

100. General Regulations & Policies

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In accordance with Article 9 of the Bylaws, the following general regulations, policies and procedures governing the FHSAA Tennis Program have been approved by the Board of Directors. They apply to all regular season contests as well as the FHSAA State Series unless otherwise modified or superseded by the terms and conditions approved for the state series. Substantive changes for the 2008-09 school year are shaded.

[The FHSAA utilizes a standardized calendar in which the weeks of the year are numbered. This ensures consistent dates from year to year. Week 1 begins with the first Sunday in July. Thanksgiving always falls in Week 21.]

[The forms referenced in this manual are provided on FHSAA.org as downloadable PDF and/or Word documents.]

101. Important Dates

Monday-Wednesday, January 12-14 (Week 28) – District planning meeting.

Sunday, February 1 (Week 31)-Wednesday, February 11 (Week 32) – Online rules presentation for coaches available in E-Classroom on FHSAA.org.

Monday, February 2 (Week 31) – First practice date.

Monday, February 16 (Week 33) – First regular season competition date.

Monday, April 6 (Week 40) – 2009 FHSAA State Tennis Series Official Entry List(s) must be submitted to district tournament manager.

Saturday, April 11 (Week 40) – Last regular season competition date.

Monday-Friday, April 13-17 (Week 41) – District tournaments.

Tuesday, April 21 and Thursday, April 23 (Week 42) – Regional matches.

Monday, April 27-Friday, May 1 (Week 43) – FHSAA Tennis Finals state championship tournaments.

102. Eligibility of Student-Athletes

102.01 Only student-athletes eligible under Bylaw 11, as well as guidelines, regulations, policies and procedures governing student eligibility that have been adopted by the Board of Directors, may represent member schools in interscholastic competition. In accordance with Bylaw 11.13.1, member schools are required to certify the eligibility of their student-athletes before they participate and to withhold ineligible student-athletes from all interscholastic competition. See FHSAA.org for FHSAA student-eligibility guidelines.

102.02 If an ineligible student-athlete is accidentally or intentionally permitted to participate in an interscholastic contest, forfeit of the contest and honors shall be automatic and mandatory.

103. Season and Contest Limitations

103.01 Practice. First practice date is Monday of Week 31 (Feb. 2, 2009). Last practice date is Friday of Week 43 (May 1, 2009).

No practice session of any kind may be held on a Sunday.

103.02 Contests. First regular season contest date is Monday of Week 33 (Feb. 16, 2009). Last regular season contest date is Saturday of Week 41 (Apr. 11,

2009).

(1) Maximum number of regular season contests – 18. All tournaments count as two (2) matches toward the 18-match limit.

(2) Maximum number of contests in a school week – 3. A team may play in three (3) different regular season matches or one (1) regular season match and one (1) tournament during a school week. No more than one school day or part of one school day may be missed in a week for traveling to, traveling from and participating in an athletic contest(s).

(3) There is no limit on the number of tournaments a team may play. However, each tournament played will count as two (2) matches toward the maximum limit of 18 matches. Tournaments are limited to a 16-team field. Single elimination, double elimination, round robin and pool play formats are permissible. A tournament must be completed in the same week (Monday-Saturday) unless held during a holiday period. Tournament matches shall not begin earlier than 3 p.m. local time on a school day unless approved by the Executive Director.

(4) No contest of any kind may be held on a Sunday except under emergency conditions in tournaments or meets that are approved by the Executive Director or the Board of Directors.

103.03 Opponents. Member schools shall compete only against schools that are full members or approved nonmembers of the FHSAA, or out-of-state schools that are members of associations that regulate interscholastic athletic competition within their respective states. Out-of-state schools, however, must have eligibility guidelines comparable to those of the FHSAA, and must have an established season of competition in the sport that is concurrent with that of the FHSAA. Competition with out-of-state schools, in some cases, may require the approval of the NFHS. See FHSAA.org for NFHS regulations on interstate and international competitions.

103.04 Contracts. The “Contract for Interscholastic Athletic Contest” (Form AT1) is required for all regular season contests.

Practice games, exhibition games, non-contract games and scrimmage games with other schools, groups, alumni or league teams are strictly prohibited. All such games or sessions shall be on an intra-squad basis. Non-squad members shall not participate in any team practice, match or contest.

103.05 Student-Athletes.

(1) Maximum number of regular season contests – 18, inclusive of all matches and tournaments conducted on the varsity and sub-varsity levels. All tournaments count as two (2) matches toward the 18-match limit.

A student who participates as a member of a varsity team shall not participate as a member of a sub-varsity team, or vice versa, until the day following such participation.

