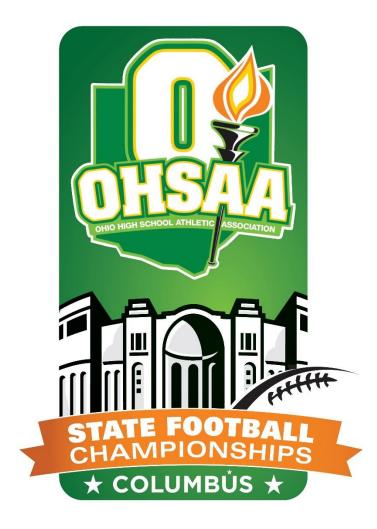
2016 Football Manual



For Coaches & Athletic Administrators

Ohio High School Athletic Association 4080 Roselea Place Columbus, Ohio 43214

Table of Contents

A Message from Beau Rugg	2
Ohio High School Football Coaches Association	3
2016 Important Football Dates	4
OHSAA Contact Information / Football Informational Links	5
State Rules Interpretation Meeting Information	6
What's New for 2016?	7
Tournament Organization & the Harbin Ratings System	8
OHSAA Sport Regulations	14
A Message from Bruce Maurer	15
2016 Rules Information	16
2016 FOOTBALL RULES CHANGES	
Looking Ahead to Tournament Time	21
Rating & Voting of Officials	22
Miscellaneous Information	24
INQUIRIES COACHES' COMMENTS TO THE NEWS MEDIA PRE-SEASON PARENT/PLAYER MEETINGS WILSON & GAME BALL INFORMATION NFHS 4 QUARTERS OF FOOTBALL HELMET SAFETY COACH CERTIFICATION & EDUCATION REQUIREMENTS "THIS WEEK IN FOOTBALL" NOTE ON SCHEDULING & OUT-OF-STATE COMPETITION	24 24 25 25 25
Concussion Management	27
Return to Play Form for Schools	30
Lightning and Inclement Weather	31
Bands	32
Questions & Answers	33
Specific Information for Officials	35
Pre-Game Public Address Script	36
Coaches Code of Ethics	37
Sportsmanship	38
Addendum A: OHSAA Guide to Officials: Being a Good Guest	41
Addendum B: OHSAA Guide to Being a Good Host	43

A Message from OHSAA Assistant Commissioner, Beau Rugg



07/18/2016

The 2016 football season is at hand and the Football Manual is created to help make this season a successful one. Please review this document and make other coaches and administrators aware of information that will assist them in their responsibilities. The student-athlete experience will be enhanced by coaches, officials, and administrators working together to provide a safe environment in interscholastic athletics.

Please review last year's changes to Contact Regulations as they relate to **Practice**. There is a difference between pre-season practice and in season practice. Also, it is important to remember that the time restrictions are per player. The details of the regulations are in this manual and the 2016 Football Regulations.

We know that there is tremendous learning that student-athletes receive from education based athletics. I am very appreciative of the dedication that coaches in Ohio have to make this learning happen. Remember, only about 3% of high school seniors will play football beyond high school. Thank you for being great role models!

The 2016 Football Finals will be at Ohio Stadium in Columbus again this year and we have been working very hard to make this experience even better. Please note the changes to the divisions playing on Friday and Saturday nights throughout the playoffs. I hope many of you will join us at the Finals to celebrate a great 2016 season. Good Luck and I wish you all great success. Please contact me at brugg@ohsaa.org if you need assistance.

All OHSAA Football related information can be found at www.ohsaa.org/sports/ft/boys/default.asp.



The Ohio High School Athletic Association Mission Statement

The Ohio High School Athletic Association's mission is to regulate and administer interscholastic athletic competition in a fair and equitable manner while promoting the values of participation in interscholastic athletics as an integral part of a student's educational experience. The OHSAA represents its member schools by recognizing and promoting academics, the safety of participants, good citizenship and lifelong values as the foundation of interscholastic athletics.

<u>OHSFCA</u>

Ohio High School Football Coaches Association

OHSFCA Officers

President Matt Dennison, New Philadelphia HS <u>Past President</u>

Paul Yunker, Evergreen High School Vice President

Jim France, Manchester High School

<u>2nd Vice President</u> Gerald Cooke, Watkins Memorial HS

Secretary

Dick Kerschbaum, Brookside High School

Treasurer Erik Baker, Mohawk High School Website Coordinator

Matt Bartley, Xenia High School

Consultant Spike Berry

Historian

Jim Reinmueller

All-State Game Coordinators

Steve Channell

Wally Hood

OHSFCA Clinic Co-Director

Gerald Cooke, Watkins Memorials HS Matt Best, Findlay High School

OHSFCA Representatives

<u>Region I</u> Doug Pearson, St. John's Jesuit HS <u>Region II</u>

Brian Colatruglio, Hopewell-Loudon HS Region III

Jim McQuaide, Solon High School Region IV

- Dave Dlugosz, Avon Lake High School
 - Region V
- Tom Pavlansky, Lakeview High School <u>Region VI</u>
- John Arlesic, Streetsboro High School Region VII

Tony Carr, Perry School

Region VIII

Bob Spaite, Columbiana High School Region IX

Brent Fackler, Kenton High School Region X

Nathan Hillerich, Hamilton Twp. High School Region XI

Chad Grandstaff, Zanesville High School

Region XII

Reno Saccoccia, Steubenville High School

Region XIII Andy Clark, Chesapeake High School

Region XIV Matt Bartley, Xenia High School

Region XV

Larry Cox, Lakota West High School

Region XVI Kurry Cummins, Mariemont High School Region XVII Jim Dally

The Ohio High School Football Coaches Association

<u>Mission Statement:</u> To promote the highest standards in high school football, excellence and ethics in the coaching profession, academic excellence in the classroom, and fairness in competition on the playing field.

What the OHSFCA does for You

- 1. Conducts an annual convention and clinic in February
- 2. Holds 4 OHSFCA Board meetings per year (December, February, April, June)
- 3. Operates a website to disseminate OHSFCA information to membership
- 4. Conducts the annual OHSFCA All Star Classic in April
- 5. Conducts the Ohio/Michigan Border Classic in June
- 6. Selects the Art Teynor Player of the Year Award
- 7. Selects the Mike Mauk Coach of the Year Award
- 8. Awards scholarships to deserving seniors (OHSFCA has given out over \$750,000 in past 20 years)
- 9. Maintains a Hall of Fame with the induction in June
- 10. Honors head coaches for victory awards and assistant coaches for years of service
- 11. Works directly with Ohio State University to provide coaches best possible clinic annually
- 12. Attends all OHSAA Board of Directors Meetings in Columbus
- Has developed sponsorships with Wilson, Pukka, Under Armor, Equipment Guys, Winning Edge, and Ohio National Guard
- With Winning Edge selects a Coach of the Year and an Assistant Coach of the Year (Awards a trip to Las Vegas for winners)
- 15. Selects Academic All Ohio Individuals and teams
- 16. Sits on committee to review the OHSAA Football Tournament annually
- 17. Promotes rules changes to OHSAA
- 18. Provides the voice for Ohio's Football Coaches to the OHSAA on Football related matters
- 19. Holds a 7-on7 State Championship annually in June
- 20. Holds an annual Big Man Competition in June
- 21. Holds Regional meetings in November to select players for Ohio All Star Classic and Border Classic

OHSFCA Membership

- 1. Membership runs from February through January
- 2. Membership fee is \$15.00 for active coaches and \$10.00 for retired coaches
- 3. Memberships are available through the website at <u>www.ohsfca.net</u>

2016 Important Football Dates

June 1 - July 31	Coach contact - 10 days
	7-on-7 non-contact games permitted
	Uniform and equipment may be distributed but not used prior to first day of practice
August 1	First day of coaching permitted
	Two-a-days permitted
August 1 & 2	Helmet, shoes, and shorts - No contact
August 3 & 4	Helmets, shoulder pads, shoes, and shorts - No contact
August 5	Full equipment - No contact
August 6	First day of contact practice
August 7, 14	Mandatory days off
August 9	First high school scrimmage permitted
	Maximum length is 3 hours for grades 9-12
A	
August 12	First 7-8 grade scrimmage permitted (after 10 days of practice)
	Maximum length is 2 hours for grades 7-8
August 20	Final high school processon contact permitted
August 20	Final high school preseason contest permitted
	Scrimmage, preview, or jamboree
August 22	Regular season begins
August 22	
October 10	Non-Interscholastic Date (see below)
November 4 & 5	Regional Quarterfinals
November 11 & 12	Regional Semifinals
November 18 & 19	Regional Finals
November 25 & 26	State Semifinals
December 1-3	State Finals: Ohio Stadium - Columbus
Coach - No Contact	Begins on first day after last game and ends after 28th day
Period	begins on hist day after last game and enus after zoth day

Football Non-Interscholastic Date

The OHSAA establishes a "non-interscholastic' date for each sport that is 6 weeks from the first tournament date. Though football student-athletes are not permitted to play ANY non-interscholastic football DURING THE SEASON OF PLAY, any player that violates this rule on or after the established 'non-interscholastic date' loses his/her eligibility for the OHSAA tournament at all levels. Please continue to remind your players of the non-interscholastic rule throughout the season.

OHSAA Contact Information

Beau Rugg <u>brugg@ohsaa.org</u>	Assistant Cor	nmissioner	Football Administrator/Tournament Coordinator	
Bruce Maurer bmaurer38@gmail.co	•		Coordinates Education and Recruitment of Officials	
Angie Lawler <u>alawler@ohsaa.org</u>	Program Coo	rdinator	Assists with FB Coordination: Season/Tournament	
	E	ootball Informa	ational Links	
OHSAA Football We	Football Webpage: <u>http://www.ohsaa.org/sports/ft/boys/default.asp</u>			
OHSAA Football Re	gulations:	http://www.ohsaa.org/sports/rglts/ft.pdf		
OHSAA General Sp	orts Regs.:	http://www.ohsaa.org/sports/rglts/GeneralSportsRegulations.pdf		
OHSAA Uniform Re	gulations:	http://www.ohsaa.org/members/uniform.htm		
2016 OHSAA Football Regional Alignments: <u>http://www.ohsaa.org/sports/ft/boys/2015/RegionalMaps.pdf</u>				
2016 Regional Assi	gnments:	http://www.ohsaa.org/sports/ft/boys/ftregion.htm		
2016 Divisional Bre	akdowns:	http://www.ohsaa.org/members/sptdivis15.htm		

http://www.ohsaa.org/officials/bulletins/FBOvertime.pdf

Officiating Rules & Philosophies: <u>http://www.ohsaa.org/officials/bulletins/FBRulesPhilosophies.pdf</u> Unsportsmanlike Conduct:

Overtime Procedures:

http://www.ohsaa.org/officials/bulletins/FBProhibitedActsGameControl.pdf

 Rules Index:
 http://www.ohsaa.org/officials/bulletins/FBRulesIndex.pdf

 Ohio HS Football Coaches Association:
 www.ohsfca.net

 OHSAA Football Officials Website:
 http://ohsaafb.com/

 National Federation of State High School Associations:
 www.nfhs.org

 Coaches' Education:
 www.nfhslearn.com

The Role of the Parent in Sports: www.nfhslearn.com/electiveDetail.aspx?courseID=18000

Though we encourage everyone to complete the State Rules Interpretation Meeting online, a limited number of face-to-face meetings will be offered in 2016 for officials only.

