



SOFTBALL



CLARK'S PUMP-N-SHOP STATE TOURNAMENT PRESENTED BY UK HEALTHCARE INSTRUCTIONS





2024 Clark's Pump-N-Shop Baseball State Tournament presented by UK HealthCare

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

KHSAA Staff

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Associate Commissioner	Butch Cope
Assistant Commissioner.....	Darren Bilberry
Assistant Commissioner.....	Sarah Bridenbaugh
Assistant Commissioner.....	Joe Angolia
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Event Services and Social Media Director	Jenny Elder
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Administrative Assistant	Sara McClain
Supervisor of Officials Licensing.....	Scott Bottoms
Physical Plant Director	Roy Tatum



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



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





2024 Clark's Pump-N-Shop Softball State Tournament presented by UK HealthCare

SOFTBALL SPECIFIC INSTRUCTIONS

BRIEF WELCOME

Congratulations on behalf of the Kentucky High School Athletic Association Board of Control and staff for advancing to the 2024 Clark's Pump-N-Shop Softball State Tournament presented by UK HealthCare.

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 softball is Assistant Commissioner Darren Bilberry (dbilberry@khsaa.org).

If Mr. Bilberry is not available, Assistant Commissioner Sarah Bridenbaugh (sbridenbaugh@khsaa.org) is the backup contact.

Media, broadcast/webcast and statistics related questions should be directed to the 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

The winning teams from the 16 Region tournaments advance to state championship.

First and second round games will be played June 6-8 at John Cropp Stadium on University of Kentucky in Lexington, Ky.

Semifinals and finals will be played June 14-15.

First round matchups are determined by blind draw with game times being assigned for first and second rounds after the draw.

COMPETITION DATES, LOCATION AND SCHEDULE

The 2024 Clark Pump-N-Shop Softball State Tournament presented by UK HealthCare will be held on June 6-8 and June 14-15.

VENUE AND ADDRESS

[John Cropp Stadium](#)

[University of Kentucky](#)

[570 Wildcat Ct.](#)

[Lexington, Ky., 40506](#)

OPENING ROUND

- Thursday, June 6, 10 a.m., 1 p.m., 5:30 p.m., 8:30 p.m. ET
- Friday, June 7, 10 a.m., 1 p.m., 5:30 p.m., 8:30 p.m. ET

QUARTERFINALS

- Saturday, June 8, 10 a.m., 1 p.m., 5:30 p.m., 8:30 p.m. ET

SEMIFINALS

- Friday, June 14, 3:30 p.m. and 6:30 p.m. ET

STATE FINALS

- Saturday, June 15, 7 p.m. ET

TICKET AVAILABILITY, NON PARTICIPANT ENTRY AND POLICIES

PURCHASING TICKETS

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



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Digital ticketing enhances convenience and safety for all fans, while providing flexibility and safeguarding against counterfeit tickets.

Schools already utilizing GoFan will have their school "tagged" as soon as the semifinals are over to help with the ticketing process.

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

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

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

Ticket holders will access their tickets on their phones and can transfer them electronically to other members in their party when necessary.

Spectators are strongly encouraged to download the GoFan mobile app and save the tickets through that app prior to arrival.

Tickets can also be purchased via credit card at the admission gates on site.

No tickets will be sold from the box office or on site using cash.

FAN ENTRY

All spectators must enter and exit through the admission gate which will open one (1) hour prior to the start of each game.

Keep in mind, the time may vary if previous game is not complete.

During the game, there will be no re-entry without the purchase of a new ticket.

Everyone must enter and exit through the admission gate, which opens at 8 a.m. ET each day.

Fans may not enter or re-enter via the team check-in gate.

TICKET PRICING AND CONFIGURATION

SINGLE-GAME TICKETS

Single-game, general admission will be \$15, all fees included, if purchased before midnight of the day prior to the event.

The price increases to \$18, all fees included, after midnight on day prior to the event.

- Single-game tickets do not allow for re-entry into the game.
- Leaving the facility during the game would result in the need to purchase a new ticket if returning to the game is desired.