(2) A student who participates on a member school team in tennis may participate in no more than three (3) matches or tournaments in any one week. No more than one school day or part of one school day may be missed in a week for traveling to, traveling from and participating in an athletic contest(s).

104. Invitational Tournaments

104.01 All invitational tournaments (conference, county, league, etc.) hosted

by senior high schools must have the approval of the FHSAA Office. The “Application for Approval of Multi-School Athletic Event” (Form AT3) must be submitted not less than 30 days in advance of the first day of the event to avoid a late fee of \$50. Approval forms received less than 10 days in advance of the first day of the tournament will incur a late fee of \$100, and forms received after the date of the event will incur a \$200 late fee. Contests or invitational tournaments hosted by middle schools, regardless of the number of participating teams, do not require the approval of the FHSAA Office. No approval is required for regular season contests (dual, tri, quad, etc.) regardless of the number of participating teams.

104.02 No junior varsity, junior high or other sub-varsity team may participate in an event involving a varsity team. Junior varsity, junior high and other sub-varsity events, if held, must be held as separate events.

104.03 Schools must enter their players according to their established rank and position on the team.

104.04 Participants may be ranked or seeded. Seeding may be based on regular season matches and/or state/national rankings.

104.05 Exhibition or practice play during a tournament is strictly prohibited. Only those students who are properly entered may participate in a tournament.

104.06 A jury of appeals consisting of five (5) coaches from different schools must be appointed. A jury member must be replaced if his/her school is involved in an appeal. The decisions of the jury of appeals shall be final.

104.07 Certain invitational tournaments involving out-of-state schools may require the approval of the National Federation of State High School Associations (NFHS). See FHSAA.org for NFHS regulations on interstate and international competitions.

104.08 FHSAA member schools participating in out-of-state events that require NFHS and/or FHSAA sanctioning shall be assessed a \$50 administrative fee. Out-of-state events which do not adhere to the guidelines of FSHAA policy will not be approved by the FHSAA Office.

105. Rules of Competition

105.01 Playing Rules. United States Tennis Association (USTA) Amateur Tennis Rules, as modified by the FHSAA, are the official rules for all tennis matches, except where it may be necessary to apply local rules due to circumstances or unforeseen conditions. To order a USTA “Friend at Court” rules book, call 1-888-832-8291.

105.02 Match Format.

(1) A team match must consist of five (5) singles matches and two (2) doubles matches. Singles matches must be listed as Divisions 1 through 5. Doubles matches must be listed as Divisions 1 and 2. Doubles matches may be played before singles if mutually agreed upon by the head coaches. The first team to win four (4) matches is declared the winner.

(2) Each singles match and doubles match will be determined by the best two-of-three (2-of-3) sets. The advantage point system will be used to determine matches. An individual or doubles team that wins six games and is leading by two games will be declared the winner of the set. A 12-point tie-break will be used when both individuals or doubles teams wins six games in any set. The first individual or doubles

team to reach seven points and is leading by two points will be declared the winner of the set. A 10-minute rest period is mandatory between the second and third sets in all matches that require a third set to be played. Players requesting new balls for a third set must furnish the new balls. Schools may agree prior to the start of the match to use an optional deciding Match Tie-Break (10 points, win by two) in lieu of the deciding final set.

(3) If facilities are inadequate or time is a factor, a pro set may be substituted by mutual agreement of both coaches. The winner will be required to win by two or more games (i.e. 8-6, 9-7, etc.). Schools may agree prior to the start of the pro-set match to use a deciding Match Tie-Break (10 points, win by two) when games are tied at eight-all.

(4) Each school must enter its players in matches according to their established rank and position on the team. **Stacking is not permitted.** If the No. 1 singles player participates in doubles, he/she must play on the No. 1 doubles team. Players who participate in doubles only will be permitted to compete during regular season matches and invitational tournaments. A written singles lineup (Form TN1) must be exchanged between coaches prior to the start of the match. **Players must play in order of ability.** The line-up must always be based on order of ability. "Matching up" is prohibited. In singles, players must compete in order of ability with the best player on the team playing at the No. 1 position, the second best at No. 2 and so on through all positions. In case of injury, sickness, or absence, all players must move up. **This rule will apply to doubles play with the strongest doubles team at No. 1, etc.** No changes shall be made after the lineups have been exchanged and the first ball has been played, including warmups.

