



SOCCER

STATE FINAL ROUNDS PRESENTED BY UK HEALTHCARE INSTRUCTIONS





2024 Semifinals & Final Soccer State Tournament Instructions presented by UK HealthCare

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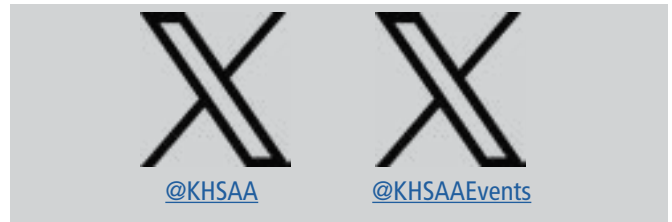
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2280 Executive Drive | Lexington, Ky., 40505 | www.KHSAA.org

KHSAA Staff

Commissioner	Julian Tackett
Associate Commissioner	Butch Cope
Assistant Commissioner	Darren Billberry
Assistant Commissioner	Sarah Bridenbaugh
Assistant Commissioner	Joe Angolia
Assistant Commissioner	Abby Jackson
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
Administrative Assistant	Sara McClain
Supervisor of Officials Licensing	Scott Bottoms
Physical Plant Director	Roy Tatum





SOCCER SPECIFIC INSTRUCTIONS

BRIEF WELCOME

Congratulations on behalf of the Kentucky High School Athletic Association Board of Control and staff for advancing to final rounds the 2024 Soccer State Tournament.

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 soccer is General Counsel Chad Collins (ccollins@khsaa.org).

If Mr. Collins is unavailable, Assistant Commissioner Joe Angolia (jangolia@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 winning team from each second round contest advances to the state tournament final site for the semifinals. The winners of the semifinal round advance to the championship game.

COMPETITION DATES, LOCATION AND SCHEDULE

The Soccer State Tournament's semifinal and final rounds will be held on Wednesday, Oct. 30, Thursday, Oct. 31 and Saturday, Nov. 2.

SEMIFINALS

- Girls' semifinals - Oct. 30 - 4:30 & 8 p.m. ET
- Boys'/Coed semifinals - Oct. 31 - 4:30 & 8 p.m. ET
- Fan gates will open 3:45 pm each day before the first semifinal contest and 7 pm each day for the second semifinal

STATE FINALS

- Girls' final - Nov. 2 - 4:30 p.m. ET
- Boys'/Coed final - Nov. 2 - 8 p.m. ET
- Fan gates will open one hour before each contest on Saturday

VENUE AND ADDRESS

[Paul Laurence Dunbar](#)

1600 Man o' War Blvd., Lexington, KY 40513

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.

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 second round is over to help with the ticketing process.

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



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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 be purchased via credit card at the admission gate on site.

No tickets will be sold on site at the normal ticket gates using cash.

FAN ENTRY

All non-competitors (individuals other than the properly qualified coaches and participants) must have their tickets validated by KHSAA staff.

All spectators must enter and exit through the admission gate. For both Wednesday and Thursday semifinal games, the admission game will open at 3:45 pm prior to the first semifinal games. Admission will open 7 pm for each second semifinal game. It will open one (1) hour prior to the start each contest Saturday.

Each game is its own ticketed event and the stadium will be cleared of all patrons between games.

Only permitted event staff will be admitted to the press box.

TICKET PRICING AND CONFIGURATION

All KHSAA events will be a fixed price that will include all applicable fees and charges, regardless of the ticket price.

No fees will be assessed to the customer in excess of the published price and all payment of applicable fees will be the responsibility of the KHSAA.

The price will be lower, all fees included, if purchased prior to midnight on day of the event.

The price increases by \$3, all fees included, after midnight on day of the event.

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

- To receive these qualifying free tickets, you must "purchase" these through khsaatickets.org even though there will be no charge.

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.

Anyone not competing will be required to have a ticket for admittance.

No passes, other than those produced by the Association for the championships (Commonwealth Card and only for the participating teams), will be honored at the pass gate.

Examples of passes NOT accepted include, principal passes and cards, coach passes and cards, athletic director passes, official passes and any other type of identification.

PRE-EVENT LOGISTICS AND DUTIES

CONFERENCE CALL

There will be a web conference for participating boys'/coed and girls' coaches and athletic directors at 11 a.m. ET on Monday, Oct. 28.

Additional instructions regarding the call will be sent via email once the field is set.

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

PRE-TOURNAMENT ON-SITE MEETING

Ground rules for the match will be explained in the meeting between coaches and officials prior to kickoff in the meeting required by NFHS rules involving coaches.



GE63 - TEAM INFORMATION FORM

By Tuesday, Oct. 29, 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 this section of these instructions.

TEAM PACKETS

Upon arrival at the team check-in tent at the stadium for the semifinals, head coaches will receive optional ball allocation for warmups (to be returned).

LODGING

Team housing for the soccer 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 (15) 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 to the hotel bill.

