



2017 KHSAA State Dance Competition Instructions



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BRIEF WELCOME

- On behalf of the KHSAA Board of Control and Staff congratulations on advancing to the 2017 State Dance Competition
- This manual is provided to assist you with participation in the event

KHSAA STAFF CONTACTS

- Administrators and Coaches should contact Associate Commissioner Butch Cope (bcope@khsaa.org), Assistant Commissioner Sarah Bridenbaugh (sbridenbaugh@khsaa.org) or Administrative Assistant Larrecia Williams (lwilliams@khsaa.org) at the KHSAA offices should you have any questions
- Media inquiries should be directed to Communications Director Joe Angolia (jangolia@khsaa.org)
- Inquiries may also be directed to the KHSAA offices at (859) 299-5472 and any member of the staff should be able to refer you to the correct party

QUALIFYING FOR PARTICIPATION IN CHAMPIONSHIP

- The event is an open competition for those that declared a division by Oct. 1

PRE-EVENT LOGISTICS

CONFERENCE CALL

- There will be a brief mandatory Coach/Athletic Director conference call prior to the event
- Instructions will be emailed to participating teams once the field is set

PRE-EVENT MATERIALS

- Schools should have the KHSAA Music Form on hand in the event it is requested

AMENITIES AND OTHER FORMS

- Upon check-in, the head coach will be provided the appropriate number of commemorative bag tags for the participants

GPS COORDINATES

- Frederick Douglass High School is located at 2000 Winchester Road, Lexington, KY 40509
- The GPS Coordinates for Frederick Douglass High School are: Latitude 38.040292 / Longitude -84.435833
- Aerial views including a parking map can be found on the State Dance page of the website as well as through the links at the end of this document

DIRECTIONS

- From Downtown Lexington
 - From Downtown Lexington
 - Take Winchester Road (60) East approximately 4 miles
 - School is located on the right
- From Louisville
 - Travel eastbound on Interstate 64 for approximately 70 miles to Interstate 75 South (Knoxville)
 - Exit 110 (Winchester Road-60) off of I-75
 - Turn right onto Winchester Road and school in about a mile on the left
- From Northern Kentucky
 - Travel southbound on Interstate 75 towards Lexington to Exit 110 (Winchester Road-60) off of I-75
 - Turn right onto Winchester Road and the school is about a mile on the left

- From South Central Kentucky
 - Travel northbound on Interstate 75 towards Lexington to Exit 110 Winchester Road
 - Turn left onto Winchester Road and the school is about a mile on the left.
- From Eastern Kentucky
 - Travel westbound on Interstate 64 towards Lexington to Interstate 75
 - Interstate 64 will merge with Interstate 75 take I-75 South to Exit 110 Winchester Road (60)
 - Turn right onto Winchester Road and the school is about a mile on the left
- From Western Kentucky
 - Travel the Martha Layne Collins Bluegrass Parkway, drive east
 - Turn right onto Versailles Road-Lexington
 - Turn right onto New Circle Road-4
 - Turn right onto Winchester Road-60 and school is about a mile on the right

PARKING

- There is ample general parking on-site
- Buses dropping off participants will unload them by using Meeting Street Road access off Sir Barton Way
- Spaces will be blocked off to allow a bus to drop off participants
- The bus driver can then be readmitted through the pass gate at the participant entrance

HOUSING/EXPENSES

- Schools are responsible for their own travel expenses and lodging
- KHSAA Bylaw 22 requires a member of the faculty of the school to be present along with any student-athlete who is representing a member school
- See Bylaw 22 in the KHSAA Handbook if you have any questions

BYLAW 22 REMINDER

COMPETITION DATES AND SCHEDULE

DATES

- The 2017 KHSAA Dance State Championships will be held Saturday, Dec. 16

TIMES

- Session 1 - 9 a.m. - Jazz-Small; Hip Hop-Large; Kick-Large; Jazz-Large; Pom-Large
- Session 2 - 1 p.m. - Hip Hop Small; Pom Small
- Awards will be presented following each session

PRACTICE ROUNDS

- There is no on-site practice time other than the published schedule on the day of competition

