



CROSS COUNTRY

STATE CHAMPIONSHIPS

PRESENTED BY UK HEALTHCARE

INSTRUCTIONS





2023 Cross Country State Championships Presented by UK HealthCare

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

KHSAA Staff

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



@KHSAA



@KHSAAEvents





GENERAL FALL INSTRUCTIONS FOR ALL SPORT AND SPORT ACTIVITIES

SUPERSEDURE NOTE

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

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

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

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

WATER

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

VENUE SAFETY

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

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

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

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

SIGNAGE, BALLOONS, NOISEMAKERS AND MUSIC

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

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

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

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

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

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

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

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

ENTRY OF SERVICE ANIMALS

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

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

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



championship.

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

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

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

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

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

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

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

SPORTSMANSHIP

The KHSAA requires officials to enforce sportsmanship rules.

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

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

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

ROSTERS

POSTSEASON ROSTER

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

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

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

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

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

BYLAW 22 REMINDER

REQUIREMENT TO ACCOMPANY TEAM MEMBERS

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

FINAL STATE SITE EXPENSE REIMBURSEMENT

EXPENSE ALLOWANCE REIMBURSEMENT RESTRICTIONS

GENERAL POLICY

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



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

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

MILEAGE

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

COMMUTING TEAMS

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

TEAMS USING LODGING

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

RESPONSIBILITY FOR FANS AND PARTICIPANTS

RESPONSIBILITY FOR FAN CONDUCT

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

DAMAGE TO FACILITY

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

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

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



the school.

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

HEALTH INFORMATION

PHYSICAL EXAM FORM

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

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

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

EMERGENCY ACTION PLAN

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

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

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

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

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

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

ATHLETIC TRAINERS

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

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

Individual school Athletic Trainers should be included in the distribution of Team Party passes.

INCLEMENT WEATHER PROCEDURES

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

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

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

HEAT INDEX PROGRAM

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

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

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

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

LIGHTNING/THUNDER POLICY

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



thunder.

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

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

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

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

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

VIDEOTAPING, MEDIA AND INTELLECTUAL PROPERTY RIGHTS

GENERAL MEDIA RIGHTS

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

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

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

At all levels of KHSAA sponsored postseason events, including district, regional, first round, second round, 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, first round, second round, 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.

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

SCHOOL MEDIA CREDENTIALS

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

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

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

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

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

TRADITIONAL MEDIA CREDENTIALS

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

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



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

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

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

Media outlets may be limited during this event.

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

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

MEDIA RIGHTS FEE

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

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

TELECAST/WEBCAST INCLUDING NFHS NETWORK RESTRICTIONS

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

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

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

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

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

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

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

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

MUSIC COPYRIGHT

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

FILMING

External power sources may not be used by patrons.

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

Violators are subject to removal.

INTELLECTUAL PROPERTY RIGHTS

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

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

The Commissioner is the manager of all state championship play.

EVENT MERCHANDISE

KHSAA State Championship apparel will be available for sale at the event and online at the following link - khsaa.teamip.com.

KHSAA State Championship apparel will be available for sale at the event and online post event via the TeamIP link on all pages of



the KHSAA website.

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

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

OFFICIAL KHSAA CHAMPIONSHIP PHOTOS

The KHSAA pays for professional photography coverage of the event.

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



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[@KHSAAEvents](https://twitter.com/KHSAAEvents)





CROSS COUNTRY SPECIFIC INSTRUCTIONS

BRIEF WELCOME

Congratulations on behalf of the Kentucky High School Athletic Association Board of Control and staff for advancing to the 2023 Cross Country State 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).

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

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

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

QUALIFYING FOR PARTICIPATION IN CHAMPIONSHIPS

The qualifying process for 2023 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 - SATURDAY, OCT. 28

CLASS 1A BOYS/COED

- 9:45 a.m. - First Call
- 10 a.m. - Start Race

CLASS 1A GIRLS

- 10:30 a.m. - First Call
- 10:45 a.m. - Start Race

CLASS 2A BOYS/COED

- 12:15 p.m. - First Call
- 12:30 p.m. - Start Race

CLASS 2A GIRLS

- 1:00 p.m. - First Call
- 1:15 p.m. - Start Race



CLASS 3A BOYS/COED

- 2:45 p.m. - First Call
- 3 p.m. - Start Race

CLASS 3A GIRLS

- 3:30 p.m. - First Call
- 3:45 p.m. - Start Race

WEATHER DELAYED RESUMPTION PROCEDURES

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. A text message, through the KHSAA SMS service, will also be sent out. This should serve as a reminder to the coach the importance of submitting a valid and working cell phone number for contact purposes.
- 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.

In the event of inclement weather which forces postponement or interruption of the meet, it is the duty of the KHSAA to make decisions in regard to resumption, 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.

If the severe weather is of great length or intensity, the Games Committee (The Commissioner, designated KHSAA Staff and senior meet management) have the responsibility and authority to resume, postpone or cancel the competition.

