



Cross Country
Sport Manual
2011-12 Edition

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FHSAA Sport Administrator

Shanell Young, ext. 310, syoung@fhsaa.org

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.



How to find information:

- Open document with Adobe Reader or Adobe Acrobat
- Type in the “Find” box (see below) a word or phrase (*if you do not see the find box then press “Ctrl+F” for Windows or “⌘+F” for Mac*)
- Press “Enter”
- The word or phrase, if found, will be highlighted
- Each successive pressing of the “Enter” key will find subsequent findings of the word or phrase

Concussion Action Plan

The following is the standard concussion information we will provide to FHSAA member schools, contest officials, health-care professionals, media and parents.

NFHS Rules Book Language:

Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest or practice and shall not return to play until cleared by an appropriate health-care professional as defined by FHSAA. (Please see NFHS Suggested Guidelines for Management of Concussion in the Appendix in the back of each NFHS Rules Book).

Definition of Appropriate Health-Care Professional in Florida:

“An interscholastic student-athlete who has been removed from play may not return to play until the student-athlete is evaluated by a licensed health-care professional familiar with the evaluation and management of concussion and receives written clearance to return to play from that health-care professional.”

In Florida, an appropriate health-care professional (AHCP) is defined as either a licensed physician (MD, as per Chapter 458, Florida Statutes), a licensed osteopathic physician (DO, as per Chapter 459, Florida Statutes), a licensed physicians assistant under the supervision of a MD/DO (as per Chapters 458.347 and 459.022, Florida Statutes) or a health care professional trained in the management of concussions. If available, a certified athletic trainer (ATC) can assist with the sideline evaluation of a student-athlete when a student-athlete is sent out of a game by a contest official, but cannot provide the written clearance to return to play (refer to above).

Mechanics for Removal from Athletic Contest:

The NFHS concussion rule calls for the immediate removal of the participant from the contest or practice. The revised language reflects an increasing focus on safety, given that the vast majority of concussions do not involve a loss of consciousness. The change in this rule simply calls for contest officials to be cognizant of athletes who display signs, symptoms or behaviors of a concussion (see NFHS Suggested Guidelines for Management of Concussion) and immediately stop play for injury evaluation within the rules of the game. At that point, the contest official’s job is done. It is important to note that the responsibility of the contest official is limited to activities that occur on the field, court, or mat.

Once the participant has been removed from a contest due to a suspected concussion, the coach, school and appropriate health-care professional(s) assumes full responsibility for that athlete’s further evaluation and safety. If available, a certified athletic trainer (ATC) can assist with the sideline evaluation of a student-athlete when a student-athlete is sent out of a game or practice.

The hierarchy to determine if the student-athlete is removed from play for the duration of the contest is the following in descending order:

- MD/DO
- Certified athletic trainer (ATC)
- School administrator
- Athletic director
- Head coach

Return To Play (RTP) Criteria: Suggested Concussion Management:

1. No athlete should return to play (RTP) or practice on the same day of a suspected concussion. “When in doubt, sit them out!”
2. Any athlete suspected of having a concussion should be evaluated by an appropriate health-care professional that day or within 24 hours.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

3. Any athlete with a suspected concussion should be medically cleared by an appropriate health-care professional (as defined above) prior to resuming participation in any practice or competition.
4. After medical clearance, return to play should follow a step-wise protocol with provisions for delayed return to play based upon the return of any signs or symptoms. The SCAT2 is a suggested sport concussion assessment tool.

Education on Management of Concussions:

All FHSAA member school head coaches and paid/supplemented coaches are required to view the FREE online education course “Concussion in Sports – What You Need to Know”. This NFHS concussion course may be viewed online at www.nfhslearn.com. All member school personnel, contest officials, student-athletes, parents and media are encouraged to educate themselves by viewing the FREE online education course “Concussion in Sports – What You Need to Know”. This free NFHS concussion course may be viewed online at www.nfhslearn.com.

POLICY 6

SPORTS SEASONS LIMITATIONS

The following guidelines shall govern season limitations, contest limitations and individual student limitations for all member schools participating in FHSAA-sponsored sports.

6.1 General Principles.

6.1.1 Season Limitations. A member school shall not organize its teams for interscholastic practice or interscholastic competition in a sport outside of the dates listed for that sport.

6.1.2 Contest Limitations. Contest limitations are for regular season contests only and are not inclusive of permissible preseason or postseason contests.

6.1.3 Individual Limitations. An individual student shall not exceed the established contest limitations during any school year, regardless of whether the student transfers attendance to a different school during the season or moves back and/or forth between varsity and sub-varsity levels.

6.1.3.1 Concussions. Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest or practice and shall not return to play until cleared by an appropriate health-care professional as specified in Administrative Procedure 1.2.

6.1.4 Standardized Calendar. All FHSAA Sports Seasons will be determined by dates established in accordance with the standardized calendar developed by the National Federation of State High School Associations. This calendar will number the weeks of the year, with Week One (1) being the first full week of July (Sunday through Saturday). Hereinafter, this calendar will be referred to as the FHSAA Standardized Calendar.

6.7 Cross Country

6.7.1 Season Limitations.

6.7.1.1 First practice – Monday of Week 7.

6.7.1.2 First contest – Friday of Week 10.

6.7.1.3 Last practice or contest – Saturday of Week 17 or the date of elimination from state series competition, whichever is last to occur.

6.7.2 Contest Limitations.

6.7.2.1 Season – 13 meets.

6.7.2.2 School Week – 3 meets.

6.7.3 Individual Student Limitations.

6.7.3.1 Season – 13 meets.

6.7.3.2 School Week – 3 meets.

6.7.3.3 Day – Cannot participate as member of varsity and sub-varsity teams on same day.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.



3.5 Cross Country

Administrator: Shanell Young, ext. 310, syoung@fhsaa.org

3.5.1 Important Dates

Monday, August 14-Wednesday, August 24 (Week 7-8) – Coaches video rules presentation available in E-Classroom on FHSAA.org.

Monday, August 15 (Week 7) – First practice date.

Monday, August 29-Thursday, September 1 (Week 10) – Mandatory district planning meeting date.

Friday, September 9 (Week 10) – First regular season competition date.

Monday, October 24 (Week 17) – FHSAA State Cross Country Series Official State Entry List must be submitted to C2C Schools.

Saturday, October 29 (Week 17) – Last regular season competition date.

Monday-Saturday, October 31-November 5 (Week 18) – District meets.

Thursday-Saturday, November 10-12 (Week 19) – Regional meets.

Saturday, November 19 (Week 20) – FHSAA Cross Country Finals state championship meet.

Thursday, December 1 (Week 22) – FHSAA Cross Country Advisory Committee meeting.

3.5.2 Regular Season Procedures

3.5.2.1 Rules of Competition

3.5.2.1.1 Competition Rules. NFHS Cross Country Rules (Rule 9 in the NFHS Track & Field Rules Book), as modified by the FHSAA, are the official rules for all cross country meets. The following modifications to those rules have been adopted by the Board of Directors.

- 9-1-1. The length of the course for regular season competition – both girls and boys – is five kilometers (5K), which is 3.1 miles.
- 9-2-3. Modified scoring is optional for the regular season. All cross country meets shall be scored in accordance with NFHS rules, which state: If fewer than five (5) competitors of a team finish a race, the places of all members of that team shall be disregarded and the team scores re-ranked.
- 9-4-4. The starting procedure for all cross country meets will be one long whistle blast followed by the firing of the starting gun.
- 9-5. A varsity level cross country team must be composed of five (5) to seven (7) runners. A cross country team on the junior varsity level or below may be allowed an unlimited number of runners unless otherwise restricted by the meet director. However, only the first seven (7) runners on each team may enter into scoring. During the regular season (non-state series), meet directors/managers will have the option to allow up to 10 runners in a varsity race. Any team member beyond 7 shall be disregarded and shall not displace any opposing runner. Boys and girls must run separately.
- 9-6-1. A headband or sweatband not exceeding two (2) inches in width made of cloth, plastic, pliable plastic or rubber may be worn by a contestant. Decorative headwear is prohibited. A single solid color ribbon or similar items used to control the hair are legal as long as it is securely affixed to the hair and is not of an excessive length and size. No other type of headwear may be worn.
- 9-6-7. Jewelry, with the exception of wristwatches, is prohibited.

3.5.3 State Series Procedures

3.5.3.1 District Meeting.

3.5.3.1.1 Date. Monday, August 29 – Thursday, September 1

3.5.3.1.2 Meeting Agenda. In addition to section 2.4.2, the following items of business must be addressed at the district meeting:

- Select host school, site and determine time schedule. (Note: If using alternate sites, one school must be selected as the host and be responsible for submitting all required reports at the conclusion of the district tournament with FHSAA policies.) The host school must use Hy-Tek Meet Manager 3.0 for Windows software to conduct the District Meet.
- Determine whether meet manager or games committee will conduct the draw for starting positions and on which date the draw will be conducted.
- Determine a Jury of Appeals.

3.5.3.2 Meet Structure and Time Schedules

3.5.3.2.1 District Meets

(a) Dates, Time Schedule and Site.

- (1) Dates. October 31-November 5 (Week 18)

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

- (2) Time Schedule. Each district will determine the time schedule for its meet at the district meeting.
- (3) Site. Each district will determine a site for its meet at the district meeting.

The date and site of each district meet will be posted on FHSAA.org.

3.5.3.2.2 Regional Meets

- (a) Complexes. Districts 1 through 4 will comprise the Region 1 complex, Districts 5 through 8 the Region 2 complex, Districts 9 through 12 the Region 3 complex, and Districts 13 through 16 the Region 4 complex. One meet will be conducted in each regional complex.
- (b) Dates and Time Schedule. Regional meets shall be held on Thursday, November 10, through Saturday, November 12 (Week 19). Suggested schedule times for a regional meet held on Friday are 4:00 p.m., 4:30 p.m. and 5:00 p.m. Suggested schedule times for a regional meet held on Saturday are 9:00 a.m., 9:30 a.m. and 10:00 a.m. The girls race shall precede the boys race in each meet. The date and time of each meet will be posted on FHSAA.org. A coaches meeting shall be held at the site of each regional meet 60 minutes prior to the start of the meet.
- (c) Sites. Please visit the cross country page on FHSAA.org for region sites (FHSAA.org/cc).
- (d) Invitations to Host. The deadline date for extending an invitation to serve as host for a regional meet in 2012 is April 27, 2012. A criteria to be used in the selection of regional meet hosts shall be their access to and ability to use Hy-Tek Meet Manager computer software. Invitations to host should be submitted to Shanell Young, Cross Country Administrator, at syoung@fhsaa.org or by mail at 1801 NW 80th Blvd., Gainesville, FL 32606-9176.

3.5.3.2.3 FHSAA Finals

- (a) Dates and Site. The FHSAA Cross Country Finals state meet shall be held on Saturday of November 19 (Week 19). Shanell Young, FHSAA administrator for cross country, will be the meet director.
- (b) Time Schedule. The Finals schedule will be posted on the FHSAA website.
- (c) Coaches Meeting. An online presentation for head coaches of schools with participating teams or individuals will be available November 12. It will be located at FHSAA.org on the cross country main page. Each school entering a team or individual in the FHSAA Finals must complete/view this meeting by either the head girls coach or head boys coach. Schools that fail to have a head coach view the presentation shall be assessed a monetary penalty. There will be an optional question-and-answer session on Friday, November 18, at the finals facility at a time to be determined. Technical guidelines presented in the online coaches' meeting will take precedence over those stated in Administrative Procedure 3.5.

3.5.3.2.4 Advancement of Teams and Individuals

- (a) District Meet to Regional Meet. The first three (3) placing teams and the top 13 runners in each district meet in which six (6) or less teams of five to seven runners are entered, and the first four (4) placing teams and the top 13 runners in each district meet in which 7 or more teams of five to seven runners are entered, shall advance to the regional meet to which they are assigned. "Entered" is defined as being present at the starting line and competing. A runner who qualifies in the top 13 and who also is a member of a qualifying team may be replaced in the team lineup [regional meet/FHSAA Finals] by a substitute. The substitute, however, shall not be eligible for individual honors on any subsequent level of competition.
- (b) Regional Meet to FHSAA Finals. The first six placing teams and the top 15 runners in each regional meet shall advance to the FHSAA Finals. A runner who qualifies in the top 15 and who also is a member of a qualifying team may be replaced in the team lineup [regional meet/FHSAA Finals] by a substitute. The substitute, however, shall not be eligible for individual honors on any subsequent level of competition.

3.5.3.3 Meet Regulations

3.5.3.3.1 Teams. A team shall be composed of five (5) to seven (7) runners. Schools that enter fewer than five runners, and schools from which fewer than five runners finish the race, at any state series meet shall not be eligible for team honors. Individual contestants from such schools, however, may earn individual awards.

3.5.3.3.2 Starting Positions. The starting position for each team in a state series meet shall be drawn by lot from left to right in advance by the meet manager or games committee. Individual contestants shall be assigned starting positions using the same procedure.

3.5.3.3.3 Meet Management Software. Hy-Tek Meet Manager 3.0 for Windows software shall be used to score state series meets and transmit their results to the FHSAA Office and the next level meet manager. The school names and abbreviations developed by the FHSAA Office shall be used when entering competitors into the computer. *Hy-Tek School Abbreviations for Cross Country can be found beginning on page 47.*

3.5.3.3.4 Jury of Appeals.

- (a) A Jury of Appeals consisting of five coaches from five different participating schools shall be appointed by the meet manager for each meet in the state series. Five alternate jurors shall also be appointed. A Jury of Appeals consisting of five members is mandatory. There can be no ruling rendered without five jurors.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

- (b) Jurors for the FHSAA Finals shall be chosen as follows:
- (1) A list of recommended jurors will be compiled by the FHSAA and/or FACA State Cross Country chairperson and submitted to the FHSAA for approval. Any coach not on the “approved” list cannot serve on a Jury of Appeals at the FHSAA Finals.
 - (2) Diversity in school classification, gender and geography, as well as knowledge and experience, must be taken into consideration when a Jury of Appeals is selected.
- (c) A member of the Jury of Appeals whose team or individual contestant is a party to an appeal must recuse himself/herself and be replaced until the appeal is concluded.
- (d) The Jury of Appeals may meet 15 minutes following the conclusion of the final race of each classification, and should conclude all rulings prior to the awards ceremony for that classification.
- (e) The head coach of a team who wishes to file an appeal must do so in writing. The appeals process will adhere to NFHS Case Book guidelines.
- (f) The decision of the Jury of Appeals shall be final. The Jury of Appeals cannot set aside any rule.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

GENERAL PROCEDURES

1.1 Coaches

1.1.1 Rules Presentation. The head coach is required to complete the FHSAA Video Rules Presentation by the deadline established for each sport. The rules presentation for coaches will be available on C2C Schools. The monetary penalty for failure to complete this requirement is \$50.

1.1.2 Sports Safety Course. As per state statute 1012.55(2)(b) Florida Statutes, each coach in a public school must complete a Sport Safety Course approved by the FHSAA. The FHSAA has approved and recommends the use of the National Center for Sport Safety PREPARE online course (<http://www.sportssafety.org/prepare/>) to meet this need. All coaches at public or private schools are also encouraged to utilize this program.

1.1.3 Concussion in Sports Course. All FHSAA member school coaches are required to view the FREE online education course “Concussion is Sports – What You Need to Know” prior to the start of practice. This NFHS concussion course may be viewed online at www.nfhslearn.com. All member school personnel, contest officials, student-athletes, parents and media are encouraged to educate themselves by viewing the FREE online education course “Concussion is Sports – What You Need to Know”. This NFHS concussion course may be viewed online at www.nfhslearn.com.

1.2 Management of Concussions

1.2.1 Appropriate Health-Care Professional Defined. An appropriate health-care professional (AHCP) is defined as a licensed physician (MD, as per Chapter 458, Florida Statutes), a licensed osteopathic physician (DO, as per Chapter 459, Florida Statutes), a licensed physicians assistant under the supervision of a MD/DO (as per Chapters 458.347 and 459.022, Florida Statutes) or a health care professional trained in the management of concussions.

1.2.2 Mechanics for Removal from Athletic Practice or Contest. The NFHS concussion rule calls for the immediate removal of the participant from the contest or practice. The revised language reflects an increasing focus on safety, given that the vast majority of concussions do not involve a loss of consciousness. The change in this rule simply calls for contest officials to be cognizant of athletes who display signs, symptoms or behaviors of a concussion (see NFHS Suggested Guidelines for Management of Concussion in the Appendix of each NFHS Rules Book) and immediately stop play for injury evaluation within the rules of the game. The hierarchy to determine if the student-athlete is removed from play in descending order is the following: MD/DO, certified athletic trainer (ATC), school administrator, athletic director and head coach. At that point, the contest official’s job is done. It is important to note that the responsibility of the contest official is limited to activities that occur on the field, court, or mat. Once the participant has been removed from a contest or practice due to a suspected concussion, the coach, school and AHCP(s) assumes full responsibility for that athlete’s further evaluation and safety. If available, a certified athletic trainer (ATC) can assist with the sideline evaluation of a student-athlete when a student-athlete is sent out of a game or practice.

1.2.3 Return to Play Criteria.

- (a) No athlete should return to play (RTP) or practice on the same day of a suspected concussion. “When in doubt, sit them out!”
- (b) Any athlete suspected of having a concussion should be evaluated by an AHCP that day or within 24 hours.
- (c) Any athlete with a suspected concussion should be medically cleared by an AHCP (as defined above) prior to resuming participation in any practice or competition.
- (d) After medical clearance, return to play should follow a step-wise protocol with provisions for delayed return to play based upon the return of any signs or symptoms. The SCAT2 is a suggested sport concussion assessment tool.

1.3 Team Sport Clarification

1.3.1 Club Teams. Club teams are teams which are not sponsored by the school or school sponsored teams in sports not recognized or sanctioned by this Association. School teams which are considered sponsored by the school may include, but not limited to, the following:

- 1.3.1.1** School issuing uniforms
- 1.3.1.2** School owned and/or issued equipment
- 1.3.1.3** Use of school facility (without use of third party facility usage agreement)
- 1.3.1.4** Use of school’s parental consent forms, physical forms, any other documentation produced and/or maintained by the school
- 1.3.1.5** School’s booster club funding
- 1.3.1.6** School provides staff (i.e. coach, coaches insurance, sponsor, supervisor, etc.)

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

1.3.1.7 School insurance covers participants

1.3.1.8 School allows publishing, distributing materials relative to the activity (including announcements)

1.4 Athletic Uniforms

1.4.1 Athletic Uniforms. Commercial advertising, with the exception of the manufacturer's logo as permitted by NFHS rules, is prohibited on all athletic uniforms.

1.5 Regular Season Public Address Protocol

1.5.1 Regular Season Public Address Protocol. The public address announcer shall be considered a bench official for all events. He/she shall maintain complete neutrality at all times and, as such, shall not be a "cheerleader" for any team. Schools are highly encouraged to follow the protocol listed in Administrative Procedure 2.1.6 when a public address announcer is used at a regular season event.

1.6 Protests and Suspended Contests

1.6.1 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.

1.6.2 Suspended Contests. A suspended contest shall be resumed from the point of interruption. Otherwise, National Federation Rules regarding the resumption of suspended contests will apply.

1.7 Regular Season District Competition

1.7.1 Team Sports. Competition between schools assigned to a district is required for team sports. The decision as to if the competition will be one or two games will be made during the mandatory district meeting in all sports except football. In football, schools assigned to a district must play each other once.

1.7.2 Individual Sports. Competition between schools assigned to a district is not required during the regular season for individual sports.

1.8 Submission of Schedule

1.8.1 Sports Other Than Football. Member schools must submit their schedules to the FHSAA online via C2C Schools prior to the first week of competition of the sport.

1.8.2 Football. Each member school must submit to the FHSAA via C2C Schools not later than March 31 of each year the varsity football schedule for the following school year.

1.8.2.1 Out-of-State Games. Schools that have scheduled games with out-of-state opponents MUST enter each out-of-state opponent's football schedule into the C2C Schools football schedule.

1.8.3 Penalties Assessed the School. Failure to comply with these provisions shall subject the school to a \$50 administrative fee for non-compliance.

1.9 Sport Rosters

1.9.1 Initial Sport Roster. Member schools must submit to the FHSAA online via C2CSchools their initial sport roster for each sport by the first regular season competition of the sport. Rosters can continue to be added to and deleted from until the date of the last regular season contest.

1.10 Reporting Game Scores

1.10.1 Team Sports Other Than Football. Member schools, both district members and independent members, must report to the FHSAA each week the scores of regular season varsity games as follows:

- (a) The head coach, athletic director or principal of the HOME team shall report the score of the previous week's games to the FHSAA online via C2C Schools no later than 5 p.m. ET on Monday of each week.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

(b) In the event a member school plays in a game hosted by a school outside of the state of Florida or an approved nonmember school, the member school – win or lose – shall be required to report the game results using the same procedure as above.

1.10.2 Football. Member schools, both district members and independent members, must report to the FHSAA each week the scores of regular season varsity football games as follows:

(a) The head football coach, athletic director or principal of the HOME team shall report the score of the previous week's game to the FHSAA online via C2C Schools no later than 9 a.m. ET on the day following the game.

(b) In the event a member school plays in a game hosted by a school outside of the state of Florida or an approved nonmember school, the member school – win or lose – shall be required to report the game results using the same procedure as above.

1.10.3 Penalties Assessed the School. Failure to comply with these provisions shall subject the school to a \$50 administrative fee for non-compliance.

1.11 Line-up Cards and Scorebooks

1.11.1 Line-up Cards and Scorebooks. The head coach's or acting head coach's first and last name, as well as each official's first and last name, are required to be included on the line-up card roster and/or scorebook in all team sports for all contests.

1.12 Officials

1.12.1 Officials. See FHSAA Officials Guidebook (which can be downloaded from FHSAA.org) and Appendix C.

ADMINISTRATIVE PROCEDURE 2

STATE SERIES PROCEDURES

2.1 State Series

2.1.1 Administration and Management. As specified in Bylaw 4.3.2, all state series shall be conducted in accordance with the policies established by the Board of Directors and shall be under the direction and supervision of the FHSAA Office.

