

# SOFTBALL

# 2021 STATE TOURNAMENT INSTRUCTIONS FOR PARTICIPATING TEAMS AND FANS

# DRAFT

THE INFORMATION INCLUDED WITHIN THESE INSTRUCTIONS IS TENTATIVE AND SUBJECT TO CHANGE



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Throughout these instructions, portions that are different from previous seasons, or changed due to COVID-19, have been highlighted yellow.



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

## KHSAA Staff

Commissioner	Julian Tackett
Associate Commissioner	Butch Cope
Assistant Commissioner	Mike Barren
Assistant Commissioner	Darren Bilberry
Assistant Commissioner	. Sarah Bridenbaugh
General Counsel	Chad Collins
Communications Director	Joe Angolia
Information Technology Director	Rob Catron
Event Management Specialist	Dan White
Administrative Assistant/Office Manager	Marilyn Mitchell
Administrative Assistant	Kara Howard
Administrative Support Specialist	Jeremy Ison
Administrative Support Specialist	
Physical Plant Director	









#### **BRIEF WELCOME**

Congratulations on behalf of the Kentucky High School Athletic Association Board of Control and staff for advancing to the 2021 KHSAA State Softball 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 softball is Assistant Commissioner Sarah Bridenbaugh (sbridenbaugh@khsaa.org).

If Mrs. Bridenbaugh is not available, Assistant Commissioner Michael Barren (mbarren@khsaa.org) is the backup contact.

Media, broadcast/webcast and statistics related questions should be directed to the Association's 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 can refer you to the correct

#### **COVID-19 GUIDANCE**

#### **BASIC COVID-19 STANDARDS**

The KHSAA's complete "Healthy at Sports, Stage 3 - Performance, Return to Competition: Considerations for Spring Sports & Sport-Activities" document for softball can be found at the following link: https://bit.ly/3eYswzG

In addition to softball specific guidance, this document includes guidance for all sports, officials and officiating, COVID-19 Medical Evaluation and Return-to-Play protocol, as well as the KHSAA's COVID-19 Return to Play Form.

The information in this document should be thoroughly reviewed by all coaches, participants and spectators attending a state tournament contest.

Differences in the guidance are necessitated by the differences in sports, facilities, geographic areas, and pronounced differences during normal years and magnified this school year.

Please note that many of these items are very fluid and are changing rapidly at this stage of the pandemic, therefore coaches and fans should monitor the KHSAA twitter feed (@khsaa and @khsaaevents), as well as the KHSAA Facebook page for updates.

#### **ATTENDANCE LIMITATIONS**

Attendance limits are at 100% of capacity due to the Governor's restrictions being lifted.

The move to 100% capacity does not supersede the requirement for venues to utilize social distancing where practical and feasible in accordance with CDC guidelines.

#### **ADMISSION INTO VENUES WITH SYMPTOMS OF COVID-19**

REMINDER - Any individual with symptoms of COVID-19 shall not be admitted.

Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea



Look for emergency warning signs for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Pale, gray, or blue-colored skin, lips, or nail beds, depending on skin tone

#### **MASKS, FACE COVERINGS**

All non-participants entering a venue before, during, and after a contest, whether or not fully vaccinated as defined by the CDC, should consider wearing a mask/face covering.

#### **SOCIAL DISTANCING (REQUIRED WHERE PRACTICAL AND FEASIBLE)**

Social distancing should be maintained at all times, where feasible for all involved in the contests, but required for spectators at all times by sitting apart from individuals from other households, unless all are vaccinated.

#### CROSS-REFERENCE TO OTHER GUIDANCE

All individuals involved in the athletic program are expected to reference all guidance standards, including those in this sportsspecific guidance and the All Sports Guidance document.

If there is an ambiguity between recommended guidelines, the most stringent should apply, and deference shall be given to the KHSAA Return to Play Material as other resources amend their guidance later.