Completion of the State Rules Interpretation Meeting, whether online or face-to-face, is mandatory for all coaches and officials.

Online Method of Completion

The online State Rules Interpretation Meeting link will be available from Tuesday, July 26nd at 4 PM until Wednesday, August 31st at midnight.

The last day for completion of the online version is Wednesday, August 31st, after that a \$50.00 late fee is charged for access to the online version.

<u>Officials</u> should visit <u>www.myOHSAA.org</u>. Under the "News + Info" section, officials will need to select the "Football – Officials" link. Once you have clicked the appropriate link for the officials online State Rules Interpretation Meeting, complete the required fields and complete the presentation. Please note that all screens of the presentation must be viewed for credit to be provided.

Coaches should access the online version by navigating to the OHSAA's Football webpage at: <u>http://www.ohsaa.org/sports/ft/boys/default.asp</u>. You will need your school ID number which can be provided by your school's Athletic Director. Please note that all screens of the presentation must be viewed and any quiz and/or survey completed for attendance credit to be provided. The computer must have Adobe Flash Player (a free download) to watch the presentation online.

Please do not call the OHSAA office to inquire about attendance. Officials will have their profile page updated reflecting their attendance periodically (it is NOT immediate). Schools will have their profile page updated periodically reflecting attendance credit. The system <u>does not</u> provide confirmation emails upon completion. <u>PLEASE do not call the office for verification</u> after completing the online version; profiles are updated approximately every 5 days.

Face-to-Face State Rules Interpretation Meetings – Officials Only

<u>Officials</u> have the option of a limited number of face-to-face meetings in addition to the online option. If you choose to attend a face-to-face State Rules Interpretation meeting, please take the card that is located in the inside jacket of your pre-season mailing and turn this in at the conclusion of the meeting you attend. Meetings and their locations are listed below and can be viewed at <u>http://myohsaa.org/public/stateMeetings.aspx</u> or can be accessed through the Officiating Home Page

<u>Coaches</u> may only complete the online Rules Interpretation Meeting, there are no face-to-face offerings.

What's New for 2016?

New Individual instruction Regulations 2) Playoff Schedule

1) Individual Instruction increased to Seven (7) in Football

From August 1 through May 31-Individual skill/coaching instruction may be received by a member of a school team at any time prior to and after the school season and outside the defined no-contact periods from school coaches provided that no more than four members of a school team or individuals are present at one time in all facilities where the individual skill/coaching instruction is taking place.

EXCEPTION: In the sport of football, individual skill/coaching instruction may be received by a member of a school team or individuals at any time prior to or after the school season and outside the defined no-contact periods from school coaches provided that no more than SEVEN (7) members of a school team or individuals are present at one time in all facilities where the individual skill/coaching instruction is taking place.

2) Playoff Schedule

The State Final schedule will be the same as 2015, but the divisions have changed. This year Divisions I, IV and VI will play their preliminary rounds on Friday nights and Divisions III, V and VII will play on Saturday nights. The specific times for the Final games will again be announced after the semi-final games.

Tournament Organization & the Harbin Rating System

From the 2016 Tournament Regulations found here: http://www.ohsaa.org/sports/ft/boys/ftrglt.pdf

1. Sponsorship & Management

The Ohio High Athletic Association sponsors the Regional and State Football Tournaments. Each tournament game shall be conducted in accordance with the 2016 Football Tournament Regulations and the 2016 OHSAA Football Manual. The OHSAA will contract with member schools, collegiate and/or professional sites to host a tournament contest. A game manager shall be appointed by the administrator of the contracted site. The OHSAA Commissioner retains the right to approve all managers for each football tournament contest. The OHSAA Commissioner is the final authority on all questions and situations arising from the regulations and the management of the football tournament.

2. School Sponsored Football Team Schedule

OHSAA member schools that sponsor a varsity football team shall enter their home games and accept their away games in the ArbiterGame system by August 1. Games played with non-OHSAA members (home or away) must be entered by the OHSAA member school. In order for a schedule change to be used for the tournament rating purposes the following conditions apply:

- 2.1 Any addition/deletion or change must be entered into the ArbiterGame system before the game is played and;
- 2.2 There must be a written, signed agreement between the opposing schools dated prior to the date of the game, but not later than October 1, 2016 and;
- 2.3 Provided there is not a cancellation of a game already under contract, except if the date becomes open due to the prospective opponent school being on strike or discontinuing its football schedule and;
- 2.4 The game is not a "playoff" game involving intraleague or interleague play.
- 2.5 All regular season games must be played on or before the Saturday of the 10th week.

3. Division Assignments

The division to which a school is assigned is based upon the male enrollment of the school in grades 9-11 as reported by the State Department of Education. Divisions were established for a two-year period beginning June 1, 2015. Note that the number of schools sponsoring football may change from one year to the next.

The division ranges with point values are:

Division	<u>Male</u> Enrollment	Points	<u>No. of</u> Schools
1	581 and More	6.5	72
II	361-580	6	107
	257-360	5.5	107
IV	186-256	5	107
V	144-185	4.5	107
VI	100-143	4	107
VII	99 and less	3.5	109
			Total: 716

Total: 716

4. Eligibility for Football Tournament Participation

In order to be eligible for regional tournament participation the following requirements must be met:

- 4.1 The school must be a member of the OHSAA and in good standing.
- 4.2 A regular season football schedule must be submitted on the ArbiterGame system as required above.
- 4.3 An eligibility certificate listing all eligible players on the football team must be filed in the high school principal's office prior to the first regular season game.
- 4.4 The football team must play a minimum of eight regular season varsity high school games.
- 4.5 All regular season game results must be provided to the OHSAA by 11:00 P.M. on October 29, 2016.

5. Football Team Computer Rating System

The procedure used to rate football teams is based upon a system developed by Jack Harbin of Cleveland and used with his permission. The Board of Directors has modified the original system. Each team will earn points as explained below.

POINT SYSTEM

On the first level:

Points are earned for each game a team wins.

(FULL VALUE)

Points are earned for each game a team ties.

(ONE-HALF VALUE)

On the second level:

Points are earned for each game a defeated opponent wins.

(FULL VALUE)

Points are earned for each game a defeated opponent ties. (ONE-HALF VALUE)

Points are earned for each game a tied opponent wins.

(ONE-HALF VALUE)

Points are earned for each game a tied opponent ties. (ONE-FOURTH VALUE)

Points are earned on the following basis:

Division VII opponent win -3.5 points; tie -1.75 points Division VI opponent win -4.0 points; tie -2.0 points Division V opponent win -4.5 points; tie -2.25 points Division IV opponent win -5.0 points; tie -2.5 points Division III opponent win -5.5 points; tie -2.75 points Division II opponent win -6.0 points; tie -3.0 points Division I opponent win -6.5 points; tie -3.25 points

5.1 First Level Points are awarded for

- a. Each game a team wins (full value)
- b. Each game a team ties (half value)
- c. No points are awarded for game lost
- 5.2 Second Level Points are awarded as a result of a team defeating or tying an opponent according to the following formula:
 - a. Defeating an opponent awards to the winner the loser's first level points.
 - b. Tying an opponent awards the team one half the opponent's first level points.
 - c. No second level points are awarded for losing to an opponent.

d. A divisor is used to determine second level points. It is based on the number of games that opponents have played to date. For each open date that an opponent has had to date, a smaller divisor is used to calculate second level points.

Note: Before any games are played, the computer assumes that the opponents on each school's schedule will play a full complement of games and assigns the divisor of 100 (10 weeks times 10 opponents=100). After each week of the season, for each open date that occurs for an opponent that a school has played to date, the computer subtracts the divisor by one. In other words, if week five has just been completed and all five of a school's opponents have played a full complement of games, then the divisor remains at 100, and second level points are divided by 100. If one opponent on a school's schedule to date has an open date, then the divisor reduces by one to 99, and second level points are divided by 99, and so on. The second level points are then multiplied by the factor 10 in order to move the decimal point higher so that the averages are comparable to those in past years.

5.3 Non-member OHSAA school opponents are assigned a point value based upon male enrollment in grades 9-11. Second level points are awarded based upon the point value of the OHSAA non-member school multiplied times the number of victories by the non-member school (one-half value for a tie).

Note: It is the responsibility of the OHSAA member school to monitor the posted scores for accuracy and out of state records. Schools should report discrepancies to Angie Lawler at <u>alawler@ohsaa.org</u> at their earliest convenience.

- 5.31 When the non-member school plays more than 10 regular season games, only the first 10 games will count unless the game with the OHSAA member school is the 11th game in which case the nine games preceding it shall be counted.
- 5.32 When the non-member school plays less than 10 regular season games, the open dates will be considered an open date except in those states which conduct a state tournament in which case the first round tournament game in those states will be counted, when the first round game is played before the final OHSAA football computer ranking is completed.
 5.4 Calculation of Dainte for Danking Durnages
- 5.4 Calculation of Points for Ranking Purposes Each week, a team's first level points will be added to the team's second level points. The total points obtained will be divided by the number of games played to obtain a per game average. Teams will then be ranked within each region based upon their per game average. The margin of victory is <u>not</u> a factor. A win by one point or 20 points counts only as a win. In order to be eligible for tournament participation, a team must play a minimum of eight games. If a team plays less than eight games during the season, the divisor for the end of season rankings will be eight.
- 5.5 Only forfeits that result from a violation of OHSAA Bylaws and/or Sport Regulations will affect a ream's wins and losses recognized by the OHSAA and thus impact the calculation of first and second level points. Self-imposed forfeits that result from violation of school district policy and/or league/conference policy without a contemporaneous violation of the OHSAA Bylaw or Sport Regulation will not affect wins and losses recognized by the OHSAA and will not impact first or second level points used in these calculations.

6. Reporting Regular Season Results

- 6.1 Regular season results will be posted on the OHSAA website by 10:00 A.M. on the Monday following the game. : It is the responsibility of the OHSAA member school to monitor the posted scores for accuracy. Schools should report discrepancies to Angie Lawler at <u>alawler@ohsaa.org</u> at their earliest convenience.
- 6.2 Games on Friday, October 28, 2016 will be posted on the OHSAA website by 11:00 A.M. Saturday October 29, 2016. : It is the responsibility of the OHSAA member school to

monitor the posted scores for accuracy. Schools should report discrepancies to Angie Lawler at <u>alawler@ohsaa.org</u> at their earliest convenience.

