

**2013-14**

***Competitive  
Dance***

**Manual for  
Schools**

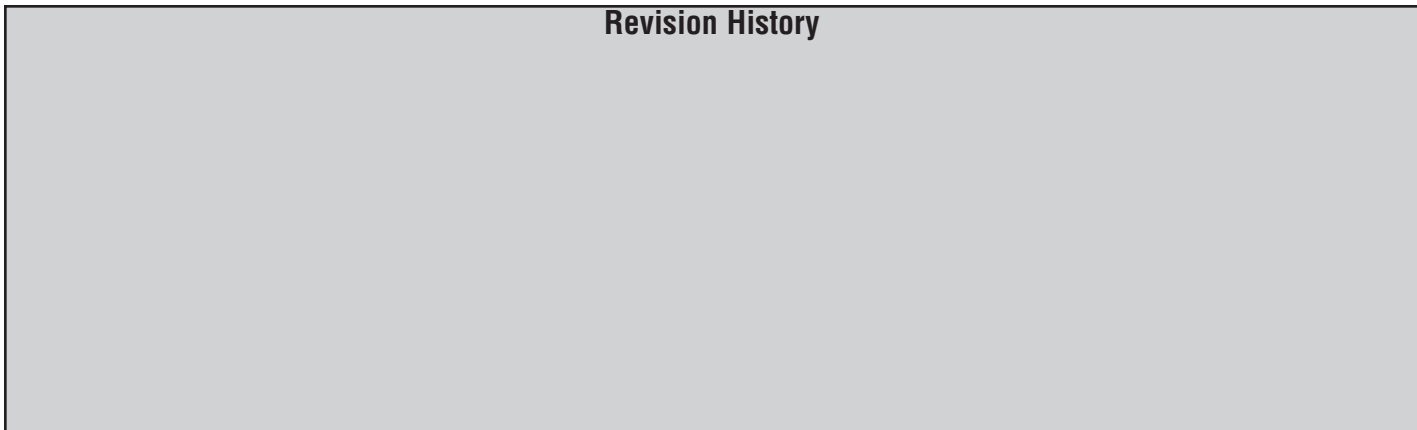




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## Revision History





# 2013-14 Competitive Dance 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 2013-14 IHSA Competitive Dance Tournament Series.

## I. SCHOOL CLASSIFICATION

Competition in the IHSA 2013-14 Competitive Dance Tournament Series will be determined on an enrollment basis.

**A.** The classification of a school shall be determined on the basis of its total student enrollment figure reported to the Illinois State Board of Education in its Fall Housing Report on September 30 of the preceding school year. Non-boundaried schools will have their total student enrollment multiplied by 1.65.

**B.** For classification purposes, the total student enrollments for one-year high schools, two-year high schools, three-year high schools and high schools which enroll boys only or girls only shall be calculated as follows:

1. For one-year high schools, the total student enrollment figure reported shall be quadrupled.

2. For two-year high schools, the total student enrollment figure reported shall be doubled.

3. For three-year high schools, one-third of the total student enrollment figure shall be added to the student enrollment figure reported.

4. For schools, which enroll boys only or girls only, the total student enrollment figure reported shall be doubled.

**C.** A multiplier of 1.65 will be added to all non-boundaried schools. Member schools shall be categorized for participation in competitive dance on the basis of three divisions of allowable team size: 1A, 2A, and 3A up to 28 rostered participants with no more than 24 allowed on the competition floor and no less than 5. Teams will be classified by their school enrollment number. Classifications will be posted online after November 1. Request to play up a division may be made through the IHSA by Sept. 1.

**D.** Classifications shall be determined on an annual basis.

## II. DATES AND SITES

**A. Sectional Tournaments:** The Sectional tournaments will be held on week 29 of the IHSA Standardized Calendar (Saturday,

January 25, 2014) at five proportional sites per division which will be announced in November and posted on the IHSA website at [www.ihsa.org](http://www.ihsa.org).

**B. State Final Tournament:** The State Final tournament will be held on week 30 of the Standardized IHSA Calendar (Friday and Saturday, January 31 and Feb. 1). The U.S. Cellular Coliseum in Bloomington will host the state final.

## III. ONLINE ENTRIES, WITHDRAWAL PROCEDURE, ELIGIBILITY, AFFIRMATIVE ACTION AND ONLINE 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 sports included in the 2013-14 Entry Policies and Procedures which can be found in the Schools Center on the IHSA website.

**A. Online 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](http://www.ihsa.org). The deadline for entry is November 1, 2013. The 2013-14 Entry Policies and Procedures outlining the online entry procedures for all IHSA sponsored tournaments can be found in the Schools Center on the IHSA website.

**B. Late Entries:** Any attempt to enter a sport online 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 to request late entry. The penalty for late entry shall be a payment of \$100.00 for that sport/activity by the school.

### C. Breach of Contract By-law 6.041 (Withdrawal Procedures):

1. To withdraw without penalty, the Principal must notify the IHSA Office, in writing, of the school's withdrawal from the respective sport prior to the date the List of Participants is due for that sport (January 13, 2014).

2. If a school withdraws after the List of Participants due date 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. If a

school does not withdraw and 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 one team under the provisions of IHSA By-law 3.000.

**E. Affirmative Action:** Boys and girls shall be permitted to participate in the state series as provided in the IHSA Affirmative Action Policy.

**F. Online List of Participants:** Each school must complete the Online List of Participants by the deadline date of January 13, 2014.

If a school does not submit the Online List of Participants by the deadline, coaches and/or participants are subject to penalties, which could include but not limited to being ruled ineligible to compete in the State Series and/or charged \$100.00. Confirmation of receipt of Online List of Participants: Schools should login to their Schools Center site on the IHSA website and go to the Sport and Activity Tracker. The Sport and Activity Tracker will show "Completed", if you have checked the button indicating you have finished with your report. If it doesn't indicate "Completed", then you must go back into your school's List of Participants and check the button on the Online List of Participants indicating you are finished with your report.

## IV. HOST FINANCIAL ARRANGEMENTS

**A. Sectional Host School Expenses:** Sectional host schools shall receive a guarantee of \$540 and shall be reimbursed the cost of officials for hosting a sectional dance competition. The host school shall pay for all local expenses and issue checks to officials.

After these guaranteed expenses are deducted from the gross income, including gate receipts, the host school shall retain 20% of the net income and submit the remainder to the IHSA. In the event of a negative balance, the host shall be reimbursed the entire deficit.

**B. Sites Other Than Member Schools:** When a Sectional tournament is held at a site other than an IHSA member school, the IHSA administration will determine the financial arrangements with the host using current financial arrangements as guidelines.

**C. Contestant Expenses:** Neither the State Association nor the local tournament management will assume responsibility for any contestant expenses of any kind.

**D. Admission Prices:** The Board of Directors has established the following ticket prices for Sectional and State Final Competition. Ticket Prices: Sectional: \$5.00, State: \$10.00 per day general admission. Child in arms requires no ticket for all levels of competition.

**E. Tickets:** General seating tickets may be purchased in advance for the State Final Tournament by contacting the U.S. Cellular Coliseum ticket office at 309-434-2679. Tickets will also be available for purchase online at [www.uscellularcoliseum.com](http://www.uscellularcoliseum.com). Limited luxury suites will also be available for purchase for each session of the State Final by contacting the U.S. Cellular ticket office at 309-474-2679.

**F. Refunds:** Under no circumstances shall there be a refund of ticket money for tickets sold.

## V. TOURNAMENT ASSIGNMENTS

**A. Sectional Assignments:** All IHSA member schools entered in the Competitive Dance State Series will be assigned by the IHSA to one of the five (5) proportional divisions for Sectionals. These assignments will appear online at [www.ihsa.org](http://www.ihsa.org) after the Nov. 1 entry deadline. Assignments are made according to the IHSA Grouping Policy # 19. The number of competing schools, travel distance, geographical location and the number of entries shall be primary factors in the determination of number and boundary lines for these Sectionals. Sectional competition order will be randomly determined at the IHSA office and be posted online and provided to the sectional managers. No local manager shall be permitted to change the order in which the schools compete unless given permission by the IHSA office. The top six qualifying teams in each division from each sectional will advance to the state competition.

## VI. TOURNAMENT STRUCTURE AND TIME SCHEDULES

**A. Tournament Structure:** The successive series shall be designated respectively, Sectional and State Final. The Sectional contest will be held on Saturday, January 25, 2014. Sectional competition times will be posted online at [www.IHSA.org](http://www.IHSA.org) on the IHSA dance menu page. All schools entered in the IHSA Competitive Dance State Series will be assigned to compete in proportional divisions of Sectional competition on a geographical basis. There will be a site manager at each sectional site. The top six (6) qualifiers in each

division from the Sectional competition will advance to compete in the State Final.

**B. Coaches State Final Meeting:** A State Final coaches' meeting will be conducted prior to each division of competition. A coach (or their school representative) from each school qualifying a team for the State Final must attend that meeting. The assistant coach, Athletic Director and/or Principal may attend in place of the head coach as the Official School Representative. The purpose of the meeting is to review policies, procedures and local rules governing the conduct of the state final. Coaches will be responsible for the information reviewed at that meeting regardless of their attendance or non-attendance at the meeting.