#### **GENERAL INFORMATION**

#### **ADMINISTRATIVE AND FIELD SETUP**

There shall be no shared equipment (batting helmets, gloves, gear, etc.) (RECOMMENDED)

Players and coaches must bring their own water bottles. (REQUIRED)

Press box shall be limited to event staff personnel (PA, Scorer) and media and must be socially distanced. (RECOMMENDED)

All individuals shall be prepared to exit the facility as efficiently as possible. (RECOMMENDED)

Stagger use of communal areas and clean and disinfect frequently touched surfaces. (RECOMMENDED)

Sanitizing supplies shall be available in both dugouts. (RECOMMENDED)

Exercise social distancing within the dugout. (RECOMMENDED)

### **OFFICIATING (MECHANICS) (ADOPTED FOR 2020-21)**

No sharing of equipment. (REQUIRED)

There are no color restrictions to face coverings for umpires. (REQUIRED)

Umpires must bring their own water bottles. (REQUIRED)

Umpires should arrive dressed and ready to work. (RECOMMENDED)

Use three-part line-up cards so that each coach and the umpire has their own copy. (CONSIDER)

Keep the catcher and batter at a 6-foot distance when dusting off the plate. (RECOMMENDED)

Base umpires should maintain six (6) feet from any player as a starting position when rotated and/or counter rotated. (RECOMMENDED)

The Pregame Conference is to be limited to one (1) coach from each team plus the umpires and utilize social distancing principles and all should wear masks/face coverings unless fully vaccinated. (RECOMMENDED)

10-2: Umpire in chief should wear a face covering or splash shield behind the plate. (RECOMMENDED)



10-2-1: Plate umpire should stand deeper than normal to call balls and strikes. (CONSIDER)

#### **OFFICIATING (RULES) (ADOPTED FOR 2020-21)**

Limit the players dressed in the dugout to 21. (REQUIRED)

Face coverings should be worn and social distancing utilized when discussions occur between head coach and umpire unless fully vaccinated. (CONSIDER)

Eliminate handshakes during the pregame conference and between teams following the contest. (RECOMMENDED)

Disinfect players' personal equipment/uniform after each game/practice. (RECOMMENDED)

All conferences (charged, defensive, rule discussion or substitution reporting) shall require all participants to maintain at least 6-feet social distance spacing.

- 1-7-1, 1-8-4: Plastic shields covering the entire face (unless integrated into the face mask and attached to a helmet or manufactured exclusively for wear during baseball and softball games) shall not be allowed during contests or in practice. (REQUIRED)
- 1-4-1: Pitchers cannot wear optic yellow facial coverings while pitching. (REQUIRED)
- 1-4-2: Athletes are permitted to wear gloves and/or masks/face coverings during competition with no restriction on color or type other than the pitcher who cannot wear an optic yellow glove. (REQUIRED)
- 2-17: If the dugout is extended, it is to be in direction toward foul pole.
- 3-5-2: Base coaches must stay six (6) feet from a runner at all times after suspension of play. (RECOMMENDED)
- 3-6-6: Players are not permitted to leave the dugout area to congratulate players when scoring or after home runs. (RECOMMENDED)
- 6-2-2: Pitchers may not spit on the ball or glove. (REQUIRED)

# **QUALIFYING FOR PARTICIPATION IN TOURNAMENT**

The winning teams from the eight (8) semi-state games advance to the state tournament for the quarterfinals, semifinals and finals at John Cropp Stadium on the University of Kentucky campus in Lexington.

#### **COMPETITION DATES, LOCATION AND SCHEDULE**

The KHSAA State Softball Tournament will be held on June 18-20.

#### **OUARTERFINALS - THURSDAY, JUNE 18**

• 11 a.m., 2 p.m., 5 p.m. and 8 p.m. ET

#### **SEMIFINALS - SATURDAY, JUNE 19**

11 a.m. and 2 p.m. ET

#### **STATE FINALS - SUNDAY, JUNE 20**

• 2 p.m. ET

The complete bracket is included as a link at the end of these instructions.

No games will be started before their scheduled time.