- 6.3 Games on Saturday, October 29, 2016 will be posted on the OHSAA website by 11:00 P.M.. Saturday October 29, 2016. : It is the responsibility of the OHSAA member school to monitor the posted scores for accuracy. Schools should report discrepancies to Angie Lawler at <u>alawler@ohsaa.org</u> at their earliest convenience.
- 6.4 Games played or completed after 11:59 PM Saturday, October 29, 2016 will not count in the computer rankings.

The OHSAA Computer Rankings will be released after the game results of the first four weeks of the season. The rankings will be available on the OHSAA web site (<u>www.ohsaa.org</u>) and through the Associated Press on a weekly basis through the end of the season. The rankings *do not* reflect the relative strengths of teams nor do they predict the results of future games. Rankings are used by the OHSAA to select the best teams for the tournaments based upon the caliber of their opponents.

7. Regional Qualifying Teams

The eight schools with the highest per game average of points in each region will qualify for the regional football tournament. If a school chooses not to participate in the regional tournament, the school with the next higher per game average will become a qualifier.

7.1 In case of a tie in any region, the point values of the tied teams shall be calculated using the third level of competition to break the tie.

On the third level of competition:

Points are earned for each game that a defeated opponent's defeated opponents may win (FULL VALUE)

Points are earned for each game that a defeated opponent's defeated opponents may tie (ONE-HALF VALUE)

CASE #1: Team A and Team B after 10 games of the regular season are tied for fourth place in their region, each with an average of 7.6500 points. By using the third level of competition for Team A and Team B, it is determined that Team A earned, with third level points, an average of 12.3500 points and Team B earned, with third level points, an average of 13.2785 points. Team B qualifies for the fourth place in the regional tournament, Team A qualifies for fifth place.

CASE #2: After 10 games of the regular season Team C and Team D are tied for eighth place in their region; each with an average of 12.4500 points. It is determined that Team C had played and defeated an out-of-state school opponent. There are no third level competition points available when an out-of-state or non-member opponent is involved. When the third level of competition cannot be applied in the case of a tie the following steps shall be followed in the order listed.

- 1) The team that won in head-to-head competition.
- 2) If the teams did not play each other, the team with the most regular season victories will qualify.
- 3) If the teams have the same number of regular season victories, the team whose opponents earned the most victories will qualify.
- 4) If the total victories of the opponents are equal, the team with the highest victory percentage will qualify.
- 5) If the teams have identical victory percentages there will be a blind draw conducted by the Commissioner to determine the qualifying team.
- 7.2 In the event there is an error in determining tournament qualifiers, the OHSAA reserves the right to make the correction and to insert the correct team into the tournament provided the

error is discovered prior to 12 P.M. (noon) Tuesday of the week of the regional quarterfinal game. If the error is discovered after the regional quarterfinal game has been played, no change will be made.

7.3 If there is a forfeiture of one or more regular season games after the qualifying teams have been announced and the team announcing the forfeiture is a qualifier and would not qualify for the tournament when the forfeiture(s) is counted, only the qualifying team that forfeits will be removed from the tournament. Their line on the tournament bracket may be taken by the highest ranked non-qualifying team when the qualifying teams were first announced or the last team defeated provided the ineligibility is determined on or before 12:00 P.M. (noon) Tuesday of the week the game is scheduled to be played. The line on the bracket will remain vacant (a bye) if the ineligibility is determined after 12:00 P.M. (noon) on Tuesday of the week of the game is scheduled or if the new eligible team chooses not to participate. Note: The computer rankings will not be rerun in any other region.

8. Notification of Regional Qualifying Teams

Qualifiers and pairings for the regional quarterfinals will be available on the OHSAA web site (<u>www.ohsaa.org</u>) and through the Associated Press by 2 P.M. on Sunday, October 30, 2016.

Teams that finish 1-4 in the final computer rankings will be given the opportunity to be the host (home) teams for finishers 5-8. Host sites are required to select a game manager. Game managers are required to meet at 1:00 P.M. site TBA on Monday, October 31, 2016.

9. Region Assignments

NOTE: The number preceding the school name is the school identification number, not the enrollment. For complete list of region assignment, click on link <u>www.ohsaa.org</u>.

10. Regional Pairings – 2016 OHSAA Football Tournaments – All Divisions

Regional Quarterfinals	Top 4 Teams Host
Regional Semifinals	Neutral Sites - no rebracketing
Regional Finals	Neutral Sites - no rebracketing
Winner to State Semifinals	Neutral Sites - rebracket may occur

11. Regional Dates and Times

Quarterfinals		
Friday, Nov. 4	Division I, II, IV, VI	7:30 P.M.
Saturday, Nov. 5	Division III, V, VII	7:00 P.M.

Semifinals/Second Round Division I		
Friday, Nov. 11	Division I, II, IV, VI	7:30 P.M.
Saturday, Nov. 12	Division III, V, VII	7:00 P.M.

Finals/Third Round Division I		
Friday, Nov. 18	Division I, II, IV, VI	7:30 P.M.
Saturday, Nov. 19	Division III, V, VII	7:00 P.M.

State Dates and Times

Semifinals/Also Division I Regional Finals			
Friday, Nov. 25 Division I, II, IV, VI 7:30 P.M.			
Saturday, Nov. 26	Division III, V, VII	7:00 P.M.	

Finals		
Thursday, Dec. 1 OR		
Friday, Dec. 2	Division I	TBD
	Division II	TBD
	Division IV	TBD
	Division VI	TBD
Saturday, Dec. 3	Division III	TBD
	Division V	TBD
	Division VII	TBD



Regulations governing the sport of football are divided into two basic categories: <u>General Sports</u> **Regulations** and <u>Football</u> Regulations (sport specific). These are reviewed annually and approved by the OHSAA's Board of Directors.

General Sports Regulations

These regulations can be accessed and address regulations that affect all sports governed by the OHSAA. They include, but are not limited to, such things as Instructional Programs outside the window of the season, Physical Fitness (Conditioning) Programs, Open Gym Regulations, No Contact Periods, Player and Coach Ejection Policies. These are important and *most* areas of concern can be addressed simply by reading through these Regulations or contacting your Athletic Administrator. They are easily accessed via the web by navigating to the "Football" webpage and clicking on "General Sports Regulations" on the left hand side or directly going to http://www.ohsaa.org/sports/rglts/GeneralSportsRegulations.pdf. I http://www.ohsaa.org/sports/rglts/GeneralSportsRegulations.pdf. I https://www.ohsaa.org/sports/rglts/GeneralSportsRegulations.pdf. I https://www.ohsaa.org/sports/rglts/s

Football Specific Regulations

Each spring, regulations for the upcoming school year are approved by the Board of Directors for every sport the OHSAA sponsors. These address areas such as (but not limited to) Non-Interscholastic competition, number of contests (game, scrimmage, or preview) that are permitted, season start and end dates, out of state travel, etc. All coaches should familiarize themselves with these regulations. Coaches should familiarize their entire staff with the importance of these Regulations as they directly affect the eligibility of student-athletes. Upon approval, they are submitted for printing to the annual OHSAA Handbook (which every administrator has been provided). These are also available through football web page at:

http://www.ohsaa.org/sports/rglts/ft.pdf. Football specific AND the General Sports Regulations are found on the left side of the page.



The Officials Program

OHSAA Staff

Angie Lawler, Program Coordinator Tyler Brooks, Program Coordinator Ben Ferree, Official's Registrar

Directors of Officiating Development

Lori Powers-Basinger: Gymnastics Gary Wilkins: Ice Hockey Don Muenz: Soccer Jerry Fick: Softball RJ Van Almen: Swimming & Diving Diane Plas: Volleyball Jim Vreeland: Wrestling Bruce Maurer: Football Dennis Morris: Basketball Dan McGinnis: Basketball Dale Gabor: Track & Field Rick Pollak: Field Hockey Lee Spitzer: Boys Lacrosse Lissa Fickert: Girls Lacrosse



A Message from Bruce Maurer, Director of Football Officiating Development

Welcome to another football season in Ohio. This "Pre-Season Manual" has been complied for coaches **and** officials to serve as a reference from pre-season to postseason.

Several years ago, the OHSAA's Board of Directors adopted a transition from the long standing "District Officials' Committee (DOC)" to individuals directly responsible for officiating oversight in each specific sport. On the left column of this page, you will read the various directors hired to serve in this important role.

Education and Recruitment are the basic cornerstones for the Official Development Directors and as we make strides to improve these areas; the entire sport will stand to reap the benefits. I continue to work hand in hand with Beau Rugg, the OHSAA's Sport Administrator for football and continue to serve as the lead interpreter of the NFHS Football Rules.

Several years ago we created <u>www.ohsaafb.com</u> to serve as an added resource for educational purposes. This past year we had over 14,000 site visits. In addition to rules interpretations & mechanics discussions, there is one quiz per week for 12 weeks- preseason & Weeks 1 - 10.

Added to the Football Manual this year is a detailed Rules Index with nearly 325 listings. This will help both coaches & officials to more easily find Rules.

The utilization of the 50 local football officials associations is critical in the communication necessary to meet our goals for providing quality, continuing education while also emphasizing the recruitment of new, young officials.

I continue to look forward to the limitless opportunities this position provides. *Everyone's* efforts, from coaching to administrating to officiating ultimately benefit our greatest resource: the student-athletes in Ohio.

Thanks for the opportunity to serve the officials in Ohio!

Yours in High School Sports,

Bruce Maurer Director of Football Officiating Development



2016 Rules Information

2016 Football Rules Changes

1-5-1d(5)a	Completely clear or completely white tooth and mouth protectors are no longer prohibited.
1-5 NOTE; 1-5-2b	Football gloves are now required to meet either the new SFIA specification or the existing NOCSAE test standard at the time of manufacture.
2-17; 9-3-6; 9-3 PENALTY	Clipping in the free-blocking zone is now illegal.



2016 Points of Emphasis

- 1. Risk Minimization
- 2. Legal and Illegal Blocks
- 3. Legal Jerseys, Pants, and Pads
- 4. Unfair Acts
- 5. Contact Regulations

1) Risk Minimization

Concussions

Concussions continue to be a focus of attention in football at all levels of competition. The NFHS has been at the forefront of national sports organizations in emphasizing the importance of concussion education, recognition and proper management.

Discussion of proper concussion management at all levels of play in all sports has led to the adoption of rules changes and concussion-specific policies by multiple athletic organizations, state associations and school districts. Coaches and game officials need to become familiar with the signs and symptoms of concussed athletes so that appropriate steps can be taken to safeguard the health and safety of participants. There continues to be concern from the NFHS Sports Medicine Advisory Committee (SMAC) about the cumulative effects of non-concussive blows to the head and body in practice and games. Research data is showing that there are significant impacts to the head during "non-contact" practice (such as "control"), and even in practices when players wear only helmets for protective gear. Therefore, the NFHS SMAC recommends that coaches consider holding their non-contact practices without helmets and pads for the purpose of reducing the number of blows to the head and body.