2.1.2 Enforcement of Rules & Policies. Participating schools shall adhere to all regulations and policies governing the state series. The determination of the host school for each event shall be conditioned in part on the school's willingness to comply with and enforce regulations and policies governing the event. This includes financial terms, as well as licensing and merchandising policies. A school that does not comply with and enforce such regulations and policies shall forfeit its opportunity to serve as host.

2.1.3 Signs and/or Banners. The display of signs, banners, placards or similar items at matches in the state series is permitted, provided:

- (a) They are in good taste and reflect good sportsmanship in their message and use;
- (b) They reflect identification and encouragement to participants and their school or community, and make no reference to the opposing team, its school, players or community;
- (c) They are not displayed on the court, or in a manner which interferes with play;
- (d) They do not obstruct the view of participants or spectators;
- (e) They are not safety hazards; and
- (f) They are not prohibited by facility management.

2.1.4 Noisemakers. Whistles, or artificial noisemaking devices that mimic or simulate a game whistle, air horns, and all other artificial or mechanical noisemaking devices, are prohibited in all state series events.

2.1.5 Bands.

2.1.5.1 Outdoor Sports. With the exception of football and flag football, bands will not be allowed to play at state series tournaments/meets in outdoor sports. Bands are prohibited at football district tiebreakers.

2.1.5.2 Indoor Sports. With the exception of basketball, bands will not be allowed to play at state series tournaments/meets in indoor sports. Please see 3.2.3.3.4 for basketball specific information.

2.1.6 Merchandising. The FHSAA retains the exclusive right to produce and sell souvenir products (apparel and otherwise) at all games, tournaments and meets held as part of the state series; host schools/organizations are required to sell items provided by the official FHSAA event souvenir merchandiser.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.



The host school/organization of a state series event may be permitted to sell generic merchandise unrelated to the event (i.e., apparel and other merchandise bearing the host school/organization's mark), provided such merchandise has been made available for sale on a consistent basis throughout the year and has not been produced specifically for sale at the state series event.

2.1.7 Souvenir Programs. All host schools of district tournaments/meets and regional tournaments/meets that produce a program must display on the program cover both the appropriate FHSAA sport logo and sportsmanship logo. The logos must also be displayed prominently inside or on the team roster inserts.

2.1.8 Public-Address Protocol. The public-address announcer shall be considered a bench official for all state series events. He/she shall maintain complete neutrality at all times and, as such, shall not be a "cheerleader" for any team. The announcer will follow the FHSAA script for promotional announcements, which are available from this association, player introductions and awards ceremonies. Other announcements are limited to:

- Those of an emergency nature (e.g., paging a doctor, lost child or parent, etc.);
- Those of a "practical" nature (e.g., announcing that a driver has left his/her vehicle lights on);
- Starting lineups or entire lineups of both participating teams (what is announced for the home team must be announced for the visiting team); and
- Messages provided by host school management; and
- Announcements that FHSAA souvenir merchandise, souvenir programs and concessions are on sale in the facility. During the contest, the announcer:
 - Should recognize players about to attempt a play (e.g., coming up to in baseball, punting, kicking or receiving a punt or kick in football, serving in volleyball, etc.);
 - Should recognize player(s) making a play (e.g., "Basket by Jones" in basketball, "Smith on the kill" in volleyball, etc.);
 - Should report a penalty as signaled by the referee;
 - Should report substitutions and timeouts;
 - Must not call the "play-by-play" or provide "color commentary" as if he/she were announcing for a radio or television broadcast;
 - Must not make any comment that would offer either competing team an unfair advantage in the contest; and
 - Must not make any comment critical of any school, team, player, coach or official; or any other comment that has the potential to incite unsporting conduct on the part of any individual.

The announcer should be certain of the accuracy of his/her statements before making them. When in doubt, the announcer should remain silent.

2.1.9 All-Tournament/Meet Teams. No employee of the FHSAA or the local manager may influence in any way the selection of any all-tournament/ meet team, including the selection of a most valuable player or other "player of the game."

2.1.10 Uniformed Security. The local manager for a state series event is responsible for providing appropriate uniformed security at the event that his/her school is hosting.

2.1.11 Media Restrictions.

2.1.11.1 Access to Locker/Dressing Rooms. The FHSAA operates under a closed locker room policy at all FHSAA Finals state championship events. At no time will news media representatives be granted access to locker rooms or dressing rooms at any state championship event. Team boxes, team benches, team huddles and dugouts are considered extensions of locker/dressing rooms.

2.1.10.2 Access to Competition Area. Media representatives are not permitted in the competition area (i.e., within the field of play, on the playing court, etc.) at any time during a state series contest until the competition has concluded and a winner has been determined. Photographers shall honor photographer lines and designated areas when marked.

2.2 Tournament/Meet Structure

2.2.1 Sanctioned Sports.

2.2.1.1 Series Structure. The successive tournament series shall be designated respectively as district, regional and FHSAA Finals for all sanctioned sports except for Boys Weightlifting (district and FHSAA Finals).

2.2.1.1.1 Team Sports. The successive rounds following the district tournament (completion of district season for football, including District Tiebreakers) in team sports will be Regional Quarterfinals (except 1A, 1B, 2A and 2B football), Regional Semifinals, Regional Finals, State Semifinals and State Championship.

2.2.1.2 District Complex.

2.2.1.2.1 Team Sports. Participating schools are geographically assigned to one of sixteen (16) district complexes in their respective classifications except for the 1A, 1B, 2A and 2B football classifications which will be assigned to eight (8) district complexes.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.



Except for football, a tournament shall be conducted in each district complex at the conclusion of the regular season to determine the two teams (champion and runner-up) that shall represent the district complex in the remainder of the state series. In football, the champion and the runner-up shall represent the district complex in the remainder of the state series.

2.2.1.2.2 Individual Sports. Participating schools are geographically assigned to the number of complexes as listed below.

- Cross Country – Sixteen (16) district complexes, boys and girls
- Golf – Twenty-four (24) district complexes, boys and girls
- Swimming & Diving – Twelve (12) district complexes, boys and girls
- Track & Field – Sixteen (16) district complexes, boys and girls
- Boys Weightlifting – Nine (9) district complexes
- Wrestling – Sixteen (16) district complexes

2.2.2 Recognized Sports.

2.2.2.1 Series Structure. The successive tournament series shall be designated respectively as district and FHSAA Finals for all recognized sports except for Competitive Cheerleading (region and FHSAA Finals).

2.2.2.1.1 Team Sports. The successive rounds following the district tournament for team sports will be as follows:

- (a) Flag Football – First-Round Play-Ins, Second-Round Play-Ins, State Quarterfinals, State Semifinals and State Championship
- (b) Lacrosse – First-Round Play-Ins, Second-Round Play-Ins, State Semifinals and State Championship
- (c) Boys Volleyball and Water Polo – First Round Play-Ins, State Quarterfinals, State Semifinals and State Championship

2.2.2.2 District Complex. Participating schools are geographically assigned to the number of complexes as listed below.

- Bowling – Fourteen (14) district complexes, boys and girls
- Flag Football – Thirty (30) district complexes
- Lacrosse – TBD
- Boys Volleyball – Sixteen (16) district complexes
- Water Polo – Sixteen (16) district complexes, boys and girls
- Girls Weightlifting – Ten (10) district complexes

2.3 Bracketing and Sites

2.3.1 Sanctioned Team Sports Except Football. For the sanctioned team sports of baseball, boys basketball, girls basketball, boys soccer, girls soccer, softball and girls volleyball the following procedure will be followed:

2.3.1.1 Regional Tournament. One of the competing schools shall serve as the host school for regional tournament quarterfinal, semifinal and championship games. The host school shall be designated by the FHSAA as follows:

- (a) In the quarterfinals, the champion of odd-numbered districts will host the runners-up from their neighboring even-numbered districts, and vice versa.
- (b) In the regional semifinals, the school on the top line of the bracket in each game shall be designated the host school, except that when a district champion plays a district runner-up, the district champion always shall be designated the host school.
- (c) In the regional championships, the school on the top line of the bracket in each game shall be designated the host school. If, however, the school on the top line of the bracket served as a host school in the regional semifinals and the school on the bottom line of the bracket was a visitor in the regional semifinals, the school on the bottom line of the bracket will be designated the host school for the regional final. In any case, when a district champion plays a district runner-up, the district champion always shall be designated the host school.
- (d) Determination of a host school using these criteria is not absolute. In all cases, the FHSAA Office reserves the right to select an alternate site.

2.3.1.2 FHSAA Finals. The school on the top line of the bracket shall be the home team for the state championship game.

2.3.2 Recognized Team Sports

2.3.2.1 For the recognized team sports of flag football, lacrosse boys volleyball and water polo the following procedure will be followed:

2.3.2.1.1 Play-in Games

- (a) Designation of Home Team. The home team for each game shall be the team on the top line of the bracket and the visiting team

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shall be the team on the bottom line of the bracket. Consequently, the host school of the tournament may not necessarily be the “home team” during competition in that event. **EXCEPTION: Second Round Play-in Games** - if the school on the top line of the bracket served as a host school in the first-round play-in game and the school on the bottom line of the bracket was a visitor in the first-round play-in game, the school on the bottom line of the bracket will be designated the host school for the second-round play-in game.

- (b) **Determination of Host.** Determination of a host school using these criteria is not absolute. In all cases, the FHSAA Office reserves the right to select an alternate site.

2.3.2.1.2 FHSAA Finals. The school on the top line of the bracket shall be the home team for the state championship game.

2.3.2.2 For the recognized sports of flag football, lacrosse, boys volleyball and water polo the following procedure will be followed:

2.3.2.2.1 Designation of Home Team. The home team for each match shall be the team on the upper line of the bracket. The visiting team shall be the team on the lower line of the bracket.

2.3.2.2.2 Determination of Host. Determination of a host school using these criteria is not absolute. In all cases, the FHSAA Office reserves the right to select an alternate site.

2.3.3 Competitive Bracketing for Team Sports. In establishing the competitive rotation of the bracket, Regions 2, 3, and 4 rotate clockwise against the stationary Region 1. The rotation for the next three years for all team sports except football, lacrosse, boys volleyball and water polo is as follows:

- 2011-12—Region 1 vs. Region 2; Region 3 vs. Region 4
- 2012-13—Region 1 vs. Region 3; Region 2 vs. Region 4
- 2013-14—Region 1 vs. Region 4; Region 2 vs. Region 3

2.3.3.1 Home Team. The following Region Champions will be designated as the home team in each semifinal game of the FHSAA State Series Finals for the next three years:

- 2011-12—Region 1 and Region 3
- 2012-13—Region 3 and Region 4
- 2013-14—Region 1 and Region 2

2.4 District Meeting

2.4.1 Team Sport Meeting Agenda. The following items of business must be addressed at the district meeting:

- Review FHSAA rules, policies, terms and conditions governing the state series, including the FHSAA “Licensing and Merchandising Policy.”
- Schedule all mandatory games between district opponents within the permissible dates. All district games must be scheduled during this meeting. If a school does not have the appropriate representative present at the meeting, the district coordinator shall schedule the district games for that school.
- Select host school, site and determine schedule or tournament games and number of sessions for the district tournament. *(Note: An actual host school must be selected at this meeting and may be subsequently changed only with the permission of the FHSAA Office. Designating the No. 1 seed, etc., when determined, as the host school is not permitted.)*
- Review the seeding and bracketing provisions.
- Determine team awards to be ordered.
- Select and make arrangements for purchase of appropriate equipment (i.e. balls, etc.).
- Determine number of passes to be allowed participating teams.
- Select officials and submit recommended list to FHSAA Office by deadline (see Appendix C or the FHSAA Officials Guidebook, which can be downloaded from FHSAA.org).
- Select official scorer and set their compensation.
- Determine financial arrangements and complete the Financial Terms Form included in the district meeting packet. See Policy 9. Determine how expenses/profits will be shared among participating schools.
- Determine allocation of tickets to participating schools on an equitable basis if seating is limited.
- Determine the amount of compensation, not to exceed \$100 total for the event, to be paid to the tournament manager.
- Use of multiple sites for district tournaments requires the approval of the FHSAA Office.
- Other business (i.e., AED availability, medical presence, etc.).

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

- Any other business relevant to the management of the tournament

Additional agenda items may be sent by the FHSAA Office of a sport specific nature.

2.4.2 Individual Sport Meeting Agenda. The following items of business must be addressed at the district meeting:

- Review FHSAA rules, policies, terms and conditions governing the state series, including the FHSAA “Licensing and Merchandising Policy.”
- Select host school, site and determine schedule or tournament games and number of sessions for the district tournament. (Note: An actual host school must be selected at this meeting and may be subsequently changed only with the permission of the FHSAA Office.)
- Determine team awards to be ordered.
- Determine number of passes to be allowed participating teams (if applicable).
- Determine financial arrangements and complete the Financial Terms Form included in the district meeting packet. See Policy 9. Determine how expenses/profits will be shared among participating schools.
- Determine the amount of compensation, not to exceed \$100 total for the event, to be paid to the tournament manager.
- Use of multiple sites for district tournaments requires the approval of the FHSAA Office.
- Other business (i.e., AED availability, medical presence, etc.).
- Any other business relevant to the management of the tournament.

Additional agenda items may be sent by the FHSAA office of a sport specific nature.

2.4.3 Report Form. The FHSAA Office will e-mail each district coordinator a form on which to record the decisions made during the district meeting. The report form should be completed and returned to the FHSAA Office within seven (7) days of the conclusion of the meeting. A copy of the report form as well as the minutes of the meeting shall be sent to each school in the district.

2.5 FHSAA Finals Coaches Meeting. Each head coach is required to attend a, view an online or participate in a conference call (or any combination of these) coaches meeting prior to the start of the FHSAA Finals. Failure to comply with this will subject the school to a monetary penalty of \$100.

2.6 Local Management

2.6.1 Team and Non-timed Individual Sports. The FHSAA representative of the host school will be the local manager for the state series event that his/her school is hosting. He/she will be responsible for making the necessary preparations to host the event and for the filing of all necessary reports to the FHSAA Office upon conclusion of the event. The local manager of a state series event is required to report to the FHSAA the arrangements for the event(s) his/her school will host not later than 12 a.m. (midnight) EST on the date of the event; as well as the score(s) of the contest(s) in the event that his/her school hosted upon its conclusion and the updated win-loss records of participating teams. Reports must be submitted online via C2C Schools, except for the sports of competitive cheerleading, tennis, weightlifting and wrestling. Failure to report the results of any state series event will subject the host school to a minimum \$50 administrative fee. Failure to report arrangements for the next level state series event will subject the school to a minimum \$50 administrative fee.

2.6.2 Cross Country, Swimming & Diving, Track & Field. The FHSAA representative or his/her designee of the host school will be the local manager for the district or regional meet that his/her school is hosting. He/she will be responsible for making the necessary preparations to host the meet and for the filing of necessary reports to the FHSAA Office upon conclusion of the meet. The local meet manager must submit to both the FHSAA Office and the next level meet manager the results of the meet that his/her school hosted. These results must be transmitted using Hy-Tek Meet Manager software. The first and last names of each participant, together with their recorded times (manual or FAT), must be provided. These results must be submitted within 24 hours of the conclusion of the meet. Failure to report the results of any state series event will subject the host school to a minimum \$50 administrative fee. Failure to report arrangements for the next level state series event will subject the school to a minimum \$50 administrative fee.

2.8 Post-Competition Procedures

2.8.1 State Series Preliminary Rounds. For district, district tiebreaker (football), play-in, regional and state semifinal (football) rounds of the State Series, the host school should cooperate with news media representatives in providing them access to a work area and telephone following a state series contest so that they can file their reports on the contest. The head coach of each competing team is required to cooperate with the news media by participating in interviews as quickly as possible following the conclusion of the contest and providing contest statistics/results if available. Participation by athletes in interviews is voluntary and at the discretion of the head coach.

2.8.2 FHSAA Finals. The host site must designate a room or area secluded from the general public for a post-contest press conference involving the head coach and up to five (5) players from each team participating in the just-concluded contest. Participation by the head coach

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in the press conference is mandatory. Participation by athletes is voluntary and at the discretion of the head coach. Both the head coach and athletes may agree to supplemental one-on-one interviews, at their discretion, following their press conference. News media representatives must remain off the field/court and no interviews may take place during the awards ceremony following the championship contest. Where applicable, these media accommodations shall be established in the agreement between the FHSAA and the host organization.

2.8 Awards

2.8.1 Team Awards.

2.8.1.1 District Tournaments. Trophies are available for awarding to the champion and runner-up teams, and may be purchased from the FHSAA's authorized vendor by the host school or district as an expense of the tournament as determined by those school representatives present at the district meeting, or individually by the champion and runner-up schools. There shall be no other team awards presented by outside organizations or individuals. The FHSAA will award a trophy, at no expense to the school, to each district champion football team.

2.8.1.2 Regional Tournaments. Trophies are available for purchase by the champion and runner-up schools from the FHSAA's authorized vendor. There shall be no other team awards presented by outside organizations or individuals. **The host or the champion and/or runner-up may purchase the trophies at their expense for all sports except where otherwise noted.**

2.8.1.3 FHSAA Finals. Trophies will be awarded to the champion and runner-up in each class in the FHSAA Finals. In case of a tie for the championship (if the sport rules allow for a tie), co-champions will be declared and no runner-up trophy will be awarded. There shall be no other team awards presented by outside organizations or individuals.

2.8.1.4 FHSAA Authorized Vendor. Trophies must be ordered from the authorized vendor of the FHSAA. The vendor should also be contacted if problems are experienced in receiving trophies on time and in good condition.

2.8.2 Individual Awards.

2.8.2.1 District/Regional Tournaments. Ribbons to be awarded to the individuals will be furnished to the host school by the FHSAA Office. There will be no other individual awards presented by any organization or individual.

2.8.2.1.1 Bowling – 3

2.8.2.1.2 Cross Country – 15

2.8.2.1.3 Golf – 6

2.8.2.1.4 Swimming & Diving – 8 (individuals and relays)

2.8.2.1.5 Tennis – 2 (singles and doubles)

2.8.2.1.6 Track & Field (including Adapted Track & Field) – 8 (individuals and relays)

2.8.2.1.7 Weightlifting – 3

2.8.2.1.8 Wrestling – 4

2.8.2.2 Regional Individual Awards Eligibility. To be eligible for individual honors on the regional level a student-athlete shall compete for individual honors on the district level.

2.8.2.3 FHSAA Finals. Medallions will be presented to members of the champion and runner-up teams at the FHSAA Finals. Medallions will be awarded to the individuals and relays for the appropriate sports as follows:

2.8.2.3.1 Bowling – 6 individual placing medallions

2.8.2.3.2 Cross Country – 10 individual placing medallions

2.8.2.3.3 Golf – 6 individual placing medallions

2.8.2.3.4 Swimming & Diving – 8 individual & relay placing medallions

2.8.2.3.5 Tennis – 2 individual placing medallions for each singles & doubles division; 2 individual overall medallions for singles & doubles

2.8.2.3.6 Track & Field (including Adapted Track & Field) – 8 individual & relay placing medallions

2.8.2.3.7 Weightlifting – 6 individual placing medallions for each weight class

2.8.2.3.8 Wrestling – 6 individual placing medallions for each weight class

All individual medallions must be picked up by the head or assistant coach prior to leaving the FHSAA Finals. No medallions will be shipped to schools. Schools may purchase additional medallions by contacting the FHSAA Office. There shall be no other awards presented to any individual by any organization or individual at the FHSAA Finals.

2.8.2.4 Finals Individual Awards Eligibility. To be eligible for individual honors on the state level a student-athlete shall compete for individual honors on both the district and regional level.

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2.9 Official State Series Souvenir Program

2.9.1 Team Data Form and Photo. The FHSAA Office will produce the official souvenir program for the FHSAA Finals and will retain all proceeds from its sale. Schools that advance beyond certain points in the State Series (please see the specific sport section) must send to the FHSAA Office a completed “FHSAA Finals Team Data Form for Official Souvenir Program & Press Booklet”, along with a photograph of the team for publication in the official souvenir program. The team data form must be downloaded from FHSAA.org, completed in a computer and transmitted electronically via e-mail to “program@fhsaa.org”. The digital team photo also must be transmitted as an e-mail attachment to the same e-mail address. The team photo should be saved in a TIFF format. Photos sent in a JPEG format, however, will be accepted provided they have a resolution of at least 150 dpi (300 dpi preferred). The deadline for the receipt of these materials in the FHSAA office is 9 a.m. EDT on the date specified in the “Important Dates” section for each sport. Each school that does not meet this deadline shall be assessed a \$50 monetary penalty. If the school advances to the FHSAA Finals and the materials are not received by the FHSAA Office’s publication deadline, the school shall be assessed monetary penalties of up to \$300.

2.9.2 Up-to-Date Statistics. The schools whose teams qualify to advance to the FHSAA Finals state championship tournament must report to the FHSAA Office up-to-date cumulative statistics through the end of the regional tournament or play-in games by completing the “FHSAA Finals Up-to-Date Team Statistics” form. The up-to-date statistics form must be downloaded from FHSAA.org, completed in a computer and transmitted electronically via e-mail to “program@fhsaa.org”. Each qualifying school that does not meet the noon EDT deadline on the date specified in the “Important Dates” section for each sport shall be assessed a \$100 monetary penalty.

OPERATIONAL BYLAW, ARTICLE 7

Sportsmanship

7.1 SCHOOL REPRESENTATIVES

7.1.1 Sportsmanship Requirement. Players, coaches, administrators, spectators, contest officials and all other persons connected directly or indirectly with a member school shall practice and promote the highest standards of sportsmanship and ethics before, during and after any interscholastic event.

7.1.2 Principal’s Duty. It shall be the responsibility of each member school principal to exercise control over all individuals to the extent necessary to ensure safety and fair play for all participants and adherence with these standards.

7.2 UNSPORTSMANLIKE CONDUCT

7.2.1 “Unsportsmanlike Conduct” Defined. A student who commits an act of malicious and hateful nature toward a contest official, an opponent or any other person attending an athletic contest shall be guilty of unsportsmanlike conduct. Such acts may include, but are not limited to, profanity, striking or threatening a contest official; physical contact with an opponent which is beyond the normal scope of competition; spitting on a contest official or opponent; directing gender, racial or ethnic slurs toward a contest official, an opponent or any other person attending an athletic contest; or other such acts deemed to be unacceptable conduct according to the principal of the member school the student attends or this Association.