#### **VENUE AND ADDRESS**

John Cropp Stadium **University of Kentucky** 570 Wildcat Ct. Lexington, Ky., 40506





#### **TICKETS AND FAN ADMISSION**

#### **TICKETS**

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

Ticket prices are \$12 each, plus electronic transaction fees that are not received by the KHSAA.

Children two-and-under will be admitted free, but must still "purchase" the free ticket through GoFan.

Fans should purchase their tickets before they arrive to facilitate entry and minimize congregation of those waiting.

A link to purchase the digital tickets will be emailed to the Athletic Director or Designated Representative of each participating school to be distributed.

Please note that links are unique to each game as the park will be cleared of patrons between contests.

No coaches' cards, KHSAA Administrator cards or officials' ID cards will be honored at the gate.

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

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

Any on-site transactions will be digital using the personal devices of the customer.

No screenshots of tickets will be honored at any time.

#### **FAN ADMISSION**

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.

Upon entering the park, there will be no re-entry without the purchase of a new ticket.

#### **PRE-EVENT LOGISTICS**

#### **CONFERENCE CALL**

There will be a web conference for participating coaches and athletic directors in advance of the quarterfinals.

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

There will be no mandatory, pre-tournament meeting at the stadium, participants should instead use the conference call to ask any questions.

#### **GE63 - TEAM INFORMATION FORM**

By Thursday, June 17, 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 state softball tournament is arranged through the Lexington Convention and Visitors' Bureau.

As part of the bid package from the city of Lexington, specific hotels listed below have allotted teams a block of rooms at a discounted price.

The Holiday Inn Hamburg is available for \$89 per night June 16-19 by calling (859) 687-7008.

The Clarion Hotel North is available for \$89 per night from June 16-19 by calling (859) 233-0512.

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.

#### **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.

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.

#### **BYLAW 22 - REQUIREMENT TO ACCOMPANY**

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.

# **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.

This cannot be voted on locally to increase the number.

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

No players other than the 21 designated for each game may be in uniform or participate in warm-up activities.

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.

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

All non-uniformed team members who are not essential to game management shall be seated in the bleachers or general seating and be able to socially distance from other groups.

# **ADMISSION INTO VENUE**

#### TEAM ENTRY

Refer to the Event Schedule on the softball page of the KHSAA website, and included as a link at the end of these instructions, for team arrival and warm-up times.

#### **PARTICIPANT ENTRY**

The Designated Representative listed on the GE63 form from each school will receive a private link from GoFan with a capacity of 35 free tickets, of which 21 are for their participating student-athletes each game.

Upon arrival at the pass gate, a KHSAA representative will assist the head coach in redeeming the student-athlete's tickets.

All non-uniformed players not part of the team party must go to the public entry area with a purchased ticket.

#### **TEAM PARTY ENTRY**

The Designated Representative listed on the GE63 form from each school will receive a private link from GoFan with a capacity of 35 free tickets, of which 14 can be distributed to the team-party members as needed.



Each participating team is allowed 14 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.

Once on site, the tickets will be redeemed on the individual's phone at either the main ticket gate or pass gate.

Please do not redeem the tickets prior to arriving at the gate.

Once inside the park, a KHSAA representative will deliver the 14 credentials to the head coach to be distributed to the team party.

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

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.

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

Individuals outside of the 14 team-party credential holders will not be entitled to complimentary admission and will be directed to purchase a ticket.

Lost or stolen credentials will not be replaced and will be different for each game.

#### **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.

#### **WATER - COVID-19 GUIDANCE**

Coaches and athletes are reminded to bring their own water bottles and no community dispensers can be used. (REQUIRED) Refer to the "All Sports Guidance" section of the "Healthy at Sports" document (https://bit.ly/3eYswzG) for multiple references to water, hydration and food guidelines.

#### **FIELD SPECIFICATIONS**

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

The outfield walls are clearly bordered by a warning track.

#### **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 first base dugout.

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

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

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.

#### **PRACTICE**

Each participating team will be given one (1) hour of indoor warm-up time at John Cropp Stadium (as outlined in the time schedule).