MULTI-PASS TICKETS

For the first and second rounds, day passes will be \$40, all fees included, if purchased before midnight of the day prior to the event.

The price increases to \$45, all fees included, after midnight on day prior to the event.

- Purchasers will be issued a wristband to be visibly worn all day to allow for re-entry to the facility.

For semifinal competition, a day pass will be \$25, all fees included, if purchased before midnight of the day prior to the event.

The price increases to \$30, all fees included, after midnight on day prior to the event.

- Purchasers will be issued a wristband to be visibly worn all day to allow for re-entry to the facility.

Kentucky Children's Hospital is sponsoring FREE tickets for all children 10 and under.

- To receive these qualifying free tickets, you must "purchase" them through khsaatickets.org even though there will be no charge.
- Purchasers will be issued a wristband to be visibly worn all day to allow for re-entry to the facility.

COMPLIMENTARY PASSES AND ENTRY

Only the KHSAA issued Commonwealth Card will be honored for admission for one individual plus a guest for the Superintendent, Principal and Athletic Director of each participating school.

No coaches' association cards or KHSAA officials' ID cards will be honored at any gate.

Any individual not in uniform as a participant or holding a Team Party credential will be required to have a ticket for admittance.

No passes, other than those produced by the Association for the championships, will be honored at the pass gate.

Examples of passes NOT accepted include, principal passes and cards (other than the Commonwealth Card and only for the participating teams), coach passes and cards, athletic director passes, official passes and any other type of identification.



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Complimentary admission is not provided for college coaches or scouts.

CLEAR BAG POLICY

UK Athletics has instituted a clear bag policy for all UK home facilities for fans.

No clear backpacks allowed. Please click policy information for the right bag sizes.

Policy information can be found at ukathletics.com/clearbag.

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 players appearing on the school's postseason roster as of the first date of the postseason are eligible to participate in any round.

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

LIMITATIONS AND SUBSTITUTIONS

A school may enter up to 21 players in each postseason game from the roster submitted online.

Failure to adhere to this policy will result in penalties permitted within Bylaw 27.

There may be no additional players added to the roster following the first day of the first week of the district tournament, including for those teams that advance to state.

Any player that is not part of the 21 dressing for the current game in the dugout may not wear the same jersey as the 21 that are participating in that contest.

Substitutions to the 21 that dress may be made, but they must be listed on the postseason roster.

There is a limit to the total number of participants in the dugouts which may not exceed thirty (30) for any postseason contest to include all players, coaches and staff.

When in doubt, those people who have no direct responsibility during the game should be in the stands.

It should be noted that the school will be held accountable for the conduct of all persons in the dugout area.

PRE-EVENT LOGISTICS

CONFERENCE CALL

There will be a web conference via Zoom for participating coaches and athletic directors at 11 a.m. ET on Tuesday, June 4.

PRE-TOURNAMENT, ON-SITE MEETING

There will be no mandatory, pre-tournament meeting at the stadium. Should you have questions after reading these instructions and viewing the web conference, contact Darren Bilberry (dbilberry@khsaa.org).

GE63 - TEAM INFORMATION FORM

By Wednesday, May 31, the Athletic Director or Designated Representative from all participating teams must submit form GE63 (Team Information Form), which is included as a link at the end of these instructions.

LODGING

Team housing for the softball state tournament is arranged through the Lexington Convention and Visitors' Bureau.

As part of the bid package from the city of Lexington, specific hotels listed as a link at the end of this section of the instructions have allotted teams a block of rooms (10) at a discounted price.

Schools are responsible for all lodging bills.

Have your school's or Board of Education's Sales Tax Exempt number with you at check-in to avoid sales taxes from being added



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to the hotel bill.

With other events going on in the Lexington area, those needing lodging should reach out to the property immediately.

PARKING

Parking for the general public is free and will be in the normal parking lots adjacent to the softball complex.