**C. State Final Time Schedule:** On Friday, January 31, 2014, preliminary rounds of competition will begin at 10:15 a.m. Below is the preliminary State Final time schedule. The State Final time schedule shall be as follows:

### Friday, January 31, 2014

#### SESSION 1

##### 1A Preliminaries

9:00 am	Coaches Meeting (location TBA)
9:15 am	Doors open to the State Final venue site
10:00 am	Welcome
10:10 am	Announcements & National Anthem
10:15 am	First Performance 1A
12:15 pm	---Officials Break---
1:19 pm	Last Performance
1:30 pm	Announcement of 1A Finalists

#### SESSION 2

##### 2A & 3A Preliminaries

2:15 pm	Coaches Meeting (location TBA)
3:00 pm	Welcome
3:10 pm	Announcements & National Anthem
3:15 pm	First Performance (2A & 3A Alternate performances)
5:15 pm	---Officials Break---
8:25 pm	Last Performance
8:35 pm	Announcement of 2A Finalists
8:45 pm	Announcement of 3A Finalists

### Saturday, February 1, 2014

#### SESSION 3

##### 1A, 3A & 3A Team Finals

10:00 am	Doors open to the State Final venue site
10:55 am	Announcements & National Anthem
11:00 am	1A Team Finals
12:15 pm	1A Team Awards

1:55 pm	Announcements & National Anthem
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2:00 pm	2A & 3A Team Finals (2A & 3A Teams alternate performances)
4:00 pm	2A Team Awards
4:15 pm	3A Team Awards

**D. State Final School Packets:** At the State Final, school packets which include state final passes and programs may be picked up Thursday evening, January 30, 2014 from 6:30 pm to 8:30 pm at the VIP entrance and Friday, January 31, 2014 at the Pepsi Ice Rink Main Entrance located on the south entrance of the U.S. Cellular Coliseum. (Note: performance schedules will be posted online). A coach/school official is the only person permitted to pick up the schools' packet. The U.S. Cellular Coliseum in downtown Bloomington is Tournament Central.

**E. Time Schedules:** Sectional and State Competition time schedules shall be posted online at [www.ihsa.org](http://www.ihsa.org). Time schedules are determined by a random sort for sectionals and the state finals including prelims and final performances.

**F. Warm-up Time:** A seven (7) minute warm-up time at the Sectional & the State Final tournament shall be posted online at [www.ihsa.org](http://www.ihsa.org) prior to competition. Competitors must report in person at the designated time to the warm-up site director at Sectionals and the State Final for warm-up check in.

1. At Sectional and State competitions the host shall not make its performance area available earlier to the teams for practice sessions. When a part of the state series is played at a facility other than a member school's facility, none of the teams entered, including a hosting member school shall be permitted to practice at the facility.

2. Schools entered in the competition will be allowed warm-up/practice time as scheduled by the IHSA.

3. In the Sectional and State series uninterrupted clock minutes shall be provided for warm-up prior to competition. Teams may not be on the official warm up floor prior to the designated time.

4. Only competitors and coaches will be allowed in the warm-up area.

**G. Competition Disruption:** Tournament management reserves the right to cease competition under the following conditions:

1. At the Sectional and State prelims the IHSA Official reserves the right to stop a routine due to an obvious injury. The competition officials will determine if the team will be allowed to perform at a later time. If the competition officials allow a routine to be performed at a later time, the spot in the schedule where the re-performance is to take place is at the sole discretion of competition officials. The

team may perform the routine again in its entirety, but will be evaluated only from the point where the interruption occurred.

2. If, in the opinion of the tournament officials, a team's routine is interrupted because of failure of the tournament equipment, facilities, or other factors attributable to the tournament rather than the team the Head Official should stop the routine. The tournament officials will determine the degree and effect of the interruption. The team will be allowed to present its routine from the place in the routine where the interruption occurred.

3. In the event a team's routine is interrupted because of failure of the team's own equipment the team must either continue the routine or take the score earned to that point.

**H. Sectional Management:** In all cases in which a member school is selected as a competition site, the IHSA Official Representative of the high school shall automatically assume entire responsibility for the competition. The Official Representative may delegate the authority to manage the competition to another staff member. In case the site is not located at a member school, then the IHSA Board of Directors shall appoint a local manager with like responsibilities.

**I. Sectional Manager:** The local manager shall have authority to take proper and appropriate action in any case of unusual situations arising during the competitions. However, no part of the terms and conditions may be set aside. In all cases involving an interpretation not specifically covered by the rules, the competition manager shall consult with the Head Official before the announcement of results or the presentation of awards.

The Sectional Manager or appointed manager shall conduct a meeting for coaches prior to each division at the sectional tournament on the Saturday morning of sectionals. The Sectional manager will introduce the Head Official and any other personnel that they deem necessary to introduce to the coaches. The Sectional manager will discuss items on the sectional agenda (tournament logistics) and answer any questions regarding the competition.

## VII. ADVANCEMENT OF WINNERS

**A.** The first, second, third, fourth, fifth and sixth place teams in each dance competition division from the Sectional shall advance to the state final and compete in the division in which they qualified.

**B.** Should a qualifying team withdraw or be disqualified before the state final tournament, the remaining qualifier from the same Sectional in that division shall be moved up.

**C.** A team moving up due to withdrawal or disqualification may be entered into the State Final up to the competition time. It is the responsibility of the principal or coach to notify the IHSA office at the earliest possible time that another advancing team may be necessary. The IHSA office is responsible for informing the school's administration/coach that they will replace a regular qualifier.

**D.** The school winner will be determined in accordance with the scoring system described in Article VIII.

**E.** A random sort at the IHSA office will determine the performance order for sectionals and state. A random sort will also be used to determine the finals order for Saturday's State Final competition. This order will be posted online on the dance link at [www.ihsa.org](http://www.ihsa.org).

## VIII. TOURNAMENT RULES

The current National Federation Spirit Rules published by the NFHS are the official rules governing the competition in all state series competitions. The National Federation of State High School Association's Official High School Spirit Rules Book is the minimum safety guide for the state series.

### A. Competition Guidelines

Each team will present one competitive routine in their assigned division.

#### 1. Timing

a. Competition will consist of a one minute forty-five second (1:45) minimum time limit and three (3) minute maximum time limit.

b. The timing begins with the team's first movement or note of music, whichever comes first, on the competition floor. Timing ends with the last movement or beat of music. There will be an official timer at each level of competition. All participants must start in the competition area. Entrances and exits are not considered part of the routine and should not be organized.

#### 2. Competition Area

a. The competitive dance surface shall be a standard high school basketball court area of 84ft. x 50ft. (wide). At the state final, the competition dance surface shall be an 80ft. x 50ft. (wide) Marley floor.

b. Members of your competitive team must fulfill all spotting requirements as governed by the NFHS Spirit Rules.

3. Music can be on a CD or a MP3 player and all teams must have a CD back-up. In addition, it is the coach's responsibility to start and stop the music. Coaches will be allowed to check their music directly before the performance. Music should not contain any suggestive lyrics.

4. Only appropriate poms, used in a safe manner are allowed. (No flags, streamers, etc. will be allowed.) No props will be allowed.

**B. Scoring:** Refer to the score sheet and rubric in the competition manual.

1. Sectional: The official IHSA score sheet will be used for the scoring of all competitive dance routines. The total accumulative point value of the officials score sheets will be averaged. There shall be four (4) hired officials for each Sectional site competition. There shall be one (1) IHSA penalty official, and three (3) IHSA panel officials with one being the head official assigned by the IHSA for each Sectional site.

2. State: The official IHSA score sheet will be used for the scoring of all competitive dance routines. The total accumulative point value of the officials score sheets will be averaged. There shall be seven (7) hired officials for the State competition. There shall be five (5) IHSA hired panel officials for the State competition. There shall be one (1) head official for State. There shall be one (1) technical official for State. Each routine will be judged by (1) penalty official and five (5) panel officials.

3. Deductions/Penalties shall be subtracted from the total accumulative point value average.

**C. Team Ties:** Ties affecting advancement from preliminaries to finals: At all competitions, teams tied for a position which qualifies for advancement from preliminaries to finals shall be advanced without the tie being broken.

**D. Coaching:** At the Sectional and State Series, eligible high school coaches shall follow this procedure:

1. A maximum of three (3) competitive dance coaches shall be allowed to coach on the competition floor. Only coaches whose names appear on the 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.

2. Eligible coaches shall receive three (3) coaching passes in their team packet for the State Final.

3. The eligible coaches shall wear the coaching pass on the outside of his/her clothes while coaching.

4. Only coaches wearing this pass will be allowed into designated areas to coach.

5. Violation of ineligible coaching or being inappropriately involved with a competing high school athlete during a Sectional or State competition may be considered gross misconduct, and could result in penalty deductions to dismissal from coaching at the event.

6. Coaches may not use electronic communication/coaching devices (i.e., cellular phones, laptops, palm pilot, video cameras, etc.) once they have checked into the competition warm up areas and while in the credentialed areas of the competition. Videotaping by competing schools will not be allowed on the performance floor.

7. Coaches should remain in the designated areas at all times during warm-ups and competition and not disrupt the competition. Coaching should be limited to words of help and encouragement, and the ethics of good sportsmanship must be observed.

**E. Unsportsmanlike Conduct:** Managers and officials have the strictest instructions to disqualify any competitor, coach and/or person guilty of profane or indecent language or of gross unsportsmanlike conduct. The IHSA By-laws give the Board of Directors complete authority to penalize a school for any unsportsmanlike conduct on the part of the principal, the coach, the athletes, the faculty, the board of education or any other official representative of any participating school. The Board of Directors will definitely exercise this authority.

**F. Videotaping:** The IHSA prohibits any taping for the purpose of video reviewing during the tournament. Spectators are allowed to videotape in the stands, provided they remain in their seat and do not obstruct the view of participants and spectators.

**G. Substitutions:** After the List of Participants have been entered (after Jan. 13, 2014), competing schools may use any student whose name appears on the List of Participants as competitors. No substitution of names to the List of Participants shall be made after January 13, 2014. Alternates on this list may be used for competition at any time.

**H. Refusing to Participate:** If an IHSA member team refuses to compete after being assigned to a competition, the tournament manager shall report the incident to the IHSA office. The withdrawing team will be responsible for all applicable fees. (Refer to Article III-C in the terms and conditions regarding Breach of Contract.)

**I. Competitor's Apparel**

1. Team Apparel:

All competitors shall wear only school approved apparel for competition during the Sectionals and the State Final. All apparel shall be devoid of commercial advertising except for the manufacturer's logo/trademark which shall not exceed two and one quarter (2 1/4) square inches with no dimension exceeding 2 1/4 inches. It may appear only once on each piece of wearing apparel. All apparel, including footwear must be in compliance with the NFHS Spirit Rules Book. Participants will not be permitted to compete in illegal attire. Sectional and/or State Final site managers shall have authority to assess penalties for failure to comply with this requirement.

