



2018 STATE TENNIS CHAMPIONSHIP INSTRUCTIONS FOR TEAMS AND COACHES



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WELCOME

- Congratulations from the Board of Control and staff of the Kentucky High School Athletic Association on advancing to the state championships
- It is hoped that these instructions answer most questions about participation in the 2018 KHSAA State Tennis Championships

QUALIFYING FOR PARTICIPATION IN CHAMPIONSHIP

- The champion, runner-up and other two semifinalists in both the singles and doubles regional tournaments advance to fill a 64-place single-elimination state tournament bracket, regardless of the team results

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

VENUES

- UK Hilary J. Boone/Downing Tennis Complex, 454 Complex Drive Lexington, Kentucky 40506-213
- Shillito Park, 300 W Reynolds Road, Lexington, Kentucky 40503

DIRECTIONS TO VENUES

UK HILARY J. BOONE/DOWNING TENNIS COMPLEX

- Directions to the Complex by I-64 (from Louisville) I-75 (from Cincinnati)
 - Take the Man-O-War Boulevard exit and turn right off the exit ramp
 - Follow Man-O-War Boulevard until reaching the intersection of Alumni Drive and Man-O-War
 - Turn right onto Alumni Drive
 - Go about two miles and turn right onto Bates Creek Road
 - Turn left at the next light which is Cooper Drive
 - Go past the football practice field and turn right at the light - Sports Center Drive
 - The tennis center is on your left
- Directions to the Complex via I-64 (from Huntington, W.Va.)
 - Take I-75 south upon reaching the I-64/I-75 exchange
 - Take the Man-O-War Boulevard exit and turn right off the exit ramp
 - Follow Man-O-War Boulevard until reaching the intersection of Alumni Drive and Man-O-War
 - Turn right onto Alumni Drive
 - Go about two miles and turn right onto Bates Creek Road
 - Turn left at the next light which is Cooper Drive
 - Go past the football practice field and turn right at the light - Sports Center Drive
 - The tennis center is on your left
- Directions to the Complex via I-75 (from Knoxville, Tenn.)
 - Take the first Lexington exit (Highway 25/421 Holiday Inn South will be on the right) and turn left off the exit ramp onto Richmond Road

- Follow Richmond Road until reaching the intersection of Man-O-War Boulevard and Richmond Road
- At the intersection, turn left onto Man-O-War Boulevard and follow Man-O-War Boulevard until reaching the intersection of Alumni Drive and Man-O-War Boulevard
- Turn right onto Alumni Drive
- Go about two miles and turn right onto Tates Creek Road
- Turn left at the next light which is Cooper Drive
- Go past the football practice field and turn right at the light - Sports Center Drive
- The tennis center is on your left
- Directions to the Complex via Bluegrass Parkway
 - Turn right at the end of the Bluegrass Parkway onto Versailles Road (Hwy. 60)
 - Follow Versailles Road until reaching New Circle Road (Hwy. 4) interchange
 - Take the first right at the interchange to allow access to New Circle Road
 - Follow New Circle Road until reaching Tates Creek Road (3rd exit)
 - Exit off New Circle Road and then turn left at the end of the exit ramp onto Tates Creek Road
 - Follow Tates Creek Road until reaching the intersection of Cooper Drive and Tates Creek Road
 - Turn left onto Cooper Drive
 - Go past the football practice field and turn right at the light - Sports Center Drive
 - The tennis center is on your left

SHILLITO PARK

- Directions to Shillito Park from Louisville
 - Travel eastbound on Interstate 64 for approximately 51.9 miles to Franklin County
 - Take Exit 58 from I-64 East
 - Get on KY-4 S/New Circle Road in Lexington (18.4 miles)
 - Follow KY-4 S/New Circle Road
 - Take exit 19 from KY-4 S/New Circle Road (4.4 miles)
 - Take W Reynolds Road to the Park Entrance (.9 mile)
- Directions to Shillito Park from Northern Kentucky
 - Travel southbound on Interstate 75 to KY-620 E/Cherry Blossom Way in Scott County (19.5 miles)
 - Take exit 129 from I-75 South
 - Get on KY-4 W/US-421 BYP N in Lexington from US-25 S/Cincinnati Road, KY-1143 S, US-460 BYP E and US-25 South (18.0 miles)
 - Follow KY-4 West and take exit 19 from KY-4 West (8.5 miles)
 - Take W Reynolds Road to the Park Entrance (.9 mile)
- Directions to Shillito Park From South Central Kentucky
 - Travel northbound on Interstate I-65 and KY-9002E/Bluegrass Parkway/Route 9002 E to Lexington (147 miles)
 - Take exit 19 from KY-4 South/New Circle Road
 - Take W Reynolds Road to the Park Entrance (.9 mile)
- Directions to Shillito Park from Eastern Kentucky
 - Travel on Interstate I-75N to KY-418 W/Athens Boonesboro Road in Lexington (16.5 miles)
 - Take exit 104 from I-75N
 - Get on KY-4 W/E New Circle Road from Richmond Road (6.0 miles)
 - Take KY-4 W/E New Circle Road to exit 19 from KY-4 W/E New Circle Road
 - Continue on US-27 S/Nicholasville Road
 - Take W Reynolds Road to the Park Entrance (.9 mile)
- Access to Shillito Park from Western Kentucky
 - Take I-65 North
 - Follow I-65N and KY-9002 E/Bluegrass Pkwy/Route 9002 E to Lexington (147 miles)
 - Take exit 19 from KY-4 S/New Circle Road

