



## **2017 KHSAA State Tennis Tournament Instructions**



## 2017 KHSAA TENNIS STATE TOURNAMENT INFORMATION

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### **INTRODUCTION AND CONTACT INFORMATION**

- Congratulations from the Board of Control and staff of the Kentucky High School Athletic Association on advancing to the state championship
- It is hoped that these instructions answer most questions about participation in the 2017 KHSAA State Tennis Championship

### *KHSAA STAFF CONTACTS*

- Administrators and Coaches should contact Assistant Commissioner Michael Barren ([mbarren@khsaa.org](mailto:mbarren@khsaa.org)), Assistant Commissioner Butch Cope ([bcope@khsaa.org](mailto:bcope@khsaa.org)) or Mr. Barren's Administrative Assistant Larrecia Williams ([lwilliams@khsaa.org](mailto:lwilliams@khsaa.org)) at the KHSAA offices should you have any questions
- Media and Statistics inquiries should be directed to Communications Director Joe Angolia at the KHSAA offices ([jangolia@khsaa.org](mailto:jangolia@khsaa.org))
- Inquiries may also be directed to the KHSAA offices at (859) 299-5472, or our fax number is (859) 293-5999, and any member of the staff should be able to refer you to the correct party
- Kathy Johnston, will serve as Tournament Director and she can be reached at 859-494-2509, ([kjohnston@khsaa.org](mailto:kjohnston@khsaa.org)) to assist with any questions

### **PRE-EVENT LOGISTICS**

#### *PRE-TOURNAMENT CONFERENCE CALL*

- There will be a conference call for all competing teams prior to the state tournament
- Participating schools will be sent, via email, additional instructions regarding the call
- The staff will go over the rules and review the format
- The staff will answer any questions you might have

#### *GENERAL INFORMATION*

- The KHSAA State Tennis Championships will be May 18th-20th at Shillito Park and the University of Kentucky Boone/Downing Tennis Complex

#### *PARKING – SHILLITO PARK*

- Parking must be in marked parking spaces and not in the open grass areas of Shillito Park
- Site maps can be found on the Tennis page on the KHSAA website

#### *PARKING – UNIVERSITY OF KENTUCKY*

- For play at the University of Kentucky, parking is located in the "R" lots as well as the "Green" lot next to Commonwealth Stadium
- The Green lot is also for bus parking
- "E" lots are for UK employees and anyone parking there may be ticketed and/or towed
- Site maps can be found on the Tennis page on the KHSAA website

#### *LODGING*

- The host hotel is the Campbell House located at 1375 S. Broadway, Lexington, KY 40504
- When making reservations, be sure to ask for Hannah Oliver and tell them that you are a school involved in the KHSAA State Tennis Championship

#### *COACHES PACKET PICK UP*

- Coaches will need to check-in and sign for their team packets discussed on the conference call
- See Larrecia Williams of the KHSAA staff at the participant check-in table

#### *BYLAW 22 REMINDER*

- KHSAA Bylaw 22 requires a member of the faculty of the school to be present along with any student-athlete who is representing a member school
- See Bylaw 22 in the KHSAA Handbook if you have any questions

### **COMPETITION DATES AND SCHEDULE**

- Please refer to the "Important Links Section" published at the end of this manual for a complete timetable for the tournament and other valuable links

### **ADMISSION INTO VENUE**

#### *PARTICIPANTS*

- There is no admission charge for Thursday's competition

- General admission tickets will be sold Friday, May 19 and Saturday, May 20 and will be \$10 each (children ten and under are admitted free)

### **CONDUCT OF EVENT**

#### *BRACKETS*

- A complete set of tournament brackets will be available in advance of the championships on the Tennis page of the KHSAA website
- The KHSAA will not be providing printed copies of the brackets to coaches

#### *INCLEMENT WEATHER*

- In case of inclement weather, play may be moved indoors and modified scoring method may be implemented per the competition rules
- Modified scoring may be implemented at the beginning of a round and could be "no-ad" scoring/continuous play with no break between second and third set tie breaker
- Check KHSAA website for status updates

### **RULES POINTS OF EMPHASIS**

- It is the responsibility of each competing coach to know and comply with all aspects of the competition rules regarding tennis
- The competition rules can be found on the KHSAA website at the link listed at the end of these instructions

#### *PLAYING RULES*

- All Tournaments shall be played using the rules as established by the United State Tennis Association unless modified by the KHSAA
- USTA registered Officials will be used at the State Championships for enforcement of these rules