(5) When a school does not have five singles players, it shall forfeit singles matches beginning with Division 5 and proceeding upward to Division 1. (Example: If a school has only four singles players, it shall forfeit the Division 5 singles match; if a school has only three singles players, it shall forfeit the Division 4 and 5 singles matches; if a school has only two singles players, it shall forfeit the Division 3, 4 and 5 singles matches; if a school has only one singles player, it shall forfeit the Division 2, 3, 4 and 5 singles matches.) When a school does not have two doubles teams, it shall forfeit doubles matches beginning with Division 2 and proceeding upward to Division 1. (Example: If a school has only one doubles team, it shall forfeit the Division 2 doubles match).

(6) Exhibition or practice play during a match is strictly prohibited. Only those students who are properly entered shall participate in a match. This does not prohibit the playing of junior varsity matches in conjunction with a varsity match.

105.03 Coaching & Advice During Competition. The head coach may communicate with his/her player(s) through the fence but must not enter the court. Communication must not delay or interfere with the continuation of play. Coaching by other players, assistant coaches, parents or spectators during play and between games or sets during a match is prohibited. In circumstances where two sites are simultaneously used for competition, the head coach may designate an assistant coach to serve as the "acting head coach" at one of the sites. The head coach must identify this individual to the tournament manager or host school.

105.04 Code of Conduct. A player who is defaulted from a match due to unsporting conduct must be reported by the event manager to the FHSAA Office using

the “Unsporting Conduct Incident Report” (Form AT6). The provisions of the FHSAA Policy on Unsporting Conduct in s.106 will apply. The home or host school will be in charge of the match or tournament and the administration of the Code of Conduct. Both coaches in each match must monitor the match for violations of this Code of Conduct, and must ensure the proper conduct of his/her players. If neither coach witnesses the unsporting behavior of a player, it will be reported to the offending player’s coach and a warning will be issued. The following acts constitute improper conduct and will be penalized as indicated:

1. Any of the following offenses (a-d), either singly or collectively, results in a penalty point; a second offense results in a game penalty; a third offense results in a default:

- (a) Visible or audible profanity;
- (b) Racket abuse;
- (c) Ball abuse;
- (d) Coaching by parents or spectators.

2. Any of the following offenses (e-h) results in an automatic default:

- (e) Throwing racket at opponent;
- (f) Profanity directed at opponent;
- (g) Ball hit at opponent;
- (h) Physical abuse of opponent.

Carry-over of code violations occurring after a match is over to player’s next match:

3. If a player commits a code violation after his singles match is over, the penalty shall be assessed:

- (a) at the start of his next singles match; but
- (b) if he has been eliminated from all singles competitions, then the penalty will be assessed at the start of his next doubles match.

If a player commits a code violation after his doubles match is over, the penalty shall be assessed:

- (a) at the start of his next doubles match; but
- (b) if he has been eliminated from all doubles competitions, then the penalty will be assessed at the start of his next singles match. (Note that in this case the penalty will be assessed against only the player who committed the violation and not against both team members.)

105.05 Attire.

(1) Players and coaches must be in proper attire at all times at the match site. Players must wear appropriate tennis apparel. During regular season competition only, all members of a team shall begin their respective matches dressed in shirts (i.e. collared tennis shirts, T-shirts, etc.), or one-piece outfits for girls, which are similar in color and style, so as to identify them as members of their school’s team. Boys are permitted to wear sleeveless “Nadal-style” tennis shirts. Players may change shirts between games and at the end of a match. Otherwise, shirts must be worn at all times while at the match site.

(2) Caps, hats or visors may be worn. Headbands made of cloth, elastic fiber or rubber are also permissible provided they are unadorned and no wider than two (2) inches. Bandannas worn as head coverings are not permitted.

(3) Prohibited apparel includes running shorts, tank tops for boys and shirts which leave the midriff exposed. Also prohibited is any item of clothing, including headwear, on which profane or otherwise vulgar slogans or artwork is displayed, or on which slogans or artwork promoting or condoning the use of drugs or alcohol is displayed. Commercial advertising, with the exception of the manufacturer’s logo as permitted by USTA rules, is prohibited on all athletic uniforms.

(4) A player whose attire is in violation of these provisions will cause his/her

school to be assessed a financial penalty by the FHSAA Office.

105.06 Suspended Contest. A suspended contest shall be resumed from the point of interruption. Otherwise, USTA Rules regarding the resumption of suspended contests will apply.

105.07 Protests. Protests of interscholastic contests shall not be allowed. The decision of the officials shall be final. The outcome (i.e. winners and losers) of all interscholastic contests are final, and cannot be reversed, except where the rules of the sport permit or in the case where a winner must forfeit its victory or points.

105.08 Automated External Defibrillators (AEDs). It is strongly recommended that an automated external defibrillator (AED) be present and available for use if needed at the site of every interscholastic athletic contest conducted during the preseason and regular season in which member schools participate.