2. Participant Limitations:

a. The NFHS Spirit Rules Book governs all participant apparel/accessories.

b. Fingernails, including artificial nails must be kept at an appropriate length (short, near the end of the fingers) to minimize risk for the participant.

c. Hair must be worn in a manner that is appropriate for the activity. Hair devices must be secure.

d. Glitter that does not readily adhere on the hair, face, body or uniform is illegal.

e. Wearing "hard" jewelry is illegal, except when such items are securely affixed to the apparel or the hair. Exception: Religious medals may be taped to the body under the apparel without a chain. Medical medals may be taped to the body and may be visible.

**J. Disqualification:** Any team that does not adhere to these terms and conditions may be subject to disqualification from the tournament and will automatically forfeit any right to awards received at the tournament.

**IX. TOURNAMENT POLICIES**

**A. Tickets:** Tickets will be available one hour prior to the competition on the day of the event. Sectional ticket prices shall be \$5.00 per person (Child in arms requires no ticket). Ticket prices shall be \$10.00 per day for general seating at the State series (Child in arms requires no ticket). Presale tickets will be arranged through the State Final host site for the State tournament only. Spectators are not allowed on or near the warm-up or competition areas.

**B. All-Star Teams:** No officers of the tournament, game official or anyone serving under the supervision of the Illinois High School Association may cooperate in any way in the selection of an All-Star Tournament team.

**C. Consolation Competition:** There shall be no consolation competition.

**D. State Final Passes:** State Final passes will be provided to all competing schools and eligible coaches and school officials/administrators. All participants are required to wear their passes at all times. Competitor passes can be kept with the coaching staff while the team is in team apparel and competing. Competitors must have their passes visible to be allowed entry into the state final site. State Final passes allow entry into the State Final at any time during the competition.

**E. Artificial Noisemakers:** All artificial noise-making devices shall be excluded from the performance area. Tournament managers should not permit spectators to use air horns at the competition venue.

**F. Signs and Banners:** The displaying of signs, banners, placards or similar items at IHSA state series is permitted, provided:

1. They are in good taste and reflect good sportsmanship in their message and use;

2. They reflect identification and encouragement to participants and their respective school/community;

3. They are not displayed in the area of competition or in a manner which interferes with competition;

4. They do not obstruct the view of participants or spectators or cover other signage; and

5. They are not safety hazards.

**G. Damage to Property or Equipment:**

If contestants or people 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.

**H. Media Requirements:** Space shall be set aside to provide for news media representatives (school, local or national) covering the state series whether they are from newspapers, radio stations, commercial television stations, and/or cable television stations.

1. Radio and TV Originators: It is the responsibility of the Local Manager to accept applications, approve requests to originate, collect proper rights fees payment (where required) and make cancellation refunds for television and/or radio origination, according to the IHSA Television and/or IHSA Radio Broadcast Policy.

a. Television Rights Fees for all levels of competition below the State Final level shall be paid to the host school and shall become part of the revenue to be shared by the member school(s) and the Association according to the financial terms stipulated in these Terms and Conditions.

b. Radio Broadcast Rights Fees are not required for any level of competition in this series. Local Managers shall permit radio originations of the competition.

c. Television and/or Radio Stations which do not apply in advance, or which do not pay required rights fees prior to the start of the competition in each respective level in this state series shall not be given credentials nor allowed access to the facility. Sponsors of the originations for television and radio shall be only those so stipulated in the respective IHSA Television and Broadcast policies.

2. Administrative Detail: Reporting information to the news media shall be the responsibility of each local Manager.

3. Provisions for Media Photographers and/or Television: Photographers or television personnel with

cameras may enter the performance area to take pictures provided that:

- a. The individual is wearing the IHSA media/photographers pass;
- b. The individual reports to the site manager and shows the pass;
- c. The individual stays at least five feet away from the competition floor;
- d. The individual remains seated when taking pictures;
- e. The individual only walks when the competitors are exiting;
- f. The individual refrains from speaking to the competitor(s) during competition.
- g. Media is not allowed in the warm up area or locker rooms.

4. Rights Fees for TV and Radio: Television Rights Fees to be charged by Local Managers and/or the IHSA are contained in the IHSA Television Policy.

Radio Fees:

- a. Sectional Contest = No Charge
- b. State Final = No Charge

Policy regarding media requirements for each Local Manager is contained in the current IHSA Handbook. Contact Matt Troha for media passes at the IHSA office at 309-663-6377.

**I. Videotaping by Schools or Spectators:** Videotaping by competing schools will not be allowed on the performance floor. The local manager may provide videotaping for purchase. Spectators will be allowed to videotape in the stands, provided they remain in their seat and do not obstruct the view of participants and spectators.

**J. Flash Photography:** No flash cameras can be used during competition. News media may use non-distracting lighting if the manager has given permission. News media photographers are allowed to use filtered electronic flashes. However, if the manager and contest officials agree that the flashes are causing interference with the conduct of the contest, then they can require the photographer to cease use of the flash.

**K. Tobacco Products:** No coach, athlete or any other person connected with a team shall be permitted to use tobacco products at the competition, either during practice or while a competition is in progress.

**L. Medical Provision (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.

**M. 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. No ticket refunds will be granted in such cases.

**N. 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:** In all Sectional competitions a plaque will be awarded to the school winner of the competition in each respective division.

**B. State:** A trophy will be awarded to teams finishing first, second and third in the State Final competition in each respective division.

**C. Team Awards:** Medallions will be presented to the schools of the first three placing teams in each respective division at the state final tournament. In addition, three (3) Coaches, Superintendent, Principal, Athletic Director and Athletic Trainer will be presented with a medallion. No other trophy or awards of any kind may be presented in the tournament series. Only the team/school representatives, Superintendent, Principal, Athletic Director and Athletic Trainer may participate in the awards presentation. Competitors participating in the awards presentation shall wear their school's official warm-up or team apparel. If a school fails to comply, they shall not be allowed to participate.

**D.** The awards will be furnished by the State Association and are not an expense charged upon the individual tournament.

**XI. OFFICIALS**

Tournament officials will be assigned through the IHSA office. In all tournaments, the decisions of the official shall be final. The IHSA Board of Directors will not review decisions of officials, whether alleged errors are

due to faulty judgment or misinterpretation of the rules.

**A. Number of Officials Assigned:** In each Sectional level of competition, three (3) panel officials and one as the head official; and one (1) technical official shall be provided. State Final: At the State level competition, five (5) panel officials, one (1) head official; and one (1) technical official shall be provided.

**B.** Tournament officials for the respective division must be in the designated official's area when the warm-up period begins.

**C.** The head coach may meet with the head official and Sectional manager briefly at the conclusion of the contest during packet pick up. All other tournament communication must be directed to the host manager. Normal conversation that must take place between the host school/manager, the officials, coaches, team members or school representatives is allowed.

**D.** Officials will turn the score sheets in to the head official at the competition for each division. It is the head official's responsibility to verify all scores and order of finish. The site manager will include score sheets and order of finish after the completion of each division in the team exit packets. The manager will forward copies of the official score sheets to the IHSA office.

**E. Sectional Tournaments:** Each panel and technical official shall receive a flat fee of \$214.00. Each head official shall receive a flat fee of \$252.00

**F. Mileage Reimbursement Policy:** In the state series, to assist officials for out-of-pocket expenses, a voucher system will be used to compensate officials when they actually drive in excess of 70 miles round trip per competition. Payment will be made through the IHSA office, after completion of the tournament series, at a rate of thirty (30) cents per mile for all mileage in excess of 70 miles round trip. No compensation will be permitted for trips of less than 70 miles round trip.

**G. State Final Tournament:** Each appointed panel and technical official shall receive a flat fee of \$382.50 for the entire State Final tournament plus lodging at a hotel designated by the IHSA. Each appointed head official shall receive a flat fee of \$408.00 for the entire State Final tournament plus lodging at a hotel designated by the IHSA. The mileage reimbursement policy shall also be in effect for the state final for an official that travels in excess of 70 miles round trip.

# Competing School Information



• [www.ihsa.org](http://www.ihsa.org) • Phone: 309-663-6377 • Fax: 309-663-7479 •

This manual contains pertinent information related to this year's dance state series. Please pay special attention to the downloadable section and online forms. The IHSA continues to move forward with the addition of downloadable and interactive forms on our web-site at [www.ihsa.org](http://www.ihsa.org).

**Sectional Assignment:** Your school has been assigned to a sectional. You can find your assignment on the Dance web page after November 1. Click on sectional assignments.

**Sectional Meeting:** A coaches' meeting conducted by your assigned sectional manager will take place on Saturday, January 25, 2014. The sectional coaches' meeting times and team performance times will be posted online at [www.ihsa.org](http://www.ihsa.org) under the Dance link after January 13, 2014.

**Future Sectional Host Sites:** Schools interested in being a host site can enter information through the Schools Center under "Host Availability".

**Terms and Conditions:** The Terms and Conditions are the rules under which your school agreed to compete in the state series. The Terms and Conditions can be found online on the Competitive Dance page and is included in the manual. Please read the Terms and Conditions carefully.

**Official Assignments:** Assignment of officials shall be made by the IHSA. The final assignments will be electronically sent to the host school managers through their Schools Center.

