#### LODGING

Lodging is not assigned for teams or individuals participating in the state cross country championships.

Schools are responsible for all travel expenses, including lodging, for participation in the event.

Teams are advised to have the 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.

If needed, the KHSAA has contracted with a local hotel for teams:

- Clarion Hotel and Conference Center North, 1950 Newtown Pike, Lexington, Ky., 40511, where the room rate will be \$89.

#### PARKING

On-site personnel and signage will direct all vehicles to the proper parking areas.

Bus overflow parking will be at the Paris Stockyard.

Reloading after the meet will require patience, cooperation and adherence to the directions of identified personnel.

#### BYLAW 22 - REQUIREMENT TO ACCOMPANY

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.

### POSTSEASON ROSTERS, LIMITATIONS AND SUBSTITUTIONS

#### POSTSEASON ROSTERS

Schools have previously logged into the KHSAA website and designated the postseason roster, which is separate from the regular-season varsity roster.

Roster revisions had to be made before the first date of the postseason when online rosters were closed and considered final.

Only the 10 runners listed on the region entry are eligible to participate in any round.

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



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### LIMITATIONS AND SUBSTITUTIONS

Teams may enter a maximum of 10 runners, of which seven (7) will be designated to compete at check-in.

The original roster (maximum of 10 runners) also serves as the only available list for the state meet.

Substitutes for individual qualifiers at the state meet are not allowed, and state declared entrants must come from the 10 runner roster.

### ADMISSION INTO VENUE

#### TEAM ENTRY

The team check-in tent will open for 2A schools at 2:30 p.m. ET on Friday, Oct. 30 and at 9 a.m. for 1A schools and 2 p.m for 3A schools on Saturday, Oct. 31.

Teams attempting to enter early will not be allowed and must remain socially distant from other coaches and teams at all times.

#### PARTICIPANT ENTRY

Participants should plan their arrival to their race's start time accordingly as no race will be delayed to allow for arrival of an athlete.

All team members must stop by the temperature check tent prior to picking up a team packet.

At check-in, coaches will declare the seven (7) competing runners from the eligible 10-member roster.

Any student-athletes brought to the event in addition to the 10-member roster will be directed to the main entrance to purchase a ticket.

Each runner will be issued a competitor number and is responsible for maintaining it at all times.

Numbers shall be worn on the front of the jersey and will have a bib chip.

There is no need to return unused bib chips and numbers.

Athletes are to keep the bib for admission purposes, but may only access the course for their team's race.

A max of two (2) coaches per school will be permitted on the course with a visible credential.

#### COACH ENTRY

Coaches listed on the KHSAA school page that have completed all of the Bylaw 25 coaching requirements will be given either a course access or non-course access credential in their team packets.

### VENUE LOGISTICS

#### PRACTICE

There will be no practice times available this year.

#### DRESSING/LOCKER ROOMS

There will be no dressing facilities at the site.

Participants should arrive dressed and ready to compete.

#### TEAM AREA/TENT CITY

No tents are to be used by teams at the park as the use of tents creates a gathering spot that will not promote social distancing.

Grills and fire pits are not permitted.

Food vendors will be located on site both race days, over which the Association does not control price or availability.

#### SIGNAGE, BALLOONS AND NOISEMAKERS

Signs/banners are permitted to be carried by fans at the facility, but must be of good taste and sportsmanship.

The signs/banners must be handheld.

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





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Amplified noisemakers or items that replicate game management cues are not permitted inside the venue.

These restricted 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 permitted provided they do not interfere with meet administration, however, the admittance of the items is a venue specific decision.

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-meet, natural and planned breaks/timeouts and when the clock is stopped and the race is not being contested.

### CONDUCTING THE EVENT

#### STATE QUALIFIERS

Qualifiers for the state meet will be released by the KHSAA once all results are received on Sunday prior to the State Meet.

#### STATE MEET OFFICIALS

Officials and most workers presiding over the meets are licensed and assigned by the KHSAA.

Select officials and workers will have a mandatory virtual meeting with Meet Director Tim King and Assistant Commissioner Bridenbaugh on Tuesday, Oct. 27 at 7 p.m. ET.

#### COURSE SPECIFICATIONS

National Federation specifications (Track and Field Rule 9) will be utilized without exception.

The course will be approximately 5,000 meters for both boys and girls.

#### LOST/MISPLACED NUMBERS

In the case of a lost bib number:

- Complete form at the team check-in tent.
- Upon verification, meet staff will sign the form authorizing replacement.

All replacement numbers will incur a \$12 charge per number, paid by credit card only.

### RULES POINTS OF EMPHASIS/CLARIFICATIONS

#### RULES CLARIFICATIONS

Please refer to the Competition Rules on the KHSAA website.

Appeals, only for issues for which the NFHS rules specify are appealable, are to be submitted to the meet director, who will present the appeal to the appropriate referee.

Per the NFHS Track & Field Rules Book, the jury of appeals shall be the final authority.

Appeal sheets are available at team check-in.

#### APPEAL PROCEDURE

If, after the appeal has been made to the meet director, the coach still feels that the terms and conditions of competition or the application of the rules have been misapplied or misinterpreted, a written appeal shall be made to the jury.

Situations which are subject to appeal include, but are not limited to:

- Misapplication of the rules, which must be filed within 10 minutes after the announcement of race results.
- Correction of clerical or team scoring errors which may be corrected up to 48 hours after the end of the meet, unless another time period is specified in advance by the games committee or meet director.
- Correction of meet results involving an ineligible participant which may be made at any time when discovered.
- Failure to follow a procedure contained in the terms and conditions of competition announced in advance by the games committee or meet director.
- This would include such items as the time schedule, the number of qualifiers to advance, number of trials, etc.