Each team will be assigned half of the indoor workout area and must remain in their half. The circle will remain covered and the equipment may not be reconfigured without supervision.

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

There shall be no sunflower seeds inside the practice facility.

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

Teams will be given an 10-minute timed infield prior to their game. There will be no infield practice while field maintenance is taking place.

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

#### **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 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.

#### **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

- 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

# SIGNAGE, BALLOONS AND NOISEMAKERS

Signs/banners are permitted at the facility but must be of good taste and sportsmanship.

The signs/banners must be handheld.

The signs/banner shall not cover any corporate signage or obstruct the view of patrons.

Amplified noisemakers or items that replicate game management cues are not permitted inside the facility. These items include, but are not limited to: air horns, electronic amplifiers, portable sound systems, instruments that require additional electricity, game clock horns and whistles.

Artificial noisemakers (non-mechanical and non-powered) are permitted provided they do not interfere with game administration, however, the admittance of the items is a venue specific decision.

Balloons, which can block the view of other patrons, are not permitted at the event.

Only venue provided amplified music and band performances are permissible, but only during pregame, natural and planned breaks/timeouts and when the ball is not in play.

#### **CONDUCTING THE EVENT**

#### BRACKET

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



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

# **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 these instructions.

The daily schedule includes arrival times for teams, a breakdown of infield practice times, as well as a schedule for introductions, the National Anthem and first pitch.

It should be noted that team introductions will include the starters only for the 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

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 must 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**

This is a reminder to coaches, umpires and administrators in regard to interrupted games.

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

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.



#### **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.

## **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 encourage and appreciate your help in letting this competition reflect mutual respect among all participants and officials.

We remind you that officials expect good behavior and will quickly penalize misconduct.

No one outside of the team is to come onto the field. Fans are to stay in the stands before, during and after each contest.

Please make announcements to this effect to the student body during the week before play.

In the event this occurs, a school will be fined or there will be a reduction in a team's expense reimbursement when applicable.

# **HEALTH INFORMATION**

#### ATHLETIC TRAINERS

The Association will use the services of UK Orthopaedics & Sports Medicine to provide trainers for the state softball tournament.

The trainers will be available one (1) hour prior to the first contest and remain available throughout the event.

Any team desiring admission of its own certified trainer shall coordinate that admission with Rob Ullery at UK Healthcare and teams will be given instructions during the conference call.

#### 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.

#### **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 in which you or a team member feels should be addressed to minimize risk to all involved.

Trainers from UK Orthopaedics & Sports Medicine will be on site with ambulance services on-call.

Any crowd control problems or acts of violence should be brought to the attention of the event staff, which will contact the appropriate authorities.

#### **EMERGENCY ACTION PLAN**

KHSAA staff will, in consultation with the athletic training staff and venue personnel, develop an Emergency Action Plan (EAP) for this event and the plan will be available upon arrival from the athletic training staff.

If an athlete or fan is in need of emergency medical attention, contact the nearest KHSAA staff member, official, UK Orthopaedics & Sports Medicine trainer or venue staff so emergency medical services can be reached.

An AED will be located at the team check-in area.

#### **INCLEMENT WEATHER PROCEDURES**

In the event of inclement weather, it is the duty of the KHSAA, in consultation with the host facility and umpires, to make decisions in regard 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 play as the safety of the public and participants will be the most important factor in any decision.

Should it begin to rain, the games will continue on schedule unless there are signs of lightning, sounds of thunder, or the umpires, in consultation with tournament management, determine that it is unsafe to continue.

Should weather conditions force a postponement or delay, you should immediately leave the bleacher area and heed any announcements made by tournament management.

Should evacuation become necessary, please observe the directions given by uniformed officers, as well as tournament officials.

In accordance with adopted KHSAA policy, if games are suspended, the minimum suspension will be 30 minutes after the last sight of lightning or sound of thunder.

Persons leaving the stadium should seek shelter in their mode of transportation.

In all circumstances, use prudent judgment in determining whether or not you should remain in the dugout or bleachers.