Impact Sensors

Impact sensor technology continues to advance and improve. These sensors can now be used to look at impact forces in real-time, while the players are actively participating in a sport. While these sensors are valuable as a research tool, they still cannot be used to diagnose a concussion. Players, parents, coaches and administrators need to be careful not to rely primarily on unproven technology to diagnose a concussion, or even as a tool to decide if a concussion should or should not be suspected.

Heat Illness

The NFHS SMAC continues to encourage athletic trainers, coaches, players and parents to be vigilant about heat illness. The pre-season is the time of greatest risk. An important component of heat illness awareness and preparation is to have in place a well-rehearsed Emergency Action Plan. This includes protocols for treating heat illness, including strategies for rapid cooling of at-risk athletes and guidelines for practice/game modification when indicated by Wet Bulb Globe Temperature (WBGT) monitoring. Coaches need to remain open and flexible to change practice and game plans if environmental conditions are such that their players are at risk for heat illness. This is especially true during the heat-acclimation period at the start of pre-season training.

2) Legal and Illegal Blocks

Blocking is obstructing an opponent by contacting the opponent with any part of the blocker's body. Illegal blocking includes kick-catching interference, forward-pass interference, personal fouls and any other contact which is specifically prohibited such as targeting, blocking below the waist or in the back, chop blocking or clipping. Blocking can involve significant personal contact between a player and an opponent. When proper blocking techniques are taught by coaches and executed by players, risks of injury are minimized. Remember, a player may attempt to take an opponent out of a play, but it is NOT legal to attempt to take an opponent out of a game.

A 2016 NFHS football rules change prohibits clipping anywhere on the field at any time, other than against a runner. Clipping is defined as a block against an opponent (other than a runner or pretended runner) when the initial contact is from behind and is at or below the waist. This action, under certain circumstances, was previously legal in the free blocking zone. Such is no longer the case. Coaches are encouraged to teach blocking techniques that do not include contact from the rear at or below the waist.

Game officials are reminded to maintain the integrity of the game and uphold their responsibilities to officiate blocking within the spirit and intent of the rules. Player safety and risk minimization are central objectives of officiating. Efforts by the NFHS rules committee, NFHS member state associations and school administrators should be supported by coaches and appropriate rules enforced by game officials to minimize risks to student-athletes.

3) Legal Jerseys, Pants, and Pads

In order to provide for the safety and protection of all participants, players are required to wear equipment and uniforms which are properly fitted and worn in the manner intended by the manufacturer. Jerseys are required to completely cover the shoulder pads and any auxiliary pads, such as rib pads or back pads. Pants must completely cover the knees and knee pads, and knee pads must be worn over the knee.

It is becoming more common to see the sleeves of jerseys slide up over the top of the shoulder pad, thus exposing a portion of the pad or untucked jerseys that do not cover the back pads. Additionally, many players wear pants that slide up during use, thus exposing the knee pad or the knee.

Due to the potential for injury to either the player wearing such jersey, pants or pads, or to an opponent, it is essential that players not be permitted to participate unless their jerseys and pants fully comply with the rules.

A player whose jersey or pants slide up during game action must immediately make an adjustment to the garment to ensure that it covers all pads and protective equipment or, in the case of pants, fully covers the knees and knee pads. If adjustment to the jersey or pants during a dead-ball period cannot be made, the player should not be permitted to continue as a participant on the field of play. Game officials should not permit the ball to become live when they observe any player whose jersey or pants fail to comply with the rules.

4) Unfair Acts

Rule 9-10 states that a player or non-player or person(s) not subject to the rules shall not hinder play by an unfair act that has no specific rule coverage. Teams shall not commit any act which, in the opinion of the referee, tends to make a travesty of the game.

The spirit of the game of football lives in effective blocking, fundamental tackling, tireless pursuit, skillful running, passing and kicking, and well-planned game strategy. This positive atmosphere cannot be maintained unless both the spirit and intent of the NFHS football rules are observed. If the potential values of the game experience are to be attained, that the action of the players must conform with the rules, which specifically prohibit unfair tactics and unsportsmanlike conduct. Unfair tactics detract from the positive atmosphere and the values of interscholastic athletics, and have no place in the game of football.

The prohibition of unfair tactics will encourage sportsmanship, which permeates every aspect of our game. Coaches should exemplify the highest moral character, behavior, integrity and leadership, adhering to strong ethical standards, and abiding by and teaching the rules of the game in both spirit and intent.

Student-athletes should understand the seriousness of their responsibility to teammates and opponents and the privilege of representing their school and community.

As leaders, we must recommit ourselves to the preservation of fair play, which includes eliminating illegal, unfair or dangerous acts both on the practice field and on the field of play.

The NFHS Football Rules Book specifically prohibits unfair acts. Rule 9-10 lists some examples of unfair acts, including hiding the football under a jersey or using an illegal kicking tee. Other unfair acts are prohibited by the spirit and intent of other rules, include, but are not limited to, the following:

Uniforms which do not conform to specified standards or which have a foreign substance on them;
 Use of disconcerting acts or words prior to the snap in an attempt to interfere with the offensive team's signals or movements; and

3. "Hide-Out" plays, including those that use a substitution or pretended substitution in order to deceive opponents at or immediately before the snap or free kick.

Of course, it is impossible to list every unfair act that could take place. Deliberately violating the rules in the hope or expectation of not being detected is deplorable and indefensible, and should be penalized.

To this end, the referee is given great discretion in penalizing unfair acts and may enforce any penalty he or she considers equitable, including the awarding of a score. If an unfair-act foul occurs and the foul already has a penalty associated with it, the referee may invoke another equitable penalty if the foul is so unfair that its normal penalty would be insufficient. For example, a substitute coming off the sideline to tackle the runner has committed illegal participation, which normally carries a 15-yard penalty. The normal penalty may be sufficient if this happens while the runner is surrounded by other defensive players and would likely be tackled anyway. However, the normal penalty would be insufficient, and enforcing it would make a travesty of the game, if the act occurred on the last play of the game while a runner was heading to the opponent's end zone well beyond the reach of any other defender. In such a case, the awarding of a score would be more equitable.

The prohibition of unfair acts is not a prohibition of special or "trick" plays. Such plays are permissible, but they must be run within the spirit and intent of the rules. Game time and circumstance are factors to consider as to the legality of any such play. Teams attempting to run trick plays must follow all NFHS football rules precisely without any leeway. Coaches are encouraged to discuss any such plays, including the time they are likely to run such plays, with the referee in the pre-game conference.

It is imperative that coaches, players and game officials make an extra effort to model the type of behavior that illustrates the educational values of interscholastic athletics in general, and football in particular. No true sportsman will violate any of the unwritten rules which exist for the good of the game. The spirit of good sportsmanship depends on conformance to a rule's intent as well as to the letter of a given rule.

5) Contact Regulations:

Spring, Summer, and All Off-Season Contact

Already the rule in Ohio, there is no contact permitted except during the season, and pads may not be worn at any time except during the season. (Many states that allow spring football practice and contact in the summer have a much higher rate of concussions.)

Preseason Practice (all practices prior to the first regular-season game)

Note: the following regulations apply to individual student-athletes. Position groups, etc., can alternate contact to adhere to the regulations. Also, contact with soft equipment such as bags, shields, sleds, etc., does not count toward contact limitations. Additionally, the task force noted that preseason practices may require more full-contact time than practices occurring later in the regular season to allow for teaching fundamentals with sufficient repetition:

1. Physical Examinations: Already the rule in Ohio, a medical examiner must certify each individual's physical fitness no less than once each calendar year and these signed forms must be on file at the school before any candidate for a team may participate in practice.

2. Acclimatization Period: Already the rule in Ohio, a five-day acclimatization period is mandatory prior to any contact drills. Only helmets are permitted on the first and second days of practice.

Shoulder pads may be added on days three and four. Full pads may be worn on the fifth day. Full contact is permitted on the sixth day.

3. Full Contact Limited During Two-A-Day Practices: When more than one practice takes place in a day, full contact is permitted only during one of the practices. With the importance of recovery time to help minimize concussion risks, consideration should also be given to the timing of full contact during the next day (i.e. if full contact occurs during session 2 of two-a-days, there should not be full contact in session 1 of two-a-days the following day).

Practice During the Season (all practices after the first regular-season game)

Note: the following regulations apply to individual student-athletes. Position groups, etc., can alternate contact during the week to adhere to the regulations. Also, contact with soft equipment such as bags, shields, sleds, etc., does not count toward full contact limitations:

- 1. Consider limiting full-contact on consecutive days.
- 2. A student-athlete is limited to 30 minutes of full contact in practice per day.
- 3. A student-athlete is limited to 60 minutes of full contact in practice per week.

4. A student-athlete can be involved in full contact in a maximum of two practices in a seven-day span.

Looking Ahead to Tournament Time

The OHSAA sponsors the OHSAA Football Tournament in 7 divisions. They are conducted according to the tournament regulations adopted by the Board of Directors at their June meeting. The 7 divisions are determined by the EMIS reports from the October 2014 count. These divisions will remain through 2016-17 school year. Divisional Breakdowns are based upon the following enrollments:

2016 Football Tournament Regulations

Football Divisional Breakdown			
Division	Enrollment	<u>Schools</u>	
I	581 and More	72	
II	361-580	107	
III	257-360	107	
IV	186-256	107	
V	144-185	107	
VI	100-143	107	
VII	99 and less	109	
	Total Teams	716	

Rating & Voting of Officials





You often hear at tournament contests that "the tournament officials have been selected by a process approved by the Board of Directors". That 'process' is an important one for both coaches AND officials and is the basis for officials assignments to OHSAA Tournaments. To make this process work it requires Coaches and Athletic Directors to do their part. Officials take this process seriously and it is in everyone's best interest to have the correct input for the assignment of officials. A few important things to note:

 Coaches <u>RATE</u> Officials, other approved individuals <u>VOTE FOR</u> Officials Those 'other individuals' are: athletic administrators; approved OHSAA assigners, each local Officials' Associations, OHSAA Staff and other stakeholders approved by the Officiating Commissioner.



- Ratings are done at the conclusion of a game; voting is done at the end of the season. As mentioned above, ratings are done by COACHES at the conclusion of a game. Officials <u>are</u> <u>NOT able</u> to see how a coach rated.
- 3. "Pools" of officials are created as a result of <u>ratings and votes.</u> There is only one pool of officials for football. The pool has more officials than are needed. The pool is created by mathematically calculating the rating and voting categories.
- 4. The OHSAA Office utilizes the pool to assign officials to the **Regional and State Tournament**.
- 5. All Rating and Voting is done through the *my*OHSAA Data Management System. Therefore, the data MUST be entered (official's name and event) in order to receive ratings and/or votes and be included in a pool.
- 6. Coaches obtain a User Name and Password for access to the *my*OHSAA system. Information on how to obtain this is listed below.