7.2.1.1 Penalty for Students. Students who are found to have committed unsportsmanlike conduct will be ineligible to participate in interscholastic athletic competition for a penalty period up to one calendar year.

7.2.1.2 Restoring Eligibility. The Executive Director, the Sectional Appeals Committee, or the Board of Directors on appeal, may restore the student’s eligibility prior to the end of the penalty period, when in the discretion of the Executive Director, the student has been properly disciplined and the student signs a written statement of his/her intention to comply with these standards in the future.

7.2.2 Executive Director’s Powers. The Executive Director shall have full authority to investigate allegations and incidents of unsportsmanlike conduct and invoke penalties against member schools or individuals involved.

7.2.3 Disqualifications. The disqualification from participation of a coach or student, or removal of a spectator or other representative of a member school due to unsportsmanlike conduct during an interscholastic event will subject the school to the appropriate penalties.

7.2.4 Removal by Coach or Administrator. The removal of a team or individual competitor by a coach or administrator because of their dissatisfaction with contest officials or other conditions of the contest shall be considered unsportsmanlike conduct and will subject the school to the appropriate penalties.

7.2.5 Unsportsmanlike Conduct at Tournaments, Meets, or Contests. The Executive Director, in the event of unsportsmanlike conduct on the part of a representative of the member school during an athletic tournament, meet, or contest, shall have the authority to deny further participation at said tournament, meet, or contest, to such team or individual.

7.2.6 Unsportsmanlike Conduct—Performance-Enhancing Drugs. The use of anabolic steroids or other performance-

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enhancing drugs by a student is considered to be an act of unsportsmanlike conduct, and as such the student shall be ineligible for competition until such time as medical evidence can be presented that the student's system is free of anabolic steroids or other performance-enhancing drugs.

7.2.7 Crowd Control. Any member school whose principal commits unsportsmanlike conduct or whose principal fails to control the conduct of the student body, faculty, and spectators shall be subject to the appropriate penalties, which may include expulsion from membership in this Association.

OPERATIONAL BYLAW, ARTICLE 8

Interscholastic Contests

8.1 INTERSCHOLASTIC CONTEST

8.1.1 Definition of Interscholastic Contest. An interscholastic contest is any competition between organized teams or individuals of different schools in a sport recognized by this Association, and therefore shall be subject to all regulations pertaining to such contests.

8.1.2 Protests. Any decision made by a contest official shall not be contested. The decisions of the contest officials are final.

8.2 RULES OF COMPETITION

8.2.1 NFHS Rules. Unless waived by at least a two-thirds vote of the Board of Directors, the rules published by the National Federation of State High School Associations (NFHS), or those approved by it, shall be the official rules for interscholastic athletic competition in all sports.

8.3 SCHOOLS WITH WHICH CONTESTS MAY BE HELD

8.3.1 Eligible Contestants. Member schools may only engage in interscholastic contests with the following:

- (a) Schools which are members of this Association;
- (b) Nonmember schools located in Florida that have been approved by the Board of Directors for regular season dual-team competition with member schools; or
- (c) Out-of-state schools which are members in good standing of associations which regulate interscholastic athletics for schools within their state. They must follow comparable eligibility guidelines and the season for the sport involved must run concurrently with that of the Florida High School Athletic Association.
- (d) Member schools shall not participate in athletic contests or contractually obligate themselves to participate in any tournament, meet or contest in which any schools which do not meet these criteria are scheduled to participate, or with non-school teams or groups.
- (e) Competition in team sports involving middle/junior high schools must be between middle/junior high schools only.

8.3.2 Middle, Junior, and Combination Schools. Member middle, junior, and combination schools may engage in interscholastic contests with nonmember middle and junior high schools provided that:

- (a) Competition is confined to middle and junior high schools in the same county under conditions established by the District School Board for that county; or
- (b) Subject to Executive Director's approval, the nonmember school is within a 50-mile radius of the member school.

8.6 PARTICIPATION BY GENDER

8.6.1 Girls on Boys' Teams. Girls may play on a boys' team in a sport if the school does not sponsor a girls' team in that sport.

8.6.2 Boys on Girls' Teams. Boys may not participate on a girls' team in any sport if the school's overall boys' athletic program equals or exceeds the girls' overall athletic program.

8.6.3 Mixed Gender Teams. Team sports that have both boys and girls are required to compete in the boys division in that sport.

8.6.4 State Series. In a team or individual sport, girls may not participate on boys' teams in the state series when a sport is offered in the state series for girls.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

Student Eligibility *(in brief)*

Your school is a member of the Florida High School Athletic Association (FHSAA) and follows established rules. To be eligible to represent your school in interscholastic athletics in a FHSAA recognized sport (i.e. bowling, competitive cheerleading, girls flag football, lacrosse, boys volleyball, water polo and girls weightlifting) or sanctioned sport (i.e. baseball, basketball, cross country, tackle football, golf, soccer, fast-pitch softball, swimming & diving, tennis, track & field, girls volleyball, boys weightlifting and wrestling), the student:

1. Must be regularly enrolled and in regular attendance at his/her school. If the student is a home education student or attends a charter school, the student must declare in writing his/her intention to participate in athletics to the school at which the student is permitted to participate. Home education students must be approved by the FHSAA office prior to any participation. (FHSAA Bylaw 9.2)
2. Must attend school within 10 days of the beginning of **each semester** to be eligible during **that semester**. (FHSAA Bylaw 9.2)
3. Must maintain a cumulative 2.0 grade point average on a 4.0 unweighted scale prior to the semester in which the student wishes to participate. This GPA must include all courses taken since the student entered high school. A sixth, seventh or eighth grade student must have earned a 2.0 grade point average on 4.0 unweighted school the previous semester. (FHSAA Bylaw 9.4)
4. Must not have graduated from any high school or its equivalent. (FHSAA Bylaw 9.4)
5. Must participate at the school in which the student first enrolls (attends), or at which the student first takes part in an athletic practice, at the beginning of the school year. (FHSAA Bylaw 9.2)
6. Must not transfer schools after the first day of fall practice or the first day of school or otherwise the student cannot participate at the new school for the remainder of the school year. (FHSAA Bylaw 9.3)
7. Must not participate on a non-school team (i.e., AAU, American Legion, club setting, etc.) which is affiliated with a school or coached by a representative of a school other than the one the student attends, or has attended, and then attend that school, otherwise the student will be ineligible there for one year. (FHSAA Bylaw 9.3)
8. Must not transfer to a school that the student's coach has relocated to within a year, otherwise the student will be ineligible there for one year. (FHSAA Bylaw 9.3)
9. Must not have **enrolled in the ninth grade for the first time** more than four school years ago. If the student is a sixth, seventh or eighth grade student, the student must not participate if repeating that grade. (FHSAA Bylaw 9.5)
10. Must be less than years 19 years 9 months old to participate in high school; 16 years 9 months old to participate in junior high school; and 15 years 9 months old to participate in middle school, otherwise the student becomes ineligible to participate at that level. (FHSAA Bylaw 9.6)
11. Must have signed permission to participate from the student's parent(s)/guardian(s) on a form (EL3) provided the school. (Bylaw 9.8)
12. Must undergo a pre-participation physical evaluation and be certified as being physically fit for participation in interscholastic athletics (form EL2). The physical evaluation is valid for 365 calendar days from the date that it was administered after which time the student must successfully undergo another physical evaluation to continue his/her participation. (FHSAA Bylaw 9.7)
13. Must be an amateur. This means the student must not accept money, gift or donation for participating in a sport, or use a name other than his/her own when participating. (FHSAA Bylaw 9.9)
14. Must not participate in an all-star contest in a sport prior to completing his/her high school eligibility in that sport. (FHSAA Policy 26)
15. Must display good sportsmanship and follow the rules of competition **before, during and after** every contest in which the student participates. If not, the student may be suspended from participation for a period of time. (FHSAA Bylaw 7.1)
16. Must not provide false information to his/her school or to the FHSAA to gain eligibility. (FHSAA Bylaw 9.1)
17. Youth exchange, international and immigrant students must be approved by the FHSAA office prior to any participation. (FHSAA Policy 17)

Athletic Participation Defined. A student in athletic uniform during an athletic contest is defined as having participated. Any member school which allows a student to participate in interscholastic athletic competition (dress in any part of the full uniform worn for that contest with the exception of a cap) in violation of the regulations of this Association will be held guilty of using an ineligible student and subject to the penalties assessed. (Bylaw 9.10)

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

Compliance and Enforcement

10.1 PENALTIES

10.1.1 General Principles. The Executive Director shall have the authority to investigate all alleged violations of this Association's Bylaws, as well as regulations, guidelines, policies or procedures established by the Board of Directors. All findings shall be disclosed to the school or person alleged to have committed a violation. The Executive Director shall have full authority to invoke one or more of the following penalties against the violating school or person:

- (a) **REPRIMAND**—An official letter of censure to the concerned party in regard to the offense committed which warns against further violations. This letter will be kept on file for future reference.
- (b) **FINE**—A monetary payment.
- (c) **FORFEIT**—The forfeiture of an interscholastic athletic contest.
- (d) **PROBATION**—Types of probation that may be imposed are as follows:
 - 1) **Administrative Probation**—The school is reprimanded, fined and served notice that it is in a period of warning for a minimum of one calendar year. Additional violations during this time will result in increased penalties which may include expulsion.
 - 2) **Restrictive Probation**—The school faces the same penalties as administrative probation, with the additional consequence of restriction from participation in championship competition in one or more sports, or other restrictions deemed appropriate by the Executive Director, for one or more calendar years.
 - 3) **Suspension Probation**—The school faces the same penalties as administrative probation, with the additional consequence of suspension from one or more sports for one or more calendar years.
- (e) **EXPULSION**—Involuntary termination of a school's membership in the Association for one or more calendar years. Any member school that competes with a currently expelled school may subject itself to expulsion from the Association for one calendar year.

10.1.1.1 Restricted Membership. The Board of Directors, instead of expulsion, may restrict one, more or all the membership privileges of the school. The school remains a member even if all of its membership privileges are restricted.

10.1.2 Reimbursement of Expenses. A member school found to have committed a violation shall pay to this Association any expenses incurred related to such violation, including, but not limited to, the costs of the investigation, attorney's fees and legal costs, and all other related costs.

10.1.3 Court Injunctions. If a member school or student, in violation of or noncompliance with any provisions of this Association's rules, competes based on an injunction or restraining order which is later voluntarily vacated, stayed or reversed, or it is determined that injunctive relief is not or was not justified, they will still be subject to the penalties listed in 10.1.1.

10.2 FORFEITURE OF CONTEST

10.2.1 General Principle. If an ineligible student is inadvertently or intentionally permitted to participate in an interscholastic athletic contest, forfeiture of the game and honors shall be automatic and mandatory.

10.2.1.1 Team or Individual Sports. In team sports, the contest and honors shall be forfeited. In individual sports, the points won by the ineligible student, individually or as the member of a relay team shall be forfeited.

10.2.1.2 Procedures. If an ineligible student is allowed to participate in an athletic contest, the principal shall notify the Executive Director the dates of the competition and provide copies of the letters of forfeiture to the opposing school(s) the student participated against.

10.2.1.3 Intentional Use of Ineligible Students. The Executive Director shall have full authority to invoke additional penalties against a member school that in his/her determination intentionally permits an ineligible student to participate.

10.3 PROTEST PROCEDURE

10.3.1 Protesting Actions of Another School. Any member school filing a protest over the eligibility of a student or the actions of a member school shall submit to the Executive Director in writing a full statement of the facts signed by the principal. The Executive Director shall provide the accused party or parties with a copy of the accusation and determine if the allegations warrant an investigation.

10.3.2 Protesting Actions of Contest Officials. The decisions of contest officials shall be final and not subject to review. Member schools should file reports with the Executive Director of unsatisfactory performance by contest officials which may be due to alleged lack of knowledge of the rules, errors in judgment or improper conduct.

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10.4 DUE PROCESS

10.4.1 Eligibility Appeals. When a student is determined to be ineligible by a member school and/or is ruled ineligible by the Executive Director, the member school principal may appeal the ruling of the Executive Director if he/she or the student takes issue with it, and must do so at the student's request.

10.4.2 Rules Violations Appeals. Any student athlete, coach or member school who is found to be in violation of the rules of this Association may appeal the finding of the Executive Director if he/she takes issue with it, or may appeal the penalty imposed if he/she believes it to be too severe, and must do so at the student's request.

10.4.3 Disputes Between Member Schools Appeals. A member school principal may appeal the findings by the Executive Director which arise from a dispute between one or more member schools.

10.4.4 Undue Hardship Waivers. A member school principal may file a request for undue hardship waiver on behalf of the student when enforcement of the provision(s) which render(s) the student ineligible works an undue hardship upon the student, and must do so at the student's request.

10.4.4.1 Basic Principle. The eligibility rules of this Association are designed to promote academic achievement and to encourage students to advance with their graduating class. Unless a student exerts every reasonable effort to make up credit not earned, such effort including attendance at summer school or other alternative programs, an undue hardship request seeking a waiver of the limit of eligibility shall not be granted.

10.4.4.2 Criteria for an Undue Hardship Waiver Determination. By seeking an undue hardship waiver, the student and the member school accept the fact that the student is ineligible under the FHSAA Bylaws but are asking for a grant of waiver of those Bylaws. For the purpose of determining whether to grant or deny an undue hardship waiver the Sectional Appeals Committees and the Board of Directions shall be guided by the following criteria, other criteria contained in these Bylaws and FHSAA Policies, and their respective experience related to high school athletics.

10.4.4.2.1 Insufficient Grounds for Undue Hardship Waiver. The fact that a student is retained in a lower grade shall not be sufficient grounds for granting an undue hardship waiver if the student fails to pass the required number of courses, or is voluntarily withdrawn from school, or repeats a lower grade to gain physical, social or emotional maturity

10.4.4.2.2 Potentially Sufficient Grounds for Undue Hardship Waiver. The fact that a student is unable or desires to participate in interscholastic athletics shall not, in and of itself, be grounds for granting an undue hardship waiver request. The fact that a student is retained in a lower grade because he/she misses school for a prolonged period of time due to serious injury or illness, which must be supported by a physician's record indicating that the absence was directly and solely related to such injury or illness, or events which were beyond the control of the student and/or the parent or guardian which causes the student to miss school for a prolonged period of time causing the student to repeat a grade, may be grounds for granting an undue hardship waiver request.

10.4.5 Waiver of Bylaws Due to Special Circumstances. The principal of a member school or his/her designee may request a waiver of any Bylaw or other regulation, guideline, policy or procedure of this Association not directly related to student eligibility when special circumstances, in the opinion of the person or entity making the appeal, call for a relief from or a modification to the effects of the rule.

10.4.6 Appeals of Executive Director's Findings. The principal of a member school or his/her designee, or any other individual, who is found to be in violation of the rules of this Association by the Executive Director, whether or not such finding results in the imposition of penalty, may appeal the finding of the Executive Director if he/she takes issue with it, or may appeal the penalty imposed, if any, if he/she, while not disagreeing with the finding, believes the penalty to be too severe.

10.4.7 No Appeal or Waiver of Florida Statutes. The Sectional Appeals Committee, the Infraction Appeals Committee and the Board of Directors do not have the authority to waive a provision of the Florida Statutes including but not limited to:

- (a) Mandatory GPA requirements;
- (b) Definition of a grading period as being one semester;
- (c) Mandatory grading scale;
- (d) Authority of school districts to establish codes of conduct by which students must abide to be eligible to participate in interscholastic competition;
- (e) Home Education guidelines;
- (f) Charter School guidelines.

10.6 APPEAL AND REQUEST FOR WAIVER PROCEDURES

10.6.1 Filing an Initial Appeal or Request for Waiver. An appeal or request for waiver must be filed with the Executive Director on the form(s) provided by this Association and must be accompanied by all necessary documentation. The appeal or request, including

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all required documentation, must be signed by the principal and received in the office of this Association not later than 5 p.m. Eastern Time on the filing dates established by the Board of Directors and printed in the FHSAA Planning Calendar. Appeals and requests received after the deadline date will not be considered at that Sectional Appeals Committee meeting, but will be placed on the agenda for the next regularly scheduled meeting. Incomplete appeals or requests for waiver will be returned to the person or entity making the appeal for an opportunity to resubmit with all the necessary information prior to the deadline, if time allows.

10.6.2 Filing an Appeal or Request for Waiver to the Board of Directors. The request for an appeal hearing before the Board of Directors must be made in writing to the Executive Director, must be signed by the member school principal or his/her designee and must be received in the office of this Association within five (5) business days following the date of the Sectional Appeals Committee meeting or the Infraction Appeals Committee meeting. Failure to file a request for an appeal hearing before the Board of Directors within the five (5) business days following the date of the Sectional Appeals Committee meeting or the Infraction Appeals Committee meeting shall be deemed a waiver of the right of an appeal as granted herein.

10.6.3 Appearances Before Sectional Appeals Committee, Infraction Appeals Committee, Emergency Appeals Committee and/or Board of Directors. The person or entity making the appeal has the opportunity to appear before the Sectional Appeals Committee, Infraction Appeals Committee, Emergency Appeals Committee and/or the Board of Directors if he/she so chooses. The person or entity making the appeal must give notice of their choice to appear at the time the appeal or request for waiver is filed. Appearance by the student and a school representative is mandatory for an appeal or request for undue hardship waiver involving age, limit of eligibility and unsportsmanlike conduct provisions when heard by the Sectional Appeals Committee, and is optional when heard by the Board of Directors.

10.6.3.1 Procedure for Appearance. A person or entity making the appeal who is required, or who chooses, to appear before the Sectional Appeals Committee, Infraction Appeals Committee and/or the Board of Directors will be assigned a time for the appearance. A twenty (20)-minute block will be allotted for each case involving an appearance.

10.6.3.2 Student Appearance. A student who is required, or chooses, to appear before the Sectional Appeals Committee, Infraction Appeals Committee and/or the Board of Directors must be accompanied by a school representative and may be accompanied by his/her parent(s) or other individuals with whom he/she lives. The school representative who is required to accompany the student must be a full-time employee of the school and must be identified on the form at the time of filing. The student may be represented by an attorney. Such representation will not excuse the appearance of a student when that appearance is required.

10.6.4 Appeals of Executive Director's Findings. To appeal the finding of the Executive Director, the appeal must be filed so that it is received in the office of this Association within ten (10) business days of the receipt of the Executive Director's finding and/or notification of the imposition of penalty. Failure to file an appeal so that it is received in the office of this Association within the ten (10) business days allowed shall be deemed a waiver of the right to appeal as granted herein.

10.6.5 Infraction Appeals Committee Appeals Procedure.

10.6.5.1 Written Notice of Appeal. To be considered by the appropriate appeals committee, the school's written notice of appeal of the findings of fact or the penalty imposed, or both, must be received in the FHSAA Office not later than 10 business days from the date that the school receives the FHSAA staff's decision in secondary cases, or confirms its receipt of the infractions report in major cases. The notice of appeal must indicate whether the school will submit its appeal in writing only or whether it will appear before the appeals committee at the time the appeal is considered. The school must submit supporting information for its appeal, if any, to the FHSAA Office by the deadline established by the FHSAA.

10.6.5.1.1 Appeal of Secondary Violations. Sectional Appeals Committees hear and act on appeals of secondary cases.

10.6.5.1.2 Appeal of Major Violations. The Infractions Appeals Committee hears and acts on appeals of major cases.

10.6.5.2 Basis for Granting an Appeal.

10.6.5.2.1 Appeal of Findings. An appeals committee may set aside findings of fact and violations arrived at ONLY if the school shows that:

- (a) The finding of the FHSAA staff is clearly not supported by evidence that is credible, persuasive and of a kind on which reasonably prudent persons rely in the conduct of serious affairs;
- (b) The school's actions do not constitute a violation of FHSAA rules; or
- (c) A procedural error affected the reliability of the information that was used to support the FHSAA staff's finding. In this case, the school must demonstrate how it contends the staff was in error.

10.6.5.2.2 Appeal of Penalties. An appeals committee may set aside a penalty imposed by the FHSAA staff if the appeals committee determines that the penalty is excessive or inappropriate based on all the evidence and circumstances. Only the Board of Directors may modify a penalty imposed by this Association.

10.6.5.2.3 Committee Acts on Basis of Record in Case. An appeals committee can act only on the basis of the record in the case. This record consists of the notice of inquiry and/or allegations to the school, the report of the investigator and the written response by the school. The committee cannot consider information that was not available to the FHSAA staff when issuing its finding and imposing the penalty.

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10.6.5.2.3.1 New Evidence. The appeals committee may stay an appeal when new information is introduced and refer the case back to the FHSAA staff for review if the committee concludes that:

- (a) The new information was not available, and through the exercise of reasonable due diligence could not have been available, at the time the FHSAA staff issued its finding; and
- (b) The new information is demonstrably relevant to the findings of the staff.

10.6.5.3 Appeal of Unfavorable Decision by Appeals Committee. A school that is unsuccessful in its appeal to the Sectional Appeals Committee or Infractions Appeals Committee may appeal the committee's decision to the FHSAA Board of Directors. The school's written notice of appeal of the committee's decision must be received in the FHSAA Office not later than five business days from the date of the hearing before the appeals committee. The notice of appeal must indicate whether the school will submit its appeal in writing only, or whether it will appear before the Board of Directors at the time the appeal is considered.

10.6.5.3.1 Board Acts on Basis of Record in Case. The Board of Directors can act only on the basis of the record in the case. This record consists of the information that was available to the appeals committee at the time it rendered its decision. The Board of Directors may stay an appeal when new information is introduced and refer the case back to the FHSAA staff for review per the conditions of paragraph 10.6.5.2.3.1.

10.6.6 Emergency Appeals Committee Appeals Procedures.

10.6.6.1 Request for an Emergency Appeal. A request for an emergency appeal shall be filed with the Executive Director within 48 hours after the member school learns that there is a need for a decision before the matter can be considered at a regularly scheduled meeting of the Sectional Appeals Committee. Failure to file a request within 48 hours shall be deemed a waiver of the right of an emergency appeal.

10.6.6.2 Telephone Conference Call. By requesting a hearing by the Emergency Appeals Committee, the member school consents to such a hearing being conducted by telephone conference call and shall be governed by Bylaw 4.1.3.1.

10.6.6.3 Cost of Emergency Appeal. By requesting a hearing by the Emergency Appeals Committee, the member school agrees to pay all expense including expenses such as the cost of the telephone conference call and the costs of the stenographic recording of such hearing.

