



2009-2010 Girls Tennis Tournament Series Terms and Conditions

In accordance with Section 1.450 of the IHSA Constitution, the IHSA Board of Directors has approved the Terms and Conditions governing the 2009-2010 IHSA Girls Tennis Tournament Series.

I. SCHOOL CLASSIFICATION

Competition in the IHSA 2009-10 Girls Tennis Tournament Series will be held for all member schools without classification.

II. DATES AND SITES

A. Sectional Tournaments: Sectional tournaments will be held on Saturday, October 17, 2009 at thirty-two (32) sites. In order to complete the tournament on Saturday, the local manager may, at his/her discretion if the number of entries warrant, elect to begin tournament play on Friday afternoon (after school hours). If the local manager wishes to begin the competition on Friday before 4:00 p.m., written consent of the Principal from each participating school is required. Sectional Managers will send to the principals from participating schools the *IHSA Girls Tennis Request for Earlier Starting Time Form* for their approval. This document is downloadable in the *Forms* section of the **Manual for Managers**.

B. State Final Tournament: The State Final tournament will be hosted by Prospect High School in Mt. Prospect (847-718-5232) on October 22-24, 2009. Matches will be played at District 211 and 214 schools and area courts (Barrington). Tournament central will be located at the Prospect High School Fieldhouse. Prospect High School Girls Athletic Director, Jean Rezny has been designated as the State Final Manager.

III. ON-LINE ENTRIES, WITHDRAWAL PROCEDURES, ELIGIBILITY, AFFIRMATIVE ACTION AND ON-LINE LIST OF PARTICIPANTS

The policy for Original Entry Deadlines, Late Entries, and Late Withdrawals shall be the policies and procedures regarding entry for all IHSA-sponsored sport/activities included in the 2009-2010 Entry Policies and Procedures.

A. On-Line Entries: All member schools must enter their school into the state series competition through the IHSA Schools Center on the IHSA website at www.ihsa.org. The deadline for entry is September 1, 2009. The 2009-10 Entry Policies and Procedures outlining the on-line entry procedures for all IHSA-sponsored tournaments can also be found in the Schools Center on the IHSA website.

B. Late Entries: Any attempt to enter a sport or activity on-line after the established deadlines will be denied. Schools that wish to enter after the deadline will be considered late. To be considered for late entry, the Principal/Official Representative must contact the IHSA administrator in charge of that sport or activity in writing requesting entry into the state series. The penalty for a school's late entry shall be a payment of \$100.00 for that sport/activity they wish to enter.

C. Breach of Contract By-Law 6.041 (Withdrawal Procedure):

To withdraw without penalty, the Principal must fax or e-mail a letter to Tammy Craig at the IHSA Office (tcraig@ihsa.org or 309-663-7479), notifying IHSA of the school's withdrawal from the Girls Tennis Tournament Series prior to the on-line List of Participants deadline of October 13, 2009.

1. If a school withdraws after the deadline for entering their on-line List of Participants, the school will be charged a \$100 penalty.

2. If a school does not show up for competition, the school will be charged a \$100 penalty and, if applicable, the school may be charged for any additional financial loss sustained by the offended school(s) or the Association as a result of such breach.

D. Eligibility: All member schools in good standing may enter an individual(s) or a team under the provisions of IHSA By-law 3.054.

E. Affirmative Action Policy: Only girls shall be permitted to participate in the state series except as provided in the IHSA Affirmative Action Policy.

F. On-line List of Participants: Each school must complete the on-line List of Participants by midnight on Tuesday, October 13, 2009. If a school does not submit the on-line List of Participants by the deadline, coaches and/or participants from the school are subject to penalties which could include, but not be limited to, being ruled ineligible to coach or compete in the State Series and/or charged \$100.00.

G. Team Entries: No more than two doubles teams and two singles players may represent each school. A player may not enter both the singles and doubles events.

IV. HOST FINANCIAL ARRANGEMENTS

A. Sectional Host School Expenses: Sectional host schools shall receive \$310.00 (if play begins on Friday a school will receive \$390.00) for hosting. The host school shall pay all meet expenses.