## 2013-14 Competitive Dance Important Dates to Remember

Mon., Nov. 4	Season Starts- Contest may be held
Fri., Nov. 1	Deadline to enter state series. Entries after this date are late entries
Fri., Nov. 1	Sectional Assignment posted online sometime after November 1
<b>Mon., Jan. 13</b>	<b>List of Participants Online Entry due</b>
<b>Wed., Jan. 15</b>	<b>All teams must submit a team photo and cutline through the IHSA Schools Center</b>
<b>Sat., Jan. 25</b>	<b>Sectional level of competition</b>
Sat., Jan 25	Sectional Winners Report submitted by manager. Completed by the IHSA scoring program.
Tues., Jan. 28	12:01 p.m. deadline for schools advancing to State Final to confirm hotel reservations.
Thurs., Jan. 30	State Qualifying packet pick up at the VIP entrance of the U.S. Cellular Coliseum, Bloomington, IL from 6:30 p.m. to 8:30 p.m. on Thurs., Jan. 30.
Fri., Jan. 31	State Qualifying packet pick up will also be on Friday, Jan. 31 after 7:00 a.m. in the lobby of the Pepsi Ice Rink.
Fri.-Sat., Jan. 31-Feb. 1	State Final to be held at the U.S. Cellular Coliseum in Bloomington, IL (Time schedule posted on IHSA.org)





## **Schools Are Required to Use the Internet to File LIST OF PARTICIPANTS**

Schools are required to complete the Competitive Dance List of Participants on-line. Instructions will be in the School Center prior to the deadline date.

(If you experience any problems, please call the IHSA Office at 309-663-6377 and ask for Linda Muxfeld.)

**LIST OF PARTICIPANTS DEADLINE:  
Monday, January 13, 2014**

# SCHOOL'S RESPONSIBILITY TO AN OFFICIAL PRIOR TO THE SEASON

1. Send a reminder card or email to the officials after you have them scheduled.
2. Reminder should include date of contest, time, level, location and sport.

Even though many schools and conferences have assignment chairpersons, sending a reminder is highly recommended. When an official does not show, people in your community won't know who the assignment chairperson is, but they do know the athletic director.

## Avoid embarrassment.

3. Have a standard wage scale set for your different sports and levels and a method in place to raise the pay periodically.
4. If possible, let the working officials know who their partner(s) will be.
5. Hire police and security along with medical assistant or athletic trainer coverage for events whenever possible.
6. Set a policy with your school board on fan, coach and player behavior.
7. Make sure all officials have a contract that is signed by your school—preferably by the principal or IHSA Official Representative.

# SCHOOL'S RESPONSIBILITY TO AN OFFICIAL PRIOR TO THE CONTEST

1. Prior to the contest, provide the officials with directions and inform them of any special activities that might be occurring (i.e., Homecoming, Senior Night, etc.)
2. Give the official a number they can call in case of an emergency or postponement due to weather.
3. Have competent workers assigned at all contests (scorers, announcers, chain crew, etc.). These people are of great assistance to the official during the contest.
4. Have a host assigned to meet the officials as they arrive. The host should do the following for the officials:
  - A) Provide a reserved parking space.
  - B) Meet officials and take them to the dressing room.
  - C) Have refreshments available for halftime and postgame.
  - D) Ask for any additional needs.
  - E) Introduce the officials to those game workers pertinent to the contest (i.e., scorer, announcer, chain gang, etc.).
  - F) Get the proper pronunciation of officials' names so they are correct when given by the public address announcer.
5. Athletic director should discuss with the officials any special events, conference rules, national anthem time, etc. that would affect the game.
6. Provide the officials with the name of the adult supervisor for that contest and where that person can be found in the event a challenging situation should occur.
7. Make officials aware of location of an athletic trainer or other first responders during the contest. Have a doctor on site when possible (especially at football contests).
8. Make sure all bench personnel are properly attired.
9. Do a check on game scoreboards and lighting systems prior to the game or contest.
10. Make sure the playing area is properly marked and meets National Federation guidelines for that contest.
11. Provide appropriate secured dressing area and hot water showering facilities.



# SCHOOL'S RESPONSIBILITY TO AN OFFICIAL DURING THE CONTEST

1. Insist coaches display good sportsmanship and are proper examples for your players and crowd.
2. Have your public address announcer or cheerleader read the IHSA sportsmanship statement and remain unbiased during contest.
3. Make sure the event supervisor understands the duties and responsibilities pertinent to that contest.
4. Make sure the playing area is maintained during halftime of each contest. For wrestling, make sure the mat is properly cleaned and washed.
5. Help with adverse weather conditions; monitor accordingly.
6. Make sure proper crowd control is visible and in place. Good administrative control can prevent difficult situations.
7. Observe the crowd during the contest and prevent any disturbances that may occur.
8. Work with the official during the game regarding crowd control.
9. Retrieve the game ball at the end of the contest.
10. Escort the officials back to the dressing room at halftime and at the conclusion of the contest.

## SCHOOL'S RESPONSIBILITY TO AN OFFICIAL AFTER THE CONTEST

1. Escort the officials safely back to the dressing room and parking lot.
2. Do not allow unauthorized persons in the dressing room after the game. This includes coaches.
3. Have refreshments available for the officials after the contest.
4. Be sure to thank the officials for their time and effort, regardless of the outcome of the game.
5. Make sure arrangements for paying the officials have been completed. It is preferable to pay the official the day of contest.
6. Ensure that officials are not confronted by anyone after the contest.



# Do What's Right!

## Sportsmanship

### DWR! EXPECTATIONS

- ❖ *Represents their school and community well with positive interaction with opposing fans and players.*
- ❖ *Uses positive yells, chants, songs or gestures.*
- ❖ *Display modesty in victory and graciousness in defeat*
- ❖ *Respect and acknowledge the integrity/judgment of officials.*
- ❖ *Exhibit positive behavior with opponents and fans before, during and after the contest.*

### Acceptable Behavior...

- During the National Anthem, students, participants and fans should remove any hats, face the flag, not talk, place the right hand on the heart, and remain still until the end of the anthem.
- Applause during introduction of players, coaches and officials.
- Players shaking hands with opponents while both sets of fans recognize player's performance with applause.
- Accept all decisions of the game officials.
- Spirit Participants lead fans in positive support.
- Handshakes between participants and coaches at the end of contests, regardless of the outcome.
- Treat competition as a game, not a war.
- Coaches/players search out opposing participants to recognize them for outstanding performance or coaching.
- Applause at the end of the contest for performance of all participants.
- Everyone showing concern for an injured player, regardless of the team.
- Encourage surrounding people to display sportsmanlike conduct.

### Unacceptable Behavior...

- Disrespectful or derogatory yells, chants, songs or gestures.
- Booing or heckling an official's decision.
- Criticizing officials in any way; displays of temper with an official's call.
- Yells that antagonize opponents.
- Refusing to shake hands or give recognition for good performances.
- Blaming the loss of the game on officials, coaches or participants.
- Laughing or name calling to distract an opponent.
- Use of profanity or displays of anger that draw attention away from the game.
- Doing own yells instead of following the lead of spirit participants.



# Competitive Dance Scoresheet



Sectional

School: \_\_\_\_\_

State

Division: \_\_\_\_\_

Official: \_\_\_\_\_

COMPETITION CATEGORY		TEAM SCORE	COMMENTS
CHOREOGRAPHY	10	_____	
MUSICALITY	10	_____	
DIFFICULTY	10	_____	
TECHNIQUE	10	_____	
GROUP EXECUTION/SYNCHRONIZATION	10	_____	
FORMATIONS/STAGING	10	_____	
TRANSITIONS	10	_____	
SPACING	10	_____	
SHOWMANSHIP	10	_____	
OVERALL VISUAL EFFECT	10	_____	
TOTAL SCORE	/100	<div style="border: 1px solid black; width: 80px; height: 60px; margin: 0 auto;"></div>	



# IHSA Competitive Dance Rubric

## CHOREOGRAPHY—10 pts

- 9-10 pts: Excelling—Exceptional flow, exciting build in choreography, clear design, exceptional use of unique material, exceptional highlights of talent, exceptional incorporation of multiple qualities of movement, flow and continuity
- 8-9 pts: Applying—Good flow, good build in choreography, good unique movement, good incorporation of multiple qualities of movement, flow and continuity
- 7-8 pts: Developing—Moderate flow, some build in choreography, some unique movement, and minimal incorporation different qualities of movement, minimal flow and continuity
- 6-7 pts: Lacking—Fragmented choreography, standard/basic material, lacking creativity and unique movement, lacking variations in movement, lacking flow and continuity

## MUSICALITY—10 pts

- 9-10 pts: Excelling—Exceptional use of music to enhance choreography through tempo variations, vocal interpretations, musical interpretations, exceptional use of music to movement ownership
- 8-9 pts: Applying—Good use of music to enhance choreography, good use of tempo variation, vocal cues, musical interpretation
- 7-8 pts: Developing—Minimal connection of choreography to the music, some use of tempo variations, vocal cues
- 6-7 pts: Lacking—Music is not utilized to enhance choreography

## DIFFICULTY—10 pts

- 9-10 pts: Excelling—Exceptional range of movements, creative preps and linking skills, ambidexterity, use of body levels, directions and planes, team to athlete ratio, exceptional use isolations, balances, extensions, tricks, creative partnering skills
- 8-9 pts: Applying—Good range of movement, good creativity, good use of levels, directions and planes, team to athlete ratio, good use of isolations, balances, extensions, tricks and partnering
- 7-8 pts: Developing—Some range of movement, some creativity, some levels, directions and planes, some isolations, balances, tricks, partnering
- 6-7 pts: Lacking—Movement beyond the skill of the athlete, lack of linking skills, flexibility, partnering, lack or team skills

## TECHNIQUE—10 pts

- 9-10 pts: Excelling—Excellent body awareness/placement, strength, control and clear articulation of movements, full extension from the body, strong lines, proper posture and carriage, superior strength in movement
- 8-9 pts: Applying—Good body awareness/placement, good control and extension, good spatial awareness, good lines, good strength in movement
- 7-8 pts: Developing—Average body awareness/placement, average control and extension, average spatial awareness, average lines, average strength in movement
- 6-7 pts: Lacking—Sloppy/improper body awareness/placement, substandard control and extension, lacking spatial awareness, below average lines