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The following are non-appealable situations per NFHS rules:

- Any judgment decisions pertaining to violations or alleged violations of the rules.
- A decision made by the finish judges or timers that does not involve misapplication of a rule, or the terms and conditions of competition.
- Whether a start is fair and legal.

If a coach wishes to appeal a situation, the appeal must be put in writing and submitted immediately (within 10 minutes) after the situation occurs.

Only the head coach shall submit the appeal to the Meet Headquarters Trailer where the Meet Director will process.

The jury of appeals shall be the final authority.

### WAVES/STAGGERED STARTS

The state meet will utilize wave (staggered) starts and there will be a total of three (3) waves in each class and gender. The boys will compete first in waves numbered 1, 2, 3, and girls will compete in waves numbered 4, 5, 6 in each class.

For each of the three waves, starting boxes will be assigned to waves using the following criteria:

- The region champion team and region runner-up team from each region will be in the first wave. The 1st and 2nd place individual runners from each region will also be in the first wave.
- The second wave will contain the 3rd and 4th place teams from each region as well as the 3rd and 4th place individuals from each region.
- The final wave will be the remaining qualifying teams and 5th place individuals from each region.

### GOLF CARTS

Teams are not permitted to bring carts.

## HEALTH INFORMATION

### ATHLETIC TRAINERS

The Association will use the services of University of Kentucky Sports Medicine, as well as Mediport, to provide trainers for the state meet.

The medical tent is located near the main finish line trailer (past the finish chute).

In addition, several volunteer medical professionals will also be on hand.

Trainers will be available for 45 minutes before each race for assistance as well as during and after each competition.

Coaches and athletes are reminded to bring their own water bottles as they should drink plenty of water throughout the day, particularly if it is warm.

### 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.

Ambulance services will be on call.

Athletes should warm up in the designated warm-up area only.

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

Athletes and school representatives may not bring in implements from other sports (Frisbees, footballs, nerf balls, baseballs,



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soccer balls, softballs, etc.) as space is limited and safety is minimized if these activities occur.

Schools will be fined or penalized for failing to properly supervise the athletes if such implements are brought on site.

### EMERGENCY ACTION PLAN

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, trainer or venue staff so emergency medical services can be reached.

An AED will be located with the Mediport trailing vehicle, at the KHSAA ticket booth and at the starting line.

### INHALERS

National Federation rules allow for the use of an inhaler in the area of a cross country meet, but only with the written permission of a physician.

If an athlete is to be involved in a cross country competition and must use an inhaler or have one available, Form XC120 (Medical Information - Inhaler) must be completed and presented to the referee during the clerking process.

This form should be duplicated as the officials have been instructed to keep a copy on file in case of the need to produce the documentation at the end of the event.

### INCLEMENT WEATHER PROCEDURES

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

Competition must be delayed at the first sight of lightning or sound of thunder and the site should be cleared of all persons immediately by event administration.

If it is anticipated that the storm will pass, the competition may be resumed no sooner than 30 minutes after the last sight of lightning or the last sound of thunder.

Should evacuation become necessary, directions will be given by KHSAA staff and Bourbon County Police, as well as meet officials.

Should the meet be suspended, the following procedure will be utilized for resuming the schedule:

- When the decision is made to resume the meet, KHSAA staff and/or meet staff will patrol the parking lots announcing the time the meet will be resumed.
- When resumed, there will be a 15-minute warm-up and waiting period prior to the first call.
- Once resuming a race, the meet will continue on the original, standard time schedule.

The Heat Index Program, as posted on the KHSAA website, will be followed by officials as well in conjunction with the certified athletic trainer hired to work the event in monitoring of the Heat Index.

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

### MEDIA AND INTELLECTUAL PROPERTY RIGHTS

#### 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 and for taking non-commercial pictures for yearbooks, school publications, etc.



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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.

### **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.

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

### **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.

At all levels of KHSAA sponsored postseason events, including district, regional, semi-state, quarterfinal 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, semi-state, quarterfinal 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.

### **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 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 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®).

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 Communications Director for approval by the Commissioner.



## 2020 State Cross Country Championships Instructions

### 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.

### EVENT MERCHANDISE

KHSAA State Championship apparel will be available for sale at the event and online at the following link - <https://bit.ly/35mgbQ2>

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 at the championship venue.

### POST EVENT

#### RESULTS

Results will be validated and made official at the conclusion of the race by the meet officials.

Results will then be sent to the media tent for publication online only.

#### TROPHIES AND AWARDS

There will be no post-race mass gatherings to present awards.

After completion of each race, trophies and awards will be delivered to the teams as they are exiting the park near the team check-in tent for presentation by the school at a later time.

Trophies will be awarded to the top-four (4) teams in the points standings.

Up to 10 athletes from the postseason roster for each of those teams will receive individual medallions.

The first 15 individuals to finish will receive awards as well.

#### FINANCES AND EXPENSES

There is no school 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 Cross Country Website](#)
- [Healthy at Sports, Stage 3 - Performance, Return to Competition: Considerations for Fall Sports - Cross Country](#)
- [COVID-19 Media Guidance](#)
- [Competition Rules](#)
- [GoFan Digital Event Tickets](#)
- [GoFan Ticket Training](#)
- [State Course Layout](#)
- [Directions to Bourbon County Cross Country Course](#)
- [Parking for State Meet](#)
- [Meet Time Schedule](#)



## 2020 State Cross Country Championships Instructions

- [Media Credential Request Form](#)
- [SI103 - School Media Credential Request Form](#)
- [GE04 \(Physical Exam Form\) - \(Spanish Version\)](#)
- [XC110 - Meet Appeal Form](#)
- [XC120 - Medical Information \(Inhaler\)](#)