LIMITATIONS AND SUBSTITUTIONS

LIMITATIONS AND SUBSTITUTIONS

Teams may dress a maximum of 24 players in uniform per contest.

Those 24 selected can rotate each match as long as they appear on the postseason roster.

No other players outside of the 24 designated as eligible for each match may be in uniform or participate in pre-game activities, including warm-up activities.

ADMISSION INTO VENUE

TEAM ENTRY

Teams may enter the facility one (1) hour prior to the scheduled time of their game at the Team Entry/Pass Gate.

PARTICIPANT ENTRY

Upon arrival at the pass gate, a KHSAA representative will assist the head coach in validating their 24 players in uniform on a printed copy of the postseason roster from the KHSAA website.

Please communicate difficult or unusual name pronunciations or number changes at this time to aid in public address announcing of student-athletes throughout the game.

All non-uniformed players must go to the public entry area and purchase a ticket and will not be admitted through the team gate.

TEAM PARTY ENTRY

Team Party passes were delivered to quarterfinal sites. The winning team should have received their box on site following the game with 15 Team Party passes.

These team party passes are for superintendents, principals, athletic directors, coaches, managers, trainers, statisticians, ball boys/girls and others designated by the school as having an official role as a member of the traveling party on a daily basis.

Credentials are valid for bench access and must be visibly worn at all times if not seated in the stands.

Coaches, in order to receive a team party pass, must be listed on the KHSAA school page and have completed all of the Bylaw 25 coaching requirements.

The Superintendent, Athletic Director or Principal holding the KHSAA Commonwealth Card issued by the office will be admitted through the pass gate, but will not be given sideline access without one of the 15 Team Party passes.

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

No additional persons will be allowed on the field or near the playing area without proper credential.



Lost or stolen credentials will not be replaced.

FIELD-LEVEL ADMINISTRATORS

From the 15 team party passes, each school is asked to provide up to two (2) administrators to assist with pep buses and cheering section crowd control as needed.

These administrators are advised to stand in the bleachers near their group.

This allows for senior administration to be near the field to assist with any issues that may arise from the crowd and fans of the participating teams (particularly the student sections).

VENUE LOGISTICS

DRESSING/LOCKER ROOMS

Locker rooms will not be provided at the stadium.

Participants are asked to arrive at the venue dressed and ready to compete.

TEAM BENCHES

The top team in the bracket will be the home team in all matches and will occupy the bench nearest the scoreboard.

Home teams will wear dark colored jerseys and socks.

The bottom team in the bracket will be the visiting team in all matches and will occupy the bench furthest of the scoreboard.

Away teams will wear solid white jerseys and solid white socks.

A maximum of 24 players in uniform may be in the bench area.

TENTS

Tents are not appropriate on the sideline (except for medical tents) and any tent may be removed by contest management if obstructing the view of patrons.

PEP BAND ADMISSION

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

OTHER GROUPS

There are no allowances for admission of other performance and related groups.

All members would have to purchase a ticket and any performance would be in the bleacher area only with supervision solely by the school.

CONDUCTING THE EVENT

BRACKETS

The state tournament brackets can be found on the soccer page of the KHSAA website using the 2024 KHSAA State Results/Stats drop down menu.

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

WARM-UPS

Field access for teams is granted 30 minutes prior to the published game time.

Each team will be allowed 20 minutes for warm-ups, with the field being cleared beginning 10 minutes prior to the start time.

Lineups, including starters and head coaches only, will be announced during the semifinals.

Lineups, including all rostered players and coaches, will be announced at the finals.

TIME SCHEDULE

- 50:00 - Referee pre-game meeting with KHSAA staff or representative



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- 30:00 - Start clock and teams may begin warming up
 - Read NFHS Sportsmanship Statement before first game of the day during warm-ups
- 20:00 - Head coaches and officials meet for coin toss and submit and exchange rosters
- 10:00 - Teams clear field & line up for World Cup entry
- Public address welcome
- 5:00 - Officials lead all players in World Cup entry from team bench area to near touchline
- Introduce visiting team starters (reserves are introduced at final only)
- Introduce home team starters (reserves are introduced at final only)
- Play National Anthem before first game only
- 0:00/40:00 Kick-off of First half
 - Announcer shall count down last 10 seconds of period
- Halftime - 10:00 on clock and start immediately as teams exit field
- 0:00/40:00 Kick-off of Second half
 - Announcer shall count down last 10 seconds of period
- 30:00 - After teams clear field, next participants may begin warming up

RULES POINTS OF EMPHASIS/CLARIFICATIONS

PLAYING RULES

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

REQUIRED BALL TYPE

The Select Royale with the National Federation authenticating mark displayed is the official ball for all rounds of the postseason. Use of any other game ball, unless supplies are unavailable, is prohibited by the KHSAA and could subject the tournament and its participants to possible penalties.

Schools or the site may provide balls for warm-up that are not the official brand or model, but once play begins, game balls must be the Select Royale with the NFHS authenticating mark if such supplies are available through normal sources.