B. Contestant Expenses: Neither the IHSA or the local tournament management will assume responsibility for any contestant expenses of any kind.

V. TOURNAMENT ASSIGNMENTS AND SEEDING MEETINGS

A. Sectional Assignments: Sectional assignments can be found on-line at www.ihsa.org on the Girls' Tennis page.

B. Sectional Seeding Meeting:

1. The Sectional Manager will conduct a seeding meeting for each sectional tournament on Wednesday evening, October 14, 2009. The purpose of this meeting is to determine seeds and draw up the playing schedule for the sectional tournament and make any necessary tournament announcements.

2. The coach from each participating school, or a school representative, must attend this meeting. At this meeting coaches/representatives will seed the singles and doubles draws for the sectional tournament using the competitor information submitted on-line by each school. This information will also be used for seeding the IHSA state final tournament. Schools are required to submit their on-line competitor information no later than midnight on the Tuesday (Oct. 13, 2009) preceding the sectional tournament. Schools who fail to submit their information by the deadline may not be allowed to participate/coach in the state series.

3. The Sectional Manager shall conduct the seeding meeting in accordance to IHSA seeding policies and with the directions as stated on the Sample Draw Sheet which can be found on the IHSA Girls' Tennis link under **Manual for Managers**. At the Sectional tournament the #3 and #4 seed shall be randomly placed on lines 9 and 24 for a 17 or more entry draw and lines 5 and 12 for a 16 or less entry draw. The #5 and #6 seeds shall be randomly placed on lines 13 and 20 for a 17 or more entry draw and lines 7 and 10 for a 16 or less entry draw.

4. Four, five or six singles players and four, five or six doubles teams shall be seeded at each Sectional tournament. There shall be no additional placement of players. A school is eligible to receive more than one seed in each event. **If a seeded singles player withdraws or a seeded doubles team substitutes with a student on the original List of Participants roster between the time of the seeding meeting and when sectional play begins, the draw shall be redone. If the seeding is not done in accordance to IHSA seeding policy, the draw shall be redone.**

5. At the Sectional tournaments, the draw for both singles and doubles shall be made so those competitors from the same school are placed in opposite halves of the bracket.

6. For proper point distribution, if a 32 draw is used, it will be used for both the singles and the doubles draw.

C. State Final Seeding Meeting:

1. Members of the IHSA Girls Tennis State Final Seeding Committee selected by the State Final Manager will seed players for the State Final brackets at the IHSA Office on Tuesday, October 20 beginning at 8:30 a.m.

2. The Committee shall prepare a list of no more than 32 seeded singles players and doubles teams based on information submitted on-line by coaches and received by the IHSA Office. A draw of 128 will be used for both singles and double play. United States Tennis Association rules shall be followed in assigning seeded entries in the proper positions in the brackets, except that effort shall be made to place winners and runners-up from the same Sectional and players from the same school in opposite halves of the bracket. This may not always hold true for third and fourth place sectional qualifiers.

VI. TOURNAMENT STRUCTURE AND TIME SCHEDULES

A. Sectionals

1. Sectional Time Schedule:

Sectional tournaments will be held on Saturday, October 17. In order to complete the tournament on Saturday, the local manager may, at his/her discretion if the number of entries warrant, elect to begin tournament play on Friday afternoon (after school hours). If the local manager wishes to begin the competition on Friday before 4:00 p.m., written consent of the principal from each participating school is required. Sectional Managers will send to the principals from participating schools the **IHSA Girls Tennis Request for Earlier Starting Time Form** for their approval. This document is downloadable in the Forms section of the **Manual for Managers**.

Immediately after competition has been completed, the Sectional tennis manager must complete and forward the on-line Winner Report to the IHSA office along with any other tournament reports as listed in the Girls Tennis Manual for Managers. Host schools must use the Principal or Athletic Director's password to have access to the "Tournament Management" section. The Coach's password will not give you access to this area of the Schools Center.