## GROUP EXECUTION/SYNCHRONIZATION—10 pts

- 9-10 pts: Excelling—Excellent precision and sharpness, excellent consistent style throughout the team, precise synchronization throughout
- 8-9 pts: Applying—Good precision and sharpness, good consistent style throughout the team, good synchronization
- 7-8 pts: Developing—Average precision and sharpness, average consistent style throughout the team, average synchronization
- 6-7 pts: Lacking—Poor precision and sharpness, inconsistent style throughout the team, poor synchronization

## FORMATIONS/STAGING—10 pts

- 9-10 pts: Excelling—Exceptional use of patterns, levels, and directions, creative formations, patterns, exceptional variety, utilization of area, ability to highlight dancer in an effective way
- 8-9 pts: Applying—Good variety and creativity in formations, good variety, logical staging for showcasing choreography
- 7-8 pts: Developing—Standard formations, some variety, visual effect occasionally obscured by staging
- 6-7 pts: Lacking—Basic formations, little variety, lacking creativity, patterns do not enhance visual effect

## TRANSITIONS—10 pts

- 9-10 pts: Excelling—Unique transitional skills, firm/clean transitions, seamless continuous build from section to section, clear pathways
- 8-9 pts: Applying—Clear, easy to follow transitions, good use of linking skills/transitions
- 7-8 pts: Developing—Some clear transitions, some linkage of skills/transitions from section to section, somewhat segmented routine
- 6-7 pts: Lacking—Scattered transitions, bumping into other athletes during transitions, slow transitions, very segmented routine

## SPACING—10 pts

- Precision in formations, use of stage, spacial awareness of other dancers

## SHOWMANSHIP—10 pts

- Natural spirit, overall connection to the piece, enjoyment of the athletes, confidence, projection, authenticity

## OVERALL VISUAL EFFECT—10 pts

- Appropriateness of movements, overall visual appeal, pace and intricacy of the movements, creativity



# Competitive Dance Deductions/Legalities

School \_\_\_\_\_ Division \_\_\_\_\_ Official \_\_\_\_\_

*Please cite the NFHS rule violation and the time/part in routine in which the violation occurred.*

DEDUCTION CATEGORY	NUMBER OF DEDUCTIONS	DEDUCTION TOTAL
<i>Music Time – 1:45 Minimum</i>	<i>Under – (-1)</i>	
<i>Total Time – 3:00 Maximum</i>	<i>Overtime – (-1)</i>	
<i>IHSA Terms &amp; Conditions Violation</i>	_____ x 1	

### MINOR NFHS VIOLATION:

Rule Infraction	Warning	Rule Number	x (1)
_____	<input type="checkbox"/>	_____	_____
_____	<input type="checkbox"/>	_____	_____
_____	<input type="checkbox"/>	_____	_____
_____	<input type="checkbox"/>	_____	_____

*Examples: NFHS Spirit Rules Book; Jewelry, Apparel, Nails, Hair, Glitter, etc...*

### MAJOR NFHS VIOLATION:

Rule Infraction	Warning	Page Number	x (-5)
_____	<input type="checkbox"/>	_____	_____
_____	<input type="checkbox"/>	_____	_____
_____	<input type="checkbox"/>	_____	_____
_____	<input type="checkbox"/>	_____	_____

*Examples: Illegal Moves; Drops, Tumbling, Spotting, Partner Stunts, Dismounts*

	<b>TOTAL LEGALITY DEDUCTIONS:</b>
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# Prevention of Heat Illness Guidelines

Athletes participating outdoors in hot, humid weather or indoors, in non-air conditioned or poorly ventilated gyms are susceptible to heat related illness. While it is the responsibility of each school participating in an IHSA contest to allow adequate acclimatization to the heat prior to the contest, it is the authority of the local manager to adjust or alter a contest based on the environment. Managers should check the environment one-hour before the scheduled contest.

If a high risk is present, the manager has the authority to alter game conditions. Athletes should drink one to two cups of water in the hour preceding competition and continue drinking during the activity every 15-20 minutes. If conditions become severe, the manager may suspend or alter the contest. Altering the contest may include stoppage of play for a mandatory drink period, stopping play for a rest period where gear and clothing may be loosened to allow heat loss, stopping play to allow for removal of outer clothing, socks and or shoes or even postponing the contest.

Local Managers should refer to the Heat Index Table below if the host school does not have a plan or means to assess both the temperature and humidity prior to the contest. This heat index can be used to define caution, extreme caution, danger and extreme danger risk conditions. Additional heat and hydration information can be found by accessing the Sports Medicine link on the IHSA web site at [www.ihsa.org](http://www.ihsa.org).

## Heat Index Chart

Heat Index in °F (°C)

Relative Humidity (%)													
Temp in °F/°C	40	45	50	55	60	65	70	75	80	85	90	95	100
110 (47)	136 (58)												
108 (43)	130 (54)	137 (58)											
106 (41)	124 (51)	130 (54)	137 (58)										
104 (40)	119 (48)	124 (51)	131 (55)	137 (58)									
102 (39)	114 (46)	119 (48)	124 (51)	130 (54)	137 (58)								
100 (38)	109 (43)	114 (46)	118 (48)	124 (51)	129 (54)	136 (58)							
98 (37)	105 (41)	109 (43)	113 (45)	117 (47)	123 (51)	128 (53)	134 (57)						
96 (36)	101 (38)	104 (40)	108 (42)	112 (44)	116 (47)	121 (49)	126 (52)	132 (56)					
94 (34)	97 (36)	100 (38)	103 (39)	106 (41)	110 (43)	114 (46)	119 (48)	124 (51)	129 (54)	135 (57)			
92 (33)	94 (34)	96 (36)	99 (37)	101 (38)	105 (41)	108 (42)	112 (44)	116 (47)	121 (49)	126 (52)	131 (55)		
90 (32)	91 (33)	93 (34)	95 (35)	97 (36)	100 (38)	103 (39)	106 (41)	109 (43)	113 (45)	117 (47)	122 (50)	127 (53)	132 (56)
88 (31)	88 (31)	89 (32)	91 (33)	93 (34)	95 (35)	98 (37)	100 (38)	103 (39)	106 (41)	110 (43)	113 (45)	117 (47)	121 (49)
86 (30)	85 (29)	87 (31)	88 (31)	89 (32)	91 (33)	93 (34)	95 (35)	97 (36)	100 (38)	102 (39)	105 (41)	108 (42)	112 (44)
84 (29)	83 (28)	84 (29)	85 (29)	86 (30)	88 (31)	89 (32)	90 (32)	92 (33)	94 (34)	96 (36)	98 (37)	100 (38)	103 (39)
82 (28)	81 (27)	82 (28)	83 (28)	84 (29)	84 (29)	85 (29)	86 (30)	88 (31)	89 (32)	90 (32)	91 (33)	93 (34)	95 (35)
80 (27)	80 (27)	80 (27)	81 (27)	81 (27)	82 (28)	82 (28)	83 (28)	84 (29)	84 (29)	85 (29)	86 (30)	86 (30)	87 (31)

Category	Heat Index	Possible heat disorders
Extreme Danger	130° F or higher (54° C or higher)	Heat stroke or sunstroke likely
Danger	105°-129° F (41°-54° C)	*Sunstroke, muscle cramps, and/or heat exhaustion likely. Heatstroke possible with prolonged* exposure and/or physical activity.
Extreme Caution	90°-105° F (32°-41° C)	*Sunstroke, muscle cramps, and/or heat exhaustion possible with prolonged exposure and/or* physical activity.
Caution	80°-90° F (27°-32° C)	Fatigue possible with prolonged exposure and/or physical activity.

\* reproduced from NWS, Birmingham, AL





## **Return to Play (RTP) Policy**

**Background:** With the start of the 2010-11 school term, the National Federation of State High School Associations (NFHS) implemented a new national playing rule regarding potential head injuries. The rule requires “any player who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the game and shall not return to play until cleared by an appropriate health care professional.” In applying that rule in Illinois, it has been determined that only certified athletic trainers and physicians licensed to practice medicine in all its branches in Illinois can clear an athlete to return to play the day of a contest in which the athlete has been removed from the contest for a possible head injury.

**Policy:** In cases when an athlete is not cleared to return to play the same day as he/she is removed from a contest following a possible head injury (i.e., concussion), the athlete shall not return to play or practice until the athlete is evaluated by and receives written clearance from a licensed health care provider to return to play.

For the purposes of this policy, licensed health care providers consist of physicians licensed to practice medicine in all its branches in Illinois and certified athletic trainers working in conjunction with physicians licensed to practice medicine in all its branches in Illinois.

ILLINOIS HIGH SCHOOL ASSOCIATION

2715 McGraw Drive • Bloomington, IL 61704

• [www.ihsa.org](http://www.ihsa.org) • Phone: 309-663-6377 • Fax: 309-663-7479 •

## IHSA Protocol for Implementation of NFHS Sports Playing Rule for Concussions

**“Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not return to play until cleared by an appropriate health care professional.”**

The above language, which first appeared in all National Federation sports rule books for the 2010-11 school term, reflects a strengthening of rules regarding the safety of athletes suspected of having a concussion, but not a revision in primary responsibilities in these areas. Previous rules required officials to remove any athlete from play who was “unconscious or apparently unconscious.” This revised language reflects an increasing focus on safety, given that the vast majority of concussions do not involve a loss of consciousness. However, the revised language does not create a duty that officials are expected to perform a medical diagnosis. The change in rule simply calls for officials to be cognizant of athletes who display signs, symptoms, or behaviors of a concussion from the lists below and remove them from play.

**NOTE: The persons who should be alert for such signs, symptoms, or behaviors consistent with a concussion in an athlete include appropriate health-care professionals, coaches, officials, parents, teammates, and, if conscious, the athlete him/herself.**

### Definition of a Concussion

A concussion is a traumatic brain injury that interferes with normal brain function. An athlete does not have to lose consciousness (be “knocked out”) to have suffered a concussion.