PRE-COMPETITION ON-SITE MEETINGS

- There is no pre-competition on-site meeting
- The conference call is scheduled to address your questions prior to the competition

ADMISSION INTO VENUE

TEAM ENTRY

- Teams should enter Frederick Douglass High School through the Auxiliary Gym (see map link)
- Each squad will be issued up to four (4) coach's armbands good for admission
- A reminder that coaches that are issued armbands are certifying that they have met all Bylaw 25 requirements
- Anyone seeking an armband or issued an armband that has not completed requirements will cause the school to be penalized per Bylaw 27
- The squad size limit will be admitted as a group in uniform
- In addition, four alternate passes will be issued for potential substitutes on the participating squad
- Alternates must be eligible participants
- Any additional coaches/choreographers, squad members will be directed to a ticket gate for admission

- No children (below 10) will be allowed in the warm-up area

TICKETS

- General Admission tickets will be priced per session at \$10 each
- Children 10-and-under will be admitted free of charge

FLOOR LEVEL ADMINISTRATORS

- There will be warmup area and competition area floor marshals to assist you

VENUE LOGISTICS

DRESSING ROOMS/LOCKER ROOM

- Squads should arrive at the venue dressed and ready to compete
- Locker room access is not provided on-site

TEAM SEATING

- When not participating, teams will be directed to the Team Seating area in the main gym

SIGNAGE/BALLOONS/NOISEMAKERS

- Signs/banners are permitted inside Frederick Douglass High School, but must be of good taste and sportsmanship
- The covering of any corporate signage is not permitted
- Signs must be hand-held or taped using masking tape
- Balloons are not permitted in the facility

CONDUCT OF EVENTS

ORDER OF APPEARANCE

- An order of appearance and a fully detailed station-by-station schedule are listed in the special links section of this manual
- Order of appearance was conducted using a blind draw

INCLEMENT WEATHER

- In the event of inclement weather, updates on the schedule of events will be posted on the KHSAA website and released via Twitter

RULES POINTS OF EMPHASIS/CLARIFICATIONS

- Each school is responsible for securing and verifying the music copyright form
- This should have been provided to the regional manager and forwarded on to KHSAA
- There will be a supervisor of all judges that will resolve questions
- While UDA (Varsity) competition rules are used, there will be no video review for scoring or timing questions
- All scores by judges are final

ROSTER AND SUBSTITUTIONS

- The team roster as entered on the KHSAA website prior to the beginning of the postseason shall serve as the eligibility roster for the event
- Please reference the Injuries During Competition section for clarifications on substitutions within the competition rules online published within this manual

COMPETITION FLOOR/COURT SPECIFICATIONS

- Coaches and alternates must remain within the coach viewing area during the performance
- A maximum of eight (8) - Head Coach, three (3) Assistants, four (4) Alternates - are permitted in the area
- No other participants from other squads or individuals will be permitted on the floor area
- A short sound test will be done before being called to the floor for competition

ARENA SPECIFICATIONS

WARM-UP AREA

- Squads will proceed through the warm-up area based upon the published time schedule and order of appearance
- Only the four legal coaches (Head, Assistant/Choreographer) that checked in with the team are permitted in the warm-up area
- Due to liability issues, no students or kids other than the participation squad and four alternates are permitted in the area
- Squads should be dressed prior to entering the warm-up area
- Bags, personal sound systems/devices, and other equipment will not be permitted in the warm-up room
- A certified trainer will be on staff in the warm-up room and on the competition floor
- The certified trainer is not there to tape ankles, etc., this should be taken care of by school representatives prior to entering the warm-up area
- A Sound System with CD/iPod adapter will be provided
- Note any volume setting and adjustments as noted by the technician
- Coaches, please make sure your squad has used the restroom prior to beginning the warm-up process as there will not be time during warm-up and the clock will not be stopped once you enter the area
- Please check the KHSAA website Tuesday, Dec. 12 at 5 p.m. for any last minute adjustments to the time schedule due to changes in participation

TIE BREAKER

- Any ties in first through fourth place will not be broken
- Duplicate trophies will be ordered and shipped directly to the school(s)

STATE EVENT OFFICIALS

- Judges are trained/licensed and assigned by Varsity Spirit (UDA)
- Varsity Officials will also be used as timers for the competition
- There will be a contact person that will distribute score sheets following the announcement of awards