2. Sectional Match Disruption or Postponement:

a. Competitors should be prepared for any postponement of play due to exhausting circumstances or inclement weather. If inclement weather causes play to be discontinued, the tournament manager shall have the authority to continue play indoors if available.

b. If indoor court fees are assessed to continue Sectional play, those schools involved in indoor court competition shall be responsible for payment of this fee at the time of play.

c. If a match is disrupted or postponement is necessary because of bad weather, play must be resumed at the complete set, game and point score. In other words, matches will not be replayed from the beginning, and the set, game and point score completed before postponement shall stand. (Point in play when match is called shall be a let.)

d. If weather does not permit a Sectional tournament to be completed on Saturday, the tournament shall be continued on Monday. No Sectionals shall be played on Sunday. The Sectional must be completed by Monday. If circumstances do not permit a Sectional tournament to be completed by Monday evening, October 19, the top 4 seeded singles players and double teams shall advance to the State tournament unless they already have been defeated. If one of these players or double teams has been defeated, the winning singles player or doubles team would advance to the State tournament in place of the seed.

B. State Final

1. State Final Time Schedule:

a. On Thursday, October 22, the 1st, 2nd and 3rd championship rounds and the 1st, 2nd and 3rd rounds of the consolation feed-in will be played. On Friday, October 23, the 4th and quarterfinal championship rounds and the 4th, 5th, 6th and 7th rounds of the consolation feed-in will be played. On Saturday, October 24, the semifinal and final championship rounds and the quarter, semi and final consolation feed-in rounds will be played.

b. All singles and doubles entries shall participate in the first round of competition beginning Thursday, October 22, at 9:00 a.m.

c. All competitors who lose in championship rounds, beginning with Round 1, will be advanced into a feed-in bracket. Rules for feed-in play shall be those established by the United States Tennis Association (USTA).

Note: At the State tournament the consolation feed-in tournament will be played only if the weather and indoor court space permit.

2. State Final Match Disruption or Postponement:

Competitors should be prepared for any postponement of play due to extenuating circumstances or inclement weather. If inclement weather causes play to be discontinued, the tournament manager shall have the authority to continue play indoors. If a match is disrupted or postponement is necessary, play must be resumed at the complete set, game and point score. In other words, matches will not be replayed from the beginning, and the set, game and point score completed before postponement shall stand. (Point in play when match is called shall be a let)

C. State Final School Packets:

At the State final tournament, school packets, which include important State Final information, updates, State Final passes and programs

may be picked up Wednesday, October 21, between 7:00 p.m. and 8:30 p.m. at Prospect High School Fieldhouse and after 7:00 a.m. on Thursday morning, October 22, at Tournament Central located at the Prospect High School Fieldhouse.

VII. ADVANCEMENT OF WINNERS

The first four (4) places in both singles and doubles shall advance from each Sectional tournament to the State Final tournament.

VIII. TOURNAMENT RULES

A. Scoring:

1. Sectional Tournament Scoring

a) Points shall be scored accordingly in all singles and doubles feed-in bracket matches at Sectional competition (**Round 1 through Round 5**). Two points shall be awarded for each round in both singles and doubles, except that the winners of the third place matches shall be awarded one team point. Losers of semi-final matches in both singles and doubles at all sectional tournaments shall play a match to determine third and fourth place. Regular scoring shall be used in all rounds of sectional play (which will be two out of three tie break sets). If the tournament is taken indoors, "No-Ad" scoring shall be used except for Quarter Final, Semi Final and Final round matches in which regular scoring shall be used.

b) A default will be counted as a win, and the proper number of points will be awarded to the player(s) that win(s) by default.

c) A bye shall be counted as a win, and the proper number of points will be awarded to the player(s) that receive(s) a bye provided the player(s) win(s) the next match following the bye.

d) Points scored in the Sectional tournament shall not be used in determining winners in the State Final tournament.

e) The third place championship matches in both singles and doubles shall be played at the tournament site even if the competitors are from the same school. Failure to play this match may result in Breach of Contract By-law 6.041. Any match not played should be reported to the IHSA.

