

2018

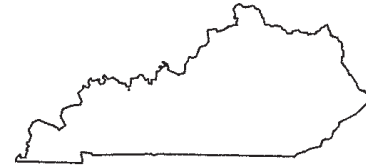


**SEMI-STATE SOCCER
TOURNAMENT INSTRUCTIONS
FOR PARTICIPATING
TEAMS**



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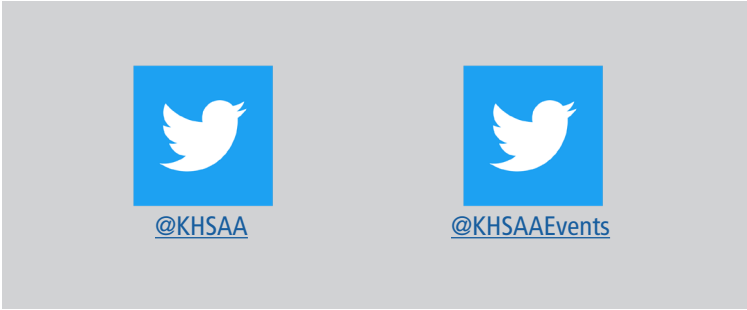
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BRIEF WELCOME

Congratulations from the Board of Control and staff of the Kentucky High School Athletic Association on advancing to the semi-state tournament.

It is hoped that these instructions answer most questions about participation in the 2018 KHSAA Semi-State Soccer Tournament.

KHSAA CONTACTS

Administrators and coaches should contact General Counsel Chad Collins (ccollins@khsaa.org), Assistant Commissioner Darren Bilberry (dbilberry@khsaa.org) or Event Management Specialist Dan White (dwhite@khsaa.org) at the KHSAA offices should they have any questions.

Media, broadcast/webcast and statistics inquiries should be directed to Communications Director Joe Angolia (jangolia@khsaa.org).

Questions 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 SEMI-STATE

The winning teams from the 16 Region Tournaments advance to the semi-state round of the State Tournament.

Semi-state pairings that determine the host school are contained within the Competition Rules which are included as a link at the end of this document.

COMPETITION DATES AND SCHEDULE

GIRLS' SEMI-STATE

Games shall be played on Monday, Oct. 22.

BOYS' SEMI-STATE

Games shall be played on Tuesday, Oct. 23.

BOYS' AND GIRLS' QUARTERFINALS

The winner of each semi-state contest advances to the state quarterfinals which will be played on Saturday, Oct. 27 in Lexington at Lafayette High School and Paul Laurence Dunbar High School.

PRE-EVENT GAME MANAGER DUTIES

Refer to the KHSAA Handbook that gives rules and regulations governing soccer tournaments and also familiarize yourself with the KHSAA Competition Rules.

The home team shall determine the Game Manager, although the host school Principal is ultimately responsible.

The Game Manager shall set the site for the game and each semi-state contest shall begin at 7 p.m. local time.

If the rental of a field is required, KHSAA approval is required in order for that expense to be deducted prior to the split.

No trophies will be awarded to the semi-state winner or runner-up.

REQUIRED BALL

The Select ball model that will be used in all rounds of the postseason is the Royale.

All balls must display the NFHS authenticating mark.

Use of any other game ball is a violation of KHSAA tournament rules and will subject the tournament and its participants to possible penalties.



Schools may bring their own balls, or the site may provide additional balls for warm-ups of a brand other than Select.

FACILITIES AND SECURITY

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

The KHSAA requires a game administrator, other than the coach, at the game site. Since the coach needs to devote full attention to the team, another person is needed to deal with any outside difficulties.

Unsporting conduct by spectators is a growing concern. The presence of a contest supervisor sends the message that such behavior will not be tolerated.

The host school shall make every effort to ensure that the facility is safe for fans, participants, officials, and others who may attend the contest, including the following requirements:

- Adequate police and other security protection inside and outside the stadium is to be arranged by the Game Manager in accordance with the KHSAA security practices policy in the KHSAA Handbook.
- Review the KHSAA policy on inclement weather in the policies section of the KHSAA Handbook.

MEDICAL COVERAGE

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

An Emergency Action Plan should be distributed to both schools.

It is strongly recommended that the authorized medial coverage be staffed by individuals who can determine whether or not a suspected concussion had occurred per 160.445(3)(a) and the KHSAA Board of Control Policies, which are included as a link at the end of these instructions.