HEALTH INFORMATION

ATHLETIC TRAINER

- Athletic Training services will be provided for participating teams during this event by the University of Kentucky Sports Medicine
- Athletic Training Staff will be available beginning one hour prior to each session and remain available throughout the day
- Athletic Training Staff will be located in the warm-up room and on the competition floor
- Schools are reminded that they are responsible for ensuring that the parental permission to seek medical treatment is authorized from each participant
- The Principal, Athletic Director and/or the Head Coach can use a copy of KHSAA Form GE04 (the physical exam form) for this purpose, as this form contains appropriate language, and should bring that form for each athlete to the finals

VENUE SAFETY

- Persons who attend KHSAA events may be injured as a result of the risks inherent in being a spectator at such events
- Attendance at events is a vital family and community based activity which is encouraged
- Please advise KHSAA or venue personnel of any situation you encounter which you or a squad member feels should be addressed to minimize risk to all involved

EMERGENCY ACTION PLAN

- Safety Tech EMT services will be on-site for this event.

- KHSAA Staff will, in consultation with FCPS and the Athletic Training Staff and Venue personnel, develop an Emergency Action Plan for this event
- This plan will be available upon arrival on-site from the Athletic Training Staff

SPORTSMANSHIP

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

MEDIA

SCHOOL MEDIA

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

TRADITIONAL MEDIA

- Traditional media members (print, TV, radio, online) interested in covering KHSAA State Championship events should apply for credentials through the KHSAA's online system
- Applications should be submitted by the editor or director at each organization
- Freelance photographers will not be granted access to KHSAA events unless the requisite media rights fee is paid

MEDIA RIGHTS FEE

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

TEAM BROADCASTS

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

BROADCAST/TELECAST/WEBCAST RIGHTS

- No entity will be permitted to produce live video from the 2017 KHSAA Dance Championships
- No entity may stream live video content from the championship event including the use of social media products such as Facebook® Live and Periscope (via Twitter®)
- Any non-school entity desiring to produce an audio-only internet broadcast (including over the air transmission) of the sessions at the championship must apply through the credentialing system at credentials.khsaa.org and will be subject to the one radio station per school limitation, designated by the school

- Questions about any of these procedures should be directed to Communications Director Joe Angolia at the KHSAA, jangolia@khsaa.org

VIDEOTAPING

- Spectators may videotape from the spectator area
- The use of house electricity is strictly prohibited

EVENT MERCHANDISE

- KHSAA State Championship apparel will be available for sale at the event and online post-event
- TeamIP is the exclusive vendor of championship apparel, please look for its display at the championship event to purchase memorabilia
- No outside merchandise representative of the event may be produced by any other entity and sold or distributed inside the playing facility

POST EVENT

RESULTS

- Approximately 15 minutes following the last performance of the session, all teams will be asked to return to the competition floor for awards presentations
- Awards (and medallions) will be presented to place one to four in each division
- Each team, along with coaches, receiving a trophy is required to come forward for a group photo on stage
- Coaches score sheets will be available following the awards presentations

TROPHIES

- The winning team in each division will receive a championship team trophy.
- The runner-up team in each division will receive a runner-up team trophy.

MIDWAY AWARD

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

CHAMPIONSHIP PHOTOS

- Championship photos of KHSAA state events will be available 72 hours following the event at khsaa.photos.org

FINANCES AND EXPENSES

- Competing schools are responsible for all expenses
- The Association underwrites the expenses of facility rental, security and first aid, judges and event workers

IMPORTANT WEB LINKS

- Order of Appearance - <https://goo.gl/8n1dEv>
- UDA Judging Rules & Standards - <https://goo.gl/zuxrwE>
- Score sheet - <https://goo.gl/iz4yof>
- UDA Scoresheet Explanations - <https://goo.gl/GrJptX>
- Frederick Douglass HS - Site Map - <https://goo.gl/zzN8Et>
- Frederick Douglass HS - Driving Directions - [ps://goo.gl/uLmSwM](https://goo.gl/uLmSwM)
- School Media Request Form - <https://khsaa.org/si103-school-media-request-form>