10.9 COMPLIANCE WITH DECISIONS

The administrative decisions of the Board of Directors, Infraction Appeals Committee, Sectional Appeals Committee and Executive Director shall be accepted in good faith by all member schools. The principal of any member school who, by any act or attitude, shall refuse to accept, or shall hold in contempt or derision, or shall permit or acquiesce in such contempt or derision on the part of any group or individual associated with his/her school, shall subject his/her school to expulsion from this Association. These provisions are not to be construed as preventing the principal of a member school from exercising his/her school's right to due process by appealing decisions of the Executive Director to the Sectional Appeals Committee, Infraction Appeals Committee and/or the Board of Directors.

POLICY 4

INTERSCHOLASTIC CONTESTS

4.1 Interscholastic Contests

4.1.1 Interscholastic Contests Defined. FHSAA Bylaw 8.1.1 defines an interscholastic contest as "any competition between organized teams of different schools in a sport recognized or sanctioned by this Association." All such contests are subject to FHSAA Bylaws as well as the guidelines, regulations, policies and procedures adopted by the Board of Directors for that sport and in general.

4.1.1.1 Penalties Assessed to Schools.

- (a) Permitting a student-athlete to compete in an interscholastic contest prior to his/her name being submitted to the FHSAA Office on an Annual Eligibility Report will subject the school to a monetary penalty of a minimum of \$50 per student.
- (b) Failure to contract with sanctioned local officials associations for registered officials at all interscholastic home contests will subject the school to a monetary penalty of a minimum of \$100 per contest.
- (c) Actions which may not be regarded as unsportsmanlike which result in a contest being prematurely concluded will subject the school to a monetary penalty of a minimum of \$100.

4.1.2 Prohibited 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 may not participate in any team practice, game or contest.

4.1.3 Absence from School. No more than one school day or part of one school day may be missed in a week for traveling to,

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traveling from and participating in an athletic contest(s) unless approved by the Executive Director.

4.1.4 Sunday Contests. No interscholastic athletic contest may be held on a Sunday except under emergency conditions in tournaments or meets which are approved by the Executive Director or the Board of Directors. The conduct of practice sessions of any kind on a Sunday is prohibited.

4.1.5 Tournaments and Meets. The following regulations shall apply to tournaments and meets:

4.1.5.1 Team Sport Tournaments. Tournaments in the sports of baseball, basketball, flag football, soccer, softball, volleyball and water polo shall be limited to a maximum field of 32 teams. Tournaments exceeding the maximum field numbers may be subject to conditional approval by the Executive Director. Single elimination, double elimination, round robin and pool play formats are permissible. Each and every contest played by the team in a tournament, however, shall count toward the maximum contest limitations. A tournament in which a member school team participates must be completed in the same one week (Monday through Saturday) unless held during a school recess.

4.1.5.2 Wrestling Tournaments. Tournaments in the sport of wrestling shall be limited to a maximum field of 32 teams, and must be completed in one (1) day unless the second day of the tournament is not a school day.

4.1.5.3 Individual Sport Tournaments. Tournaments/meets in the sports of bowling, golf, swimming & diving, tennis and track & field must be completed in one (1) day unless the second day of the tournament/meet is not a school day.

4.1.5.4 Penalties Assessed to Schools. Exceeding the number of contests allowed in a tournament or withdrawing from a tournament to avoid exceeding number of contests allowed will subject the school to a monetary penalty of a minimum of \$250.

4.2 Outcome of Interscholastic Contests

4.2.1 Outcome is 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.

4.2.2 Elimination is Final. Elimination from a FHSAA State Series competition of individuals or teams is final. Defeat by individuals or teams that are later ordered to forfeit their victory, place and/or points, or are vacated from the bracket, will not bring about reinstatement or advancement in the FHSAA State Series competition on the part of the individual or team that has been eliminated.

4.2.3 Championship is Final. Championships or other placements in FHSAA State Series competitions are final. Championships or other placements ordered vacated by individuals or teams, will not bring about advancement in placements or receipt of awards for those placements.

POLICY 7

MULTI-SCHOOL, SPECIAL AND SANCTIONED ATHLETIC EVENTS

The Board of Directors has established the following policy for the approval of interscholastic multi-team athletic events, tournaments and sanctioned events. Multi-team athletic events and tournaments in recognized sports do not require approval by the FHSAA Office.

7.1 Definitions.

7.1.1 Multi-Team Event. A multi-team event is an event of convenience in scheduling due to time, site or facility constraints by the participating schools.

7.1.2 Tournament. A tournament is any event in which any, but not limited to, of the following occur:

7.1.2.1 Brackets of any type for the event are established (i.e. Round Robin, Single Elimination, Double Elimination, Shoot-outs, etc.); or

7.1.2.2 Awards of any type are given for placement in the event (i.e. 1st Place, 2nd Place, etc.); or

7.1.2.3 Sponsorship of any part of the event is secured, including, but not limited to, corporate sponsors, booster clubs or titled events; or

7.1.2.4 Entry fees are charged.

7.1.3 Special Events. A special event is, but not limited to, a preseason jamboree game or tournament, preseason classic game or tournament, spring football jamboree or classic, football post season game, and third party organized or sponsored games or tournaments (i.e. KSA Events, ESPN, Paragon Sports, etc.).

7.1.4 Sanctioned Events. A sanctioned event is any event that requires a sanction application (i.e. regular season multi-school meets or tournaments, interstate and international multi-school meets or tournaments, etc) by the FHSAA and/or the NFHS as part of the requirement for the event.

7.2 Multi-Team Events and Tournaments.

7.2.1 Application. Any athletic event hosted by an FHSAA member senior high school in a sanctioned sport which involves three or

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more schools such as a tournament or meet; preseason classic tournament; preseason jamboree; fall or spring football jamboree or classic; or any tournament or meet which is held to determine the champion of a city, county, conference or league, must be approved by the FHSAA Office. Approval is not required for multi-team regular season events, such as tri-meets and quad-meets, in the sports of cross country, golf, swimming & diving, track & field, girls volleyball, boys weightlifting and wrestling, or any event in the recognized sports of bowling, competitive cheerleading, flag football, girls lacrosse, boys lacrosse, boys volleyball, water polo and girls weightlifting, or for any event hosted by a member middle school or junior high school. The host member school is responsible for making application for approval on the forms entitled “Application for Approval of Athletic Event”: Form AT2 in the sports of football (fall and spring jamborees), baseball, basketball, soccer, softball, girls volleyball and wrestling, and Form AT3 in the sports of cross country, football classics, swimming & diving, track & field and boys weightlifting. See Policy 9.5 and 9.9 for administrative fees and required revenue sharing for these events. The application for approval must be submitted to the FHSAA Office utilizing the official Association process as approved by the Executive Director, with a time stamp bearing a date not later than 30 days prior to the first day of the event to avoid, in addition to the standard administrative fee, the following late processing fees:

- 7.2.1.1** Fewer than 30 days prior to the first day of the event: \$50;
- 7.2.1.2** Fewer than 10 days prior to the first day of the event: \$100; and
- 7.2.1.3** After the first day of the event: \$200.

7.2.2 Events Between Middle/Junior and Senior High Schools. Independent middle schools and/or junior high schools shall not be permitted to enter teams into tournaments or meets in which senior high school teams participate.

7.2.3 Sub-Varsity Restrictions. No junior varsity, middle/junior high or other sub-varsity team may participate in a tournament involving a varsity team. Junior varsity, junior high and other sub-varsity tournaments, if held, must be held as separate events.

7.2.4 Recognized Sports Restrictions. Recognized sports are prohibited from participating in preseason classic tournaments and preseason jamborees.

7.2.5 Sanctioned Sports Restrictions. A varsity team may participate in either a preseason classic or jamboree, but not both. Sub-varsity preseason classics or jamborees are prohibited.

7.3 Interstate Sanctions. A member school which hosts a multi-school athletic event in which an out-of-state school(s) is invited to participate may be required to submit to the NFHS an online application for “Sanction of Interstate Athletic Event” in addition to the FHSAA form entitled “Application for Approval of Athletic Event” (Forms AT2 or AT3). NFHS procedures regarding application for sanction of interstate athletic events are available at NFHS.org.

7.3.1 Non-NFHS Member Association and Affiliate Member Association Members. If the out-of-state school is not a member of an NFHS member association or an Affiliate NFHS member association, an AT2S or AT3S (“Application for Approval of Athletic Event-Supplement”) Form must be submitted in addition to the FHSAA form AT2 or AT3 entitled “Application for Approval of Athletic Event”.

7.4 International Sanctions. A member school which hosts any multi-school athletic event or single athletic contest involving a team from another country must submit to the FHSAA an AT2S or AT3S (“Application for Approval of Athletic Event-Supplement”) Form, in addition:

7.4.1 NFHS Online Application. Member schools must submit an online NFHS application for “Sanction of International Event”. NFHS procedures regarding application for sanction of international athletic events are available at NFHS.org.

7.4.1.1 Exception. Two (2) and three (3) school competitions with a school or schools from Canada or Mexico and/or which necessitates a round trip of less than 600 miles are not required to submit the NFHS application.

7.4.2 FHSAA AT2 and AT3 Forms. A member school which hosts any multi-school athletic event involving a team from another country must submit the FHSAA form entitled “Application for Approval of Athletic Event” (Forms AT2 or AT3).

7.5 Participation by Member School in Out-of-State Event or Contest. A member school which is invited to participate in a multi-team athletic event or single athletic contest which is to be conducted outside the neighboring states of Alabama, Georgia and Mississippi is required to submit an AT16 form which must be submitted to the FHSAA office within 60 days of travel. A member school is not required to submit an application for sanction for this event or contest to the FHSAA Office. Such application must be submitted by the host school through its state association to the National Federation of State High School Associations and approved by the FHSAA Office. No member school may participate in any event or contest in which any school that is not a member of an association which regulates interscholastic athletic competition within its state is scheduled to participate. A member school which participates in an out-of-state contest which requires NFHS and/or FHSAA sanctioning shall be assessed a \$50 administrative fee. Out-of-state events which do not adhere to the FHSAA policy will not be approved by the FHSAA Office.

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7.6 Participation in Unsanctioned Events or Contests. Member schools are prohibited from hosting or otherwise participating in multi-team athletic events or single athletic contests on an intrastate, interstate or international basis which are not sanctioned or approved by the FHSAA and the National Federation of State High School Associations.

7.7 Penalty for Violation of Sanction Policy. A minimum financial penalty of \$100 and probation, administrative and/or restrictive, will be assessed against any member school which violates any provision of this Sanction Policy.

7.8 Third Party Special Events. Member schools that enter into an agreement with a for profit third party entity (i.e. but not limited to, KSA Events, ESPN, Paragon Sports, etc.) who sponsors or organizes a game or tournament involving one or more FHSAA member schools must obtain permission to participate a minimum of 90 days prior to the event by filing a Form AT2 or AT3 along with the required supplemental form AT2S or AT3S. All such events hosted within the state of Florida must include the FHSAA as a party to the contract with the third party promoter and the administrative fee due to FHSAA shall be individually negotiated for each event with a minimum fee equivalent to 20% of gate receipts for non-televised events, or a minimum fee equivalent to 25% of gate receipts for televised events unless otherwise approved by the Executive Director. A member school who files a form AT2 or AT3 on behalf of a promoter is fully responsible for all financial obligations of the event in regard to payment to the FHSAA. This policy applies only to national promoters and does not apply to locally televised regular season events.

POLICY 10

STATE SERIES

10.1 Participation in State Series

10.1.1 Participation is Voluntary. Participation in the FHSAA State Series in each sport by a school is voluntary and is limited to varsity participation only. It, however, is the preference of the Board of Directors that every eligible school that can and should participate, do so.

A school for legitimate reasons may exercise the option of independence. Such reasons include, but are not limited to: a newly opening school; a school that has consistently been unable to compete in the classification to which it is assigned; a school that is geographically isolated and chooses not to participate for financial reasons; a school whose educational philosophies prohibit such extended athletic participation; or a school that does not or cannot compete for religious reasons. The option of independence is not intended for use by one or more schools organizing in protest of the Association's policies and/or to establish a postseason championship competition separate from the FHSAA state championship series.

To this end, any such effort by a group of member schools to declare independence in a sport and organize a conference or league with the intent of conducting any form of playoff to determine a champion(s) after the conclusion of FHSAA-approved regular season competition is prohibited unless approved by the FHSAA Board of Directors.

All competitions to determine a champion(s) that are conducted by conferences or leagues whose members also are members of the FHSAA must be conducted as part of the FHSAA-approved regular season.

10.1.2 Participation is for Full Member Senior High Schools. Participation in the FHSAA State Series is limited to varsity participation and only to those full member senior high schools that are members of the Association. Compensation for expenses of schools competing in a State Series is not guaranteed.

10.2 Team Participation

10.2.1 Eligibility for Participation. To be eligible for participation in the FHSAA State Series in any sport:

- (a) For team a sport, a school successfully sponsors a varsity program in the previous school year (i.e. schedules and completes a minimum of four contests).
- (b) The school files a commitment (team sports) or intent (individual sports) to participate in the state series with FHSAA by the specified deadline.
- (c) A varsity team shall engage in a minimum of four (4) interscholastic contests (games, matches or meets) or the required number of district contests as determined in the district meeting, whichever is greater, in the sport. To count as a contest, the school's team actually shall participate in and complete the contest. Scheduled contests that are canceled or not completed (in accordance with the playing rules of the sport in question) may not be counted.
- (d) A varsity team must play not less than 60 percent of its regular season contests in the sport against FHSAA member schools.
- (e) A varsity team must not take more than one trip per school year in the sport beyond the neighboring states of Alabama, Georgia and Mississippi.

10.2.2 Only One Varsity Team May Enter. A school may enter only one varsity team in the FHSAA State Series in a sport.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

10.2.3 First Time Members Not Eligible. A first-time member senior high school shall not be eligible to enter a team into the FHSAA State Series in any sport in its two years of provisional membership, unless the school is created from the consolidation or division of existing member high schools and remains under the control of the same governing board.

10.2.4 Continuing Members Starting a New Program. A continuing member senior high school that is starting a program in a team sport for the first time, or resuming a program in a team sport that was previously discontinued, shall not be eligible to enter a team into the FHSAA State Series in that sport until the school has fielded a team in that sport and participated in a representative schedule against other member schools for a minimum of one school year. A representative schedule in a sport is defined in 10.2.1.

10.2.4.1 Exception for 2011-12 Lacrosse. Schools that have conducted a club lacrosse team during the 2010-11 school year may request to be placed in a district and participate in the 2011-12 state series by completing an AT-12: Add New FHSAA Sport/New State Series Entry Form.

10.3 Individual Participation

10.3.1 Minimum 4 Contest Requirement. To be eligible for participation in the FHSAA State Series in a sport, an individual student-athlete shall participate in a minimum of four (4) interscholastic contests in that sport for the current season. A student-athlete who is academically ineligible at the beginning of a sports season and who regains his/her eligibility during that sports season, but is unable to participate in the minimum of four (4) interscholastic contests in that sport, shall be exempted from this provision.

10.3.2 Individual Honors Requirements. In an individual sport, to be eligible for individual honors on the regional and state levels, a student-athlete shall compete for individual honors on the district level. To be eligible for individual honors on the state level, a student-athlete shall compete for individual honors on the district and regional levels.

10.4 Mixed Gender Restrictions. Boys may not participate on a girls team or in the girls division in the FHSAA State Series in any sport. In a team sport, a girl may participate on a boys team in the FHSAA State Series only if the school does not sponsor a girls team in that sport. In an individual sport, a girl may not participate in the boys division in the FHSAA State Series if competition is conducted in a girls division in that sport. However, for a girl to participate in the girls division of the state series in a sport, the school must file a "Declaration of Intent to Participate in FHSAA State Series" form in that sport.

10.7 Failure to Appear

10.7.1 Team Failure to Appear. In the event a team fails to appear at the state series event site to play at the scheduled time for its contest, the contest shall be declared forfeited to the team's opponent, and that team shall advance to the next round. In this event, the FHSAA Office must be notified immediately. If a team's arrival is delayed due to mechanical problems or inclement weather, every reasonable effort must be made by the local manager in consultation with the FHSAA Office to make adjustments, if possible, in the starting time of the contest to accommodate the absent team. Otherwise, failure to appear shall subject the school to a \$250 monetary penalty.

10.7.2 Student Athlete Failure to Appear. A student-athlete who qualifies in a state series meet as an individual is expected to compete on successive levels of the state series unless ill, injured, suspended due to disciplinary action, or for any other reason acceptable to the Executive Director. If the student-athlete does not compete on a successive level, the student-athlete will not be permitted to compete in any other event in the State Series in that sport. Personnel on relay teams may be changed in accordance with the rules governing those sports. A school must submit in writing to the FHSAA Office the name of the student-athlete and an explanation for the inability to compete in advance of the competition whenever situations make it possible to do so. Failure to participate in the district/regional meet by an individual or relay team is a violation of FHSAA policy and shall subject the school to a \$50 penalty unless the reason for failure to participate is approved by the FHSAA Office.

10.8 Neutrality

10.8.1 Neutrality. It is the responsibility of the host school to ensure that an atmosphere of neutrality is maintained in all state series events. Such events are not "home contests" for the host schools. Special festivities held as part of, or in conjunction with, regular season home contests (i.e., pregame activities designed to rally support for the home team, such as light shows, or giving special recognition to members of the home team) are not permitted during the state series.

10.9 Allegations and Protests

10.9.1 Allegations and Protests. Allegation and/or protesting actions of another school received less than forty-five (45) days prior to the beginning of state series competition in a sport may not be concluded prior to the conclusion of the sport's championship series (corresponding with Bylaw 10.3).

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.



10.9.2 Withholding Information. Member schools (or persons defined in Policy 36.2.1.1) who intentionally withhold information impacting state series participation shall be considered unethical and unsportsmanlike and addressed in accordance with Policy 41.

POLICY 11

OFFICIAL STATE ENTRY LIST (SEL)

The following policy shall govern Official State Entry Lists (SEL) for the FHSAA State Series:

11.1 Submission Required. Each member school that participates in State Series competition in a sport must generate and submit to the tournament/meet manager (regional opponent in football) an Official State Entry List (SEL) utilizing the official Association process as approved by the Executive Director. The tournament/meet manager (regional opponent in football) will receive the SEL via e-mail and may also download the SEL utilizing the official Association process as approved by the Executive Director. The SEL must contain the names of those student-athletes who will represent the member school in State Series competition in that sport. All student-athletes must be eligible in accordance with all FHSAA rules and regulations in order to be placed on a team roster and the SEL.

11.2 Requirements. The SEL must contain only the names of those student-athletes who have been previously reported to the FHSAA Office on an Annual Eligibility List electronically by use of utilizing the official Association process as approved by the Executive Director. Only those student-athletes who meet the requirements of Bylaw 9 for a school prior to the following:

11.2.1 Team Sports. The last permissible date for a district contest in team sports (i.e. baseball, basketball, flag football, lacrosse, soccer, softball, volleyball and water polo); or

11.2.2 Competitive Cheerleading and Football. As specified on the FHSAA Planning Calendar for competitive cheerleading and football; or

11.2.3 Individual Sports. The Saturday that is immediately prior to the Monday on which the SEL is due in individual sports (i.e. bowling, cross country, golf, swimming & diving, tennis, track & field, weightlifting, wrestling).

11.3 Number of Participants. The number of student-athletes whose names may be placed on an SEL in a given sport by a member school shall be limited to the following:

- 11.3.1** Baseball – 20 student-athletes;
- 11.3.2** Basketball – 15 student-athletes;
- 11.3.3** Bowling – Eight (8) student-athletes;
- 11.3.4** Competitive Cheerleading – no limit;
- 11.3.5** Cross Country – 15 student-athletes;
- 11.3.6** Flag Football – no limit;
- 11.3.7** Football – 60 student-athletes;
- 11.3.8** Golf – 10 student-athletes, of which any five (5) may participate on a given level of the State Series;
- 11.3.9** Lacrosse – 25 student-athletes;
- 11.3.10** Soccer – 22 student-athletes;
- 11.3.11** Softball – 20 student-athletes;
- 11.3.12** Swimming & Diving – no limit;
- 11.3.13** Tennis – 12 student-athletes;
- 11.3.14** Track & Field – no limit;
- 11.3.15** Volleyball – 15 student-athletes;
- 11.3.16** Water Polo – 18 student-athletes;
- 11.3.17** Weightlifting – three (3) student-athletes in each weight class;
- 11.3.18** Wrestling – no limit.

The terms and conditions governing the state championship series in each respective sport shall stipulate the number of student-athletes who may actually dress in uniform/participate (see Bylaw 9.10.1) in a state series contest.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

11.4 Authorization Required. To be valid, the SEL must be authorized by the principal and the FHSAA representative or the athletic director, and the head coach of the school's team in that sport.

POLICY 13

DISTRICTS AND DISTRICT MEETINGS, SCHEDULING, SEEDING, BRACKETING AND TOURNAMENTS/MEETS

13.1 District Assignments. Schools that commit to participate in the State Series in a sport shall be assigned on a geographical basis to a district in the appropriate classification. A tournament/meet shall be conducted in each district following the conclusion of the regular season on the dates set by the Board of Directors to determine the two schools that shall represent that district in the remainder of the FHSAA State Series.

13.1.1 District Coordinator. One school in each district will be designated as the district coordinator. The FHSAA representative or his/her designee at the district coordinator school shall be responsible for hosting, conducting and reporting to the FHSAA Office results of the district scheduling/planning meeting. The tournament/meet manager is responsible for all aspects of the district tournament/meet, including the seeding of teams, upon conclusion of the district planning meeting and receipt of the meeting's minutes.

13.2 District Scheduling/Tournament Planning

13.2.1 District Schedule. Each school assigned to a district in a team sport shall be required to schedule one or two regular season contests with every other school in that district to be eligible to participate in the district tournament. The results of the district contests shall be used to determine seeding for the district tournament. The decision to play a one-contest district schedule, rather than two, must be by majority vote of representatives present at the district meeting. If a majority cannot agree to play a one-contest schedule, then a two-contest schedule shall be played. If a district votes to play a one-contest district schedule and two district opponents elect to play each other more than once, then the results of the first contest played, as scheduled at the scheduling and planning meeting, will count toward district seeding. A school, however, shall not schedule a district contest to be played later than Saturday two weeks prior to the week in which the district tournament is scheduled to be played. If a scheduled district match is postponed due to inclement weather or other unforeseen and unavoidable situations and can only be played after the deadline, the FHSAA Office may grant permission for the match to be played after the deadline and counted. This exception, however, will be granted only if the match was originally scheduled to be played prior to the deadline. Any school that does not comply with this requirement shall not be permitted to participate in the district tournament.