In order for the process to work effectively, games and officials must be entered into the *myOHSAA Data Management System* by a school's Athletic Administrator. Schools that are the home team in a contest are the ones required to enter the contest and the officials. In some cases, league assignors have this capability. IF a contest is not entered, there can be no rating of officials. If this is not done, eventually, this will lead to a fine for not rating officials. Please encourage your Athletic Administrator to enter contests into the system.

You will note that using the *myOHSAA* system will allow you to view other teams' schedules to assist you with possible scouting opportunities as well as serve as a 'double check' with often changing schedules due to cancellations or additions of contests.

Instructions for Rating Officials

- 1. Access the *my*OHSAA system at http://myohsaa.ohsaa.org OR from the home page of the <u>www.ohsaa.org</u>
- Logon to myOHSAA using the login credentials provided by your athletic administrator. After logging in, you may be directed to set a new password and provide a security question and answer. Follow the on screen instructions for setting a new password and save your account information.
- 3. The home page will appear which contains all the tools and information currently available to a Head Coach. A summary of post game reports appears at the top of the home page.
 - 1. Click on your sport in the list of post game reports. The varsity schedule will appear.
 - 2. Click "Record" under the score column of the varsity schedule. The *Report Score/Rate Officials* page will appear.

4. To Report The Score:

- Click "Report" in the section labeled "Score".
- Enter the score for each team and click "Save".

5. To Rate Officials:

• Scroll down to the "Rate Officials" section.

• In the box marked "Requested Officials", the names of those officials that did not accept the contract prior to the contest will appear. If these officials worked the contest, click the box in front of their name(s) and then click the "Add Official" button. This adds the official(s) to the rating form below. Note: officials that electronically accepted the contract before the contest will automatically display on the rating form.

• If you were the away team and your opponent has not entered the officials for the contest, "**Click to Add Officials for Rating**" will allow you to enter the officials for rating after the event has occurred.

• Officials may now be rated as a group or individually.

- To rate officials as a group: simply click the number of the rating.

- To rate officials individually: remove the check mark from the "Rate All Officials" box by clicking on it. Each official's name will activate. Uncheck any official you do not want to rate or that did not officiate the contest. Click on the number of the rating you want to give to the official.

• CLICK the "Submit Ratings" Button.

NOTE: for volleyball the button is labeled "Submit Scores/Ratings" The list of rated officials will appear in the "Details" section of the page.

• Exit the page by clicking the "Cancel" button. You will be directed back to your varsity schedule.

• **Repeat** these steps to report the scores and rate officials of all your varsity contests (home or away). Sub-varsity contests may be rated but are not required.

Official's Ratings may also be accessed through the team's schedule page. To do this, simply

1. Access your team's schedule: In the left column locate the drop down box labeled "Select Calendar", using the drop down select your teams calendar from the list.

- 2. Once your team's schedule has appeared, **click on the double red stars** in the rating column.
- 3. Repeat the steps under Number 3 above parts c through h to complete the ratings.

Athletic Administrators receive separate instructions for <u>VOTING</u> for officials at the conclusion of the season.

Please Note:

Officials' ratings/voting are used for the NEXT season. The officials you rate during the season THIS YEAR, will be assigned to the pool for NEXT YEAR'S tournament.

Miscellaneous Information

Inquiries

Our OHSAA office is here to help as needed, but depending on the time of the year it can be difficult to reach us. However, there are other sources of assistance. Our website (<u>www.ohsaa.org</u>) includes a great deal of information that covers many of the inquiries we often receive. The website provides football regulations, general sport regulations, tournament regulations, uniform regulations, etc. Your OHSFCA Officers are another great resource for you as well. Their contact information can be found on their website (<u>www.ohsfca.net</u>).

Coaches' Comments to the News Media

OHSAA Bylaw 8, Section 2, reads in part, "Great care shall be exercised in the selection of officials, well in advance of the contest and agreed upon by schools involved. When the contest begins each school waives all of its rights so far as objecting to the officials." Public criticism of officials is a direct reflection upon those who were responsible for assigning the officials to the game. Officials are trained and expected to make no derogatory comments regarding the players, coaches, or schools. Coaches are expected to follow the same procedure. Failure to follow this request will result in disciplinary action.

Pre-Season Parent/Player Meetings

We have encouraged coaches to invite local officials to meet with their team and parents at these meetings. It allows the officials to meet the athletes and discuss new rules. It gives athletes an opportunity to ask questions and have a discussion prior to game days. Since Pre-Season meetings are a requirement for all teams/schools, we also recommended inviting an official to these pre-season meetings. Again, it provides a forum for healthy discussions and an opportunity for parents to learn more about the game.

Pre-season meetings with parents are now **mandatory** and will most likely occur along with other fall sport teams. This is determined by each school's Athletic Administrator. This is the time to cover such things as eligibility requirements, individual school policies, individual sport polices, sportsmanship issues, expectations travel plans for away contests, etc.

Also, though mentioned later in this manual, a course titled "The Role of the Parent in Sports" has recently been offered by the NFHS and is FREE to parents. Encourage them to watch this VERY informative video course. The course is available through the <u>www.nfhslearn.com</u> website.

Wilson & Game Ball Information

- <u>Regular Season</u> Each team shall provide one or more new or nearly new legal football(s) for use during the game. Ideally, varsity officials should be provided the game ball(s) one hour before the kickoff. Use of a Wilson brand ball is strongly encouraged.
- 2) <u>OHSAA Tournament</u> The official football of the OHSAA tournament is the Wilson GST. Each team shall provide at least three new or nearly new Wilson footballs (any model) for use during the game. Note: The penalty for a team that uses a football other than a Wilson in tournament play is the forfeiture of all expense reimbursement and ticket bonus, but not to exceed \$2,500.

Below is a link to a graphic courtesy of the NFHS website. The graphic emphasizes the "4 Quarters of Football Helmet Safety". Please view and practice the concepts in the graphic.

4 Quarters of Football Helmet Safety

Coach Certification & Education Requirements

All coaches of middle school/junior high <u>and</u> high school teams <u>**MUST**</u> have a Pupil Activity Permit issued by the Ohio Department of Education to coach in the state of Ohio. The application for this certificate is available through local schools (usually the Athletic Director). The application requires:

- Completion an approved Sports First Aid Course

- The applicant to possess a valid CPR Card (online CPR is not an accepted method of completion)

- Completion of the required BCI Background Check
- Completion of the NFHS' "Fundamentals of Coaching" course

The "Fundamentals of Coaching" course through the NFHS is required for **any individual applying for a Pupil Activity Permit online** through the Ohio Department of Education. Any individual that currently possesses the Pupil Activity Permit is required to take the course when applying for a new Permit. Completion of the course is a 'one-time' requirement so will not need to be repeated in subsequent renewals of the Pupil Activity Permit. There currently are two methods of completing the course; a "blended' delivery instructed by trained instructors in a classroom setting or "online' accessed through the OHSAA website by clicking on the "Coach Education" logo on the right or going directly to the site at: http://www.ohsaa.org/EducationAcademy/Coach/default.htm.

Tournament Entry Forms are completed online and require schools to list their Board of Education approved coaches along with their valid permit number. ONLY those coaches listed on this Entry Form and signed by the school Principal will be permitted to coach in the tournament.

"This Week in Football"

Each week (approximately) of the football season, an informative newsletter is posted on the OHSAA's football webpage to provide current information, helpful suggestions, and current announcements for football coaches (and officials) throughout the state. Questions that may arise during the season can be submitted and answered through this medium for the benefit of ALL coaches in Ohio. I encourage you to provide this link to your assistant/sub-varsity coaches. Each newsletter is archived to allow coaches to view past postings at any time. This link can be accessed directly at: http://www.ohsaa.org/sports/ft/boys/2015/TWIF2015.htm

Note on Scheduling & Out-of-State Competition

The first date for GAMES is **Monday**, **August 22**, **2016**.

You may not play any regular season contest prior to Monday, August 22, 2016.

If you scrimmage another opponent, it must be part of the other team's allotted scrimmages also. In other words, it cannot be a 'scrimmage' for YOUR team and a regular season contest for the

OTHER team. ANY contest in a non-bordering state MUST be counted as a GAME for both schools involved.

- Teams may not travel out of state **JUST to practice** but may practice while out of state for a contest.
- Teams may travel to a non-bordering state ONE TIME ONLY per season only and MAY NOT MISS ANY SCHOOL FOR TRAVEL OR COMPETITION

The adopted and approved penalty for violations of the above are <u>ineligibility for the OHSAA</u> <u>tournament.</u>

Implementation of State Law and NFHS Playing Rules Related to Concussion and Concussed Athletes and Return to Play Protocol

It is important for all individuals involved in interscholastic athletics to recognize the potential for catastrophic injury and even death from concussions. Thus it is extremely important that each coach, administrator, contest official and medical support personnel review their responsibilities in protecting students. Further both students and parents have responsibilities in this area as well.

Note: It has always been the ultimate responsibility of the coaching staff, in all sports, to ensure that students are only put into practice or contests if they are physically capable of performing. However, all individuals involved in the conduct of interscholastic competition have responsibilities in this endeavor.

In January 2011, the OHSAA Board of Directors adopted a sports regulation which incorporated the National Federation of State High School Associations (NFHS) playing rules related to concussion recognition and management. On April 26, 2013, legislation adopted by Ohio's General Assembly on concussion and head injuries in youth sports became effective. On February 14, 2013, the OHSAA Board of Directors mandated that these regulations become effective on April 26, 2013, for the remainder of the spring sports season and thereafter. This OHSAA regulation, as amended to incorporate this recent legislation, now reads:

Any student, while practicing for or competing in an interscholastic contest, who exhibits signs, symptoms or behaviors consistent with having sustained a concussion or head injury (such as loss of consciousness, headache, dizziness, confusion or balance problems) shall be immediately removed from the practice or contest by either of the following:

- 1) The individual who is serving as the student's coach during that practice or competition.
- 2) An individual who is serving as a contest official or referee during that practice or competition.

Return to Play Protocol

If a student is removed from practice or competition due to a suspected concussion or head injury, the coach or referee who removes the student shall not permit the student, **ON THE SAME DAY THE STUDENT IS REMOVED**, to return to that practice or competition or to participate in any other practice or competition for which the coach or contest official is responsible. Thereafter, which means no earlier than the next day, the coach or contest officials shall not permit the student to return to practice or competition until both of the following conditions are satisfied:

- 1) The student's condition is assessed by either of the following:
 - A physician, who is a person authorized under Chapter 4731 of the Ohio Revised Code (OCR) to practice medicine and surgery or osteopathic medicine or surgery (M.D. or D.O.)
 - Any other licensed health care provider that the school district board of education or other governing authority of a chartered or non-chartered nonpublic school, authorizes to assess the student who has been removed from practice or competition.