2. State Final Tournament Scoring

a) Two points shall be awarded for each round in both singles and doubles, except that the winners of quarterfinal matches shall receive four points. (Note: If the consolation feed-in bracket is eliminated, the winners of the quarterfinal matches shall receive two points.)

b) One point in singles and one point in doubles shall be awarded to winners of each match in the feed-in bracket. If the consolation feed-in bracket is eliminated the consolation points will be awarded through the last completed round.

c) The "No-Ad" scoring method shall be used in the 1st and 2nd championship

rounds and all consolation feed-in rounds. If the tournament is taken indoors, "No-Ad" scoring shall be used except for Quarter Final, Semi Final and Final round matches in which regular scoring shall be used. When using the "No-Ad" scoring method, a player need win only four points to win a game. If the score goes to three points all (or deuce), the next point decides the game (it is game point for both players). The receiver has the right to choose to which court the service is to be delivered on the seventh point. If a No-Ad set reaches six games all, a 12 point tie breaker shall be used. The score-calling terminology for a match played in "No-Ad" may be either in the conventional terms or in singles number, i.e., "zero, one, two, three, (game point), game."

d) A default will be counted as a win, and the proper number of points will be awarded to the player(s) that win(s) by default.

e) A bye shall be counted as a win, and the proper number of points will be awarded to the player(s) that receive(s) a bye, provided the player(s) win(s) the next match following the bye.

f) The third place and championship matches in both singles and doubles shall be played at the tournament site even if the competitors are from the same school. Failure to play this match may result in Breach of Contract By-law 6.041.

Note: One point will be awarded the 3rd/4th place match winner(s) regardless of whether or not the feed-in bracket is eliminated.

B. Team Ties: If teams are tied for first place at a Sectional tournament, the following procedure shall be followed to break the tie and determine the winner.

1. The team with the greatest number of qualifiers, as provided in A above, shall be the winner. (Each individual singles player and each two-player doubles team shall be defined as one qualifier.)

2. If still tied, the team with the most Sectional champions shall win;

3. If still tied, records of tied teams shall be compared on the basis of matches won per round, beginning with the semifinals and going in reverse with the team first discovered to have had the best record at a given round of those teams tied being the winner;

4. If still tied, the team with the best composite match records in direct competition at the Sectional with members of other tied teams shall win;

5. If still tied, the team winning the greatest percentage of games in the Sectional, exclusive of games against its own team members, shall win;

6. If still tied, the team whose members won the greatest percentage of games played by its members in the Sectional shall win.

C. 12 Point Tie Breaker System:

Unless otherwise specifically provided in the IHSA printed instructions, the United States Tennis Association rules shall govern play in all tournaments. The 12 point tie breaker system as

described in USTA rules shall be used for all matches in Sectional competition and in the championship feed-in brackets in the State Final. This system provides that Player A serves the first point (from right court); B serves points 2 and 3 (left and right); A serves points 4 and 5 (left and right); B serves point 6 (left) and after they change ends, point 7 (right); A serves points 8 and 9 (left and right); B serves points 10 and 11 (left and right); and A serves 12 (left). If points reach 6, all players change ends and continue as before; A serves point 13 (right); B serves points 14 and 15 (left and right) etc., until one player establishes a margin of two points. Players change ends for one game to start the next set, with player B to serve first. Doubles follow the same pattern, with partners preserving the sequence of their serving turns.

D. Time Allotments:

1. Warm-up play at the sectional and state final tournaments shall be 10 minutes in length and shall include both rallies and practice serves.

2. Ninety (90) seconds shall be allowed for a change of courts. This time begins when the final point of a game is completed. The players must be in position to play in the proper court at the end of the 90 seconds crossover.

3. A minimum of twenty minutes rest will be granted competitor(s) between matches.

4. Competitors must report in person to the site director at sectionals and the state final.

5. In all three-set matches at both the sectional and state final level, a break not to exceed ten (10) minutes shall be permitted between the second and third sets.