### Behavior or signs observed indicative of a possible concussion

- Loss of consciousness
- Appears dazed or stunned
- Appears confused
- Forgets plays
- Unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Shows behavior or personality changes
- Can’t recall events prior to or after the injury

### Symptoms reported by a player indicative of a possible concussion

- Headache
- Nausea
- Balance problems or dizziness
- Double or fuzzy vision
- Sensitivity to light or noise
- Feeling sluggish
- Feeling foggy or groggy
- Concentration or memory problems
- Confusion

This protocol is intended to provide the mechanics to follow during the course of contests/matches/events when an athlete sustains an apparent concussion. For the purposes of this policy, appropriate health care professionals are defined as: physicians licensed to practice medicine in all its branches in Illinois and certified athletic trainers.

1. During the pre-game conference of coaches and officials, the official shall remind the head coaches that a school-approved appropriate health care professional will need to clear for return to play any athlete removed from a contest for an apparent head injury.
2. The officials will have no role in determining concussion other than the obvious situation where a player is unconscious or apparently unconscious as is provided for under the previous rule. Officials will merely point out to a coach that a player is apparently injured and advise the coach that the player should be examined by the school-approved health care provider.
3. If it is confirmed by the school’s approved health care professional that the student did not sustain a concussion, the head coach may so advise the officials during an appropriate stoppage of play and the athlete may re-enter competition pursuant to the contest rules.
4. Otherwise, if an athlete can not be cleared to return to play by a school-approved health care professional as defined in this protocol, that athlete may not be returned to competition that day and is then subject to the IHSA’s Return to Play (RTP) Policy before the student-athlete can return to practice or competition.
5. Following the contest, a Special Report shall be filed by the contest official(s) with the IHSA Office through the Officials Center.
6. In cases where an assigned IHSA state finals event medical professional is present, his/her decision to not allow an athlete to return to competition may not be over-ruled.

Additional information regarding concussion has been made available to IHSA member schools and licensed officials and can be accessed on the IHSA Sports Medicine website at <http://www.ihsa.org/Resources/SportsMedicine.aspx>.

# INSTRUCTIONS FOR SUBMITTING PHOTOS

Submit your photos by uploading them in the Schools Center.

1. Sign into the Schools Center. Choose: [Upload state tournament program photos here.](#)

NOTE: Only your administrative staff has access to this link.

Looking for the ScoreZone link? It's in the "Quick Links" section at the bottom of this column.

**Departments**

- T Sport & Activity Tracker
- L Staff Responsibilities & Logins
- I School Information & Facility Maps
- E Eligibility Requests & Rulings
- V Voting & Town Meetings
- R Special/SAWA Reports & Yellow Cards
- H IHSA State Series Hosting & ScoreZone
- O Officials & Body Fat Testers
- PES Performance-Enhancing Substance Program
- D Open Dates
- A All-Time Records
- S Student Recognition
- F Forms & Other Resources
- P Personal Information

**Quick Links**

[change password](#) | [rate official](#) | [ScoreZone](#) | [submit Special Report](#)  
[FAQ](#) | [Where do I find...?](#)

**Message Center**

Yesterday

**IHSA Webinar on Residence & Transfer - Oct. 30 at 1 pm**

4 days ago

**Officials Posted To Host Schools: Boys Soccer / Class 2A, 3A / Sectionals**

[View older messages →](#)

**10/23 IHSA Webinar on Residence & Transfer - Oct. 30 at 1 pm**

The IHSA will host its first Educational Webinar for member school administrators on Wednesday, October 30 at 1:00 PM. The subject of the webinar will be the IHSA Residence and Transfer By-laws.

This optional webinar will be led by IHSA Executive Director Marty Hickman and is an excellent chance for administrators to learn more about these by-laws and ask questions.

Interested principals, athletic directors or other pertinent individuals in your building can sign up to attend in the Schools Center.

There is a limit of 100 attendees per session. The webinar will be taped and can be reviewed afterward for those who cannot make it. Additional sessions may be added based on interest.

In order to maximize the effectiveness of the webinar and its subject matter, we ask that if you have questions on other by-laws, please call our office and speak to an administrator, or reply to this email and suggest as a future webinar topic.

To register for the IHSA webinar on Wednesday, October 30 at 1:00 p.m., click or copy the address below into your web browser:

2. Add administrators and coaches. Choose: [Add a new administrator or coach.](#) You will want to do this before adding team photos. (If your sport/activity does not include administrators or coaches in the program, you can skip this step and start uploading your team photo.) Follow the step-by-step instructions, making sure that you **save the photos and information.** Do not use all capital letters.

**State Program Photo Collection**

**Staff Photos**

People added to this list can be assigned to the activities on the right for inclusion in state tournament programs.

[Add a new administrator or coach.](#)

Staff	Photo	Edit Info

**Team Photos**

Use the Edit link to upload, add cutlines (indicate who is in the photo) and assign staff members listed at left to be included in the state tournament program for an activity.

With the exception of Bowling and Cheerleading, only upload a team photo for activities in which you have advanced to the sectional round.

Activity	Team Photo	Cutlines	Assigned Staffers	Upload Photo Edit Cutlines Assign Staff
Boys Baseball	None	None		<a href="#">Edit</a>
Boys Basketball	None	None		<a href="#">Edit</a>
Girls Basketball	None	None		<a href="#">Edit</a>
Bass Fishing	None	None		<a href="#">Edit</a>
Competitive Cheerleading	None	N/A		<a href="#">Edit</a>
Boys Football	None	None		<a href="#">Edit</a>
<b>Girls Softball</b>	None	None		<a href="#">Edit</a>
Scholastic Bowl	None	None		<a href="#">Edit</a>
Boys Soccer	None	None		<a href="#">Edit</a>
Girls Volleyball	None	None		<a href="#">Edit</a>

3. Upload your team photo. Choose: The [Edit](#) button that corresponds with your sport/activity.

a. Following the instructions upload your team photo. **Save changes.**

b. Assign staff members. Use the pull down menus to assign staff members to be included in this program. **Save changes to staff assignments.** (If no administrators or coaches are included in the program, you can skip this step.)

c. Add your cutlines. List individuals (first and last name) in each row. Do not use all capital letters. Do not include numbers, year in school, etc. Please use the following to designate supervisors in the photo: Head Coach John Smith, Asst. Coach Billy Bob, Mgr. Jane Doe. **Save changes to cutlines.**

4. Go to School Photos Menu. Check to make sure you have included all photos and cutlines for this sport/activity. If everything is correct, you can exit the Schools Center. Make sure that you have completed all other state final information for the program.

If you have any questions, please call Linda Muxfeld – 309-663-6377 or email [lmuxfeld@ihsa.org](mailto:lmuxfeld@ihsa.org)

**Photos are due by midnight Wednesday, January 15**

# State Competition Dance Information



• [www.ihsa.org](http://www.ihsa.org) • Phone: 309-663-6377 • Fax: 309-663-7479 •

## 2013-14 Competitive Dance

A. Contacts	Position	Phone	Email
Tracie Henry	Assistant Executive Director, IHSA	309-663-6377	thenry@ihsa.org
Susie Knoblauch	IHSA Administrator Responsible for Spirit	309-663-6377	sknoblauch@ihsa.org
Linda Muxfeld	Administrative Assistant, IHSA	309-663-6377	lmuxfeld@ihsa.org
Scott Johnson	IHSA Administrator Responsible for Technology	309-663-6377	sjohnson@ihsa.org
Matt Troha	IHSA Administrator Responsible for Media	309-663-6377	mtroha@ihsa.org
Crystal Howard	Bloomington Normal Convention and Visitors Bureau, Director	1-800-433-8226	
Matt Hawkins	Bloomington Normal Convention and Visitors Bureau, Housing Director	1-800-433-8226	matt@visitbn.org
Bart Rogers	U.S. Cellular Coliseum General Manager	309-434-2843	
Traci Andracke	Assistant General Manager/Booking, Marketing	309-434-2668	
Phil Charleston	Event Manager	309-434-2953	
U.S. Cellular Coliseum, Downtown Bloomington - State Final Site		309-434-2843	
U.S. Cellular Coliseum Ticket Office		309-434-2679	

**B. State Final Dates:** The 1st annual IHSA Competitive Dance Tournament will be held at the U.S. Cellular Coliseum, downtown Bloomington, on Friday and Saturday, January 31-February 1, 2014.

**C. Ticket Information:** General seating tickets may be purchased in advance for the State Final Tournament by contacting the U.S. Cellular ticket office at 434-2679. Tickets will also be available for purchase online at [www.uscellularcoliseum.com](http://www.uscellularcoliseum.com). General seating tickets will also be available at the door. Ticket prices are \$10 for each session (child in arms requires no ticket). Limited luxury suites will also be available for purchase for each session by contacting the U.S. Cellular ticket office.

**D. Reserved Housing for Teams:** The IHSA has **reserved** housing for teams advancing to the state final competition at a reduced rate. Schools are not required to use this housing. A school representative must call to confirm housing by the deadline of 12:01 p.m. on January 28, 2014 by identifying themselves as an IHSA state qualifying dance team. Rooms will be released to the general public following the deadline. A list of these reserved hotels can be found online. Schools are responsible for all housing expenses.

The IHSA Competitive Dance website also includes information from the Bloomington-Normal Area Convention and Visitors Bureau. Fans are encouraged to visit the site or call the Bureau at (1-800-433-8226) for available rooms.

**E. State Qualifier's Information:** State final information can be found on the IHSA website at [www.ihsa.org](http://www.ihsa.org) for qualifying schools. This information will review pertinent state final details.

**F. Coaches Meeting:** A coach, representing each school at the State Final Tournament, **MUST** attend a meeting with the IHSA Tournament Committee prior to their division competition. Times and locations will be posted on the IHSA website at [www.ihsa.org](http://www.ihsa.org). This meeting will be held in the Corn Palace Restaurant located in the U.S. Cellular Coliseum.

**G. State Final Scheduling:** Warm-up and performance times will be posted online following the sectional tournament on Monday, January 27, 2014.

**H. Visual Image Photography:** A professional photographer will take pictures of competition. Those photos can be viewed and purchased online. Go to the IHSA website to access VIP Photo.