- Take W Reynolds Road to the Park Entrance (.9 mile)

PARKING

- Parking at Shillito Park
 - For play at Shillito Park, parking must be in marked parking spaces and not in the open grass areas
 - Sitemaps can be found on the Tennis page on the KHSAA website
- Parking at 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
 - Sitemaps 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 Stacey Jarboe and tell them that you are a school involved in the KHSAA State Tennis Championship

BYLAW 22

- 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

DATES

- The 2018 KHSAA State Tennis Tournament will take place on May 17-19, 2018 in Lexington, KY

TIMES

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

PRACTICE ROUNDS

- There is no on-site practice time or opportunity

PRE-TOURNAMENT ON-SITE MEETING

- There is no pre-competition on-site meeting
- The conference call is scheduled to address your questions prior to the competition and review any last minute event logistics

ADMISSION INTO VENUE

TEAM ENTRY

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

TICKETS

- There is no admission charge for Thursday's competition
- General admission tickets for Friday, May 18 will be sold for \$15 each and will allow for unlimited re-admission (including alternate weather venues) with children 10 and under admitted free
- General admission tickets for Saturday, May 19 will be sold for \$15 each and will allow for unlimited re-admission (including alternate weather venues) with children 10 and under admitted free

VENUE LOGISTICS

DRESSING/LOCKER ROOMS

- There is no locker room provided on-site
- Participants should arrive at the venue dressed and ready to compete

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
- If play is moved indoors, directions will be given on site and via the KHSAA website and @khsaaevent twitter account
- Check the KHSAA website throughout the day for status updates in case of inclement weather

RULES POINTS OF EMPHASIS/CLARIFICATIONS

ROSTER AND SUBSTITUTIONS

- Prior to the first match at the state tournament, the tournament manager may allow substitution on a doubles team if the original entry is prevented from participating due to circumstances due to injury/illness
- No advantage may be gained by substitution, or it will not be permitted
- After the first match has begun at the state tournament, there cannot be a substitution on a doubles team
- There cannot be a substitute for a singles player at any time during the state tournament
- Any withdrawal of a non-seeded player prior to tournament play shall result in leaving the player in the draw and advancing the opponent by withdrawal

REQUIRED BALL

- 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

COURT SPECIFICATIONS

- The facility meets the proper specifications according to the USTA Friend at Court book for 2018

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

SCORING IN THE CASE OF INCLEMENT WEATHER

- In case of inclement weather, modified scoring method may be implemented per the competition rules by the Tournament Director
- 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 tiebreaker

TIEBREAKER

- All match play shall be best two-out-of-three sets, with the third set being a Super Tie Break

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 which 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 with 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 TRAINERS

- 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 EAP

- 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

STATE EVENT OFFICIALS

- Officials presiding over the event are licensed by the USTA and assigned by the Kentucky High School Athletic Association

SPORTSMANSHIP

- The Kentucky High School Athletic Association requires officials to enforce sportsmanship rules
- High School Athletics emphasize positive values
- All parties have worked hard to create a sense of teamwork, respect, responsibility, and perspective
- We remind you that officials expect good behavior and will quickly penalize misconduct
- We encourage and appreciate your help
- Let this competition reflect mutual respect among all participants and officials
- Participating teams shall notify your noncompeting students and fans that they are not to come on the playing surface prior to, during, or following the game

MEDIA, CORPORATE, TV, RADIO

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 is required to 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

BROADCAST/TELECAST/WEBCAST RIGHTS

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

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

EVENT MERCHANDISE

- KHSAA State Championship apparel will be available for sale at the event and online post-event
- Teamlp 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

RESULTS

- Results will be posted at the competition and later on the KHSAA website

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 AWARD

- The Midway University/KHSAA Female Student Athlete Of The Year 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

STAFF CONTACTS

- Assistant Commissioner Michael Barren, 859-317-3300 (c), mbarren@khsaa.org
- Associate Commissioner Butch Cope, 859-351-1833 (c), bcope@khsaa.org
- Communications Director Joe Angolia, 859-351-4576, jangolia@khsaa.org
- State Tournament Director Kathy Johnston, 859-494-2509, kjohnston@khsaa.org
- KHSAA offices. 859-299-5472

IMPORTANT WEB LINKS

- KHSAA Tennis Information - <http://khsaa.org/sports/spring/tennis/>
- Tennis Tournament Schedule - <http://khsaa.org/tennis/2018/stateschedule.pdf>
- KHSAA Tennis Competition Rules - <http://khsaa.org/handbook/competitionrules/tncompetitionrules.pdf>
- School Media Requests - <http://khsaa.org/si103-school-media-request-form/>
- 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>