BALL HOLDERS

KHSAA requires two (2) ball boys/ball girls be indentified by each team to work the game, helping to avoid disruption of the flow of action.

CONTEST COMPLETION REMINDER

Every contest must have a winner.

Games tied at the end of regulation time will continue with two sudden-victory overtime periods of five (5) minutes each.

There shall be a two (2) minute break between the overtime periods, if necessary.

If sudden victory is not reached after two overtime periods, the contest will be decided by penalty kicks.

A detailed copy of the tiebreak procedure can be found in the links provided at the end of this section of these instructions.

STATE EVENT OFFICIALS

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

Four (4) officials shall be used for each match: one (1) center referee, two (2) assistant referees and one (1) fourth official.

Officials presiding over the tournaments are licensed and assigned by the KHSAA.



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Officials are assigned based upon performance review and advancement of teams within the event.

No referee or assistant referee will be assigned a contest that involves a team from the region in which they reside.

STATS

LIVE STATS

Live, play-by-play stats are available for all six (6) games of the semifinals and finals.

Links for those stats can be found under the 2024-25 KHSAA State Tournament Results/Stats menu on the bottom of the soccer page of the KHSAA website.

POST EVENT

RESULTS

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

TROPHIES AND AWARDS

The KHSAA will present the following awards:

- The state champion will receive a team trophy and 27 medals.
- The state runner-up will receive a team trophy and 27 medals.
- Each semifinalist will receive a team trophy and 27 medals.

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

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

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

STATE TOURNAMENT 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.
- Schools inside a 40 mile, one-way radius from the event site will only be reimbursed as a commuting team.
- Schools will only receive reimbursement after completing the KHSAA form GE64 within thirty days of the completion of the event.
- The link to the GE64 form is in the link listing at the end of these instructions.

MILEAGE

- Each team will be reimburse \$2 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

- No lodging will be reimbursed for teams in the State First Round without prior authorization from the lead sport contact.
- Schools are responsible for the initial payment of all lodging bills and will be reimbursed the lodging allowance, provided it



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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.

IMPORTANT WEBSITE LINKS

- [KHSAA Soccer Website](#)
- [Boys'/Coed Bracket](#)
- [Girls' Bracket](#)
- [Paul Laurence Dunbar Map](#)
- [VisitLex Fall Championships Hotel Information](#)
- [GoFan Ticket Training](#)
- [Media Credential Request and Guidelines](#)
- [GE04 \(Physical Exam Form\) - \(Spanish Version\)](#)
- [GE63 - Team Information Form](#)
- [GE64 - Team Reimbursement Form](#)
- [SI113 - School Audio Broadcast Designation Form](#)
- [Match Tie-Breaking Procedure](#)



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Supervisor of Officials Licensing..... Scott Bottoms

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GENERAL FALL INSTRUCTIONS FOR ALL SPORT AND SPORT ACTIVITIES

SUPERSEDURE NOTE

The information in these instructions supersedes any information previously distributed.

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, NOISEMAKERS, BALLOONS 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. They should be popped or returned to a vehicle, not allowed into the venue.

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 aware of the definitions and guidelines in place to make certain service animals 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 for which it provides.

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 \$1,000.

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.

The on-site training staff will 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 (and in many events, multiple AEDs) will be on site for use in the event of an emergency.

A text notification will be sent each morning to coaches, athletic directors, KHSAA staff, UK HealthCare trainers and workers of the event detailing the location of all AEDs.

ATHLETIC TRAINERS

For KHSAA state opening round events, host sites will be responsible for providing athletic trainers.

The Association will use the services of UK HealthCare to provide trainers for the KHSAA state final sites, 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 regarding 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 ILLNESS PREVENTION

It is the responsibility of UK HealthCare on-site training staff to monitor the wet bulb globe temperature and notify on-site staff and contest officials for determinations of any necessary adjustment to activity.

The manager should be aware of the policies and work in conjunction with the licensed or certified athletic trainer hired to work the event in monitoring the Heat Illness prevention program.

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

LIGHTNING/THUNDER POLICY

Tournament staff 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.

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.

STOPPAGE/POSTPONEMENT

It's the duty of the tournament staff, in consultation with the officials and certified trainers, to make decisions regarding resumption or re-scheduling.

In the event of stoppage or postponement, all parties must work together to ensure that all teams, media outlets and schools are properly notified.



While it's imperative to adhere to the scheduled postseason dates, the safety of all parties involved is always the top priority.

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 must 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 AND FEES

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 post event - khsaa.teamip.com.

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.

IMPORTANT WEBSITE LINKS

- Athletic Participation Form, [GEO4](#), English
- Athletic Participation Form, [GEO4](#), Spanish
- [Media Credential Request and Guidelines](#)
- [GoFan Ticket Training](#)



- [Sports Medicine Policies from KHSAA Board Policies](#)
- [NFHS Network Mandatory Minimum Fees for Webstreaming](#)



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BUCKLE UP AND PUT THE PHONE DOWN.**

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