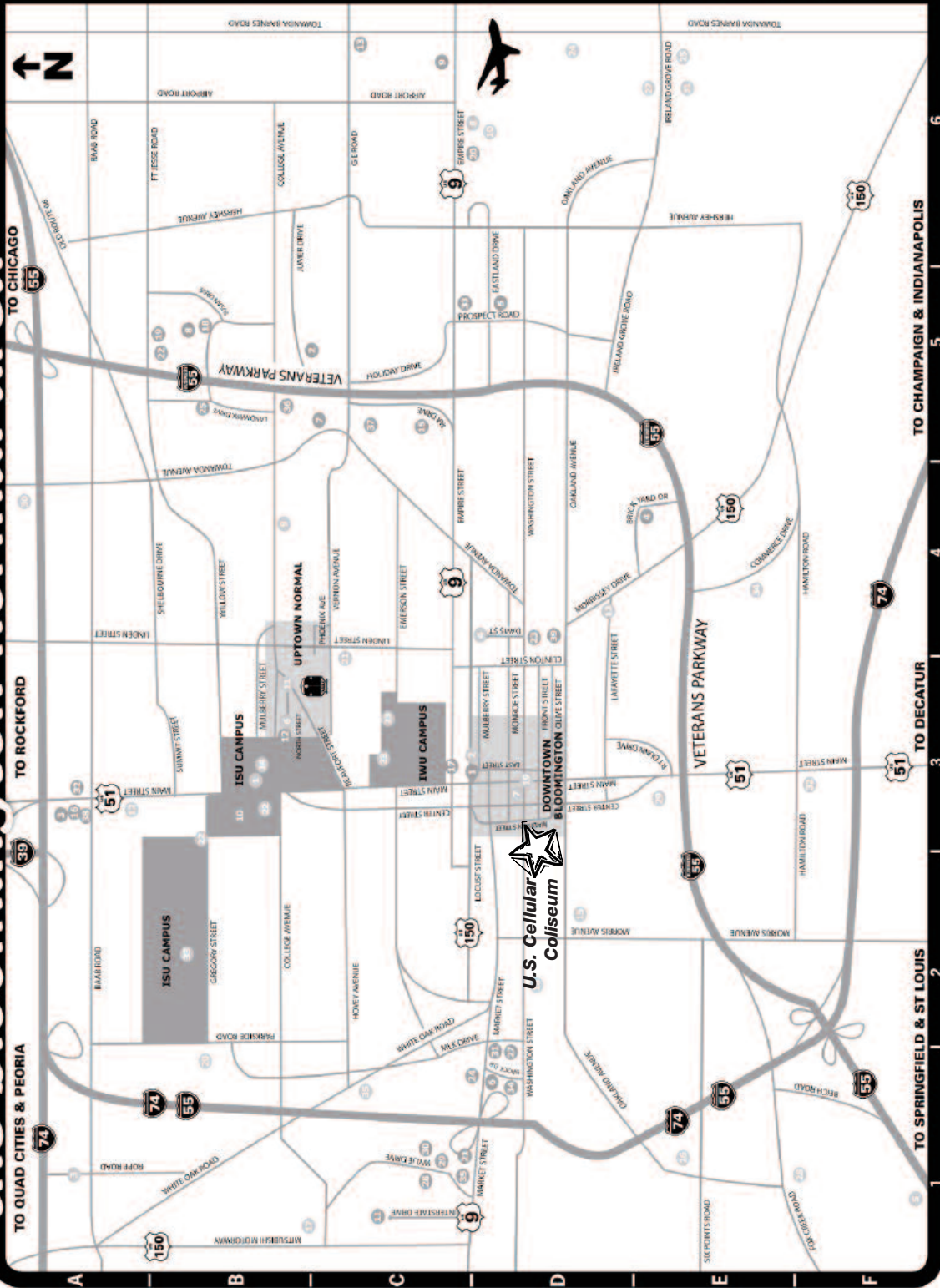


## IHSA Competitive Dance Housing

State qualifying teams have until 12:01 p.m. on January 28, 2014 to book rooms at the listed hotels for the reduced rates. After the January 28th deadline, rooms will be released to the general public. Details of the listed hotels can be found at [www.bloomingtonnormalcvb.org](http://www.bloomingtonnormalcvb.org) under the visitors, lodging links.

<b>Hotel</b>	<b>Phone Number</b>	<b>Rate</b>
Baymont Inn	309-662-2800	\$74
Comfort Suites -- East	309-452-8588	\$95
Country Inn & Suites – Airport	309-662-3100	\$109
Country Inn & Suites -- West	309-828-7177	\$99
Courtyard by Marriott	309-862-1166	\$110
Doubletree	309-664-6446	\$109
Eastland Suites	309-662-0000	\$95--\$105
Hampton Inn & Suites	309-452-8900	\$119--\$129
Holiday Inn & Suites	309-662-4700	\$90
Holiday Inn Express West	309-820-9990	\$104
Park Regency	309-662-4300	\$87
Quality Inn & Suites – East	309-662-7100	\$80
Quality Inn & Suites -- West	309-829-7602	\$70
The Chateau	309-665-5628	\$89

# the bloomington-normal area



- ### MEETING FACILITIES
1. Bloomington Center for the Performing Arts
  2. The Chateau Hotel & Conference Center
  3. The Westgate Hotel & Conference Center
  4. Eastland Suites Hotel & Conference Center
  5. Eastland Suites Hotel & Conference Center
  6. Hawthorn Suites & Conference Center
  7. Hampton Inn & Suites
  8. Holiday Inn Hotel & Suites
  9. Holiday Inn Hotel & Suites
  10. Illinois State University
  11. The Interstate Center
  12. The Interstate Conference Center
  13. Park Hotel & Conference Center
  14. U.S. Cellular Coliseum

- ### OTHER ACCOMMODATIONS
15. Baymont Inn & Suites
  16. Best Western University Inn
  17. Burr House (BBB)
  18. Candlish Suites Hotel
  19. Country Inn & Suites
  20. Country Inn & Suites Airport
  21. Country Inn & Suites West
  22. Courtyard by Marriott
  23. Davis Residence Inn (BBB)
  24. Days Inn & Suites
  25. Days Inn & Suites
  26. Econo Lodge
  27. Extended Stay America
  28. Fairfield Inn & Suites
  29. Fairfield Inn & Suites
  30. Holiday Inn Express West
  31. La Quinta Inn
  32. Motel 6
  33. Quality Inn & Suites East
  34. Quality Inn & Suites West
  35. Ramada Limited & Suites
  36. Signature Inn
  37. Super 8 Bloomington
  38. Super 8 Normal
  39. TownePlace Suites (BBB)

- ### AREA ATTRACTIONS
1. Bradley Auditorium
  2. McLean County Arts Center
  3. McLean County Arts Center
  4. David Davis Mansion State Historic Site
  5. Historic National Tompkins & Mineral Museum
  6. Historic National Tompkins & Mineral Museum
  7. McLean County Museum of History
  8. Prairie Aviation Museum
  9. Anthonius Theater Center
  10. Children's Discovery Museum
  11. Children's Discovery Museum
  12. Fairview Family Aquatic Center
  13. Grady's Family Fun Park
  14. Miller Park Zoo
  15. Miller Park Zoo
  16. University Planetarium
  17. Upper Limbs Rock Climbing Gym

- ### SPORTS FACILITIES
19. Bloomington Parks & Recreation Department
  20. Bloomington Parks & Recreation Department
  21. Normal Parks & Recreation Department
  22. Illinois State University Sports Facilities
  23. Illinois Wesleyan University Sports Facilities
  24. Illinois Wesleyan University Sports Facilities
  25. Baseball Complex
  26. Baseball Complex
  27. Community Soccer Fields

- ### GOLF COURSES
28. The Den at Fox Creek
  29. Highland Park Golf Course
  30. The Links at Ireland Grove
  31. The Links at Ireland Grove
  32. Prairie Vista Golf Course
  33. Webring Golf Club at Illinois State University
  34. Webring Golf Club at Illinois State University
  35. Golf Learning Center at All Seasons



## Media Arrangements



• [www.ihsa.org](http://www.ihsa.org) • Phone: 309-663-6377 • Fax: 309-663-7479 •

# 2014 Competitive Dance State Finals Media Arrangements

### Accepted Media Passes

- **IHSA General Media Pass:** (This pass was sent to select media outlets at the beginning of the school term.) Holders of this pass must have proper company identification and a valid driver's license.
- **Dance Media Passes:** Requests must be submitted to the IHSA Office via fax or email, **no later than 3 p.m., Wednesday prior to the state final** to be considered. Contact Matt Troha ([mtroha@ihsa.org](mailto:mtroha@ihsa.org)) for more information.
- **School Media Passes:** Press passes will be issued upon request from the school Principal or Athletic Director. A maximum of 3 press passes will be issued to yearbook/school newspaper and AV club students at the member school whose team has qualified for the state finals. Contact Matt Troha ([mtroha@ihsa.org](mailto:mtroha@ihsa.org)) for more information.

**Competitive Dance Media Pass pick-up:** Passes will be distributed at the registration/pass table located in the Pepsi Ice Center at the U.S. Cellular Coliseum.

**Media parking:** Media VIP parking is located on the second and third floor of the parking deck adjacent to the U.S. Cellular Coliseum (corner of Olive & Lee-southwest corner). **NOTE: IHSA General Media Parking Pass required for this lot.**

**Radio Originations:** (Not Applicable)

### Photographer Coverage Area:

All media equipment used on the floor of the U.S. Cellular Coliseum must be portable.

- Equipment that is not being carried by the media must be stored off the performance area.
- Media shooting zones will be in the designated areas on the sides of the performing surface.
- No photographer is allowed in the team warm-up area at any time.
- Photographers are **not** allowed behind the teams, although photographers are allowed in designated areas in front of the team to briefly take action shots.
- The individual must remain at least five feet away from the competition floor.
- At the end of the competition, photographers are permitted to go on the Coliseum floor and take award shots.
- Photographers **must sit** in the designated areas to take pictures.
- Photographers may also sit in the press areas and take pictures.
- All photographers must display the IHSA General Media Pass or the IHSA Competitive Cheerleading Media Pass and must have camera in hand.
- Photographers are not allowed on the competition mat, except for the award presentation.