E. Substitutions:

1. Sectional Tournaments: After the draw has been made for the Sectional tournament, substitutions may be made only in the case of injury, illness, ineligibility as certified to the IHSA in writing by the principal of the player's school, or circumstances considered to be beyond the control of the student-athlete which shall include but are not limited to incapacitating physical or mental circumstances, natural disasters or clearly erroneous advice provided to the student-athlete from a school authority. The substitute's name shall not have appeared on the original Sectional singles or doubles draw sheet. No substitutions shall be made after play has begun in the Sectional tournament. **If a seeded singles player withdraws or a seeded doubles team substitutes between the time of the seeding meeting and when Sectional play begins, the draw shall be redone. If the seeding is not done in accordance to IHSA seeding policy, the draw shall be redone.**

2. State Final Tournament: Substitutions will not be allowed for singles players who qualify for the State Final tournament. A substitution for a member of a doubles team qualifying for the State Final tournament may be made if (a) the Principal of the player's school certifies in writing to her injury, illness, ineligibility or circumstances considered to be beyond the control

of the student-athlete which shall include but are not limited to incapacitating physical or mental circumstances, natural disasters or clearly erroneous advice provided to the student-athlete from a school authority and (b) the substitute is eligible for State Final tournament play based on the IHSA By-Law requirements. Substitutes shall not have participated in the sectional tournament and must have been listed on the school's on-line List of Participants.

F. Coaching:

1. Coaching Provisions:

The following provisions for coaching will be employed:

a) Coaching may occur for a maximum of 90 seconds after all odd numbered games.

b) Coaching may occur for a maximum of 90 seconds after the first set.

c) Coaching may occur for a maximum of 10 minutes between the second and third sets.

d) Coaches may not enter the court enclosure except during the quarterfinals, semifinals and championship matches at the State Final tournament.

2. If the tournament is moved indoors, one (1) eligible coach per team may be allowed to sit courtside.

3. Violation of ineligible coaching or contact with the competing high school student-athlete during a sectional or state final match will be considered gross misconduct and the team will be penalized a one point team deduction. There will be no warning for this penalty.

4. Eligible coaches may not use electronic communication/coaching devices (i.e., cellular phones, etc.) during a match, on or immediately near, the vicinity of the player's court.

5. State Final Coaching:

At the State Final tournament, eligible high school girls' tennis coaches shall follow this procedure.

a. **A maximum of four (4) girls' tennis coaches shall be allowed on the state final roster.** Only coaches whose names appear on the on-line List of Participants will be allowed to coach unless written notification from the school's Principal verifies the eligibility of a coach. **Schools may only submit the names of those coaches who are in compliance with IHSA by law 2.070.**

b. Eligible coaches shall receive a coaching pass in their team packet.

c. The eligible coach shall wear the coaching pass on the outside of her or his clothes while coaching.

d. Only coaches wearing this pass will be allowed to coach.

e. During the quarterfinals, semifinals and championship matches in the state finals, one coach per school wearing their official coaching pass will be allowed to be seated court-side for coaching purposes for both the singles and doubles competitions.

G. Games Committee:

The State Final manager shall determine the games committee for the State Final Tournament. The Girls' Tennis Games Committee shall have discretionary authority to assign point penalties and/or eject players for unsportsmanlike conduct in accordance with the IHSA Tennis Code of Conduct. These member's names will be published in the state final program.

H. Refusing to Play:

If a third place or championship match in either singles or doubles is not played because a player(s) refuses to play, the sectional manager shall report the incident to the IHSA office. Failure to play this match may result in Breach of Contract By-law 6.041.

I. Competitor's Apparel:

All players shall wear only school issued uniforms for competition during the sectionals and the State Final tournament. All wearing apparel including head gear shall be devoid of commercial advertising except for the manufacturers' labels that shall not exceed two (2) inches in height and two (2) inches in width. It may appear only once on each piece of wearing apparel. In addition, no visible apparel may be worn under the uniform shorts and/or shirts except spandex. Only schools' and/or players' names may be printed on competitor shirts. Members of doubles teams shall wear school uniforms that are of similar color and/or marking. Participants will not be permitted to compete in illegal attire. Provisions for adjustments in apparel may be allowed due to weather. **Sectional and/or state final site managers shall have authority to assess penalties for unsportsmanlike conduct, under the Point Penalty System, for failure to comply with this requirement.**

NOTE: All uniforms must have some school designation (i.e. school name, logo, mascot or monograms) visibly printed on the uniform.

J. Tennis Balls:

The IHSA will provide Wilson tennis balls at the sectional and state final tournament. This ball will be the official ball and must be used.

K. Point Penalty System:

The IHSA Point Penalty System shall be followed at all Sectional tournaments and the State Final tournament.