2) The student receives **written authorization** that it is safe for the student to return to practice or competition from a physician or other licensed health care provider authorized to grant the clearance. Click here <u>http://ohsaa.org/medicine/AuthorizationToReenter.pdf</u> to retrieve the OHSAA's Medical Authorization to Return To Play (RTP) form.

A school district board of education or governing authority of a chartered or non-chartered nonpublic

school may authorize a licensed health care provider who is NOT a PHYSICIAN to make an assessment and grant authorization for a student to return to participation ONLY if the provider is acting in accordance with one of the following as applicable to the provider's authority to practice in Ohio:

- 1) In consultation with a physician;
- 2) Pursuant to the referral of a physician;
- 3) In collaboration with a physician, or
- 4) Under the supervision of a physician.

Note: A physician or other licensed health care provider who makes an assessment or grants clearance for a student to return to participation may be a volunteer.

Coaches Requirements

All coaches, paid and volunteer, must possess a current Department of Education-issued Pupil Activity Program/Coaching Permit. When renewing this permit, the coach will be required to complete an online concussion education course as stipulated in the section entitled **Approved Online Concussion Education Course.** This course is valid for three years and expires at the time the Pupil Activity Program/Coaching Permit expires.

Contest Officials Requirements

New legislation signed into law by the Governor provides that no school "shall permit" an individual to referee interscholastic athletic contests unless the individual holds a Pupil Activity Program/Coaching Permit or has successfully completed within the last three years a training program in concussion recognition. Therefore, all OHSAA licensed officials shall possess either a current Department of Education-issued Pupil Activity Program/Coaching Permit or show evidence of completing an approved online concussion education course as stipulated in the section entitled Approved Online Concussion Education Courses. This course is valid for three years from the date of completion.

Student and Parent Requirements

All students and their parents or legal guardians shall review and sign the "Concussion Information Sheet" which has been developed by the Ohio Department of Health and which shall be distributed by OHSAA member schools to all students and their parents prior to each sports season. Students and parents shall review and sign this form each year and should keep a copy of the form. In addition, parents and students are encouraged to complete an approved concussion education course. The Concussion Information Sheet can be found here:

http://www.healthy.ohio.gov/~/media/HealthyOhio/ASSETS/Files/injury%20prevention/concussion/4Updated% 20Interscholastic%20Organization%20Concussion%20Form%20%20ODHpdf.pdf

NFHS SUGGESTED MEDICALCLEARANCE RETURN TO PLAY PROTOCOL

- 1. No exertional activity until asymptomatic.
- 2. When the athlete appears clear, begin low-impact activity such as walking, stationary bike, etc.
- 3. Initiate aerobic activity fundamental to specific sport such as running or skating, and may also begin progressive strength training activities.
- 4. Begin non-contact skill drills specific to sport such as dribbling, fielding, batting, etc.
- 5. Full contact in practice setting.
- 6. Game play/competition.
 - Athlete must remain asymptomatic to progress to the next level. (It is often suggested that an athlete not be allowed to progress more than one level per day.)
 - If symptoms recur, athlete must return to previous level and should be reevaluated by an

appropriate health care professional.

• Medical check should occur before contact. (Final written clearance from the medical professional shall be obtained before the athlete engages in any unrestricted or full contact activity.)

QUICK LINKS FROM THE OHIO DEPARTMENT OF HEALTH

Ohio Department of Health Concussion Information Sheet

http://www.healthy.ohio.gov/~/media/HealthyOhio/ASSETS/Files/injury%20prevention/concussion/4Up dated%20Interscholastic%20Organization%20Concussion%20Form%20%20ODHpdf.pdf

ADDITIONAL CONCUSSION RESOURCES

CDC Heads Up: Concussion in Youth Sports Nationwide Children's Hospital – Concussion Information Toolkit http://www.nationwidechildrens.org/concussion-toolkit

CDC Materials on Returning to School for Parents, School Nurses and Educators http://www.cdc.gov/concussion/HeadsUp/schools.html

Brain Injury Association of Ohio www.biaoh.org Authorization to Reenter Form for Schools

Ohio High School Athletic Association 4080 Roselea Place, Columbus, Ohio 43214 PH: 614-267-2502; FAX: 614-267-1677 www.ohsaa.org

Medical Authorization to Return to Play When a Student Has Been Removed Due to a Suspected Concussion

Please follow this link to access the "Return to Play Form":

http://www.ohsaa.org/medicine/AuthorizationToReenter.pdf

Emphasis on Lightning and Inclement Weather is addressed as an OHSAA Sports Regulation (20). Though all officials received these procedures in pre-season communication, it would be wise to review with them prior to the game. The Lightning and Inclement Weather Policy is relative to ALL OHSAA Sports.

WEATHER

Recognition:

Coaches, athletic trainers, athletes, administrators and contest officials should be educated regarding the signs indicating thunderstorm development. Since the average distance between successive lightning flashes is approximately two to three miles ANYTIME that lightning can be seen or heard, the risk is already present. Weather can be monitored using the following methods:

• Monitor Weather Patterns – Be aware of potential thunderstorms by monitoring local weather forecasts the day before and morning of the competition, and by scanning the sky for signs of potential thunderstorm activity.

• National Weather Service – Weather can also be monitored using small, portable weather radios from the NWS. The NWS uses a system of severe storm watches and warnings watch indicates conditions are favorable for severe weather to develop in an area; a warning indicates severe weather has been reported in an area, and everyone should take proper precautions. Any thunderstorm poses a risk of injury or death even if it does not meet the criteria for severe weather. Therefore, anytime thunderstorms are in the forecast (even if it s only a 20 percent chance), event organizers should be at a heightened level of awareness to the potential danger of lightning.

Management:

• **Evacuation-** If lightening is imminent or a thunderstorm is approaching, all personnel, athletes and spectators shall evacuate to available safe structures or shelters. A list of the closest safe structures should be announced and displayed on placards at all athletic venues.

• **Thirty-minute rule-** Competition or practice shall be suspended once lightning has been recognized or thunder is heard. It is required to wait at least 30 minutes after the last flash of lightning is witnessed or thunder is heard prior to resuming practice or competition. Given the average rates of thunderstorm travel, the storm should move 10-12 miles away from the area. This significantly reduces the risk of local lightning flashes.

Any subsequent lightning or thunder after the beginning of the 30-minute count shall reset the clock, and another count shall begin.

Bands

- A. It shall be the responsibility of the host school's Athletic Director to notify the visiting school's Athletic Director whether the visiting school's band will be permitted at its homecoming.
- B. The half-time intermission shall be limited to 20-minutes. The clock will start immediately when both teams and the game officials clear the field. At the conclusion of 20-minutes, a three-minute warm-up period is required for both teams and will be timed on the game clock.
- C. If the bands of both competing schools are to perform at half-time, no more than 9-minutes shall be allotted to the host schools band for its performance and no more than 9-minutes shall be allotted for the visiting schools band performance.
- D. A full band is not permitted to play through amplified microphones during the football game.
- E. Bands shall assemble and stay outside the field of play and end zone until the first half has been completed before coming onto these areas. The same shall be repeated at the end of the game.
- F. The home team's band shall not be seated behind the visiting team's restraining area which is commonly referred to as the 25 to 25 yard lines.
- G. Bands shall not play music at football games while the ball is in play, or while signals are being called by the quarterback. This means that it is not permissible to use either:
 - 1. Drum roll or beat
 - 2. Cymbals clashing
 - 3. Horn sounds, or
 - 4. Any other kind of musical instrument while the play is underway in football.
- H. Roving bands shall be allowed to participate at the discretion of the host Athletic Director. However, such bands shall not perform while the ball is in play or while signals are being called by the quarterback.

Also, the roving band shall not perform behind the visiting team's bench area. If a roving band is found in violation of this agreement, that band shall be suspended from roving the remainder of that season at any football games.

Questions & Answers

The OHSAA receives a *large* volume of calls and email at the conclusion of the season in regard to what coaches 'can and cannot do'. Though this is not inclusive, a few guidelines are listed below to assist you AND your middle school and sub-varsity coaches. Please remove, copy and share this page with others on your staff. Please go through your Athletic Administrator for questions related to the OHSAA's Bylaws and Sports' Regulations.

<u>#1</u>

- Q. A college has contacted one of my players and asked them to participate in a camp. Can I give them all of their equipment?
- A. No! Do not allow them participate in a camp in full equipment/pads, they may only use a helmet.

<u>#2</u>

- Q. I have been asked to be a volunteer running backs coach at our Junior High School. Is it really necessary to obtain a Pupil Activities Validation Permit?
- A. Yes. The Ohio Department of Education requires that every coach have a PAV Permit. You may phone 614-728-5004 to locate classes near you.

<u>#3</u>

- Q. My friend is the Head Coach. He said to just show up and not worry about the ODE requirements or school board. He said it only matters for Head Coaches.
- A. Whoa! Bad advice for you and the school. All coaches must be approved by the Board of Education. All coaches must meet the Ohio Department of Education criteria. Failure to do so violates OHSAA Bylaws and results in even greater exposure to liability risks for you and the school.

<u>#4</u>

\overline{Q} . How can I check the heat – humidity factor or heat index and protect the health of our players?

A. Local TV news broadcasts often report the heat index for the day. You may also use a sling – psychrometer. Another readily available option is a digital psychrometer, which is an easy to use tool. Remember to adjust practices when the heat index climbs.

<u>#5</u>

- Q. Can I count some of my coaching contact days I use in July as five acclimatization days and go full contact when we start two-a-days?
- A. No. Physicians and Athletic Trainers agree on the importance of the first five days of practice being used to acclimate players to the heat and humidity. Beginning August 1st players can practice two days with helmets, shoes and shorts. Days three and four are in helmets and shoulder pads. Day five can be in full uniform. Day six is the first contact day.

<u>#6</u>

- Q. One of our varsity soccer players wants to kick for the varsity football team on Friday nights. Should I make him (or her-there are schools that have girl kickers) practice with the football team?
- A. Yes. All athletes joining the team for the first time at any point during the season after the first day permitted for coaching also must participate in a five-day acclimatization period prior to any contact drills. There must be an adequate recovery period between practice sessions.

<u>#7</u>

- Q. A college has contacted one of my players. He's been told he needs to attend that college's football camp so that he can be evaluated for a scholarship. Our player has asked to use our school's football equipment in order to participate in this contact camp. Should I let him use the equipment?
- A. No! Do not allow him to use your equipment. More importantly, do not allow any player to attend a contact football camp. Ohio football players are only permitted to participate in non-contact camps and out-of-

season play. No equipment other than helmets can be worn until the third day of scholastic football practice.

<u>#8</u>

\overline{Q} . Can members of our team play indoor – arena-style-football after the football season ends.