106. Sportsmanship and Unsporting Conduct

106.01 Sportsmanship. Student-athletes, coaches, administrators, spectators and all other persons connected directly or indirectly with a member school, as well as contest officials, shall adhere to the principles of good sportsmanship and the ethics of competition before, during and after all contests in which they participate and/or attend.

Each participating school shall be held strictly accountable for unsporting conduct on the part of its competitors, coaches and spectators.

If contestants or people from any school are found guilty of carelessness or maliciously breaking, damaging or destroying property or equipment belonging to the host school or host organization, such school will be held responsible for costs incurred in replacing or repairing such property or equipment.

106.02 Disciplinary action for unsporting conduct.

(1) **Student-Athlete.** Suspended from competition for remainder of contest and all contests on all levels for the following seven days, but not less than the next two regularly scheduled contests (one contest in boys football); if last contest of season, suspension is served in the next sport in which the student-athlete participates; beginning with fourth such ejection in a sport, program in that sport is placed on administrative probation and school is assessed a \$100 fine per occurrence in that sport.

(2) **Coach.** Suspended from competition for remainder of contest and all contests on all levels for the following seven days, but not less than the next two regularly scheduled contests (one contest in boys football); if last contest of season, suspension is served in the next sport in which the individual coaches; school is assessed a minimum fine of \$100 per occurrence. All coaches who have been ejected from a contest must complete the National Federation of State High School Association (NFHS) Fundamentals of Coaching Course. This course is accessible through the E-Classroom icon on FHSAA.org. This must be completed by the end of the suspension. A copy of the coach's certificate of completion must be forwarded to the FHSAA Office.

106.03 Disciplinary action for gross unsporting conduct (Bylaw 11.11.2), or second or subsequent act of general unsporting conduct or flagrant foul.

(1) **Student-Athlete.** Suspended from competition for remainder of contest and all contests on all levels for up to a period of six weeks; if last contest of season, sus-

pension is served in the next sport in which the student-athlete participates; beginning with second such ejection in any sport, school is assessed a \$250 fine per occurrence. Second or subsequent acts of a gross unsporting nature may result in ineligibility for a period of one calendar year and/or the possibility of permanent loss of eligibility for the duration of the student-athlete's high school career.

(2) **Coach.** Suspended from competition for remainder of contest and all contests on all levels for up to a period of six weeks; if last contest of season, suspension is served in the next sport in which the individual coaches; school is assessed a minimum fine of \$100 per occurrence. Second or subsequent acts of a gross unsporting nature may result in ineligibility for a period of one calendar year.

106.04 Restrictions on Disqualified Coach.

(1) Must immediately leave the competition area to a place where he/she is not visible to student-athletes, officials, spectators or other coaches and where he/she cannot see the competition itself.

(2) Must not have any further contact with or give instruction to student-athletes or other members of his/her staff for the remainder of the contest; including halftime intermission; breaks between quarters, periods or innings; and post-contest activities.

(3) Shall not attend any subsequent contest from which he/she has been suspended in any capacity; shall not be present at the site; and shall not accompany his/her team to the site of the contest.

106.05 Enforcement. It is the responsibility of local school authorities to ensure this policy is enforced. When an ineligible student-athlete is allowed to participate, forfeiture of the contest is mandatory. When a coach is allowed to coach in a contest from which he/she has been suspended, the school shall face additional penalties. When a coach is disqualified (ejected) from a contest and no other authorized school personnel are present to take charge of the student-athletes, the contest shall be forfeited. Contest officials, or host schools for contests in sports in which there are no registered officials, must report acts of unsporting conduct to the FHSAA Office using Form AT6 or iFHSAA.

106.06 Additional Penalties. In addition to the standard monetary penalty of \$100 for the disqualification (ejection) of a coach, a school may be assessed additional minimum fines for unsporting conduct by the coach or other school personnel as follows:

- Use of profanity or gutter language – \$150.00
- Continuing to give instruction to student-athletes or other members of the coaching staff after having been disqualified from a contest – \$150.00
- Pursuit of officials following a contest – \$150.00
- Refusal to leave the court, playing field or team area following disqualification – \$100.00
- Physical contact with an official – \$250.00
- Removal of a team or individual from an athletic contest prior to its normal conclusion – \$250.00
- Storming the playing field, court or pool before, during or after an athletic contest – \$500.00

106.07 Appeals of Disciplinary Action for Unsporting Conduct. The decision to disqualify (eject) a student-athlete or coach from a contest is a decision of the contest official and, per Bylaw 9.1.2, not subject to review by the Association, but that penalties in excess of the minimums prescribed may be appealed to the Executive Director, and from there through the normal appeals structure, pro-

viding that the ineligibility (suspensions) remain in effect until modified or reversed.