Spectators are urged to arrive at least 30 minutes prior to the start of scheduled game times as there will also be traffic from other events both weekends during the tournament.

Team bus drivers should enter and park as directed by event staff personnel to minimize problems.

Buses will drop off players and team personnel at the main entrance.

VENUE LOGISTICS

ADMISSION INTO VENUE

No passes, other than those produced for the tournament, will be honored at the gate.

All individuals in the dugout not in uniform must have a team-party credential which must be worn at all times.

When in doubt, those people who have no direct responsibility during the game should be in the stands.

All other individuals must have a ticket for admission.

All other coaches and members of the traveling party who are not in possession of one of the 15 team-party credentials will not be entitled to complimentary admission and will be directed to a ticket window.

PARTICIPANT ENTRY

Upon arrival, 21 players dressed in game uniform will be admitted through the pass gate.

Each participating team is allowed 15 team-party credentials to include all superintendents, principals, athletic directors, coaches, managers, trainers, statisticians, bus drivers and other adults designated by the school as a member of the traveling party on a daily basis.

The Designated Representative listed on the GE63 Form from each school will be given these 15 passes for entry.

Credentials are for entry and dugout access and must be visibly worn at all times.

Team party passes are valid for both weekends of the tournament.

TEAM ENTRY

Buses will drop off athletes, coaches and team personnel at the team pass gate near the main entrance upon arrival at John Cropp Stadium. Gates open two (2) hours prior to game time.

Coaches packets may be picked up at the pass gate, which include souvenir bag tags for the participants.

The entire team should enter as a group with credentials already handed out, including all managers, coaches, administrators and doctors.

Coaches must be listed on the KHSAA school page and have completed all of the Bylaw 25 coaching requirements.

Individuals outside of the 15 team-party credential holders will not be entitled to complimentary admission and will be directed to purchase a ticket through khsaatickets.org.

Lost or stolen credentials will not be replaced.

DRESSING/LOCKER ROOMS

Participants are asked to arrive at the venue dressed and ready to compete as locker rooms will not be provided.

FIELD SPECIFICATIONS

The fence distances at John Cropp Stadium are 200 feet down the left field line, 220 feet to straight away centerfield and 200 feet down the right field line.

The outfield walls are clearly bordered by a warning track.



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HOME AND VISITING TEAM DUGOUTS

The team in the top half of the bracket will be the home team in all games and use the third base dugout.

The team in the bottom half of the bracket will be the visiting team in all games and use the first base dugout.

The home team will wear light colored jerseys and the visiting team will wear dark colored jerseys.

If a school wears the wrong color jersey, the team reimbursements may be affected.

A representative of the school and the KHSAA event staff will inspect the dugout before and after each game.

It is expected that dugouts will be left in the same condition as they are found.

There are to be no sunflower seeds on site.

The KHSAA will take whatever action is necessary, including issuing a fine to the particular school and assessing the cost for cleanup to those schools leaving the dugouts in unsatisfactory condition or damaging any stadium property.

All team members and coaches shall adhere to NFHS playing rules and remain in the dugout unless occupying a fielding position, base, batter's box, on-deck circle, coaching box or warming up in the bullpen.

Each team is expected to help in the retrieval of foul balls down their side to make certain that the best possible balls are being used.

WATER AND TEAM COOLERS

Team coolers will need to come through the team gate.

Hydration stations and water coolers are not provided in the dugouts so coaches and athletes should bring their own water.

PRACTICE

Each participating team will be given one (1) hour of indoor warm-up time at John Cropp Stadium, which is available one hour and 45 minutes prior to game time.

Each team will be assigned half of the indoor workout area. The pitching mounds will remain covered and the equipment may not be reconfigured without supervision.

Teams will only have access to the nets. Each team must bring their own balls.

There shall be no metal cleats worn inside the practice facility.

There shall be no sunflower seeds or food of any kind inside the practice facility.

Please do not contact the University of Kentucky directly to try to schedule any additional practice time.