13.2.2 Scheduling and Planning Meeting. A district scheduling/planning meeting shall be conducted in each sport to determine a site and make arrangements for the district tournament/meet, including the selection of officials, to make arrangements for the district tournament/meet for the following season and for team sports, to determine the number of district contests to be played by district members and to schedule those necessary district contests, according to the following basic guidelines:

13.2.2.1 The meeting in each district shall be conducted by the FHSAA representative of the member school that is designated the coordinator for that district on a date to be determined by the FHSAA Office. The site and time of the meeting shall be determined by the district coordinator, except that the time of the meeting should cause no loss of time from school for any attendee. The district coordinator shall give written notice to the FHSAA representative, athletic director and appropriate head coach of each school in his/her district as to the date, time and site of the meeting at least seven (7) days in advance of the date of the meeting. If, however, the FHSAA representative, athletic director and appropriate head coach at a given school has not received written notification from the district coordinator as to the date, time and site of the meeting, it is his/her responsibility to contact the district coordinator for the arrangements.

13.2.2.2 Each school in the district shall be required to send a representative to attend the meeting and vote on behalf of the school on all matters pertaining to plans for the district tournament. A school that is not represented at the meeting shall be assessed a \$100 penalty. If a school wishes to submit an invitation to host the district tournament at the meeting and its representative present is not the principal, FHSAA representative or athletic director, the representative must have in his/her possession a letter of invitation signed by one or more of the principal, FHSAA representative or athletic director. A district coordinator may request of the Executive Director or his/her designee permission to conduct a district scheduling/ planning meeting by teleconference if his/her district is spread over a large geographic area.

13.2.2.3 No regular season contest for the following season may be scheduled in advance of the district scheduling meeting. Agreements or contracts to play a contest that is entered into in advance of the meeting are null and void.

13.2.2.4 The decision to play a one- contest district schedule, rather than two, shall be by majority vote of representatives present at the meeting. In the event of a tie vote, a two- contest district schedule shall be mandatory. If a district votes to play a one- contest schedule, but two or more district members opt to schedule and play each other more than once during the regular season, then only the results of the first contest played, as scheduled at the scheduling and planning meeting, between district opponents shall be counted for seeding purposes. The decision to play a one- contest district schedule shall be for both years of a scheduling cycle and home schools must be flipped in the second year.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.



13.2.3 Postponed Contests. If a scheduled district contest is postponed due to inclement weather or other unforeseen and unavoidable situations and can only be played after the deadline, the Executive Director may grant permission for the contest to be played after the deadline and counted. This exception, however, will be granted only if the contest was originally scheduled to be played prior to the deadline.

13.2.4 Satisfaction of Requirements. The manner in which any two schools within a district satisfy these requirements is at the discretion of the two schools, provided the contests are part of the regular season schedule of both schools and not contests played between the two schools as part of a tournament. It is not necessary that the two contests be played on a home-and-home basis. It is acceptable for the two schools to play either or both contests at a neutral site or both contests at either school's facility. If, however, two schools in a district cannot agree to any alternative arrangement, then they must play each other on a home-and-home basis.

13.3 Seeding and Bracketing

13.3.1 Bracket Seeding. Each school in a district shall be seeded and placed on the bracket for its district tournament according to the following provisions:

13.3.1.1 In the sports of baseball, basketball, flag football, lacrosse, softball, volleyball and water polo, each school shall be seeded based on its win-loss record in the contests played against all district opponents during the regular season. The school with the best district record shall be seeded No. 1; the school with the second-best district record shall be seeded No. 2; etc.

13.3.1.2 In the sport of soccer, each school shall be seeded based on the district points it accumulates in the games played against all district opponents during the regular season. Three (3) points shall be awarded for each victory over a district opponent. One (1) point shall be awarded for each tie with a district opponent. The school with the most district points shall be seeded No. 1; the school with the second-most district points shall be seeded No. 2; etc.

13.3.1.3 In the event two or more schools within the district are unable to play the required district contests due to inclement weather or other unforeseen and unavoidable situations which are deemed acceptable by the Executive Director, all schools within that district shall be seeded according to the percentage of district contests won (average of points accumulated in soccer). The school with the highest percentage of district contests won (average points in soccer) shall be seeded No. 1; the school with the second-highest percentage of district contests won (average points in soccer) shall be seeded No. 2, etc.

13.3.2 Two Schools Tied. When two schools are tied for a seed, the following procedure shall be used (in the following order until the tie is broken):

13.3.2.1 Won-loss results of head-to-head competition between the two schools;

13.3.2.2 Won-loss record (points in soccer) of the two schools versus the highest-seeded school (and proceeding through the lowest-seeded school, if necessary);

13.3.2.3 Number of victories (points in soccer) on the road in district games/ matches;

13.3.2.4 Number of victories (points in soccer) at home in district games/ matches; and

13.3.2.5 Coin toss by the district tournament manager.

13.3.3 Three (or more) Schools Tied. When three or more schools are tied for a seed, the following procedure shall be used (in the following order until the tie is broken):

13.3.3.1 Total won-loss record (points in soccer) of contests played among the tied schools;

13.3.3.2 Won-loss record (points in soccer) of the tied schools versus the highest-seeded school (and proceeding through the lowest-seeded school, if necessary);

13.3.3.3 Number of victories (points in soccer) on the road in district games/ matches;

13.3.3.4 Number of victories (points in soccer) at home in district games/ matches; and

13.3.3.5 Draw by the tournament/meet manager.

13.3.3.6 Once the three-or-more-way tie has been reduced to two schools, the two-school tiebreaker formula shall be used.

13.3.4 Bracketing. In the sports of baseball, basketball, girls and boys soccer, softball and girls volleyball, every district member shall be placed on the tournament bracket according to seed. In the sports of flag football, boys volleyball, lacrosse and water polo, the top four seeds only shall be placed on the tournament bracket. A single-elimination, standard progression bracket shall be used. The No. 1, 4, 5, 8, 9, 12, 13 and 16 seeds shall be placed in the upper half of the bracket and the No. 2, 3, 6, 7, 10, 11, 14 and 15 seeds shall be placed in the lower half of the bracket. Byes, if any, shall be awarded to the higher-seeded schools. The higher-seeded team of the bracket in each tournament contest shall be designated the home school for that contest.

13.3.5 Seeding Report. Each school in the district shall report to the tournament/meet manager its final district win-loss record (points in soccer) not later than 10 a.m. Monday of the week immediately preceding the week in which the district tournament is to be played. The tournament/meet manager then shall seed the schools, place the schools on the bracket according to their seed, and assign contest dates and times in accordance with the provisions herein and the arrangements agreed upon during the district scheduling/tournament planning meeting.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

A copy of the finalized bracket shall then be faxed by the tournament/meet manager to all schools in the district, as well as to the FHSAA Office.

POLICY 18

PRACTICES AND SCRIMMAGES

18.1 General Practices

18.1.1 Only those student-athletes who are attending a member school, or who are either home education program or charter school program students registered with a member school, may participate in the practice of an athletic team which represents that member school.

18.1.2 Practice sessions, practice games or exhibitions/exhibition games in which students from two or more schools participate are prohibited.

18.1.3 The conduct of practice sessions, practice games or exhibitions/exhibition games of any kind on a Sunday is prohibited.

18.1.4 Violation of this policy could result in a monetary penalty of a minimum of \$250 per occurrence.

18.2 Spring Football Practice

18.2.1 Spring Football practice is a continuation of the regular fall football season. Consequently, a student who transfers schools and does not meet one of the exceptions in Bylaw 9.3.2, is not eligible to participate in a spring jamboree or spring classic game in the new school.

18.2.2 Spring practice is confined to a maximum of 20 sessions exclusively during the month of May inclusive of the spring jamboree or classic.

18.2.3 Students who are seniors may not participate in spring football practice.

18.2.4 Students who are not enrolled and in attendance in a school cannot participate in spring football practice at that school.

18.2.5 Eighth grade students may participate in spring football practice at the public high school for which the students are zoned and will attend as ninth-graders in the following school year under the following conditions:

18.2.5.1 The students may practice on or in the high school facility only if such practice is approved in writing to the FHSAA Office by the district school superintendent.

18.2.5.2 The students may be instructed in practice by high school coaches only if such instruction is approved in writing to the FHSAA Office by the district school superintendent.

18.2.5.3 The principals of both schools must give their permission in writing to the FHSAA Office for the students to participate in such practice.

18.2.5.4 The students must have catastrophic insurance coverage for such practice.

18.2.5.5 The students must have the written permission of their parents or legal guardians to participate in such practice on file in the school office.

18.2.5.6 The students must have undergone a physical examination within the last calendar year.

18.2.5.7 The students must not suffer any loss of time from school.

18.2.5.8 The students may not participate in a spring football jamboree or spring classic game.

18.2.5.9 The students may not participate in practice or have contact in any manner with student-athletes in the 9th, 10th or 11th grades who are members of the high school team.

18.3 Spring Competitive Cheerleading Practice

18.3.1 Spring Competitive Cheerleading practice is a continuation of the regular fall competitive cheerleading season.

18.3.2 Spring practice is confined to a maximum of 20 sessions exclusively during the month of May.

18.3.3 Students who are seniors may not participate in spring practice.

18.3.4 Students who are not enrolled and in attendance in a school cannot participate in spring practice at that school.

18.3.5 Incoming 9th grade students cannot participate in spring practice.

18.4 Scrimmages

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.



18.4.1 Bona Fide Students Only. Only those student-athletes who are attending a member school, or who are either home education program or charter school program students registered with a member school, may participate in the scrimmage of an athletic team which represents that member school.

18.4.2 Multi-Schools Prohibited. Scrimmages and scrimmage games or exhibitions and exhibition games in which students from two or more schools participate are un-contracted interscholastic contests and are prohibited except for FHSAA-sponsored officials clinics (only those students who meet all of the FHSAA eligibility requirements are allowed to participate). Such scrimmages and scrimmage games may be on an intra-squad basis only.

18.4.3 Non-School Groups Prohibited. Scrimmages and scrimmage games involving groups, alumni teams, league teams, etc. comprised in whole or in part of individuals who are not bona fide students of the member school are prohibited. Such scrimmages and scrimmage games may be on an intra-squad basis only.

18.4.4 Violation of this policy could result in a monetary penalty of a minimum of \$250 per occurrence.

POLICY 19

ADVISORY COMMITTEES

19.1 Advisory Committees. The Board of Directors has established a number of advisory committees comprised of individuals – experts in their field – who work with the various programs of the Association. These advisory committees shall operate according to the following guidelines:

19.2 Purpose and Authority

19.2.1 An advisory committee exists solely for the purpose of evaluating the FHSAA program(s) with which it is charged. In achieving its purpose, the committee shall review FHSAA regulations which govern the program(s); offer to the Board of Directors recommendations for change to such regulations as it deems appropriate; and offer advice and guidance to the Board of Directors and staff.

19.2.2 An advisory committee shall have no direct authority to establish guidelines, regulations, policies or procedures; and its decisions and recommendations shall not be final unless adopted by the Board of Directors in general session.

19.2.3 An item must pass an advisory committee by simple majority vote to be referred to the Board of Directors. A tie vote among voting members on any item shall defeat the item.

19.2.4 An item first passed by an advisory committee shall be publicized for one year until the next regularly scheduled meeting of that advisory committee in the following school year. At this meeting, the advisory committee will reconsider the item for second passage. Upon second passage, the item will be placed on the agenda for the next meeting of the Board of Directors. The Executive Director, however, may authorize that a recommendation be fast-tracked through the process if he/she determines the recommendation to be essential to the betterment of the program.

19.2.5 Should a vacancy occur in any seat with an unexpired term on an advisory committee the Executive Director shall appoint a qualified individual from the represented group to fill the vacant seat for the duration of the term.

19.2.6 An advisory committee may introduce a proposed amendment to the FHSAA Bylaws for consideration.

19.2.7 No member of the Board of Directors can serve on an advisory committee.

19.4 Sports Advisory Committees

19.4.1 Committees. There shall be an advisory committee in each sport in which the FHSAA sanctions a State Series competition. Currently, these sports are baseball, basketball, cross country, football, golf, soccer, softball, swimming & diving, tennis, track & field, girls volleyball, boys weightlifting and wrestling.

19.4.2 Composition. Each sport advisory committee shall be comprised of 10 individuals – two member school head coaches from each of the Association’s four administrative sections, the Florida Athletic Coaches Association (FACA) state chairperson in that sport if he/she is not elected to represent a section, and a member of the Officials Advisory Committee in an ex-officio capacity. In sports in which there are both girls and boys teams, representation on the committee shall be one-half girls team coaches and one-half boys team coaches. The FHSAA staff shall establish a rotation to ensure such equitable gender representation.

19.4.3 Elections. Each sport advisory committee member will be elected by their peers from each of the Association’s four administrative sections.

19.4.4 Term. Each elected member of the committee shall serve a term of three years and shall not be eligible to succeed himself/herself. A rotation of terms shall be established to ensure that not more than one-half of the elected members’ terms expire concurrently.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

19.4.5 Meetings. Each sports advisory committee shall meet once annually following the conclusion of its respective State Series to evaluate the FHSAA program for that sport.

19.4.6 Chairperson. The committee will elect from among its members a chairperson, who shall have a vote on all matters coming before the committee.

19.4.7 Quorum. Five (5) of the voting members of an advisory committee shall constitute a quorum.

POLICY 20

SUMMER ATHLETIC PARTICIPATION

20.1 Policy

20.1.1 Not Regulated in Summer. The FHSAA does not regulate the athletic activities of member schools held with their own students during the summer as defined herein with the exception of football. The individual member school principal, district school superintendent, district school board or private school governing body are responsible for adopting regulations governing the activities of their respective schools during this period of time.

20.1.2 Football. A member school shall not permit student-athletes in its football programs to wear helmets or pads or engage in physical contact in any activity sponsored by or under the supervision of the school during the summer. This shall not preclude the school from issuing school-owned equipment to a student-athlete for his/her use at a summer football camp, provided the camp is organized, operated and conducted by a third-party entity. Beginning January 1, 2012, camps hosted by a third party may not be held at a participating member school's facility.

20.2 Summer Defined. The summer season is defined as that period of time outside the FHSAA sports year. This period for each member school is defined as beginning the day following the school's last day of classes for the spring semester or the day following the school's last day of spring athletic activities (including spring football practice), whichever is later, or June 1 for schools whose last day of classes for the spring semester occurs on May 31 or thereafter, and concluding with the Saturday of Week 5 in the FHSAA standardized calendar for the following school year.

POLICY 21

OFF-SEASON CONDITIONING

21.1 Definitions.

21.1.1 Off-season. "Off-season" means the period of time during the regular school year but outside the defined sport season for a specific sport.

21.1.2 Sports Season. "Sports season" means the period of time for a specific school team in each respective sport that begins with the first permissible date of practice in that sport and ends either with

21.1.2.1 the last permissible date for a regular season contest (if not participating in state series competition) in that sport; or

21.1.2.2 the date of the team's elimination from state series competition in that sport; or

21.1.2.3 the state championship game in that sport, whichever first occurs for that team.

21.1.3 Conditioning. Weight training is the use of free weights and stationary apparatus. Cardiovascular conditioning is distance and interval training. Plyometrics is the use of pre-set conditioning programs. Conditioning IS NOT teaching sport specific skills and drills, and DOES NOT involve the use of sport specific equipment (i.e. starting blocks, hurdles, rebounders, ball machines, bats, balls, rackets, etc.).

21.2 Off-season conditioning programs conducted by a school shall only be open to participation by all students attending that school or as per Bylaws 9.2.2.1, 9.2.2.2, 9.2.2.3 or 9.2.2.4.

21.3 All preseason and/or postseason conditioning program participants shall file with the school the "FHSAA Consent and Release of Liability Certificate" and the "FHSAA Pre-participation Physical Evaluation" form.

21.4 Participation shall be voluntary and shall not be required, either directly or indirectly, for membership on an interscholastic team.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.



21.5 Supervision by school personnel is required.

21.6 Schools shall provide information in the following areas:

21.6.1 Proper use of weight room equipment;

21.6.2 Proper weight training techniques;

21.6.3 Proper nutrition;

21.6.4 Proper cardiovascular conditioning techniques;

21.6.5 Ergogenics.

21.7 Failure to comply with these guidelines may result in the assessment of penalties including, but not limited to, the following as per Policy 41:

21.7.1 Assessment of a minimum monetary penalty of \$2,500 per violation.

21.7.2 Loss of permissible practice time.

21.7.3 Loss of privilege to participate in a preseason jamboree or preseason classic with reimbursement of a minimum of \$500 to each affected school and the FHSAA.

21.7.4 Reduced number of regular season “home” contests.

21.7.5 Loss of privileges to participate in the FHSAA State Series.

POLICY 22

NON-SCHOOL TEAMS AND OFF-SEASON PARTICIPATION

22.1 Definitions.

22.1.1 Off-Season. “Off-season” means the period of time during the regular school year but outside the defined sport season for a specific sport.

22.1.2 Sports Season. “Sports season” means the period of time for a specific school team in each respective sport that begins with the first permissible date of practice in that sport and ends either with

22.1.2.1 the last permissible date for a regular season contest (if not participating in state series competition) in that sport; or

22.1.2.2 the date of the team’s elimination from state series competition in that sport; or

22.1.2.3 the state championship game in that sport, whichever first occurs for that team.

22.1.3 Coach. “Coach” means any person, regardless of whether he/she is employed by the school or volunteer, who instructs, supervises, or otherwise manages student-athletes in conjunction with a practice, tryout, drill, workout, evaluation or competitive activity.

22.1.4 “Involved In Any Respect.” “Involved in any respect” means engaged in anything to do with a non-school team, including but not limited to coaching, scheduling, transporting, officiating and the hiring of officials, training, taping, managing team expenses, purchasing of uniforms and equipment, etc.

22.2 During the off-season, a coach shall not have contact with students outside the normal teacher-student classroom environment except to:

22.2.1 make arrangements for and assist in the conduct of physical examinations; or

22.2.2 explain eligibility regulations; or

22.2.3 solve insurance problems; or

22.2.4 review films; or

22.2.5 conduct off-season conditioning as defined in the “Off-Season Conditioning Guidelines” as per Policy 21.

22.3 During the off-season, a coach, prospective coach of any member school or any individual involved in any respect may not be involved with a non-school team in a sport unless the non-school team meets the following requirements:

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

22.3.1 The team must be affiliated with an outside agency promoting athletic participation opportunities such as, but not limited to:

- Baseball – Babe Ruth, American Legion, city/county leagues
- Basketball – AAU, USA, USOC
- Golf – USGA, AJGA
- Soccer – FIFA, Youth leagues
- Softball – ASA, USSSA
- Swimming & Diving – USS, NISCA, ASCA, CSCAA, AAU
- Tennis – FTA, USTA, USOC, ITF
- Track & Field – USA, AAU
- Volleyball – USVBA, USOC, USA, AVA
- Wrestling – USA, AAU

22.3.2 Participation must include competition in the published scheduled events of the outside agency.

22.3.3 Student athletes and coaches, where applicable, are not permitted to wear any portion of a school's athletic uniform.

22.3.4 All fees or assessment for participation must be documented.

22.3.5 Participation shall be voluntary and shall not be required, either directly or indirectly, for membership on an interscholastic team.

22.3.6 Member schools may make their gymnasiums and other athletic facilities available to outside groups or organizations provided a fully executed usage agreement is provided and available upon request.

22.3.7 The personnel affiliated with the non-school team, including, but not limited to, any coach, assistant, director, manager, supervisor, organizer, etc., must provide notification in writing to the student athletes that participation with the team could jeopardize their eligibility to participate in high school interscholastic athletics and verification of such notification must be made utilizing the official Association process as approved by the Executive Director (GA6 Form – Affidavit of Compliance with Policy on Non-School Teams and Off-Season Participation).

22.4 Participation by a student in non-school athletic activities (i.e. AAU, American Legion, club teams, travel teams, etc.) that is affiliated with any school other than the school which the student attends, or attended the previous school year, followed by the establishment of school residence by that student at the affiliated school, shall render the student ineligible at the school which that student established school residence. The student shall be ineligible to represent that school in interscholastic athletic competition for a period of 365 consecutive days from the date of his/her establishment of school residence at that school. A team affiliated with a school is one that is supervised by, organized by and/or coached by any member of the coaching staff at, or any other person who is a representative of that school's athletic interests; and/or on which the majority of the members of the team (participants in practice and/or competition) are students who attend that school (Bylaw 9.2.4.1).

22.4.1 Coaches. A coach at a member school that has had more than one (1) appeal denied to waive the above policy or Bylaw 9.2.4 through the due process procedures as per Bylaw 10.4, and did not provide evidence of the written notification to the student athlete as specified in Policy 22.3.7 or by some other effective means by the school, shall not be permitted to coach in any state series contest for one or more years.

22.5 Failure to comply with these guidelines may result in the assessment of penalties including, but not limited to, the following as per Policy 41:

22.5.1 Assessment of a minimum monetary penalty of \$2,500 per violation.

22.5.2 Loss of permissible practice time.

22.5.3 Loss of privilege to participate in a preseason jamboree or preseason classic with reimbursement of a minimum of \$500 to each affected school and the FHSAA.

22.5.4 Reduced number of regular season home contests.

22.5.5 Loss of privileges to participate in the FHSAA State Series.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.



POLICY 23

OPEN FACILITIES PROGRAM

23.1 Member schools may open their gymnasiums and other athletic facilities only to their students without being in violation of FHSAA Bylaws under the following guidelines:

23.1.1 The facility must be open to all students who are bona fide students in that school as defined in Bylaw 9.2.1 or as per Bylaws 9.2.2.1, 9.2.2.2, 9.2.2.3 or 9.2.2.4. Opening facilities to a select group of students to practice individual skills for a specific sport is a violation of this policy.