106.08 Public Criticism of Officials. No coach or other school employee may publicly criticize or berate an official prior to, during or following a contest. Professional ethics require that coaches and other school employees use proper channels to report their complaints about officials rather than airing them publicly. A minimum fine of \$50 shall be assessed a school whose coach or other employees are in violation of this provision.

106.09 Crowd Control.

(1) The home school administration is responsible for the control of spectators during a contest. The presence of uniformed officers is recommended.

(2) The visiting school administration is encouraged to assist with the control of its own spectators. Visiting school administrators (i.e., principal, FHSAA representative, assistant principals and athletic director) who are required by their principal to attend the event for supervisory purposes upon presentation of a photo I.D. must be provided complimentary admission to the event, provided the visiting school submits their names to the home school administration by fax in writing on school stationery not less than 24 hours prior to the scheduled starting time of the event.

(3) The officials assigned to officiate a contest are responsible for the conduct of the contest itself. In the event, however, a spectator or group of spectators interferes with the conduct of a contest or causes an official to become distracted through continual, unrelenting verbal abuse, the official should immediately stop the action and report the spectator or group of spectators to the home school administration or the nearest uniformed security officer and ask that they be restrained or removed from the facility. If the home school administration or uniformed security officer is unwilling or unable to comply and the official does not believe the contest can be safely continued, the official must declare the contest ended at that point. Under no circumstance should an official ever confront, challenge, rebuke or threaten a spectator, or make gestures of any kind toward a spectator before, during or after a contest.

(4) The officials assigned to officiate a contest and the home school administration are required to file with the FHSAA Office by fax within 24 hours a written report on any contest that is disrupted or terminated due to interference by a spectator(s).

106.10 Banned Substances.

(1) The use of alcohol, tobacco or tobacco-like products by student-athletes, coaches and officials is prohibited during any interscholastic athletic contest and in the vicinity of the playing field or court. A student-athlete in violation of this policy is guilty of gross unsporting conduct, will be disqualified from the contest and shall be suspended from subsequent contests in accordance with the provisions of s.106.03(1). The official must report any violation of this policy by either a student-athlete or coach to the FHSAA Office. Violation of this policy by a student-athlete or coach shall subject the school to a monetary penalty. Violation of this policy by an official shall subject the official to a monetary penalty or suspension or both. For violations of this policy, a minimum fine of \$100.00 shall be assessed.

(2) The use of anabolic steroids or other performance-enhancing drugs by a student-athlete is not permissible and is considered to be an act of gross unsporting conduct. A student-athlete discovered to be using such substances shall be ineligible to compete in any interscholastic contest until such time as medical evidence can be presented that the student's system is free of those substances.

107. Inclement Weather Procedures

If a severe thunderstorm or electrical storm occurs in the area prior to the start of or during any outdoor contest, the head coaches of the schools involved in the contest must determine if the contest should be played as scheduled, delayed, suspended or postponed. If the head coach of either of the schools involved requests that the contest be interrupted or postponed, the request must be honored immediately.

(1) The safety and welfare of all concerned is of paramount importance. In no case shall a school deny a request by another school to delay, suspend or postpone an outdoor contest due to inclement weather or imply that the contest will be forfeited as a result of such a request.

(2) A suspended contest shall be resumed from the point of interruption under the provisions of USTA "Friend at Court" rules -- Suspension of Play, Reg. III.D.I. (p. 119).

108. Filming, Videotaping Contests

108.01 A visiting school may film, videotape or photograph its team's or contestants' performance in a contest when permission is secured from and arrangements are made with the host school principal. Videographers and their equipment must be positioned so that they do not block the view of any spectator. No representative of a school that is not participating in a contest may film, videotape or photograph all or any part of the contest unless permission to do so is granted by the principal of each school that is participating in the contest.

108.02 Any school violating this policy is guilty of unsporting conduct and shall be subject to reprimand and the assessment of a financial penalty by the FHSAA.

109. Officials

The FHSAA does not register officials in the sport of tennis. Each host school shall be responsible for securing officials for the matches or tournaments which it hosts, and for negotiating with those officials for their compensation. See contact information on pages 23-24.

110. Coaches

110.01 The head coach is required to complete the FHSAA Online Rules Presentation. The rules presentation for coaches will be available Feb. 1-11, 2009 in the E-Classroom on FHSAA.org. The financial penalty for failure to complete this requirement is \$50.