VENUE AND ADDRESS

[Kentucky Horse Park](#)

4089 Iron Works Pkwy, Lexington, KY 40511

TICKETS AND FAN ADMISSION

TICKETS

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

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

Tickets purchased in advance will be \$15 each, including all fees.

The day of the event, the price will be \$17, fees included.

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

Only the KHSAA issued Commonwealth Card will be honored for admission for one individual plus a guest. Entrance with these cards is at the pass gate only.

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

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

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

FAN ADMISSION

All races are Saturday, Oct. 28. Everyone must enter and exit through the admission gate which will open at 9 a.m.

PRE-EVENT LOGISTICS

CONFERENCE CALL

There will be a web conference for participating coaches and athletic directors at 2 p.m. ET on Tuesday, Oct. 24.



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Schools with team or individual qualifiers will be sent additional instructions regarding the call via email following the region 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 and safety pins included. Bibs must be worn at all times and will provide admission to the participant.
- All certified varsity coaches from the KHSAA database will receive a credential for admission that must be worn at all times. Transferred credentials will be confiscated.
- 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
- A max of two (2) course passes per school.

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 \$99, which includes a complimentary breakfast.
- avid hotel Lexington, 1810 Bryant Road, Lexington, Ky. 40509, where the room rate will be \$143.
- Comfort Inn & Suites Lexington, 2400 Buena Vista Road, Lexington, Ky., 40505, where the room rate will be \$149.

PARKING

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

A link to the parking map is provided at the end of these instructions.

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

LIMITATIONS AND SUBSTITUTIONS

LIMITATIONS AND SUBSTITUTIONS

From the original roster of ten (10) runners, seven (7) will be designated to compete at check-in.

The original roster (maximum of ten (10) runners) from region 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 ten (10) runner roster.

ADMISSION INTO VENUE

TEAM ENTRY

The team check-in tent will open starting 8:30 a.m. Saturday, Oct. 28.



2023 Cross Country State Championships presented by UK HealthCare

Teams attempting to enter early will not be allowed.

Only the KHSAA issued Commonwealth Card will be honored for admission for one individual plus a guest. Entrance with these cards is at the pass gate only.

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

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.

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.

COACH ENTRY

Coaches listed on the KHSAA school page that have completed all of the Bylaw 25 coaching requirements will have credentials in their team packets.

A max of two (2) coaches per school will be permitted on the course with the properly issued KHSAA course access credential, which must be visibly worn to assist officials on the course with proper identification of these individuals. All other eligible coaches will receive non-course access credentials, which also must be visible to aid course officials and KHSAA staff.

VENUE LOGISTICS

PRACTICE

Athletes qualifying for state will be allowed on the Kentucky Horse Park course for practice on Friday, Oct. 27 from 3-5:30 p.m. ET.

Several areas of the facility are off limits, including the right half of the street as you enter the event area.

This side of the road must be kept open and clear of pedestrians and cars for a Kentucky Riding for Hope event as well as the area directly behind the Riding for Hope Center.

A coach or school representative must attend practice with athletes.

Alpa Event Medicine will be on-site from 3-5:30 p.m. ET.

DRESSING/LOCKER ROOMS

There will be no dressing facilities at the site.

Participants should arrive dressed and ready to compete.

TEAM AREA/TENT CITY

Any team tents must be placed in properly marked areas.

There will be no early dropoff for team tents.

Grills and fire pits are not permitted.

Food vendors will be located on site, of which the Association does not control price or availability.

PEP BAND ADMISSION

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

ENTRY OF SERVICE ANIMALS

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

Because service animals are essential for specific individuals, we wanted to make all attendees are aware of the definitions



and guidelines in place to make certain service animals are present as well as to ensure the well-being of all individuals in attendance at KHSAA championship events.

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

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

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

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

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

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

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

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

CONDUCTING THE EVENT

STATE QUALIFIERS

Qualifiers for the state meet will be released by the KHSAA once all results are received on the 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. 24 at 7 p.m. ET.

COURSE SPECIFICATIONS

National Federation (NFHS) 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 charge per number, paid by credit card only, of \$15 plus fees.

RULES POINTS OF EMPHASIS/CLARIFICATIONS

RULES CLARIFICATIONS

Please refer to the Competition Rules on the KHSAA website, linked at the end of this document.

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.

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 line 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 ten (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.

GOLF CARTS

Teams are not permitted to bring carts.

HEALTH INFORMATION

INHALERS

National Federation (NFHS) 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. The form is available as a link at the end of this document.

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

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

Only the ten (10) athletes from the postseason roster for each of those teams will receive individual medallions and may be on the awards stage.

The first fifteen (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.



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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 5 - Partnering for Progress, Guidance and Continued Practice and Competition during the Pandemic](#)
- [Competition Rules](#)
- [State Course Layout](#)
- [Directions to Kentucky Horse Park](#)
- [Parking for State Meet](#)
- [Meet Time Schedule](#)
- [GoFan Ticket Training](#)
- [Media Credential Requests and Guidelines](#)
- [GE04 \(Physical Exam Form\) - \(Spanish Version\)](#)
- [XC110 - Meet Appeal Form](#)
- [XC120 - Medical Information \(Inhaler\)](#)



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

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