23.1.2 A student may participate in open facility activities only in the school in which he/she is a bona fide student as defined in Bylaw 9.2.1 or as per Bylaws 9.2.2.1, 9.2.2.2, 9.2.2.3 or 9.2.2.4.

23.1.3 A middle school student cannot participate in open facilities activities offered by a senior high school unless the middle school student is a bona fide student in that senior high school as defined in Bylaw 9.2.1 or as per Bylaws 9.2.2.1, 9.2.2.2, 9.2.2.3 or 9.2.2.4 and as defined in 3.2.2.3.

23.1.4 Supervision by school personnel is required. School personnel, including faculty and non-faculty coaches in attendance, however, shall not provide coaching or instruction in the skills and techniques in any sport. Their presence may be in a supervisory capacity only.

23.1.5 Participation shall be voluntary and shall not be required, either directly or indirectly, for membership on an interscholastic team.

23.1.6 No sport-specific tasks or drills shall be taught or assigned to students to perform during open facility activities.

23.1.7 Open facility activities in a specific sport (with the exception of the fall sports) shall be concluded a minimum of two weeks prior to the first permissible date of interscholastic practice in that sport.

23.2 Failure to comply with these guidelines may result in the assessment of penalties including, but not limited to, the following as per Policy 41:

23.2.1 Assessment of a minimum monetary penalty of \$2,500 per violation.

23.2.2 Loss of permissible practice time.

23.2.3 Loss of privilege to participate in a preseason jamboree or preseason classic with reimbursement of a minimum of \$500 to each affected school and the FHSAA.

23.2.4 Reduced number of regular season “home” contests.

23.2.5 Loss of privileges to participate in the FHSAA State Series.

POLICY 24

COACHING SCHOOLS, CAMPS, CLINICS, COMBINES OR WORKSHOPS BY MEMBER SCHOOLS

Member schools, coaches or other athletic department employees of member schools, and individuals, groups or organizations related to or affiliated with member schools may conduct coaching schools, camps, clinics, combines or workshops provided:

24.1 The event is conducted only during the summer as defined in the “Policy on Summer Athletic Participation.”

24.1.1 Exception. Coaches may participate in camps, clinics, workshops provided the following criteria are met:

24.1.1.1 The event is hosted by a third party (not-for-profit organization), of which the coach is not an organizer, supervisor, owner, etc.; and

24.1.1.2 The coach participates in an instructional capacity only; and

24.1.1.3 The coach does not wear any school paraphernalia which identifies the school with which the coach is affiliated; and

24.1.1.4 Students participating in the camp are two grade levels below the lowest grade level of the member school with which the coach is affiliated (i.e. for 9-12 member schools the grade levels would be 7th grade and below, for 6-12 member schools the grade levels would be 4th grade and below); and

24.1.1.5 The coach is subject to the provisions of Policy 36.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

24.2 Failure to comply with these guidelines may result in the assessment of penalties including, but not limited to, the following as per Policy 41:

24.2.1 Assessment of a minimum monetary penalty of \$2,500 per violation.

24.2.2 Loss of permissible practice time.

24.2.3 Loss of privilege to participate in a preseason jamboree or preseason classic with reimbursement of a minimum of \$500 to each affected school and the FHSAA.

24.2.4 Reduced number of regular season home contests.

24.2.5 Loss of privileges to participate in the FHSAA State Series.

POLICY 25

PARTICIPATION BY STUDENT-ATHLETES AND TEAMS IN COACHING SCHOOLS, CAMPS, CLINICS, COMBINES OR WORKSHOPS

The following guidelines govern participation of students of FHSAA member schools in coaching schools, camps, clinics, combines or workshops for an interscholastic sport.

25.1 Individuals. Students from FHSAA member schools may participate as individuals in coaching schools, camps, clinics, combines or workshops at any time of the school year without jeopardizing their interscholastic athletic eligibility, provided:

25.1.1 Students participating in the event do not, in any way, represent their school.

25.1.2 Fees for the students who participate in the event are not paid by the school, coach or school district; however, internal account funds generated from fund-raising activities may be used.

25.1.3 Students provide their own transportation or are provided transportation by their own school. No student may be transported to or from the event by an employee, athletic department staff member or representative of the athletic interests of any school other than the school that the student currently attends.

25.2 Teams. FHSAA member schools may permit their athletic teams to participate in coaching schools, camps, clinics, combines or workshops without jeopardizing their interscholastic athletic eligibility, provided:

25.2.1 The coaching school, camp, clinic, combine or workshop takes place only during the summer as defined in the “Policy on Summer Athletic Participation.” Participation by school teams in coaching schools, camps, clinics or workshops held during the school year is strictly prohibited.

25.2.2 Fees for the students or team who participate in the event are not paid by the school, coach or school district; however, internal account funds generated from fund-raising activities may be used.

25.2.3 Participation in the event by students is not an actual or implied prerequisite-site to their membership on the team.

25.3 Failure to comply with these guidelines may result in the assessment of penalties including, but not limited to, the following as per Policy 41:

25.3.1 Assessment of a minimum monetary penalty of \$2,500 per violation.

25.3.2 Loss of permissible practice time.

25.3.3 Loss of privilege to participate in a preseason jamboree or preseason classic with reimbursement of a minimum of \$500 to each affected school and the FHSAA.

25.3.4 Reduced number of regular season “home” contests.

25.3.5 Loss of privileges to participate in the FHSAA State Series.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.



POLICY 26

PARTICIPATION BY STUDENT-ATHLETES IN ALL-STAR GAMES AND SHOWCASES

The following guidelines govern participation of students of FHSAA member schools in all-star **games and showcases** for an interscholastic sport.

26.1 All-Star Teams. A high school all-star team is a team comprised of athletes who are selected as team members or invited to participate in a tryout for membership on the team as the result of the athletes' performance as high school athletes. No student at a member school shall participate on a high school all-star team in a sport as a result of his/her performance as a high school athlete until the student completes his/her interscholastic athletic eligibility in that sport.

26.1.1 Showcases. Showcases are events comprised of athletes who are selected or invited to participate as a result of the athletes' performance as an athlete. Any student athlete who participates in, but not limited to, combines and showcases do so at his/her own peril as it relates to Bylaw 9.2.4.1 and Policy 36.

26.2 All-Star Games. Students from FHSAA member schools may participate as individuals in all-star games without jeopardizing their interscholastic athletic eligibility, provided:

26.2.1 The all-star game, or tryouts or practices for the all-star game, may not be conducted prior to the completion of the regular season in the sport in which the all-star game is to be conducted. An all-star game, however, shall not be played on any date on which an FHSAA Series contest in that sport is scheduled.

26.2.2 The student-athlete has exhausted his/her eligibility in the sport in which the all-star contest is to be conducted.

26.2.3 Fees for the student-athlete who participates in the all-star contest are not paid by the school, coach or school district; however, internal account funds generated from fund-raising activities may be used.

26.3 A student-athlete who participates in an all-star contest in a sport in which he/she has not exhausted his/her eligibility will be ineligible to represent any FHSAA member school in that sport for a period of one calendar year from the date of participation in the contest.

POLICY 30

UNSPORTSMANLIKE CONDUCT

30.1 Sportsmanship and Ethics

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.

30.1.1 Penalties Assessed the School.

30.1.1.1 Storming the playing field, court, or pool by spectators and students during or at the conclusion of an athletic contest may result in a monetary penalty of a minimum of \$250 for indoor events or \$500 for outdoor events and may be increased depending on the severity of the incident.

30.1.1.2 Removal by a coach or school personnel of a team or individual from an athletic contest prior to its normal conclusion will subject the school to a monetary penalty of a minimum of \$250.

30.2 Unsportsmanlike Act by a Student-Athlete

30.2.1 Penalties Assessed the Student-Athlete. Student-athletes who commit unsportsmanlike acts before, during or after a contest will be subject to the following suspension levels as determined by the designee of the Executive Director:

30.2.1.1 Level 1 Suspension. A student-athlete who commits an unsportsmanlike act or a flagrant foul for which he/she is ejected from the contest will be ineligible to compete for the remainder of that contest and for a minimum of the next two (2) contests, at the same level of participation in the sport of the suspension and in any interscholastic athletic contest in any sport, at any level, during the period of suspension, in all sports except football. For football, the student will be ineligible for a minimum of one (1) football game, at the same level of participation, and any interscholastic athletic contest in any sport during the period of suspension. If the unsportsmanlike act or

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

flagrant foul occurs in the last contest of a season, the student will be ineligible for the same period of time as stated above in the next sport in which the student participates; or

30.2.1.2 Level 2 Suspension. A student-athlete who receives a second Level 1 Suspension or commits an unsportsmanlike act, as defined in Bylaw 7.2.1, will be ineligible to compete in any interscholastic athletic contest in any sport, at any level, for a period of up to six (6) weeks; or

30.2.1.3 Level 3 Suspension. A student-athlete who receives a second Level 2 Suspension or commits an egregious unsportsmanlike act, as determined in the sole discretion of the Executive Director, will be ineligible to compete in any interscholastic athletic contest in any sport for a period of up to one (1) year; or

30.2.1.4 Level 4 Suspension. A student-athlete who receives three (3) or more Level 2 Suspensions or commits an egregious unsportsmanlike act, as determined in the sole discretion of the Board of Directors, will be ineligible to compete in any interscholastic athletic contest in any sport for the duration of the student-athlete's high school career.

30.2.1.5 It is the responsibility of the local school authorities to ensure this policy is enforced. When an ineligible student is allowed to participate, forfeiture of the contest is mandatory. This policy applies to all regular season and State Series contests.

30.2.2 Penalties Assessed the School.

30.2.2.1 In the event that more than three (3) students from the same school have been charged with any suspension level, as defined in 30.2.1, in any one sport, beginning with the fourth suspension, the school will be immediately placed on administrative probation in that sport for one or more years, and will be assessed a minimum financial penalty of \$100 per suspension in that sport for the remainder of that sport's season.

30.2.2.2 On the first Level 2 suspension or higher, as defined in 30.2.1, of a student in any sport, a written warning shall be issued to the school that each subsequent suspension, at Level 2 or higher, in any sport will subject the school to a minimum financial penalty of \$250 per occurrence. Beginning with the next suspension of a student, at Level 2 or higher, the minimum financial penalty of \$250 will be assessed.

30.2.2.3 Participation by one or more student-athletes in an altercation in the bench area, or by leaving the bench and entering the court or playing field (i.e., bench-emptying) or by leaving their designated position on the court or playing field to engage in an altercation will subject the school to a minimum \$100 per student monetary penalty.

30.3 Unsportsmanlike Act by a Coach or Other Representative of the School's Athletic Interests

30.3.1 Penalties Assessed the Coach OR Other Representative of the School's Athletic Interests. Coaches or other representatives of the school's athletic interests (see Bylaw 1.4.18) who commit unsportsmanlike acts before, during or after a contest will be subject to the following suspension levels as determined by the designee of the Executive Director:

30.3.1.1 Level 1 Suspension. A coach or other representative of the school's athletic interests (see Bylaw 1.4.18) who commits an unsportsmanlike act for which he/she is ejected from the contest, will be ineligible to coach or attend the remainder of that contest and for a minimum of the next two (2) contests, at the same level of participation in the sport of the suspension and in any interscholastic athletic contest in any sport, at any level, during the period of suspension, in all sports except football. For football, the coach will be ineligible for a minimum of one (1) football game, at the same level of participation, and any interscholastic athletic contest in any sport during the period of suspension. If the unsportsmanlike act occurs in the last contest of a season, the coach will be ineligible for the same period of time as stated above in the next sport in which the coach participates; or

30.3.1.2 Level 2 Suspension. A coach or other representative of the school's athletic interests (see Bylaw 1.4.18) who receives a second Level 1 Suspension or commits an unsportsmanlike act, as defined in Bylaw 7.2.1, will be ineligible to coach or attend any interscholastic athletic contest in any sport, at any level, for a period of up to six (6) weeks; or

30.3.1.3 Level 3 Suspension. A coach or other representative of the school's athletic interests (see Bylaw 1.4.18) who receives a second Level 2 Suspension or commits an egregious unsportsmanlike act, as determined in the sole discretion of the Executive Director, will be ineligible to coach or attend any interscholastic athletic contest in any sport for a period of up to one (1) year.

30.3.1.4 When a coach is disqualified (ejected) from a contest, the coach shall immediately leave the premises or facility (i.e. gymnasium in basketball, volleyball and wrestling; stadium/field in baseball, football, soccer and softball, etc.) to a place where the coach is not visible to either student-athletes, officials, spectators or other coaches; and to where the contest itself is not visible to the coach. A disqualified (ejected) coach shall not have any further contact with or give instruction to athletes or other members of the coaching staff for the remainder of the contest, including halftime intermission, breaks between quarters, periods or innings and post-contest activities.

30.3.1.5 A coach who is suspended from the next contest or number of contests after having been disqualified (ejected) from a previous contest shall not attend the contest(s) from which he/she has been suspended in any capacity and shall not be present at the site(s) of such contest(s). A suspended coach also shall be prohibited from accompanying his/her team to the site(s) of such contest(s).

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.



30.3.1.6 All coaches who have been disqualified (ejected) from a contest must complete the National Federation of State High School Associations (NFHS) Fundamentals of Coaching Course. This course is accessible from the eClassroom logo on FHSAA.org. This course must be completed by the end of the coach's suspension. A copy of the coach's certificate of completion must be forwarded to the FHSAA Office.

30.3.2 Penalties Assessed the School.

30.3.2.1 A school whose coach commits an unsportsmanlike act before, during or after a contest shall be assessed a minimum financial penalty of \$100. Additional minimum monetary penalties up to \$250 (per occurrence) may be imposed for unsportsmanlike conduct such as, but not limited to, use of profanity or other such gutter language or gestures, continuing to give instruction to his/her student-athletes or other members of the coaching staff after having been ejected, pursuit of officials with intent following a contest by a coach or other school personnel, refusal of a coach to leave the court, playing field or team area after being ejected, physical contact by a coach or other school personnel with an official and premature termination of contest by an official due to unsportsmanlike conduct.

30.3.2.2 It is the responsibility of the local school authorities to ensure this policy is enforced. When a coach is allowed to coach in a contest from which he/she has been suspended, the school shall face additional penalties. This policy applies to all regular season and State Series contests.

30.4 Public Criticism of Officials. No coach or other school personnel may publicly criticize or berate an official prior to, during or following a contest. Professional ethics require that coaches and other school personnel use proper channels, as per Bylaw 10.3.2, to report their complaints about officials rather than airing them publicly. A minimum monetary penalty of \$50 shall be assessed a school whose coach or other employees are in violation of this provision.

30.5 Appeals

The decision to disqualify (eject) a student-athlete, coach or other representative of the school's athletic interests (see Bylaw 1.4.18) from a contest is a decision of the contest official or FHSAA Administrator. Any penalties imposed may be appealed to the Executive Director, using the AT15 Form, and, from there, through the normal appeals procedures. All periods of ineligibility (suspensions) remain in effect during any such appeal unless and until they are modified or reversed.

POLICY 31

USE OF ALCOHOL, TOBACCO AND OTHER SUBSTANCES

31.1 Use of Alcohol and Tobacco. The use of alcohol, tobacco or tobacco-like products by student-athletes, coaches and officials is prohibited during the contest and in the vicinity of the playing field or court. A coach or student-athlete in violation of this policy is guilty of unsportsmanlike conduct, will be ejected from the contest and will be suspended from subsequent contests for a period of up to six weeks in accordance with the FHSAA Policy on Unsportsmanlike Conduct. Additionally, 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 will subject the school to a monetary penalty. Violation of this policy by an official will subject the official to a monetary penalty of a minimum of \$100 or suspension or both.

31.2 Use of Steroids and Performance Enhancing Drugs. 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 unsportsmanlike conduct. A student-athlete discovered to be using such substances will 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.

POLICY 32

INCLEMENT WEATHER AND SUSPENDED CONTESTS

32.1 Storms. If a thunderstorm or electrical storm occurs in the area prior to the start of or during any outdoor contest, the officials must immediately contact the principal or his/her designee of each school involved in the contest to determine if the contest should be played as scheduled, delayed, suspended or postponed. If the principal or his/her designee of either of the schools involved requests that the contest be interrupted or postponed, the officials must immediately honor such request. If the principal or his/her designee of only one of the competing schools is available, his/her request must be honored.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

32.2 Safety is Paramount. The safety and welfare of all concerned is of paramount importance. In no case may an official deny a request by a principal or his/her designee 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.

32.3 Suspended Contests. A suspended contest shall be resumed from the point of interruption. Otherwise, National Federation Rules regarding the resumption of suspended contests will apply.

POLICY 34

PHOTOGRAPHING, FILMING AND VIDEOTAPING ATHLETIC CONTESTS

34.1 Regular Season Contests

34.1.1 Representatives of a school's athletic interest, as defined in Policy 36.2.1.1, of a visiting school may not photograph, film or videotape their team's or contestants' performance in a contest without first obtaining permission from the host school principal or his/her designee. Photographers, videographers and their equipment must be positioned so that they do not block the view of any spectator.

34.1.2 No representative of a school's athletic interest of a school that is not participating in a contest may photograph, film or videotape all or any part of the contest unless permission to do so is granted by the principal or his/her designee of each school that is participating in the contest.

34.1.3 It is recommended that schools videotape injury situations, postgame handshakes and any unsportsmanlike incidents that may occur during a football game.

34.2 State Series Contests

34.2.1 State series contests are the sole property of the FHSAA and may not be reproduced and marketed or otherwise distributed or publicly displayed in any manner without the express written permission of the FHSAA. The FHSAA retains all rights to the television broadcast or cablecast, radio broadcast, internet broadcast (audio and/or video), videotaping, filming and photographing of all state series contests.

34.2.2 The FHSAA, subject to the policies of the host facility, allows still cameras and video cameras to be used at state series contests so that participants and spectators may record the event for their own personal use – not for the purposes of commercial resale or public redistribution in any form. Only those duly authorized organizations or individuals who have been granted appropriate rights by contract or by issued credential shall be permitted to sell or publicly display or otherwise redistribute images and sounds of state series contests and then only in accordance with the terms and conditions established by the FHSAA.

34.2.3 Each participating school shall be permitted to photograph, film or videotape, for archival, coaching or instructional purposes, only those state series contests in which its team or contestants perform when arrangements are made with the contest management. Photographers, videographers and their equipment must be positioned so that they do not block the view of any spectator.

34.2.4 There may be additional guidelines or restrictions for FHSAA Finals state championship events. Consult the appropriate athletic regulations manual governing a sport for additional guidelines or restrictions concerning photographing, filming and videotaping at a state championship event in that sport.

34.3 Penalty

34.3.1 A school that violates these guidelines shall be guilty of unsportsmanlike conduct and will be subject to reprimand and the assessment of a monetary penalty of a minimum of \$100 by the FHSAA.

34.3.2 An organization or individual who violates these guidelines, and in so doing infringes upon the rights of the FHSAA as stated hereinabove, shall be subject to one or more of the following actions: remedies under breach of contract; revocation of credentials; expulsion from the site of competition; and legal action under applicable state and federal laws.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.



ATHLETIC RECRUITING

36.1 GENERAL PRINCIPLES

36.1.1 Athletic Recruiting Forbidden. Athletic recruiting is a gross violation of the spirit and philosophy of educational athletics. Athletic recruiting is unethical and unsporting conduct, and is forbidden by FHSAA Bylaws (FHSAA Bylaw 6.3).

36.1.2 Scope of School's Responsibility. A school's responsibility for the conduct of its interscholastic athletic program includes responsibility for:

36.1.2.1 The acts of any employee or athletic department staff member;

36.1.2.2 The acts of third parties, such as an independent person, business or organization, that is a representative of the school's athletic interests when a member of the school's administration or athletic department staff knows or should know that the person, business or organization is promoting the school's interscholastic athletic program; and

36.1.2.3 The acts of any other third parties, such as an independent person, business or organization, acting at the request, direction, or otherwise on behalf of any employee or representative of the school's athletic interests.

36.1.2.4 The acts of any other third parties, such as an independent person, business or organization, acting on behalf of any student athlete.

36.1.2.5 Informing student athletes and their parent(s) or legal guardian(s) of potential eligibility issues related to the participation by the student athlete in non-school athletic activities (e.g. AAU team, club team, travel team, recreation league team, etc.) affiliated with the school through one of its coaches or other athletic department staff members or a representative of the school's athletic interests.

36.1.3 Compliance Programs. Schools are expected to educate all employees, athletic department staff members and representatives of the school's athletic interests about acts that are prohibited by this policy. Schools must immediately report to the FHSAA Office impermissible acts when they are discovered to have occurred.

36.1.4 Academic Recruitment Permissible. A school may conduct an academic recruitment program that is designed to attract students to the school based upon its total educational and extracurricular (athletic and activities) program. A school must not use an academic recruitment program as a disguise for athletic recruiting.

36.1.5 Financial Assistance Permissible. Private schools, as well as developmental research schools operated by state universities, may administer school-based financial assistance programs for students who attend those schools. Financial assistance must be totally unrelated to a student's athletic interest, potential or performance. Financial assistance based even partially on a student's athletic interest, potential or performance is not permitted.

36.1.6 Extra Benefit. Student-athletes must not receive extra benefits, which are benefits that are not offered or generally made available to all other students in the school.

36.2 GENERAL DEFINITIONS

36.2.1 Athletic Recruiting. "Athletic recruiting" is any effort by a school employee, athletic department staff member or representative of a school's athletic interests to pressure, urge or entice a student to attend that school for the purpose of participating in interscholastic athletics.

36.2.1.1 Representative of a School's Athletic Interests. "Representative of a school's athletic interests" refers to any independent person, business or organization that participates in, assists with and/or promotes that school's interscholastic athletic program. This includes:

- (a) A student-athlete or other student participant in the athletic program, such as a team manager, student trainer, etc., at that school;
- (b) The parents, guardians or other family members of a student-athlete or other student participant in the athletic program at that school;
- (c) Relatives of a coach or other member of the athletic department staff at that school;
- (d) A volunteer worker in that school or that school's athletic program;
- (e) An athletic booster organization of that school;
- (f) A member of an athletic booster organization of that school;
- (g) A person, business or organization that makes financial or in-kind contributions to the athletic department or to an athletic booster organization of that school; and
- (h) Any other person, business or organization that is otherwise involved in promoting the school's interscholastic athletic program.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

36.2.2 Improper Contact. “Improper contact” is contact, either directly or indirectly, whether in person or through written or electronic communication, by a school employee, athletic department staff member, representative of the school’s athletic interests or third parties, such as an independent person, business or organization, with a student or any member of the student’s family, in an effort to pressure, urge or entice the student to attend a different school for the purpose of participating in interscholastic athletics.