### Lighting on Coliseum Floor

- Lighting is such that it is not necessary to use an electronic flash when taking floor level action. You may wish to use an electronic flash for shooting crowd shots or the trophy presentation.
- The championship award ceremony will be conducted with special lighting.

**Press Row:** Press row is for working press only and is unassigned.

**Press Room:** Persons with Media Passes who are working at the tournament may use the Press Room.

- The Press Room is located in room 1319.
- Tables, chairs, programs, and wireless internet are viable (on a first-come first-serve basis).
- Signs, banners or advertisement for your station are prohibited anywhere in the U.S. Cellular Coliseum.
- Passes must be displayed at all times.

### Press Interview/Press Conference Location

- The head coach and athletes from teams may be available for post-competition press conferences in the hallway as they exit the arena floor after performing. Room 1319 can also be used for interviews.

### Printed Material

- Credentialed media may pick up copies of official IHSA programs in the Press Room (Room 1319) or in the media seating area on the arena floor.

### Internet

- Wireless internet is available for all media.

## STUDENT MEDIA CREDENTIALS FOR PARTICIPATING SCHOOLS

Congratulations on qualifying for an IHSA state final in a team sport. In order to provide the best possible coverage of this event for your school newspaper, yearbook and AV club, etc. you are entitled to have up to three students receive credentials to cover this event as official media members. In the event that you have less than three students, an adult sponsor may be included on this list. To apply for student media credentials, please have your Athletic Director or an individual involved with the aforementioned programs email Matt Troha ([mtroha@ihsa.org](mailto:mtroha@ihsa.org)) at the IHSA with the following information:

- 1) The names of individuals attending
- 2) Whether they are students or adults
- 3) If the attending individuals will serve as reporters, photographers, videographers, etc.

Student media who are registering for credentials are expected to maintain a level of professionalism while covering this event. That includes no cheering while in the press box or game coverage area. Proper attire is also required. Wearing school shirts and colors is acceptable, but students wearing face paint, costumes, carrying props, etc. will be required to change before receiving credential clearance.

The individual applying for student media credentials will receive specific information on credential pick-up and media regulations at the event via email in the days leading up to the state final.

Please note that student media credentials are only available for state final events in team sports. Due to the sheer volume of schools who qualify in individual sports, our press facilities would be unable to accommodate student media from all participating schools in individual sports. Student media are also welcome to cover IHSA state final activities. Credentials are not required for these events, but please have your students check-in with state final personnel upon arrival for media coverage regulations.

*Please contact Matt Troha (309-663-6377) at the IHSA for any questions related to this document.*



## 2013-2014 IHSA Request To Purchase Additional/Replacement State Series Awards

- 1.) To ensure an accurate order of replacement awards, please complete the form below.
- 2.) Please fax this completed form to Cheryl Lowery @ 309-663-7479.
- 3.) An invoice containing the following information will be emailed to you. The awards company will not process duplicate orders without an invoice from IHSA and payment.
- 4.) Mail payment and invoice to A & M Products.

◆ **This form is to be used only, if your school is purchasing duplicate awards for the following reasons (check one):**

**Team Roster exceeds the number of allowed medallions per the T&C's**

**Coop School**  
 **Dual Campus**  
 **Lost**  
 **Broken**

**Sport or Activity:** \_\_\_\_\_ **Year:** \_\_\_\_\_ **Qty.:** \_\_\_\_\_ **Place:** \_\_\_\_\_

**Classification**

<input type="checkbox"/> 1A	<input type="checkbox"/> 5A	<input type="checkbox"/> Class A
<input type="checkbox"/> 2A	<input type="checkbox"/> 6A	<input type="checkbox"/> Class AA
<input type="checkbox"/> 3A	<input type="checkbox"/> 7A	
<input type="checkbox"/> 4A	<input type="checkbox"/> 8A	

**Gender:**

Girls     Boys

**Level of Competition:**

Regional       Sectional       Super-Sectional       State

**Type of Award:**

<input type="checkbox"/> Team Plaque	<input type="checkbox"/> Gold State 3rd/4th Place (#1)-top figure
<input type="checkbox"/> Team Trophy	<input type="checkbox"/> State 3 <sup>rd</sup> /4 <sup>th</sup> Place Gold #2 side figure
<input type="checkbox"/> Medal/Medallion	<input type="checkbox"/> Girls Soccer-Gold #3 size 3rd and 4th
<input type="checkbox"/> Replacement Trophy Part (check below):	<input type="checkbox"/> Music Lyre – Gold #3 size 3rd Place
<input type="checkbox"/> Gold State Champion-top figure (#1)	<input type="checkbox"/> Badminton Gold shuttlecock and/or riser
<input type="checkbox"/> Gold State Champion-side figure (#1)	<input type="checkbox"/> Replacement Trophy Plate lasering
<input type="checkbox"/> Gold State Runner-Up-top figure (#1)	<input type="checkbox"/> Bat, Tennis, Golf Club Replacement
<input type="checkbox"/> Gold State Runner-up-side figures (#1)	

**Ind. Event Medals** (indicate Event name): \_\_\_\_\_  
 (ie: Pole Vault, Long Jump, Diving, 100-yd. Butterfly, Single, Doubles, 102lb., Speech: IE, etc.)

<b>Name:</b>
<b>Email Address:</b>
<b>School:</b>
<b>Address:</b>
<b>City, ZIP Code:</b>
<b>Phone Number:</b>
<b>Fax Number:</b>



**2013-2014 IHSA Request To Purchase  
Additional/Replacement State Series Awards**

◆ **Tournament Managers/Hosts** who need to request duplicate awards due to ties at their tournament/meet must complete the form in the Online Manual for Managers and send it directly to the awards company– **Do Not Use the form above.**

**Extra Medal Pricing for Schools:**

<b>Qty:</b>	<b>Finish</b>	<b>State Medallion</b>	<b>Reg./Sect Medal</b>	<b>Shipping</b>
1 – 5	Goldtone (1 <sup>st</sup> )	\$4.25	\$3.75	\$6.50
	Nickel Silver (2 <sup>nd</sup> )	\$4.75	\$4.25	
	Bronze (3 <sup>rd</sup> )	\$4.40	\$3.95	
6 – 12	Goldtone (1 <sup>st</sup> )	\$4.00	\$3.50	\$7.00
	Nickel Silver (2 <sup>nd</sup> )	\$4.50	\$4.00	
	Bronze (3 <sup>rd</sup> )	\$4.15	\$3.65	
13 – 24	Goldtone (1 <sup>st</sup> )	\$3.75	\$3.25	\$7.50
	Nickel Silver (2 <sup>nd</sup> )	\$4.25	\$3.75	
	Bronze (3 <sup>rd</sup> )	\$3.90	\$3.45	
25 or more	Goldtone (1 <sup>st</sup> )	\$3.50	\$3.00	\$8.00
	Nickel Silver (2 <sup>nd</sup> )	\$4.00	\$3.50	
	Bronze (3 <sup>rd</sup> )	\$3.65	\$3.20	

**Extra Plaque/Trophy Pricing for Schools (Shipping included):**

Regional Champion Plaque	\$48.00
Sectional and Super-Sectional Champion Plaque	\$64.00
Third/Fourth place trophy	\$255.00
Champion/Runner-Up	\$285.00

**Gold top figure Replacement Pricing (\$10.00 shipping per figure)**

**(\$61.00 for oxidized bronze finish pre 2008-09 school year, if available)**

Gold State Champion-top figure (#1)	\$47.00
Gold State Champion-side figure (#1)	\$47.00
Gold State Runner-Up-top figure (#1)	\$47.00
Gold State Runner-up-side figures (#1)	\$47.00
Gold State 3rd/4th Place (#1)-top figure	\$47.00

**Gold side figures and lasered plate replacement pricing**

**(\$40.00 for oxidized bronze finish pre 2008-09 school year, if available)**

State 3 <sup>rd</sup> /4 <sup>th</sup> Place Gold #2 size-side figure	\$27.00, plus \$10.00 shipping
Girls Soccer – Gold #3 size 3rd and 4th Place	\$27.00, plus @10.00 shipping
Music Lyre – Gold #3 size 3rd Place	\$24.50, plus \$10.00 shipping
Badminton Gold shuttlecock and/or riser	\$27.00, plus \$10.00 shipping
Repl. Trophy Plate lasering	\$30.00, plus \$10.00 shipping
Bat, Tennis, Golf Club Replacement for All Figurine	\$ 8.50, includes shipping

Orders will be **processed upon Receipt of Full Payment.** Please allow three (3) weeks for delivery. Thank you.



## Sectional Pass Gate

Illinois High School Association  
2715 McGraw Dr., Bloomington, IL 61704  
Phone: 309-663-6377  
Fax: 309-663-7479

The fields in this form will accept a cursor and can be filled out prior to printing.

**The following are the only persons representing a member school to be admitted free to this contest. Participating schools must complete the form and return it to the sectional tournament manager prior to the start of the event.**

Sectional Host School:

Your School:

The top seven (7) are allowed to have one (1) guest.

### Administration

1.		Guest	
2.		Guest	
3.		Guest	
4.		Guest	
5.		Guest	
6. Head Coach		Guest	
7. Assistant Coach		Guest	
Assistant Coach			
8. Bus Driver			
9. Athletic Trainer			
10. All rostered participants and coaches according to the terms and conditions.			

**All other representatives from your school must pay to attend the IHSA tournament.**

All rostered players according to the terms and conditions.

**In case of emergency or need to communicate changes to your school:**

Contact Person:

School Phone:

Cell Phone:

Email:

**REMINDER: This form must be faxed to the your sectional site manager.**