A. No. Kids can only play non-contact football during the June 1 – July 31 time frame.

<u>#9</u>

$\overline{\mathbf{Q}}$. Can football players play "flag" or "touch" football in an organized setting in the spring?

A. No. Kids can play non-contact football, but only during the June 1 – July 31 time frame.

<u>#10</u>

Q. Must a physician be in attendance at all our football games?

A. Certainly having a physician or trainer on-site and available for any football game is highly desirable. Likewise, it is desirable to have a squad of EMT's at games. There is no OHSAA requirement that physicians, trainers or EMT's (squad) be present at regular season football games.

<u>#11</u>

Q. Can a student-athlete use summer school to become eligible in the fall?

A. Students cannot establish eligibility through summer school grades. Eligibility is established at the conclusion of the final grading period of the year for the first grading period of the following year. It may be permissible for a student-athlete to raise his GPA through a summer school. Check with your Principal.

<u>#12</u>

Q. What is meant by non-contact football? What can we do in June and July?

A. A working definition of **contact** football is: Player to Player contact that is normal activity in the game or practicing of football (i.e., blocking, tackling, hitting). Therefore, such activity is not permissible in the period of time that allows non-contact football. During June and July non-contact passing leagues and games are permitted. The use of padded equipment, such as hand-held dummies, would be permitted during drills and instruction. Players are prohibited from wearing football equipment except for a helmet and shoes.

<u>#13</u>

- Q. What is the definition of non-contact as it applies to football practice, especially the first five days of practice?
- A. No person on person contact is permitted until day six of practice. Use of hand-held dummies, sleds and stand-alone dummies is permissible.

<u>#14</u>

- Q. A freshman coach was ejected from the freshman game on Thursday. Can he help coach the varsity team on Friday night?
- A. No. The freshman coach is ineligible to coach in any game until he sits out one freshman game.

<u>#15</u>

- Q. What is the penalty for a coach or coaches who exceed the 10 day coaching limit during June and July?
- A. The penalty is at the discretion of the OHSAA Commissioner. Previous violations have resulted in coaching suspensions, reduction in future coaching contact days, probation for the football program and monetary fines. Intentionally violating OHSAA regulations may lead to denial of tournament participation.

<u>#16</u>

- Q. I am a junior high coach. I have a student that has reported for practice, but we're already in the sixth day. Does he have to go through acclimatization? Does he have to practice for 10 days before being allowed to participate in a scrimmage?
- A. Yes to both questions. In addition, a student-athlete must practice 15 days before entry into a game.

Specific Information for Officials



Tournament Selection Process



Tournament selection and contracting is done through the *my*OHSAA management system. It is utilized to capture and certify the availability and eligibility of OHSAA tournament eligible officials in ALL sports. All officials who are tournament eligible are sent an email with step-by-step instructions on how to access and complete the OHSAA tournament application. Applications **must** be completed in *my*OHSAA by the posted deadline and officials will receive this notification approximately 14-20 days prior to the application deadline.

Contracts for tournament contests are issued electronically through the *my*OHSAA system. The OHSAA office is responsible for all of the football tournament's assignments.

Being an OHSAA tournament ELIGIBLE official is not a guarantee of an OHSAA Tournament assignment.

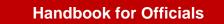
Ejection Protocol

Officials shall file a report with the school and the OHSAA office whenever a coach or player is ejected from an athletic contest. Officials will file the report by clicking the "Submit New Ejection Form" from their myOHSAA profile Dashboard. The report shall be filed with the reported school and the OHSAA within 48 hours of the ejection. Whenever an ejection occurs, the ejecting official shall speak with the offender's principal/athletic director no later than the first school day following the ejection. An official failing to follow the ejection protocol and/or failing to file the Official's Report may be penalized in accordance with Section 7 of the OHSAA Handbook for Officials.

The "Official's Report" form is also used to report good or poor sportsmanship, severe injuries, facility problems, or equipment problems. Ejections other than players or coaches and other items of which the Commissioner should be made aware must be provided.

General Ejection Procedures

<u>General Sports' Regulation 10.2</u> (passed by the OHSAA's Board of Directors in 2008) requires any coach ejected from a contest (paid OR volunteer) to complete the <u>Teaching and Modeling Behavior</u> course through the NFHS and submit payment of a \$100.00 fine within 30 days of the ejection.



All officials are responsible for being knowledgeable and practicing the content found in the Handbook for Officials, found here: <u>Handbook for Officials</u>

Pre-Game Public Address Script

The Board of Education, Superintendent, Principal and Athletic Council of

_____ (Host School)_____ High School extends to each of you a cordial welcome. We are pleased that you are here (today) (tonight).

_____ (Visiting School)_____ High School and the _____ (Home School)_____ High School are members of the Ohio High School Athletic Association and abide by high standards of conduct, competition and relations with member schools.

The athletes in this game are friendly rivals. While play may be fierce, all in attendance (today) (tonight) are reminded that this is a game between youngsters and that sporting behavior is expected.

The officials assigned to this game have been selected and assigned according to the procedures adopted by the Ohio High School Athletic Association and the _____(League/Conference)____.

The officials are:

Referee	
Umpire	-
Linesman	-
Line Judge	-
Back Judge	

And now the introduction of the players for each team.

Coaches' Code of Ethics



From the NFHS Football Rules Book

The function of a coach is to educate students through participation in interscholastic competition. An interscholastic program should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student should be treated with the utmost respect and his or her welfare should be considered in decisions by the coach at all times. Accordingly, the following guidelines for coaches have been adopted by the NFHS Board of Directors.

The Coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student and, thus, shall never place the value of winning above the value of instilling the highest ideals of character.

The Coach shall uphold the honor and dignity of the profession. IN all personal contact with students, officials, athletic directors, school administrators, the state high school athletic association, the media and the public, the coach shall strive to set an example of the highest ethical and moral conduct.

The Coach shall take an active role in the prevention of drug, alcohol and tobacco abuse.

The Coach shall promote the entire interscholastic program of the school and direct the program in harmony with the total school program.

The Coach shall master the contest rules and shall teach them to his or her team members. The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.

The Coach shall exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators.

The Coach shall respect and support contest officials. The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.

The Coach should meet and exchange cordial greetings with the opposing coach to set the correct tone for the event before and after the contest.

The Coach shall not exert pressure on faculty members to give students special consideration.

The Coach shall not scout opponents by any means other than those adopted by the league and/or state high school athletic association.

Sportsmanship

Sportsmanship is EVERYONE'S Responsibility!

NFHS Sportsmanship Mission Statement



Good sportsmanship is viewed by the National Federation of State High School Associations (NFHS) as a commitment to fair play, ethical behavior and integrity. In perception and practice, sportsmanship is defined as those qualities which are characterized by generosity and genuine concern for others. The ideals of sportsmanship apply equally to all activity disciplines. Individuals, regardless of their role in activities, are expected to be aware of their influence on the behavior of others and model good sportsmanship.



The Official's Role in Sportsmanship

The National Association of Sports Officials (NASO) conducted a survey of 550 sports officials and asked "*what is the number-one problem in our games today?*" Not too surprising, the number one response was "Poor Sportsmanship". As a result, the NASO brought together some of the best and brightest in youth, high school, collegiate and pro sports to examine the issue and explore the official's role in promoting positive on-field behavior. The results were published in the book at the right and identified 3 critical ideas:

- 1. What exactly is at Stake
- 2. What is Expected of Officials, and,
- 3. What steps need to be taken



As a result, the following are important results of this study and publication:

- 1. 65% of respondents indicated their respective associations do not do *enough* to help improve sportsmanship.
- 2. 89% of officials responding consider themselves PARTNERS with players, coaches and administrators in improving sportsmanship.
- 3. 54% of officials responding indicated they felt they DO have the training, authority and knowledge to make an impact.



The NFHS has made a NO COST online course available to PARENTS...to help them understand their role in their son/daughter's athletic career. The course is titled "The Role of the Parent in Sports" and is easily accessible through the "Learning Center" at <u>www.nfhslearn.com</u>. And, again...it is FREE and a good tool for coaches to use in dealing with parents.



As we prepare for the upcoming seasons, the Ohio High School Athletic Association (OHSAA) wishes to emphasize to each of you the importance of your leadership role in the promotion of sportsmanship, ethics and integrity. The professional manner in which officials and coaches conduct themselves prior to, during and following a contest unquestionably impacts the behavior of others who may be involved.

The OHSAA has joined the National Federation of State High School Associations (NFHS) in its quest to improve sportsmanship, ethics and integrity. We are involved in an ongoing campaign in every sport to do just that. Printed below is the mission statement of the NFHS concerning sportsmanship, ethics, and integrity. Please take the time to read and digest this statement and then carefully consider your impact upon students, officials, coaches, and fans. Thank you and have a great season!

The Ohio High School Athletic Association challenges all of us in the football community to take positive steps toward the goal of attaining the high ideal of good sportsmanship. It is the responsibility of each of us to serve as a positive role model and set high expectations for others.

Administrators

Athletic departments are comprehensive, pre-eminent teaching departments with a subject matter all their own: self-confidence, leadership, teamwork, discipline, perseverance, respect for others, strategic thinking, dedication, the importance of rules, and sportsmanship. These are true life lessons and participation in athletics provides another forum for learning. Coaches and Officials are responsible for promoting sportsmanship and positive behavior on the field. Administrators, we need your continued assistance in promoting sportsmanship and controlling fan behavior in the stands! Let the parents and fans know what you expect!

Coaches

Your athletes will demonstrate the attitudes and behaviors they have learned from you, either through direct instruction or through observation of your actions. *Never underestimate the influence you have on your players!* You must:

- Abide by and teach the rules of the game in letter and in spirit.
- Set a good example for players and spectators to follow.
- Respect the integrity and judgment of game officials. Treating them with respect, even if you disagree
 with their judgment, will serve to create a positive impression of you and your team.
- Display modesty in victory and graciousness in defeat.
- Develop a program that rewards participants and spectators for displaying proper sportsmanship and enforces penalties on those who do not abide by sportsmanship standards.

It is difficult to develop a great shooter, a great rebounder or a great free-throw shooter. That is true. However, your greatest challenge is to develop mature young adults who will become great citizens and role models in your community.

Officials

Your job is not an easy one, but the official must be aware that they are an important component in the educational development of students. To carry out this responsibility, you must:

• Know the rules and mechanics of our sport and the philosophy behind them.

- Get fit and stay fit. An official with all of the rules and mechanics knowledge and people skills in the world does no good if he or she cannot physically keep up with play.
- Maintain professional and ethical relationships with athletic administrators, especially in the area of fulfilling game contracts.
- Work cooperatively with fellow officials during games and within the referees' association to improve members' performances.
- Maintain at all times and when interacting with all participants, an attitude of civility and professionalism.
- Practice effective preventive officiating as much as possible before, during, and after a match. The quiet word, proper signals, timely verbal instructions, a simple thank-you to a player for avoiding an unsporting act, and well-thought-out pre-game conferences with the teams and other game officials will result in an improvement of sportsmanship by eliminating the chance for things to go wrong.