IX. TOURNAMENT POLICIES

A. State Final School Packets:

At the State Final, school packets, which include State Final passes, may be picked up Wednesday, October 21, between 7:00 p.m. and 8:30 p.m. at the Prospect High School Fieldhouse and after 7:00 a.m. on Thursday morning, October 22, at Tournament Central located at the Prospect High School Fieldhouse.

B. State Final Coaching Passes

A maximum of four (4) girls' tennis coaches shall be allowed on the State Final roster with a maximum of four (4) coaches passes distributed at the State Final tournament. Only coaches whose names appear on the on-line List of Participants will be allowed to coach unless written notification from the school's Principal verifies the eligibility of a coach. **Schools may only submit the names of those coaches who are in compliance with IHSA by law 2.070.**

C. Damage to Property or Equipment:

If representatives from any school entered in a state series are found guilty of carelessness or maliciously breaking, damaging or destroying property or equipment belonging to the host school, such school shall be held responsible for costs incurred in replacing or repairing such property or equipment.

D. Media Requirements:

1. Rights Fees for TV and Radio:

a) Television Rights Fees to be charged by local managers and/or the IHSA are contained in the IHSA Television Policy.

b) Radio Fees:

Sectional Contest = No Charge

State Final = No Charge

c) Policy regarding media requirements for each local manager is contained in the current IHSA Handbook.

2. Media Provisions:

a) Provide Space

Space shall be set aside to provide for news media representatives covering the state series whether they are from newspapers, radio stations, commercial television stations, and/or cable television stations.

b) Radio and TV Originators

It is the responsibility of the Local Manager to accept applications, approve requests to originate and make cancellation refunds for television, according to the IHSA TV Policy.

3. Media Personnel Requirements:

Photographers or television personnel with cameras may enter the tennis courts to take pictures provided that:

a) The individual is wearing the IHSA photographers pass;

b) The individual reports to the site manager and shows the pass;

c) The individual stays on an empty court if one is available;

d) The individual remains seated at the net post or against the fence when taking pictures;

e) The individual only walks behind the court when the competitors are changing ends and;

f) The individual refrains from speaking to the competitor(s).

Media passes and school media passes are available by contacting Matt Troha at the IHSA office at 309-663-6377.

E. Tobacco Products:

No coach, player or any other person connected with a team shall be permitted to use tobacco products in the competition area, either during practice or while a contest is in progress.

F. Use of Inhalers:

A student with asthma may possess and use his/her medication during an IHSA competition, while under the supervision of school personnel, provided the school meets the outlined procedures of self administration in the Illinois school code.

G. Alcoholic Beverages and IHSA State Series:

The possession, distribution, sale and/or consumption of alcoholic beverages are prohibited at the site and on any affiliated property of any IHSA state series contest. State series hosts are required to make all state series contest sites and any affiliate property, including parking lots, fan accommodation areas, and other school or event venue property, alcohol free zones on the date or dates of any IHSA event being held at the site. Violation of this policy by an event host will subject the host to a penalty for violation of IHSA by-law 2.020. Such penalty may include but not necessarily be limited to prohibition against subsequent event hosting assignments. Violation of this policy by a non-hosting member school will subject the school to penalty for violation of IHSA By-law 2.020. Patrons of any IHSA state series contest determined to be in violation of this policy will be removed from the premise, and law enforcement officials will be called as warranted.

H. Prayer at IHSA State Series Contest:

Prayer at an IHSA state series contest that takes place over the public address system is prohibited.

X. AWARDS

A. Sectional Awards

1. A team award will be presented to the winning school in each Sectional and four individual medals will also be awarded for the top four singles and top four doubles teams in the individual tournament.

2. The school winner will be determined in accordance with the point system described in VIII.

B. State Final Awards

In the State Final tournament, first, second and third place team awards will be presented to the winning schools along with individual medallions for the qualifying state players of the top three teams. In addition, one Superintendent's, one Principal's, one Athletic Director's, and one Athletic Trainer's medallion for each of the top three teams will be awarded. Medallions for the individual competition will be presented to the first six finishers in both the singles and doubles tournament.

The school winners will be determined in