36.2.3 Impermissible Benefit. An “impermissible benefit” is any arrangement, assistance or benefit that is not offered or generally made available to all students and/or their families who apply to or attend a school, or that otherwise is prohibited by FHSAA rules. Receipt of a benefit by a student-athlete or his/her family is not a violation of FHSAA rules if it is demonstrated that the same benefit is generally available to the school’s students or family members and is not based in any way on athletic interest, potential or performance.

36.2.4 Financial Assistance. “Financial assistance” is funds from various sources that are administered and provided by a school to students to pay or assist in paying costs directly related to their education at the school.

36.3 IMPROPER CONTACT

36.3.1 General Regulation. No school employee, athletic department staff member, representative of the school’s athletic interests or third parties, such as an independent person, business or organization, may make contact, either in person or through any form of written or electronic communication or through any third party, with a student, or any member of the student’s family, in an effort to pressure, urge or entice the student to attend a different school for the purpose of participating in interscholastic athletics.

36.3.2 Specific Prohibitions. Specifically prohibited contact by school employees, athletic department staff members, representatives of the school’s athletic interests or third parties with a student includes, but is not limited to, the following:

36.3.2.1 Sending, or arranging for anyone else to send, any form of written or electronic communication to the student or any member of his/her family, in an attempt to pressure, urge or entice the student to attend a different school to participate in interscholastic athletics.

36.3.2.2 Visiting or entertaining the student or any member of his/her family in an attempt to pressure, urge or entice the student to attend a different school to participate in interscholastic athletics.

36.3.2.3 Making a presentation or distributing any form of advertisement, commercial or material that promotes primarily or exclusively a school’s athletic program or implies a school’s athletic program is better than the athletic program of any other school or suggests that the student’s athletic career would be better served by attending a different school.

36.3.2.4 Answering an inquiry by the student or any member of his/her family about athletic participation opportunities at a school with any response that pressures, urges or entices the student to attend a different school. The student or family member instead should be immediately referred to the school employee responsible for registrations or admissions.

36.3.2.5 Providing transportation to the student or any member of his/her family to visit a school, to take an entrance examination for a school, to participate in an athletic tryout at a school, or to meet with a school employee, athletic department staff member, other representative of the school’s athletic interests or third parties, as part of an effort to pressure, urge or facilitate the student’s attendance at a different school to participate in interscholastic athletics.

36.3.2.6 Attending an elementary school, a junior high school, a middle school or a non-school athletic contest to identify prospective student-athletes who might be recruited to attend a school.

36.3.2.7 Suggesting or going along with any effort by any person, whether a school employee, other representative of the school’s athletic interests or any other person, such as an alumnus of a school, a coach or other person affiliated with a non-school athletic program (e.g. AAU team, club team, travel team, recreation league team, etc.), a coach of or recruiter for a collegiate athletic team, a scout for a professional team or other third parties, to pressure, urge or entice the student to attend a school to participate in interscholastic athletics, or to direct or place the student at the school for the purpose of participating in interscholastic athletics.

36.3.2.8 Making or arranging any other contact with the student or any member of his/her family in an attempt to pressure, urge or entice the student to attend a school to participate in interscholastic athletics.

36.3.3 Contact Initiated by Prospective Student. When a school employee, athletic department staff member or representative of a school’s athletic interests is contacted by a student who does not attend that school and/or any other member of his/her family, about the school’s interscholastic athletic program or attending the school, the school employee, athletic department staff member or representative of the school’s athletic interests must immediately refer the student and/or his/her family member to the appropriate school personnel who have the responsibility of registering and admitting prospective students.

36.3.4 Casual Contact with Students in Normal Community Settings. It is not considered a violation of this policy for an employee, athletic department staff member or representative of the athletic interests of a high school to have casual contact with a student who does not attend that school or any member of the student’s family in a normal community setting. At no time during such contact, however, may the employee, athletic department staff member or representative of the athletic interests of the high school pressure, urge or entice the student to attend a high school for the purpose of participating in interscholastic athletics.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.

36.4 IMPERMISSIBLE BENEFIT

36.4.1 General Regulation. No school employee, athletic department staff member, representative of the school's athletic interests or third parties, such as an independent person, business or organization, may be involved, directly or indirectly, in promising, offering or giving an impermissible benefit to any student or any member of his/her family for the purpose of participating in interscholastic athletics, or to any student-athlete who already attends a school.

36.4.2 Specific Prohibitions. Specifically prohibited arrangements, assistance or benefits include, but are not limited to, the following:

36.4.2.1 School-based financial assistance of any kind that exceeds the amount for which a student has been approved by an independent financial needs assessment company that is recognized by the FHSAA or otherwise is in excess of any supplemental assistance provided by a school to each and every student who qualifies for financial assistance.

36.4.2.2 Cash or like items, such as credit cards, debit cards, gift cards, gift certificates, coupons or vouchers.

36.4.2.3 Gift of clothing, equipment, merchandise or other tangible items.

36.4.2.4 Loans or assistance in securing a loan of any kind.

36.4.2.5 Payment for any work or service that is not performed or that is in excess of the amount normally paid for such work or service.

36.4.2.6 Free or reduced-cost transportation.

36.4.2.7 Living on a full- or part-time basis, regardless of whether rent is paid, with any school employee, athletic department staff member, representative of the school's athletic interests or other individual(s) who are not the student's parent(s) or legal guardian(s) duly appointed by a court of competent jurisdiction.

36.4.2.8 Free or reduced-cost rent for housing, vehicles or other items.

36.4.2.9 Full or partial payment of moving expenses or assistance of any kind with an actual physical move.

36.4.2.10 Employment or assistance in securing employment or contractual arrangement of any kind for which compensation may be paid.

36.4.2.11 Promise of a position on an interscholastic athletic team or playing time as a member of the team.

36.4.2.12 Promise of guaranteeing a college athletic scholarship.

36.4.2.13 Free or reduced costs to attend a sport or skills camp.

36.4.2.14 Any other form of arrangement, assistance or benefit that is not generally available to other students in the school or their families or that is based in any way on athletic ability.

36.7 COMPLIANCE DOCUMENTS

36.7.1 Certification of Compliance Form. Each member school each year must submit to the FHSAA Office, utilizing the official Association process as approved by the Executive Director, certifying that the principal, the athletic director and the president of each athletic booster organization of the school have reviewed the "FHSAA Policy on Athletic Recruiting," and that he/she will comply with all provisions of the policy, and will review the provisions of the policy with school employees, athletic department staff members and representatives of the school's athletic interests. The head coach in each varsity sport offered by the school shall, utilizing the official Association process as approved by the Executive Director, certify that he/she has reviewed the "FHSAA Policy on Athletic Recruiting," will comply with all provisions of the policy and will review the provisions of the policy with his/her coaching staff and players electronically in a process facilitated by the FHSAA. Failure to comply will subject the school to minimum monetary penalty of \$100.

36.7.2 Affidavit of Compliance. A student who for any reason changes schools after beginning the 9th grade, as well as the student's parent(s) or legal guardian(s), duly appointed by a court of competent jurisdiction, must sign in the presence of a notary public an "Affidavit of Compliance with the FHSAA Policy on Athletic Recruiting." The affidavit will be necessary regardless of whether the student changes schools during the school year or during the summer period between school years. The affidavit will be accompanied by an explanation of the FHSAA Policy on Athletic Recruiting, including the penalties for violating the policy, as well as the consequences of making a false statement on the affidavit. The student will not be eligible to participate in interscholastic athletic competition at his/her new school until the school submits the affidavit, utilizing the official Association process as approved by the Executive Director (GA4S Form – Affidavit of Compliance with the FHSAA Policy on Athletic Recruiting). Failure to comply will subject the school to minimum monetary penalty of \$100.

36.8 PENALTIES

36.8.1 Mandatory Forfeiture. A school that is found to have an athletically recruited student-athlete will forfeit all contests and

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awards won in team sports and all points earned and resulting awards won in individual sports in which the student-athlete participated. Mandatory forfeiture also will be required when it is determined that a student who received an impermissible benefit was allowed to participate.

36.8.2 Eligibility Effect of Violation. A student who is found to have been athletically recruited or is found to have received an impermissible benefit will be ineligible for interscholastic athletic competition for one or more years at the school to which the student was athletically recruited or at which he/she received the impermissible benefit, and may be declared ineligible for interscholastic athletic competition at all member schools for one or more years.

36.8.3 Disciplinary Measures. In addition to the mandatory forfeiture of contests and awards, any one or more of the penalties described in Article 10 of the FHSAA Bylaws may be imposed against a school for violating any provisions of this policy. These include:

36.8.3.1 Public reprimand;

36.8.3.2 Financial penalty of a minimum of \$2,500;

36.8.3.3 A form or combination of forms of probation (administrative, restrictive and/or suspension) for one or more years;

36.8.3.4 Prohibition against participating in certain interscholastic competitions, including FHSAA state championship series competitions, for one or more years in the sport(s) in which the violation(s) occurred;

36.8.3.5 Prohibition against participating in any interscholastic competition for one or more years in the sport(s) in which the violation(s) occurred;

36.8.3.6 Restricted membership for one or more years during which time some or all of the school's membership privileges may be restricted or denied; and

36.8.3.7 Expulsion from membership in the Association for one or more years.

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Considerations for Fall Preseason Practice

Intent:

To encourage state high school athletic associations to recommend a preseason acclimatization and recovery model for fall sports that enhances student-athlete well-being.

These guidelines provide general recommendations for conducting preseason practice for secondary school-age student-athletes. In addition, these guidelines can be applied during the academic year to ensure the athletes arrive with adequate sport-specific conditioning. Actual practice should not be based solely on the information contained in these guidelines, but should be customized to the specific geographic location of the school or practice facility. Each individual using these guidelines is responsible for prudent judgment with respect to each practice, athlete and facility and each athlete is responsible for exercising caution when following these general recommendations.

Rationale:

Research has supported the findings, which indicate an increase in heat-related injuries resulting from inadequate preseason acclimatization practices. Similarly, the incidence in stress-related injuries (i.e. stress fractures, tendonitis) has been found to be directly proportional to the work-rest ratio of the athlete. For these reasons, it is the recommendation of the National Federation of High School Association's (NFHS) Sports Medicine Advisory Committee (SMAC) and the National Athletic Trainers' Association's (NATA) Secondary School Committee that fall sports (cross country, football, golf and swimming and diving) use acclimatization and recovery principles to develop their fall preseason practice schedules for the purpose of enhancing the student-athlete well-being. The primary focus of the preseason period should be to provide an adjustment period to the intensity and duration of exercise and environmental conditions. The guidelines are based on medical literature that differentiates sports with equipment due to the unique stress on the body's heat dissipation capabilities. Equally important, consideration should be given to the varying levels of fitness in the high school student-athlete.

Definitions:

Prior to participation in any preseason practice activities, all student-athletes are required to undergo a Pre-Participation Medical Evaluation (PPE) administered as required by state law.

A practice is defined as the time a participant engages in physical activity. It is recommended that each practice be no more than three hours in length and consist of no more than 90 minutes of intense exercise. Warm-up, stretching, and cool-down activities are to be included as part of the practice time. All conditioning and/or weight room activities shall be considered practice.

The acclimatization period is defined as the first 14 calendar days of the season beginning with the first allowable date of practice in that sport or the first date an athlete begins practice, whichever is later. This period shall begin once equipment is used. Any practices conducted prior to the utilization of any equipment, protective or otherwise, shall not be considered a part of the acclimatization period. All student-athletes, including those who arrive to preseason practice after the first day of practice, are recommended to follow the guidelines of the first days of the acclimatization period. During the acclimatization period, it is recommended that student-athletes not participate in more than six consecutive days of practice.

A walk-through shall be defined as a teaching opportunity with no protective equipment (i.e. helmets, shoulder pads, shin guards) or equipment related to a given sport (i.e. footballs, blocking sleds, pitching machine, soccer balls, marker cones). It is recommended the time engaged should not be more than one hour in length. This time does not include conditioning or weight room activities.

A recovery period is defined as the time between the end of one practice or walk-through and the beginning of the next practice or walk-through. During this time, it is recommended that no physical activity be permitted (speed, strength, conditioning, agility, or walk-through).

1. During the first seven calendar days, it is recommended that participants not engage in more than one practice per day.
2. If a practice session is interrupted by inclement weather or heat restrictions, it is recommended the session may be divided for the good of the student-athlete's welfare as long as the total practice time does not exceed three hours for that session.
3. A walk-through is permitted during Days 1 – 6 of the acclimatization period. However, a one-hour recovery period is recommended between the end of practice and the start of the walk-through or vice-versa.
4. During Days 1 – 3, only the goalkeeper in their respective sport shall be permitted to wear all protective equipment deemed necessary to participate in their sport. Football only: The first three full days of practice shall be restricted to conditioning drills. Helmet and dental guards may be issued, but deliberate contact as well as contact with sleds during this three-day period is prohibited.
5. Beginning Day 8, it is recommended that the practice schedule not exceed a 2-1-2-1 format. This means that a day consisting of two practices should be followed by a day with only one practice. One walk-through session would be permitted each day. If a two-practice day were followed by a day off, a two-practice day would be permitted on the following day.
6. On days when two practices are conducted, it is recommended that either practice not exceed three hours in length and student-athletes

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not participate in more than five total hours of practice activities on these days, excluding walk-through sessions. warm-up, stretching, and cool-down activities are included as part of the practice time. Practices should be separated with at least three continuous hours of recovery time between the end of the first practice and the beginning of the very next practice.

7. On days when a single practice is conducted, it is recommended that practices not exceed three hours in length. A walk-through is permitted and should be separated with at least one hour of continuous recovery time between the end of the first practice and the walk-through, or vice-versa.

8. Cross Country: Individuals must participate in a minimum of 10 practice sessions on 10 separate days prior to the first contest.

Frequently Asked Questions and Answers:

Question: My school/school district has established a practice policy. Which should I follow?

Answer: The intent of this information is to provide guidance for principals, athletic directors, coaches and school districts where there is none.

Question: This document recommends only one (1) practice per day during the first seven days of practice. What if my team practices more than once a day during this time?

Answer: The decision to allow practice more than once in a 24-hour period rests with the member school's principal.

Question: My student-athletes have attended a conditioning program prior to the season's beginning date. Is it still necessary to wait until the fourth (4th) day of practice for that student-athlete to engage in physical contact as defined in FHSAA Policy 6.9.1.1

Answer: Yes, it is necessary for the individual student-athlete to wait until the fourth day of practice before engaging in physical contact. This includes student-athletes who may begin participation and practicing with the team after the first date of practice is allowed.

Some policies, procedures and guidelines listed in the previous sport manuals may be found in the FHSAA Policies Section of this Handbook. Please refer to the policy section of the Handbook for information not found in these Administrative Procedures.



Hy-Tek School Abbreviations

A – A – A

Academy Lakes (Land O'Lakes)	ACLK
Admiral Farragut (St. Petersburg)	ADFA
Ahfatchkee School (Clewiston).....	AHFA
Agape Christian (Orlando).....	AGAP
All Saints' (Winter Haven).....	ALSA
Alonso (Tampa)	ALON
Altha	ALTH
American (Hialeah).....	AMER
American Heritage (Delray Beach).....	AHDM
American Heritage (Plantation)	AHPL
American Prep (Davie)	AMEP
American Youth Academy (Tampa)	AYA
Ancolte (Holiday)	ANCH
Andrew Jackson (Jacksonville)	AJAC
Apopka	APOP
Archbishop Carroll (Miami).....	ARCA
Archbishop Curley (Miami)	ARCU
Archbishop McCarthy (Fort Lauderdale)	ARMC
Archimedean (Miami)	ARCH
Armwood (Seffner)	ARMW
Arnold (Panama City Beach).....	ARNO
Astronaut (Titusville).....	ASTR
Atlantic (Delray Beach).....	ATDB
Atlantic (Port Orange).....	ATPO
Atlantic Coast High School (Jacksonville)	ATCO
Auburndale	AUBU
Aucilla Christian (Monticello)	AUCA
Avon Park	AVPK

B – B – B

Baker	BAKE
Baker County (Glen St. Mary)	BCHS
Baldwin.....	BALD
Barrington Christian (Florida City)	BARR
Barron Collier (Naples).....	BCOL
Bartow	BART
Bartram Trail (Jacksonville)	BATR
Bay (Panama City)	BAY
Bayshore (Bradenton)	BYSH
Bayshore Christian (Tampa).....	BYCH
Bayside (Palm Bay).....	BYSD
Beacon of Hope (St. Augustine)	BOH
Belen Jesuit Prep (Miami)	BJES
Bell	BELL
Bellevue	BELV
Ben Gamla (Plantation)	BEN
Benjamin (North Palm Beach).....	BENJ

Berean Christian (West Palm Beach).....	BECH
Berkeley Prep (Tampa).....	BERK
Bethlehem (Bonifay).....	BETH
Bishop Kenny (Jacksonville).....	BKEN
Bishop McLaughlin (Spring Hill)	BMCL
Bishop Moore (Orlando)	BMOR
Bishop Snyder (Jacksonville)	BSNY
Bishop Verot (Fort Myers).....	BVRT
Blake (Tampa)	BLAK
Blanche Ely (Pompano Beach).....	ELY
Bloomington (Valrico).....	BLOM
Blountstown	BLOU
Boca Ciega (Gulfport).....	BCIG
Boca Raton.....	BRTN
Boca Raton Christian.....	BOCH
Bolles (Jacksonville).....	BOLL
Booker (Sarasota)	BOOK
Boone (Orlando).....	BOON
Boyd Anderson (Lauderdale Lakes)	BOYD
Boynton Beach	BOYN
Boynton Beach Charter	BBC
Bozeman	BOZE
Braddock (Miami)	BRAD
Braden River (Bradenton).....	BRRV
Bradenton Christian.....	BRCH
Bradford (Starke).....	BRDF
Brandon	BRDN
Branford.....	BRNF
Brevard Christian (West Melbourne)	BREV
Brevard HEAT (Palm Bay).....	BHET
Brevard Private (Merritt Island).....	BHS
Brito Miami Private (Miami)	BRIT
Broach West Shool (Jacksonville)	BRWS
Bronson	BRON
Brooks De Bartolo	BROK
Buchholz (Gainesville).....	BUCH

C – C – C

Calusa Prep (Miami).....	CALU
Calvary Christian (Clearwater)	CCCL
Calvary Christian (Fort Lauderdale)	CCFT
Calvary Christian (Ormond Beach).....	CCOB
Cambridge (Tampa).....	CAMB
Canterbury (Fort Myers)	CAFM
Canterbury (St. Petersburg)	CASP
Cape Coral	CCOR
Cardinal Gibbons (Fort Lauderdale).....	CGIB
Cardinal Mooney (Sarasota).....	CMOO
Cardinal Newman (West Palm Beach).....	CNEW

Hy-Tek School Abbreviations

(Cont'd)

Carrollton (Miami).....	CTON	Cornerstone (Gainesville).....	CORN
Carrollwood	CARW	Cornerstone Charter Academy (Orlando).....	CCAO
Cassels Christian (Starke).....	CCS	Cottdale	COTT
Cedar Creek Christian (Jacksonville)	CCCJ	Countryside (Clearwater).....	COUN
Cedar Key.....	CKEY	Countryside Christian (Gainesville)	COUC
Celebration	CELE	Covenant Christian (Palm Bay)	COVC
Centennial (Port St. Lucie)	CENT	Creeside	CREE
Center of Life (Miami).....	COLM	Crescent City.....	CRES
Central (Milton).....	CNMI	Crestview.....	CRVW
Central (Brooksville)	CNBR	Crooms (Sanford).....	CROO
Central Florida Christian.....	CFCA	Crystal River.....	CRIV
Central Florida Prep (Gotha)	CFP	Cypress Bay (Weston).....	CYBY
Chamberlain (Tampa).....	CHBL	Cypress Creek (Orlando).....	CYCR
Chaminade (Hollywood).....	CHAM	Cypress Lake (Fort Myers).....	CYLK
Champagnat Catholic (Hialeah)	CHCA		
Charlotte (Punta Gorda).....	CHAR	D - D - D	
Chiefland	CHFL	Dade Christian (Miami).....	DACH
Chiles (Tallahassee).....	CHIL	Deerfield Beach	DBCH
Chipley.....	CHIP	DeLand.....	DELD
Choctawhatchee (Fort Walton Beach).....	CHOC	Deltona	DELT
Christ's Church Academy (Jacksonville)	CCAJ	DeSoto County (Arcadia).....	DESO
Circle Christian (Orlando).....	CIRO	Diamond Community (Palm Bay)	DICO
Citrus (Inverness)	CITR	Dillard (Fort Lauderdale).....	DILL
Citrus Park Christian (Tampa)	CPRK	Divine Savior (Doral)	DIVS
City of Life Christian (Kissimmee)	CLCK	Dixie County (Cross City)	DIXI
Clay (Green Cove Springs)	CLAY	Dixie Hollins (St. Petersburg)	DHOL
Clearwater	CLEA	Doctor's Charter (Miami Shores).....	DRCH
Clearwater Central Catholic.....	CCC	Donahue Academy (Ave Maria).....	DONA
Clewiston.....	CLEW	Donna Klein Jewish (Boca Raton).....	DKJW
Cocoa	COCO	Doral Academy (Miami)	DORL
Cocoa Beach.....	COBC	Douglas (Parkland).....	DOUG
Coconut Creek.....	COCR	Dr. Krop (Miami)	DRKR
Colonial (Orlando)	COLO	Dr. Phillips (Orlando)	DRPH
Colonial Christian (Homestead).....	COLC	Dreyfoos (West Palm Beach)	DREY
Columbia (Lake City).....	COLU	Dunbar (Fort Myers)	DUNB
Columbus (Miami)	CCOL	Dunedin	DUND
Community Christian (Melbourne).....	CCM	Dunnellon	DUNN
Community Christian (Port Charlotte).....	CCPC	Durant (Plant City).....	DURT
Community Christian (Stuart).....	CCST	Dwyer (Palm Beach Gardens).....	DWYR
Community Christian (Tallahassee).....	CCTA		
Community School (Naples).....	CSNA	E - E - E	
Cooper City.....	COOP	Eagles's View	EAVW
Coral Gables.....	COGA	East Bay (Gibson)	EBAY
Coral Glades (Coral Springs)	COGL	East Gadsden (Havana).....	ESGD
Coral Reef (Miami)	CORF	East Lake (Tarpon Springs).....	ELAK
Coral Shores (Tavernier)	COSH	East Lee County (Lehigh).....	ELEE
Coral Springs.....	CSPR	East Ridge (Clermont).....	ERDG
Coral Springs Charter.....	CSCS		
Coral Springs Christian.....	CSCA		