Student-Athletes

You serve as a role model for your younger siblings, young fans in the stands, your teammates, and your classmates. Set high expectations for everyone and help them follow-through! You must:

- Accept and understand the seriousness of your responsibility, and the privilege of representing your school and the community.
- Live up to the standards of sportsmanship established by the school administration and the coaching staff.
- Learn the rules of the game thoroughly and discuss them with others. This will assist everyone in the achievement of a better understanding and appreciation of the game.
- Treat opponents as you would like to be treated......with respect.
- Respect the integrity and judgment of game officials. Treating them with respect, even if you disagree with their judgment, will serve to create a positive impression of you and your team.

Conclusion

Good sportsmanship is everyone's responsibility. It is the essence of interscholastic athletics. Remember...some may question an official's call or a coach's substitution, but no one can question the value of good sportsmanship.



On our website (<u>www.ohsaa.org</u> – click on "Sportsmanship" on the right side of the screen) you will find **Fair Play Codes** for athletes, coaches, and fans, as well as additional information regarding **parents' role in interscholastic athletics**. The sportsmanship page also includes information about the Harold A. Meyer Sportsmanship Award, the newly adopted "Respect the Game Challenge" and the Archie Griffin Sportsmanship Award. Please feel free to contact us with any additional questions.

XVII. Addendum A: OHSAA Guide to Officials: Being a Good Guest

Sport officials play an important and integral role in the fulfillment of contests providing educational value to high school young men and women. Our conduct and handling of situations provides an important contribution to the development of participants and high school spectators. You represent the very integrity of the game. Your conduct before, during, and after the contest will reflect and ultimately shape attitudes towards authority figures and sports officials in general. As a contest official, you represent not only yourself and your respective association, but all officials and the OHSAA.

Prior to the Contest

- 1. Respond promptly to a contract offer to officiate.
- 2. If the school attempts to contact you to confirm the game, inform you of changes or important details such as change of venue, opponent, Senior Night, time, respond promptly. Return all calls and emails timely and professionally.
- 3. Call the school to confirm if the school has not called you. Leave your cell phone number if available. If possible, obtain a contact and number that you can call if a last minute issue arrives.
- 4. Email the Athletic Director. Secure a phone number to call on the day of the contest if travel complications arise.
- 5. Get directions so you know where the contest is held, particularly if it is not on school grounds.

Arrival at the Site

- 1. Be courteous to all you meet. The memory of your conduct will last long after the game.
- 2. Park intelligently. Avoid areas where boosters may be congregating. If officiating a sport where your locker room is the parking lot be aware of what can be seen. Be discreet and as invisible as possible.
- 3. Let the AD/coach know you are at the site.
- 4. Dress in a manner that reflects well upon yourself, other officials, and the OHSAA. Be mindful of team colors in your dress. Dressing in a bright red shirt as you officiate the "Big Red" may cause some speculation from an opponent.

Dressing Room

- 1. Check to see if there are changes to the event schedule.
- 2. Take care of any requested paperwork or vouchers.
- 3. Treat the dressing room appropriately and respectfully. Leave it in better shape than when you arrived. Place all towels that were provided in one central area.
- 4. Don't leave bottles or trash strewn about. Gather and secure all trash in appropriate containers as you leave. Leave the room or area in better condition than how you found it.
- 5. If the game was on an outside venue, don't clean your shoes on the walls or floors.
- 6. Realize that not every school will be able to provide food or drink. Do not take any frustration out on those helping you or working the concession stand. Treat everyone you encounter with respect and dignity.
- 7. Don't expect or ask for any special favors or entitlements. You are there to officiate, not be honored.
- 8. Appreciate whatever is provided.
- 9. Say "please" and "thank you" and "you are welcome." They go a long way.

Contest Site

- 1. Arrive ahead of time; be there as the respective sport requires.
- 2. Enter together, as a crew. Leave together, as a team.
- 3. Be friendly, yet firm as needed in gaining cooperation to have any site needed changes made. Explain the need. Be patient; be understanding; but be professionally firm. It is about the players.
- 4. Ignore the fans unless they are inciting players on the opposing team, using insulting/offensive/abusive language. Do not tolerate gestures or behavior that prevents you from performing your role.
- 5. Smile occasionally. Let your body language reflect that you are glad to be at the game.
- 6. Most schools have a no tobacco policy for their premises. Respect their policy and abide by it. Do not use tobacco while on school grounds or fields.

After the Game

- 1. Shower and pack in a timely manner. Don't hang around. School personnel want to leave as well.
- 2. Ensure the dressing room is tidy and picked up. Turn off all showers and leave towels in one place. Turn off lights as you leave.

- 3. Leave with only what you brought. Take no towels, balls, souvenirs.
- 4. Thank those who helped you. Be gracious even if you were not treated as you deserved.
- 5. Don't leave any trash/bottles/etc. in the parking lot as you leave.
- 6. Be the guest whom the host wants to have return.

Some officials bring joy wherever they are; other officials bring joy only whenever they leave.

Addendum B: OHSAA Guide to Being a Good Host

In general, treat officials in the same manner as a guest in your home. Your fans, supporters, coaches, and players will emulate how you treat officials. Show how you value the role officials perform by treating them with respect and in a professional manner.

Introduction

Officials play an extremely important, integral role in an interscholastic athletic event. Yet we are facing an increasing shortage of officials in most sports and activities. How one hosts and treats officials when the event is their responsibility speaks volumes in showing the respect and appreciation for their role, effort, and hard work in these educational contests. Providing officials with a welcoming atmosphere and basic essentials for the several hours they will be at your event will benefit everyone. By showing your appreciation, more officials will continue in this avocation and will help the OHSAA to continue to build and maintain a strong base of experienced, competent officials.

The OHSAA recognizes that the school administration has many duties and responsibilities on game day and nights. There are also limitations with regard to facilities, funding, and staffing. It is our hope that you will consider the suggestions provided in this publication and put into practice as many as possible. Officials ask no more than what you expect of them – to give it your best. Thank you for hosting and treating officials in the best possible manner. Ultimately, it is in your best interest.

Prior to the Contest

- 1. Ensure there are contracts for all your games and activities.
- 2. Obtain the list of the officials assigned to your games and double check dates/times/locations.
- 3. Have an alphabetical list of your upcoming event officials along with contact numbers in case of a cancellation/postponement/delay.
- 4. Officials are to contact you to confirm date, time, and site several days in advance of the contest. If you do not hear from an official, do not assume all is okay.
- 5. Inform officials of any special parking instructions, who will be there to meet them upon their arrival, and details of any special ceremonies such as homecoming, senior night, etc.
- 6. Notify officials when there are changes, postponements, or delays.
- 7. Take appropriate measures to provide security for officials before, during, and after the game.
- 8. Insure that the playing surface/field is properly prepared for the contest: well-maintained; lined properly; team and official areas marked in accordance with NFHS diagrams; no safety hazards; scoreboards and horns/buzzers operating; PA system in working condition.
- 9. Provide trained individuals to perform needed game functions scorekeepers, timers, table workers, announcers, site managers. Have at least one experienced individual on site.
- 10. Provide proper medical personnel at the contest. Notify the officials who they are and where they will be during the event. If there are special procedures for requesting emergency medical assistance, please advise the officials. Let the officials know where safe shelter is located in the event of inclement weather or a weather emergency.

Day of the Event

- 1. Reserve appropriate number of parking spots for officials.
- 2. Have your host greet and meet the officials upon their arrival and escort them to their dressing room.
- 3. Provide a clean, spacious private area to be used as a dressing and/or meeting room. If there are male and female officials, provide appropriate accommodations for everyone.
 - a. The facility should have a toilet and a shower if possible. Make sure there are enough chairs and lockers that can be locked available.
 - b. The areas should not be used by coaches or other school personnel during the contest.
 - c. Provide water, sport/energy drinks, soda for half-time and after the game. Having a cooler with the drinks in them is very convenient.
 - d. Officials will spend several hours or more in getting to, working, and leaving the contest. Many will not have eaten for many hours so some snacks are most appreciated.
 - e. Provide towels if possible.
 - f. Insure the showers are working and providing hot water.

- g. Escort the officials to and from the dressing room. Notify them of time remaining at half-time. Be sure to lock the room when the officials leave and have the room unlocked prior to the officials returning. Having to wait for the room to be unlocked provides an opportunity for unfortunate situations.
- 4. Provide officials with any needed instructions for the contest: pre-game times, names of bench personnel, and information on special pre-game or half-time ceremonies.
- 5. Make sure the officials are aware of any special conference policies or procedures.
- 6. Have needed paperwork for game payment available upon the officials' arrival. Provide proper security for the completed papers. Make them aware of when the check should be mailed.
- 7. Provide officials with properly inflated game balls, pucks, softballs, baseballs, etc. Have extras available if needed.

During the Contest

- 1. Set high expectations with your coaches in regard to their sportsmanship and behavior and insist they do the same with their players. If coaches and players role model proper behavior towards an official, the fans may behave properly.
- 2. Read the OHSAA statement about sportsmanship and officials.
- 3. Introduce the officials prior to the starting lineups.
- 4. Make sure site managers understand clear instructions as to their duties and responsibilities.
- 5. Ensure proper arrangements have been made and that plans are in place to contact appropriate personnel in case of an emergency.
- 6. Keep all locker rooms, dressing areas, and other areas used by officials, players, and coaches clear from unauthorized personnel.
- 7. Have trainers and doctors available when possible.
- 8. Make arrangements to have supplies available to clean up any blood/bodily fluids. Provide proper maintenance to clean floors, wrestling mats, etc. as needed.
- 9. Have someone carefully observe the contest and the spectators and be prepared to handle problems as necessary and appropriate. Handle those that might directly affect the officials and their ability to work the game.
- 10. Be prepared to support officials and assist fully with any request that they may have in regard to problems with spectators. Remove a spectator when requested or needed.
- 11. Inform the officials of the best means to find and communicate with you or the site manager during the contest.
- 12. If necessary, have someone serve as ball personnel (football, soccer); retrieve balls (volleyball, basketball), return foul balls (baseball, softball).
 - a. Require Chain Crew and the Timer to meet with the Football crew prior to the game.
 - b. Have someone notify the Basketball crew when there are 3 minutes left before the end of the halftime intermission.

After the Contest

- 1. Provide an escort to ensure that the officials return safely to their dressing rooms.
- 2. Do not allow unauthorized individuals access to the officials.
- 3. Provide refreshments for the officials after the contest whenever possible.
- 4. Be prepared to provide an escort for the officials to their cars when needed.
- 5. Regardless of the outcome, show respect and appreciation for their hard work and efforts. Thank the officials, and better yet, have your players and coaches thank them.
- 6. Have your coach submit officials' ratings on-line in an appropriate, timely manner.