Should you need a practice facility, contact Fayette County Public Schools Athletic Director Robbie Sayre (robbie.sayre@fayette.kyschools.us).

PRE-GAME INFIELD PRACTICE

Teams will be given a 10-minute timed infield prior to their game, per the time schedule.

Warm-up time may be altered or eliminated if weather delays occur.

Teams are restricted to their dugout area while the opposing team is taking infield practice.

There will be no infield practice while field maintenance is taking place.

Only the 21 individuals dressed should participate in any on-field warm-up/infield.

LIVE STATS

Live, play-by-play stats are available for all games of the state tournament.

Links for those stats can be found under the Softball Tournament Results menu on the bottom of the softball page of the KHSAA website.

Due to space constraints, there is no space provided for team statisticians in the press box.

All team stat personnel must stay within the dugout during the entire game, with the proper team party credential, or be positioned in the stands.



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POINTS OF EMPHASIS

In order to best utilize the opportunity to play in such a great facility, teams are advised of the following requests regarding field access.

Players and coaches should remain off the "hip" areas (grass in foul territory in front of the dugouts.)

Teams are also asked to warm-up at least 10 feet off of the foul line and edges of the grass, including the back arc of the infield.

CONDUCTING THE EVENT

BRACKET

The Softball State Tournament bracket can be found on the softball page of the KHSAA website in the Softball Tournament Results section.

The complete bracket is provided as a link at the end of this section of the instructions.

No games will be started before their scheduled time.

See the inclement weather section in case these situations occur.

DAILY SCHEDULE

A complete event schedule and timetable is included on the softball page of the KHSAA website and as a link at the end of this section of the instructions.

It should be noted that team introductions will include the starters only for the first round, quarterfinals and semifinals, with the full roster being introduced only for the finals.

BETWEEN INNINGS

Between innings, the team taking the field, particularly the pitcher, should delay approximately one (1) minute before leaving the dugout.

There are numerous promotions and other activities surrounding the games and we don't want players forced to stand waiting for the promotion or activity to end.

RULES POINTS OF EMPHASIS/CLARIFICATIONS

PLAYING RULES

National Federation (NFHS) playing rules will be utilized without exception.

No game shall be started in the postseason after 11 p.m. local time.

REQUIRED BALL TYPE

The Dudley Softball (Optic Yellow) is the required ball for postseason play. Softballs will include the NFHS authenticating mark (this is different from the KHSAA logo).

The state adopted Dudley ball that will be used at the KHSAA State Tournament is the Thunder-Heat Poly-core Softball (4K-147).

CONTEST COMPLETION REMINDERS

Postseason games must be played to completion or completed per run rule.

All state tournament games will be seven (7) innings unless a run rule is in effect.

If the entire game cannot be played due to weather or other issues, it is a suspended game and shall be completed.

Any completion of a suspended game shall resume at the point of interruption, including substitutions, ejections, etc.

SPEED-UP RULES - RUN RULES AND COURTESY RUNNERS

In accordance with National Federation Softball Rules 4-2-2 and 4-2-3, the game shall end when the losing team is behind 10 or more runs and has had at least five (5) turns at bat or behind 15 runs after 2 1/2 or three (3) innings per the approved Board of Control game ending rules.

The speed-up rule allowing for a courtesy runner for the pitcher and catcher when they reach base will be used in all postseason games.



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The International Tiebreaker shall not be used in the postseason.

PITCHER WARM-UP AREA

If the pitchers' warm-up area is in live-ball territory, only those individuals specified by NFHS playing rules (pitcher, catcher, personal protector) may be in the area during any warm-up period.

Only members of the team and adult coaches may serve as the personal protector. All persons serving in that role shall wear a properly fitted helmet.

USE OF ELECTRONIC DEVICES

Electronic devices may be used in accordance with NFHS playing rules.

MEDIA

No media is permitted in the dugout and only allowed on the field of play during postgame award ceremonies. Media are allowed in designated areas on top of the dugouts to get photographs.

STATE EVENT UMPIRES

In compliance with the Federal Court Decree, the Commission composed of the Commissioner and the four (4) assistants will assign all umpires.