Any fees associated with medical coverage are to be taken from gate receipts.

FIELD SPECIFICATIONS

Prepare the facility for tournament play, making sure to use the proper specifications according to the NFHS Soccer Rule Book.

There are minimum facility specifications set by the Board of Control that are different for each level of the state tournament.

Ensure site is compliant with these specifications.

A link to the minimum facility requirements is included at the end of these instructions.

SEMI-STATE OFFICIATING ASSIGNMENTS AND FEES

Officials will be assigned and paid by the KHSAA, which will also designate specific associations to staff specific semi-state games.

Four (4) officials shall be used for each postseason match.

Ensure that the official’s names are listed on Form SO112 when completing your post-event report.

Using the list of current assigning secretaries found in the links at the end of these instructions, managers should contact the appropriate assigning secretary and provide them with the game time and site.

Semi-state assigning secretary contacts are as follows:

Girls: Semi-State Oct. 22	Boys: Semi-State Oct. 23
SS#1 - Ronnie Cowan	SS#1 - William Armstrong
SS#2 - Bradley Coyle	SS#2 - John Secor



SS#3 - William Bruner	SS#3 - Majid Rezaee
SS#4 - Jim Long	SS#4 - Majid Rezaee
SS#5 - George Huffman	SS#5 - George Huffman
SS#6 - Jim Long	SS#6 - Perry Wing
SS#7 - Jeff Kepler	SS#7 - Jim Bevins
SS#8 - William Watts	SS#8 - William Bruner

ADMISSION OF PARTICIPANTS/TEAM PARTY AND LIMITATIONS

For postseason play, teams may dress up to 24 individuals per match. The 24 selected may rotate between matches from those eligible members as noted on the school’s online postseason roster. Each school shall be allowed 18 passes for team personnel (coaches and players not playing).

BYLAW 22 REMINDER

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. See Bylaw 22 in the KHSAA Handbook if you have any questions.

GAME MANAGER DUTIES DURING THE GAME

Prior to the start of the contest, identify yourself to both the opponent’s administrators and the officials, and establish a designated area where you can be reached in the event of an emergency. During your sportsmanship announcements, remind fans that foul language and harassment of officials is inappropriate. Ensure that the necessary auxiliary workers have been secured, such as ticket sellers and takers, program sellers, concession workers, appropriate security, parking attendants, etc. Ensure that fans are not allowed to be within 10 yards of the soccer field unless a natural barrier such as a fence or bleachers is present. After the game, have the officials escorted to the locker room and/or parking lot.

TICKET INFORMATION

Enclosed with the tickets mailed to your school, each manager will find a working copy of KHSAA Form SO112 (Semi-State Soccer Game Financial Report) which indicates the specific ticket numbers issued. The provided tickets must be used at your semi-state game and reconciled on the included Form SO112. All unused tickets must be returned to the KHSAA within one week of the tournament along with Form SO112. All semi-state ticket prices are \$10 each. Children 10 and under will be admitted free. Coaches’ cards and/or officials’ ID cards shall not be honored at the gate. The host school will be charged full price for any tickets not returned. Hosts should recognize and admit the Superintendent, Principal and Athletic Director of a school who possesses the valid 2018-19 KHSAA photo identification.



TRADEMARK, MEDIA RIGHTS, CORPORATE, TV AND RADIO

INTELLECTUAL PROPERTY RIGHTS

The intellectual property, corporate, broadcasting and media rights to all State championship rounds of the KHSAA postseason championships 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.

BROADCAST/TELECAST/WEBCAST

At all levels of competition during postseason play, control of media access and location at those contests is with the KHSAA.

At the state level, all negotiations for rights to a delayed broadcast, as well as any live telecast, shall be initiated with the Communications Director, and shall be approved by the Commissioner of the KHSAA.

All rights to State events belong to the KHSAA, as such, there are necessary policies and restrictions concerning this event and these provisions will be vigorously enforced.

The management of those rights are assigned to the Game Manager at the host KHSAA school for district, region and semi-state competition.

The KHSAA, through its agreement with the NFHS Network, is the only entity permitted to produce video from State Championship events.

No other entity will be permitted to produce video, with the exception of approved media outlets solely recording highlights for news use.

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

Entities desiring to tape the contest for delayed re-broadcast must have the permission of the Game Manager.

At the discretion of the Game Manager if space is available, and if such taping does not violate existing, acknowledged, written copyright protection or intellectual property agreements, participating teams in KHSAA events shall be allowed space, for the purpose of recording the contest.