#### *TENNIS BALLS*

- Tennis balls will be furnished for each match by the KHSAA State Tournament Director
- Wilson is the tennis ball that will be used for all KHSAA State Championship play

#### *POINT SYSTEM TO DETERMINE TEAM CHAMPIONSHIP*

- Each singles player and doubles team will receive one (1) point for each match that is won throughout the Tournament
- The school who accumulates the most points throughout the Tournament is the State Champion
- The school accumulating the second-most points throughout the Tournament is the State Runner-Up

#### *TIES FOR TEAM POINTS*

- In the case of a two-way tie in points for the team championship in the State Tournament, the tie will be broken by the following method:
  - The team having the highest percentage of games won during the tournament will receive first place
  - Example: Team A plays 200 games - wins 100 games = 50%
  - Team B plays 210 games - wins 160 games = 76%
  - If there is still a tie, the tie remains, and duplicate awards will be given

### **HEALTH INFORMATION**

#### *ATHLETIC TRAINER*

- Athletic Training services will be provided for participating teams during this event by University of Kentucky Sports Medicine
- Athletic Training staff will be available beginning one hour prior to the first match and remain available throughout the day
- Schools are reminded that they are responsible for ensuring that the parental permission to seek medical treatment is authorized from each participant

- The Principal, Athletic Director and/or the Head Coach can use a copy of KHSAA Form GE04 (the physical exam form) for this purpose, as this form contains appropriate language, and should bring that form for each athlete

#### *VENUE SAFETY*

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

#### *EMERGENCY ACTION PLAN*

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

#### **SPORTSMANSHIP**

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

#### **MEDIA, CORPORATE, TV, RADIO, WEBCAST, TRADEMARKS**

##### *SCHOOL MEDIA*

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

##### *TRADITIONAL MEDIA*

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

##### *MEDIA RIGHTS FEE*

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

##### *TEAM BROADCASTS*

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

- The KHSAA is the only entity permitted to originate or authorize a video broadcast of KHSAA State Championship events

### **EVENT MERCHANDISING**

- KHSAA State Championship apparel will be available for sale at the event and online post event
- TeamIP is the exclusive vendor of championship apparel, please look for 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

### **POST EVENT**

#### *TROPHIES AND AWARDS*

- Plaques will be awarded to the Champion and Runners-up for Individuals and Doubles play
- Medals will be awarded to the semifinalists and quarterfinalists for Individuals and Doubles play
- Trophies will be awarded to the State Team Champions and Runner-up through fourth place  
*MIDWAY UNIVERSITY/KHSAA FEMALE STUDENT-ATHLETE OF THE YEAR*
- The award is based on athletic and academic achievement as well as community service and leadership
- Nominations were solicited during the regular season from participation tennis programs and were required to be submitted by an administrator, guidance counselor or coach  
*NFHS COACH OF THE YEAR*
- The National Federation of High Schools' Coaches Association presents the Coach of the Year Award in each of the sports sanctioned by the KHSAA
- The KHSAA staff will make every effort to have the winning coach present for this award when it is presented during the event

#### *CHAMPIONSHIP PHOTOS*

- The KHSAA pays for professional photography coverage of the event
- Official championship photos of the event will be available for purchase through the KHSAA's online photo gallery within 72 hours of the completion of the event
- Only approved media and commercial photographers paying the requisite fee will be afforded photography permits and location privileges
- All non-media and non-commercial photographers must take all desired photos from the confines of the spectator areas, including during the awards ceremonies

#### *FINANCES AND EXPENSES*

- There is no school reimbursement for this event
- Member schools are responsible for all expenses incurred for participation in this event

### **IMPORTANT LINKS**

- KHSAA Tennis Information - <http://khsaa.org/sports/spring/tennis/>
- Tennis Tournament Schedule - <http://khsaa.org/tennis/2017/stateschedule.pdf>
- School Media Requests - <http://khsaa.org/si103-school-media-request-form/>
- KHSAA Tennis Competition Rules – <http://khsaa.org/handbook/competitionrules/tncpetitionrules.pdf>
- Media Credentials - <http://khsaa.org/news-stats-pubs/media-resources/media-credentials/>
- School Broadcast Radio - <http://khsaa.org/si113-school-broadcast-designated-radio-form/>
- KHSAA Photo Gallery - <http://khsaa.zenfolio.com/f732412014>