POST EVENT

RESULTS

Scores will be posted on the KHSAA/Riherd's Scoreboard on the KHSAA website following each game.

TROPHIES AND AWARDS

The state champion will receive a team trophy and 21 medals.

The state runner-up will receive a team trophy and 21 medals.

Each of the semifinalists will receive a team trophy and 21 medals.

Each quarterfinalist team not advancing to the semifinals will receive a team plaque.

Each quarterfinalist not advancing to the semifinals will have one (1) member named by the coaching staff to the Morgan & Morgan All-Tournament Team.

Each semifinalist not advancing to the championship game will have two (2) members named by the coaching staff to the Morgan & Morgan All-Tournament Team.

The runners-up will have three (3) members named by the coaching staff to the Morgan & Morgan All-Tournament Team.

The champions will have two (2) members named by the coaching staff to the Morgan & Morgan All-Tournament Team and one (1) named "Most Valuable Player."

No presentation of any trophy will be made until the field of play is cleared of all coaches and players. Please return to the dugouts as soon as possible following the game so the presentations can begin.

All-Tournament awards, team trophies and medallions will be presented immediately following each game to the non-advancing team.

The Association will provide a championship sign and official T-shirts to the winning team. No other signage or third party T-shirts will be permitted in the venue.

EXPENSE ALLOWANCE REIMBURSEMENT RESTRICTIONS

GENERAL POLICY

- An expense allowance will be paid for teams traveling to the softball state tournament.
- The total number of players and travel party reimbursed is twenty-four (24) for softball.
- Schools inside a 40 mile, one-way radius from the event site will only be reimbursed as a commuting team.



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MILEAGE

- Each team will be reimbursed \$2 per mile, round trip from the school address to the competition facility address for softball 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

OFFSETS TO EXPENSE ALLOWANCE REIMBURSEMENT OR OTHER PENALTY

- The participating schools are responsible for the conduct of the fans supporting that team.
- Any and all steps including fines or other penalties (including the withholding of team expense payments) will be levied in the event of mass entrance to the field.
- Any and all steps including fines or other penalties (including the withholding of team expense payments) will be levied in the event of players or others entering the stands during or after a game.
- Expense allowance reimbursements 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, the school acknowledges liability for damage directly attributable to the school, student body or fans.
- 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.

IMPORTANT WEBSITE LINKS

- [KHSAA Softball Site](#)
- [KHSAA Championship Media Credentials](#)
- [State Umpire Rotation](#)
- [GE63 - Team Information Form](#)
- [GE64 - Team Sport Reimbursement Form](#)
- [GoFan Tickets](#)
- [GoFan Ticket Training](#)
- [State Championship Bracket](#)
- [State Championship Schedule - First & Second Rounds](#)
- [State Championship Schedule - Semifinals & Final](#)
- [VisitLex Spring Championship Hotel Information](#)



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GENERAL SPRING INSTRUCTIONS FOR ALL SPORT AND SPORT ACTIVITIES

SUPERSEDURE NOTE

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

In many cases, these rules have been revised over the last couple of years through the pandemic to the point where time has not permitted complete overhaul and revision of 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 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:

- Air horns that may interrupt cadence or cause safety issues in specific sports and sport-activities
- Electronic amplifiers or any other equipment required power to be plugged into an outlet or any size or type.
- Portable sound systems unless used by bands during outdoor events when they are permitted to be used by playing or competition rules
- Whistles
- 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.

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.

For team sports - basketball, baseball, field hockey, football, soccer, softball, and volleyball - individual school Athletic Trainers should be included in the distribution of Team Party passes.

For other sport and sport activities, see the sport-specific section of these instructions for bringing a team trainer.

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 and Activity Adjustment Program, which pertains to the outside temperature.

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

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 photography 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 in advance of the start of the event through the online credentialing system linked 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.

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 - credentials.khsaa.org

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.

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.



**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://kyhighwaysafety.com)



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