Such broadcast may not be re-broadcast in any form including internet and social media.

If space is deemed to be available, the Game Manager has the right to designate a specific area for the purpose of taping, and allow taping only in that area.

It shall be solely the determination of the Game Manager as to space availability for video, but must be equal for both teams.

If the tournament manager deems that space is available, each participating school choosing to tape or film is required to sign a waiver indicating that the Association shall be held blameless for any and all liability to those parties involved in the taping, and that the school shall make no copies of the tape or film.

VIDEOTAPING

External power sources may not be used by patrons.

Patrons may videotape any portion of this competition from the confines of their defined spectator area, but may not in any manner transmit video live through any resource, including personal social media accounts. Violators are subject to removal.

NFHS NETWORK AND WEBSTREAMING

No webstreaming may be approved for any outlet without the payment of the requisite fee as mandated by the KHSAA/NFHS Network agreement, with the sole exception of a waiver for those schools participating in the School Broadcast Program of the NFHS Network.

The fee schedule will be published annually by the Commissioner's office and is available by contacting the Communications Director.

MUSIC COPYRIGHT

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



BAND PERFORMANCES

It is a local decision with regard to band admission. Bands are permitted to play during warm-ups, but not while the ball is in play.

EVENT MERCHANDISE

If desired by the Game Manager, TEAM IP (Official KHSAA Merchandise Vendor) may be contacted about turnkey event merchandise at the postseason tournaments. Contact the KHSAA for more information.

INCLEMENT WEATHER

It is the duty of the Game Manager, in consultation with the KHSAA and officials, to make decisions with regards to restarting or rescheduling in the event of stoppage or postponement, including ensuring all teams, media outlets and schools are properly notified. It is imperative that Game Managers adhere to the scheduled postseason dates, but inclement weather procedures must be followed.

In accordance with the playing rules, 15 minutes prior to the contest beginning and during the contest, the officials shall make determinations as to stoppage of play.

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

If it is anticipated that the inclement weather will pass, the competition may be resumed following a 15 minute warm-up period, no sooner than 30 minutes after the last sight of lightning or the last sound of thunder.

If the severe weather is of great length or intensity, the KHSAA, in consultation with the host school, has the responsibility and authority to postpone or cancel the competition.

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

RULES POINTS OF EMPHASIS/CLARIFICATIONS

NFHS Playing Rules will be utilized without exception.

A school may enter a team composed of 24 players in each postseason tournament game.

- Players **MUST** appear on the postseason roster submitted online.
- The 24 players shall be designated each game and no other players may be in uniform.
- No Game Manager or group of schools may vote to waive this requirement.
- Rosters are printable online through the members' login page and the public website as the valid listing of available players.

A minimum of two ball chasers must be used for each game.

It is recommended that each participating team provide at least one ball chaser.

Please refer to the Competition Rules link that is listed at the end of this manual.

CONTEST COMPLETION REMINDERS

Postseason tournaments are single elimination.

The semi-state winners advance to the KHSAA State Soccer Tournament sponsored by the U.S. Army ROTC.

Every contest must have a winner. Games tied at the completion of regulation time will continue with two sudden-victory overtime periods of five minutes each.

There shall be a two minute break between the overtime periods.



If the score remains tied after two overtime periods, the contest will be decided by kicks from the penalty mark.
A detailed copy of the Tie-Break Procedure can be found in the Competition Rules.

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.

POST EVENT

RESULTS

Upon completion, the score should be reported by calling the Rihards.com/KHSAA Scoreboard at 1-800-453-6882 or via web link if provided by email.

FINANCES

Each manager is to complete and submit a financial report to the KHSAA using Form SO112, including itemized expenses, no later than three weeks following the tournament using the link at the end of these instructions.

No expense item may be taken from the gate receipts without prior approval from the KHSAA.

Game Managers are reminded not to pay any visiting team's expenses or officials.

The KHSAA will pay officials after receipt of Form SO112.

Upon receipt of revenue and report, the KHSAA will issue shares to the host, home and visiting schools.

IMPORTANT WEBSITE LINKS

- KHSAA.org
- [KHSAA Soccer Website](#)
- [Competition Rules](#)
- [Semi-State Tournament Financial Report](#)
- [KHSAA Board Policies](#)
- [Minimum Facility Requirements](#)
- [Assigning Secretaries](#)