When the decision is made to resume the games, there will be announcements made throughout the stadium area, and prior to the resumption of play, a 15 minute warm-up period will be given to both teams.

The KHSAA staff may seek input in re-scheduling/resumption decisions, but the designated event manager shall serve as the final determinant for those decisions.

#### **HEAT INDEX PROGRAM**

Tournament play will adhere to the KHSAA's Heat Index Program.

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

Should the heat index reach 95 degrees, mandatory 10-minute water breaks will be given every 30 minutes.

At 99 degrees, play shall stop, and the heat index will be monitored every 30 minutes.

# **MEDIA AND INTELLECTUAL PROPERTY RIGHTS**

#### KHSAA.TV AND KHSAA.NET

The quarterfinals, semifinals and finals will be webcast live at KHSAA.tv through the NFHS Network, which is a subscriptionbased service.

Subscription plans for the NFHS Network are available for \$10.99 a month. A monthly subscription entitles users to every broadcast by the KHSAA and the more than 45 participating state associations.

A free audio-only feed of the games will also be available online through KHSAA.net on MixIr, which has a corresponding app available for iOS and Android devices.

#### **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 or be positioned in the stands.

#### **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, semi-state, 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, semi-state, 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.

Freelance/commercial photographers, as defined herein, will not be granted access to KHSAA events unless the requisite media rights fee is paid.

A commercial photographer is any person, including a school employee, who will capture images from the event and re-sell them to anyone, including team members, the families or the general public.

#### 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.

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 system using Form SI103 which is included as a link 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 Thursday, June 17 at 5 p.m. ET.

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 will be limited to three (3) credentials.

Freelance/commercial photographers, as defined herein, will not be granted access to KHSAA events unless the requisite media rights fee is paid.

Media members will follow all local/state/federal requirements when it comes to PPE, health screening, physical distancing, capacity, etc.

KHSAA Media policies are outlined online at - <a href="https://khsaa.org/news-stats-pubs/media-resources/media-credentials/">https://khsaa.org/news-stats-pubs/media-resources/media-credentials/</a>

#### 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 match 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 SI113 (School Audio Broadcast Designation Form).

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.

#### **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 semi-state, 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 Communications 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.

#### **POSTGAME MEDIA INTERVIEWS**

All postgame media interviews are to be done in the vicinity of the dugout.

Within the timetable, the field playing area is cleared as soon as possible to prepare for the next game.

Please inform your local media of the need to adhere to this restriction.

#### **EVENT MERCHANDISE**

KHSAA State Championship apparel will be available for sale at the event and online at the following link - https://bit.ly/3pPiu7Q.

TeamIP is the exclusive vendor of championship apparel, please look for their display at the competition to purchase memorabilia.

No outside merchandise representative of the event may be produced by any other entity and sold or distributed at the championship venue.



# **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 plague for the team.

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

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 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.

#### OFFICIAL KHSAA CHAMPIONSHIP PHOTOS

Official championship photos will be available for purchase through the KHSAA's online photo gallery within 72 hours of the tournament ending at khsaaphotos.org.

Coaches/parents WILL NOT be permitted access to the field to take pictures at the awards ceremonies.

#### EXPENSE REIMBURSEMENT

At this time, due to the impact of COVID-19 on KHSAA operations, there are no reimbursements planned for travel that will be distributed to participating schools in KHSAA championship events for the 2020-2021 school year.

#### 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 park property, including fences, gates and barriers that can be directly attributed to the student body or representatives of the school.

#### IMPORTANT WEBSITE LINKS

- KHSAA Softball Site
- Healthy at Sports, Stage 3 Performance, Return to Competition: Considerations for Spring Sports and Sport-Activities -Softball
- COVID-19 Media Guidance
- SI115 Spring KHSAA Championship Media Credentials
- SI103 (School Media Credential Request Form)
- SI113 School Designated Media Form
- Competition Rules
- Bracket
- Daily Tournament Schedule
- GE63 Team Information Form



- Heat Index Program
- GoFan Ticket Training