Hy-Tek School Abbreviations

(Cont'd)

East River (Orlando).....	EROL
Eastside (Gainesville).....	ESID
Eau Gallie (Melbourne).....	EGAL
Ed White (Jacksonville).....	EDWH
Edison Academics (Bradenton).....	EDAC
Edison Private (Hialeah).....	EDP
Edgewater (Orlando).....	EDGE
Edgewood (Merritt Island).....	EDWD
Englewood (Jacksonville).....	ENGL
Episcopal (Jacksonville).....	EPIS
Escambia (Pensacola).....	ESCM
Escambia Charter (Gonzalez).....	ESCH
Esprit de Corps (Jacksonville).....	ESDC
Estero.....	ESTO
Eustis.....	EUST
Evangelical Christian (Fort Myers).....	EVLC
Evans (Orlando).....	EVAN
Everglades (Miramar).....	EVGL
Everglades City.....	EVCT

F - F - F

Faith Christian (Orlando).....	FACH
Family Life (Archer).....	FAMA
FAMU (Tallahassee).....	FAMU
Father Lopez (Daytona Beach).....	FLOP
Florida Atlantic (Boca Raton).....	FAU
Ferguson (Miami).....	FERG
Fernandina Beach.....	FERN
First Academy □ Leesburg.....	FRLE
First Academy (Orlando).....	FRST
First Baptist (Naples).....	FRBP
First Coast (Jacksonville).....	FCST
First Coast Christian (Jacksonville).....	FCCH
Fivay High School (Hudson).....	FVHS
Flagler Palm Coast (Bunnell).....	FLPC
Flanagan (Pembroke Pines).....	FLAN
Fleming Island.....	FLEM
Fletcher (Neptune Beach).....	FLET
Florida Air (Melbourne).....	FAA
Florida Deaf and Blind (St. Augustine).....	FDAB
Florida Christian (Miami).....	FLAC
FSU (Tallahassee).....	FSU
Forest (Ocala).....	FORE
Forest Hill (West Palm Beach).....	FOHL
Forest Lake (Apopka).....	FORL
Forrest (Jacksonville).....	FORR
Fort Lauderdale.....	FTL
Fort Lauderdale Christian.....	FLCH

Fort Meade.....	FTME
Fort Myers.....	FTMY
Fort Pierce Central.....	FPC
Fort Pierce Westwood.....	FPW
Fort Walton Beach.....	FWB
Fort White.....	FWHI
Foundation (Winter Garden).....	FOUN
Foundation Christian (Valrico).....	FOUV
Franklin County.....	FRCO
Freedom (Orlando).....	FROR
Freedom (Tampa).....	FRTP
Freeport.....	FREE
Frostproof.....	FROS

G - G - G

Gainesville.....	GAIN
Gaither (Tampa).....	GAIT
Gateway (Kissimmee).....	GATE
Gateway Charter (Fort Myers).....	GWCH
Geneva (Fern Park).....	GNVA
George Jenkins (Lakeland).....	GEOJ
George Steinbrenner (Lutz).....	GEOS
Gibbs (St. Petersburg).....	GIBB
Glades Central (Belle Glade).....	GLCN
Glades Day (Belle Glade).....	GLDY
Godby (Tallahassee).....	GODB
Gold Coast (West Palm Beach).....	GOCO
Golden Gate (Naples).....	GGAT
Goleman (Miami).....	GOLE
Grace Academy International (Opa Locka).....	GRAI
Graceville.....	GRAC
Grandview Prep (Boca Raton).....	GPRP
Greater Miami Academy.....	GRMI
Gulf (New Port Richey).....	GULF
Gulf Breeze.....	GBRZ
Gulf Coast (Naples).....	GUCO
Gulliver Prep (Pincrest).....	GULP

H - H - H

Hagerty (Oviedo).....	HAGR
Haines City.....	HAIN
Halifax Academy (Daytona Beach).....	HAFX
Hallandale.....	HALN
Hamilton County (Jasper).....	HAMC
Hardee (Wauchula).....	HARD
Harmony.....	HARM
Harvest Community (Jacksonville).....	HARV



Hy-Tek School Abbreviations

(Cont'd)

Hawthorne	HAWT
Heartland Christian (Sebring).....	HACH
Hebrew Academy (Miami Beach).....	HEBW
Heritage (Bunnell).....	HTBN
Heritage (Palm Bay).....	HTPB
Hernando (Brooksville).....	HERN
Hernando Christian (Brooksville).....	HRNC
Hialeah	HIAL
Hialeah Edicational.....	HIED
Hialeah Gardens.....	HIGD
Hialeah □ Miami Lakes	HML
Highlands Christian (Pompano Beach)	HICH
Hillel (North Miami Beach).....	HILL
Hilliard.....	HIRD
Hillsborough (Tampa)	HBOR
Hollywood Christian.....	HOCH
Hollywood Hills (Hollywood)	HOHI
Holmes County (Bonifay).....	HOLM
Holy Names (Tampa).....	HNMS
Holy Trinity (Melbourne)	HTRN
Homestead	HOME
Horeb Christian (Hialeah).....	HORB
Hudson	HUDS

I - I - I

Ida Baker (Cape Coral).....	BACC
Imagine School (North Port).....	IMGS
Immaculata-LaSalle (Miami).....	ILAS
Immokalee	IMMO
Indian Rocks Christian (Largo).....	INRC
Inlet Grove	INGR
Interlachen.....	INTL
International Community (Winter Park)	INCO
International School of Broward (Hollywood)	INTB
International Studies Charter	INTS
Island Christian (Islamorada).....	ISLC
Island Coast (Cape Coral).....	ISCO

J - J - J

Jay	JAY
Jefferson (Tampa).....	JEFF
Jefferson County (Monticello).....	JEFC
Jensen Beach.....	JENB
Jesuit (Tampa).....	JESU
John Carroll (Fort Pierce)	JCAR
John I. Leonard (Greenacres)	JIL
John Paul II (Tallahassee)	JPTA

Jones (Orlando).....	JONS
Jupiter.....	JUPT
Jupiter Christian.....	JUPC

K - K - K

Kathleen (Lakeland)	KATH
Keswick Christian (St. Petersburg).....	KESW
Key West	KWST
Key's Gate (Homestead)	KEYS
Keystone Heights	KYHT
King (Tampa).....	KING
King's Academy (Clewiston)	KNGC
King's Academy (West Palm Beach)	KNGS

L - L - L

LaBelle.....	LABL
Lafayette (Mayo).....	LFTY
Lake Brantley (Altamonte Springs).....	LBRN
Lake Gibson (Lakeland)	LGIB
Lake Highland Prep (Orlando).....	LHIP
Lake Howell (Winter Park).....	LHOW
Lake Mary.....	LMAY
Lake Mary Prep	LMPR
Lake Minneola	LMIN
Lake Nona (Orlando).....	LNOL
Lake Placid	LPLD
Lake Region (Eagle Lake).....	LREG
Lake Wales	LWAL
Lake Weir (Ocala).....	LWEI
Lake Worth	LWOR
Lake Worth Christian (Boynton Beach)	LWCH
Lakeland.....	LAKE
Lakeland Christian.....	LAKC
Lakeside Christian (Clearwater)	LAKC
Lakewood (St. Petersburg).....	LWOD
Lakewood Ranch (Bradenton).....	LWRA
Land O'Lakes	LOL
Landmark Christian (Haines City).....	LAND
Largo	LRGO
Lauderdale Lakes Academy	LLAC
Laurel Hill.....	LHIL
Lecanto.....	LECA
Leesburg.....	LEES
Lehigh (Lehigh Acres).....	LEHI
Lely (Naples)	LELY
Lemon Bay (Englewood)	LBAY
Lennard (Ruskin).....	LNRD



Hy-Tek School Abbreviations

(Cont'd)

Leon (Tallahassee)	LEON
Leto (Tampa)	LETO
Liberty	LIBK
Liberty County (Bristol)	LIBC
Life Christian Academy (Kissimmee)	LCAK
Lincoln (Tallahassee)	LINC
Lincoln Park (Fort Pierce)	LNPK
Lourdes (Miami)	LRDS
Lyman (Longwood)	LYMN

M – M – M

Maclay (Tallahassee)	MACL
Madison County (Madison)	MADC
Mainland (Daytona Beach)	MAIN
Malone	MALO
Manatee (Bradenton)	MANA
Manatee HEAT (Bradenton)	MHET
Mandarin (Jacksonville)	MAND
Marathon	MTHN
Marco Island Academy	MRCO
Marianna	MARI
Mariner (Cape Coral)	MANR
Martin County (Stuart)	MART
MAST (Key Biscayne)	MAST
Master's Academy (Oviedo)	MAOV
Master's Academy (Vero Beach)	MAVB
Matanzas (Palm Coast)	MTZS
Mater Academy (Hialeah Gardens)	MATR
Mater Academy East (Miami)	MAEM
Mater Lakes Academy (Miami)	MATE
McArthur (Hollywood)	MCAR
McKeel (Lakeland)	MCKE
Meadowbrook	MEDO
Melbourne	MELB
Melbourne Central Catholic	MCC
Melody Christian (Live Oak)	MCA
Menendez (St. Augustine)	MENE
Merritt Island	MISL
Merritt Island Christian	MICH
Miami	MIAM
Miami Beach	MBCH
Miami Carol City	MCCY
Miami Central	MCEN
Miami Christian	MCHR
Miami Coral Park	MCRK
Miami Country Day	MCDY
Miami Edison	MEDI
Miami Jackson	MJAC

Miami Killian	MKIL
Miami MacArthur North	MACN
Miami Norland	MNOR
Miami Northwestern	MNWN
Miami Palmetto	MPAL
Miami Southridge	MSOU
Miami Springs	MSPR
Miami Sunset	MSUN
Middleburg	MIDB
Middleton (Tampa)	MDTN
Milton	MILT
Miramar	MIRA
Mitchell (New Port Richey)	MITC
Monarch (Coconut Creek)	MNRK
Monsignor Pace (Miami)	MPAC
Montverde	MONT
Moore Haven	MHAV
Mourning (North Miami)	MORN
Morningside Academy (Port St. Lucie)	MSID
Mosley (Lynn Haven)	MOSL
Mount Dora	MDOR
Mount Dora Bible	MTDB
Mulberry	MULB
Munroe (Quincy)	MUNR

N – N – N

Naples	NAPL
Nature Coast Tech (Brooksville)	NACO
Navarre	NAVA
Nease (Ponte Vedra Beach)	NEAS
New Dimensions (Kissimmee)	NDIM
New Smyrna Beach	NSB
Newberry	NEWB
Newsome (Lithia)	NEWS
Niceville	NICE
North Bay Haven (Panama City)	NBH
North Broward Prep (Coconut Creek)	NBRO
North Florida Christian (Tallahassee)	NFCS
North Florida Educational (Jacksonville)	NFED
North Fort Myers	NFTM
North Marion (Citra)	NMAR
North Miami	NMIA
North Miami Beach	NMB
North Port	NPRT
Northeast (Oakland Park)	NEOP
Northeast (St. Petersburg)	NESP
Northside Christian (St. Petersburg)	NSCH
Northview (Bratt)	NVEV



Hy-Tek School Abbreviations

(Cont'd)

Northwest Christian (Miami) NWCH
 Nova (Davie).....NOVA

O - O - O

Oak Hall (Gainesville).....OAKH
 Oak Ridge (Orlando) OAKR
 Oakleaf High School (Orange Park).....OAKL
 Oasis (Cape Coral).....OACC
 Oasis Christian (Winter Haven).....OASI
 Ocala Christian Academy (Ocala)OCA
 OcoeeOCOEE
 Odessa ChristianODES
 OkeechobeeOKEE
 Olympia (Orlando)OLYM
 Olympic Heights (Boca Raton)OLYH
 Orange ParkORPK
 Orangewood Christian (Maitland).....ORNG
 Orlando Christian PrepORCH
 Osceola (Kissimmee)OSCK
 Osceola (Seminole).....OSCS
 Out-of-Door (Sarasota).....OUTD
 OviedoOVDO
 Oxbridge Academy (West Palm Beach)OXB

P - P - P

P. K. Yonge (Gainesville) PKYO
 PacePACE
 PahokeePAHO
 Palatka.....PALA
 Palm Bay (Melbourne).....PBAY
 Palm Bay CharterPBC
 Palm Beach Central (Wellington)PBCN
 Palm Beach GardensPBGA
 Palm Beach Lakes (West Palm Beach).....PBLK
 Palm Harbor University.....PHAR
 Palmer Trinity (Palmetto Bay).....PTRI
 PalmettoPALM
 Palmetto Ridge (Naples)PLMR
 Park Vista (Boynton Beach)PVIS
 Parkway Academy (Miramar)PKWY
 Parsons Christian Academy (Jacksonville).....PCAJ
 Pasco (Dade City)PASC
 Paxon (Jacksonville).....PAXN
 PaxtonPAXT
 Pembroke Pines CharterPEMB
 Pendleton School (Bradenton)PEND
 Peniel Baptist (Palatka)PEBA

Pensacola..... PENS
 Pensacola Catholic.....PCAT
 Pensacola Christian.....PECH
 Pepin Academy (Tampa)PEPT
 Pine Castle Christian (Orlando).....PCAL
 Pine Crest (Fort Lauderdale).....PCRS
 Pine Forest (Pensacola).....PFOR
 Pine Ridge (Deltona)PRDG
 Pine SchoolPINE
 Pinecrest Prep (Miami).....PPMI
 Pinellas Park (Largo).....PIPK
 Piper (Sunrise).....PIPR
 Plant (Tampa)PLAN
 Plant CityPLCY
 Plantation.....PTTN
 Poinciana (Kissimmee).....POIN
 Pompano Beach.....POMP
 Ponce de LeonPDL
 Ponte Vedra.....POVA
 Pope John Paul II (Boca Raton).....PJP
 Poplar Springs (Graceville).....POPS
 Port CharlottePTCH
 Port St. Joe.....PSJ
 Port St. LuciePSL
 Posnack Jewish (Plantation)POJW
 Princeton ChristianPRCH
 Providence (Jacksonville).....PROV

R - R - R

Raines (Jacksonville).....RAIN
 Ransom Everglades (Miami)RANS
 Reagan (Doral).....REGN
 Redland Christian (Homestead)REDL
 RFM Christian (Melbourne)RFM
 Ribault (Jacksonville).....RIBA
 Rickards (Tallahassee)RICK
 Ridge Community (Davenport).....RDGE
 Ridgeview (Orange Park)RDGV
 Ridgewood (New Port Richey)RDGW
 River City Science Academy (Jacksonville).....RCSA
 River Ridge (New Port Richey).....RVRG
 Riverbend Academy (Ormond Beach).....RIVB
 Riverdale (Fort Myers).....RVDL
 RiverviewRIVR
 Riverview (Sarasota)RIVS
 Riviera Prep (Miami).....RIVP
 Robert E. Lee (Jacksonville).....RLEE
 Robinson (Tampa)ROBI



Hy-Tek School Abbreviations

(Cont'd)

Rockledge.....	ROCK
Rocky Bayou Christian (Niceville)	ROBY
Royal Palm Beach	RPB
Rutherford (Springfield)	RUTH

S - S - S

Saddlebrook Prep (Wesley Chapel)	SADL
Sagemont (Weston).....	SAGE
Sandalwood (Jacksonville).....	SAND
Santa Fe (Alachua).....	SAFE
Santa Fe Catholic (Lakeland).....	SFCA
Santaluces (Lantana)	SANT
Sarasota	SARA
Sarasota Christian	SACH
Sarasota Military Academy	SMA
Satellite (Satellite Beach)	SATE
Seabreeze (Daytona Beach)	SEAB
Seacoast Christian (Jacksonville).....	SCST
Seacrest Country Day (Naples).....	SEAC
Sebastian River (Sebastian).....	SBRI
Sebring	SEBR
Seffner Christian.....	SFCH
Seminole (Sanford).....	SMSA
Seminole.....	SMSE
Seminole Ridge (Loxahatchee)	SRDG
Seven Rivers Christian (Lecanto).....	SEVR
Shepherd's School (Pahokee).....	SSP
Sheridan Hills Christian (Hollywood)	SHER
Shorecrest Prep (St. Petersburg)	SHOR
Shores Christian (Ocala)	SHCH
Sickles (Tampa).....	SICK
Sneads	SNEA
Somerset Academy (Pembroke Pines).....	SMRS
Somerset Central Miramar	SCM
Somerset Charter (Homestead)	SOMC
Sonrise Christian (Lakeland)	SONR
South Broward (Hollywood).....	SBRW
South Dade (Homestead).....	SDAD
South Florida Heat (Fort Lauderdale).....	SFHL
South Fork (Stuart).....	SFRK
South Fort Myers	SFMY
South Lake (Groveland)	SLAK
South Miami.....	SMIA
South Plantation (Plantation).....	SPLN
South Sumter (Bushnell)	SSUM
South Walton (Santa Rosa Beach).....	SWTN
Southeast (Bradenton)	SEST
Southland Christian (Kissimmee)	SLCH

Southwest Florida Christian (Fort Myers).....	SWFL
Southwest Miami	SWMI
Space Coast (Port St. John).....	SPCT
Spanish River (Boca Raton)	SPRI
Spoto (Riverview)	SPOT
Springstead (Spring Hill).....	SPRG
Spruce Creek (Port Orange).....	SPRU
St. Andrew's (Boca Raton)	STAD
St. Augustine (St. Augustine).....	SAUG
St. Brendan (Miami).....	SBRN
St. Cloud.....	SCLD
St. Edward's (Vero Beach)	STED
St. Francis (Gainesville)	SFRN
St. John Lutheran (Ocala)	STJL
St. John Neumann (Naples)	STJN
St. Johns Country Day (Orange Park).....	STJC
St. Joseph (St. Augustine).....	STJO
St. Petersburg.....	SPET
St. Petersburg Catholic.....	SPCA
St. Stephen's Episcopal (Bradenton).....	STSE
St. Thomas Aquinas (Fort Lauderdale).....	STAQ
Stanton (Jacksonville)	STAN
Stranahan (Fort Lauderdale)	STRN
Strawberry Crest (Dover).....	STRA
Summit Christian (West Palm Beach)	SUMM
Suncoast (Riviera Beach).....	SUNC
Sunlake.....	SUNL
Suwannee (Live Oak).....	SUWA

T - T - T

Tallavana Christian School (Havana)	TALL
Tampa Bay Christian	TBCH
Tampa Bay HEAT (Brandon)	TBHE
Tampa Bay Tech.....	TTCH
Tampa Catholic.....	TCAT
Tampa Prep	TPRP
Taravella (Coral Springs).....	TARA
Tarpon Springs	TSPR
Tate (Cantonment).....	TATE
Tavares.....	TAVA
Taylor (Pierson)	TAYL
Taylor County (Perry).....	TAYC
Tempette (Jacksonville).....	TEMP
Temple Christian Academy (Jacksonville).....	TEMA
Tenoroc.....	TENO
TERRA Institute (Miami).....	TERR
Terry Parker (Jacksonville)	TPAR
Timber Creek (Orlando).....	TICR

Hy-Tek School Abbreviations

(Cont'd)

Titusville.....TTVL
Treasure Coast (Port St. Lucie).....TRCO
Trenton.....TREN
Trinity Catholic (Ocala).....TRCA
Trinity Christian (Deltona).....TCAD
Trinity Christian (Jacksonville).....TCAJ
Trinity Christian (Lake Worth).....TCLW
Trinity Prep (Winter Park).....TRIN

U - U - U

Umatilla.....UMAT
Union County (Lake Butler).....UNIO
Universal Academy (Tampa).....UNVA
University High School (Orange City).....UNOC
University (Orlando).....UNOR
University Christian (Jacksonville).....USC
University School (Fort Lauderdale).....UNDA
Upperroom Christian (Lauderhill).....UPER

V - V - V

Vanguard (Lake Wales).....VANL
Vanguard (Ocala).....VANO
Varela (Miami).....VARE
Venice.....VENC
Vernon.....VERN
Vero Beach.....VERO
Victory Christian (Lakeland).....VICT
Viera (Melbourne).....VIER
Village Academy (Delray Beach).....VIDB
Villages.....VILL

W - W - W

Wakulla (Crawfordville).....WAKU
Walker Memorial (Avon Park).....WALK
Walton (DeFuniak Springs).....WALT
Warner Christian (South Daytona).....WARN
Washington (Miami).....WSHM
Washington (Pensacola).....WSHP
Weeki Wachee High School.....WEEW
Wekiva.....WEAP
Wellington.....WELL
Wellington Christian.....WELC
Wesley Chapel.....WESC
West Boca Raton.....WBOC
West Broward.....WEBO
West Florida (Pensacola).....WFLA
West Gadsden (Greensboro).....WSGD

West Nassau (Callahan).....WNAS
West Orange (Winter Garden).....WORA
Westport (Ocala).....WPRT
West Shore (Melbourne).....WSHO
Western (Davie).....WSTN
Westlake Prep (Davie).....WESP
Westland Hialeah.....WEHI
Westminster Academy (Fort Lauderdale).....WACD
Westminster Christian (Miami).....WCHR
Westwood Christian (Miami).....WWOO
Westwood Hills (Gainesville).....WESH
Wewahitchka.....WEWA
Wharton (Tampa).....WHAR
Wildwood.....WILD
Williston.....WILL
Windermere Prep.....WIND
Winter Haven.....WHAV
Winter Park.....WPRK
Winter Springs.....WSPR
Wiregrass Ranch (Wesley Chapel).....WIRE
Wolfson (Jacksonville).....WOLF

Y - Y - Y

Yeshiva (Boca Raton).....YESH
Yulee YULE

Z - Z - Z

Zephyrhills.....ZEPH
Zion Lutheran Christian (Deerfield Beach).....ZION

