

# 2023

## BOWLING TOURNAMENT MANAGER'S MANUAL



OHIO HIGH SCHOOL ATHLETIC ASSOCIATION

4080 Roselea Place, Columbus, Ohio 43214

Telephone: (614) 267-2502 Fax: (614) 267-1677

[www.ohsaa.org](http://www.ohsaa.org)

## A Message from the OHSAA

Thank you for your willingness to serve as a manager for the OHSAA Bowling Tournament. This is the Managers' Manual provided to all managers of Sectional, District and State Tournaments that reflects the consistent procedures for all tournament across the state. District Athletic Boards make certain permissible adjustments in their respective districts, but this manual reflects items adopted by the OHSAA's Board of Directors, which are included in our Bowling Tournament Regulations. These Tournament Regulations are located at the end of this manual and posted on the Bowling webpage (<https://www.ohsaa.org/sports/bowling>). We encourage you to read them and provide them to coaches at your seed meeting.

The manual is designed to help you in the operation of the tournament and is divided into basic parts of:

- Introduction Information
- Overall Tournament Organization Information
- General Information
- Sectional and District Specific Information
- Media Information
- Ticket Procedure Information
- Financial Reporting Information
- Medical Information
- Required and other Useful Forms

We cannot stress enough the importance of adhering to Tournament Regulations at every single level of tournament play.

Though most your communication will be with the District Athletic Board Bowling sport coordinator, if I can be of service to you, please do not hesitate to contact me via email at [emason@ohsaa.org](mailto:emason@ohsaa.org) or via cell phone at (479) 236-5901.

Thank you for your efforts and making this year's tournament a reality!

Sincerely,



Emily Mason  
**Senior Sport Administrator – Bowling**  
P: (479) 236-5901  
E: [emason@ohsaa.org](mailto:emason@ohsaa.org)

## The OHSAA Mission Statement

*The Ohio High School Athletic Association's mission is to serve our member schools and enrich interscholastic opportunities for students.*

## BOWLING TOURNAMENT SITES & ASSIGNMENTS

Each of the state's District Athletic Boards are empowered by the OHSAA Constitution to organize and conduct the Bowling Tournaments at the Sectional and District levels. They are conducted according to the Tournament Regulations adopted by the Board of Directors at the October 2022 meeting.

The bowling tournaments conclude with the State Bowling Tournament at Wayne Webb's Columbus Bowl, on March 3 & 4 (Boys & Girls Division II) and March 10 & 11 (Boys & Girls Division I).

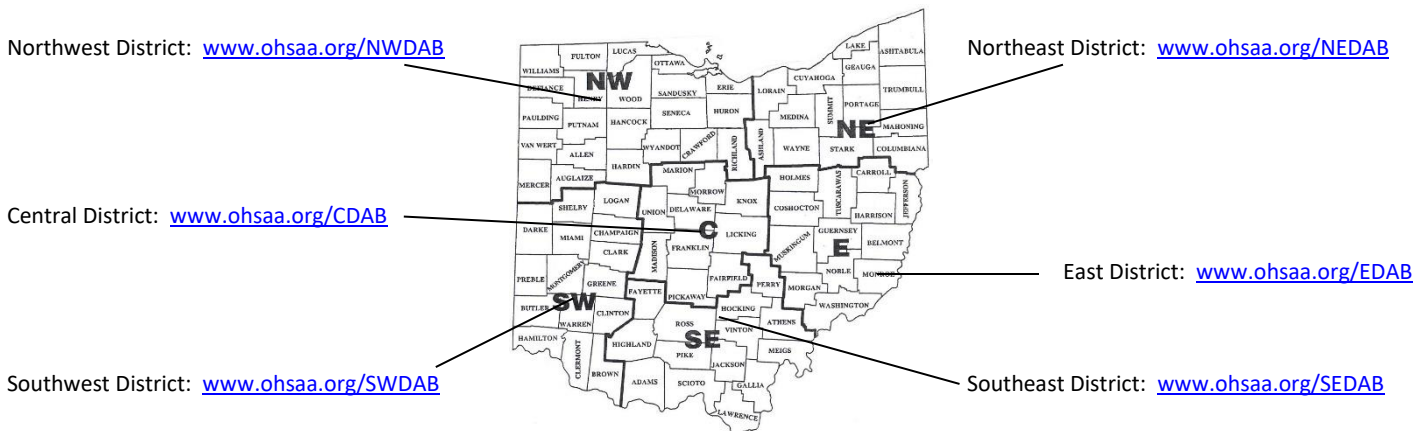
**The bowling draw/seed meeting is to be held on Sunday, February 5 at 2:00pm.** There will be no *mandatory* seeding of teams for the purposes of lane assignments or placement into tournament sites.

It is the responsibility of each District Athletic Board to determine the number of qualifiers from the Sectional Tournament to the District Tournament. Advancement of teams to the State Tournament is based on a formula that takes into account the number of school teams that participate in each of the OHSAA's six districts.

### **Athletic Districts**

Representation to the Regional Tournament from District winners is determined by a formula based upon the number of teams participating in the previous year's tournament.

With a few exceptions, most schools in the counties listed below are assigned sites from the respective District Athletic Boards. You are encouraged to visit their websites for additional information.



## OHSAA Bowling Tournament General Information SECTIONAL & DISTRICT

The following is general information for **all managers** relative to Sectional **and** District Tournament play.

1. All bowling contests shall remain neutral—there shall be no special recognitions, senior nights or special events occurring at the tournament site.
2. All managers shall complete the Excel version of the Tournament Financial Report (*Tournament Report for Non-High School Sites*) which will be available at <https://www.ohsaa.org/financial/reports>. Invoices and completed Excel reports should be submitted to [accounting@ohsaa.org](mailto:accounting@ohsaa.org).
3. Managing the finances of all OHSAA tournaments will be handled through the District Treasurer. Tournament Managers may not run finances through personal checking accounts.
4. The number of spectators permitted at each bowling facility shall be determined by each individual bowling facility, in coordination with the respective District Athletic Board.
5. Please review the Tournament Scoring section of the manual on page 9. Immediately following your tournament and prior to leaving the bowling facility, email the completed scoring file to Brenda Murray ([murray11710@gmail.com](mailto:murray11710@gmail.com)).
6. **Only passes created by the state office in Columbus will be permitted at 2022-23 OHSAA Tournaments, typically with a QR code to scan with Hometown Ticketing.** There should be no paper passes or passes created by the District Athletic Boards and/or leagues/conferences. Please notify your pass gate attendant(s) of this policy.
7. **Sites are required to scan all tickets of spectators that enter the bowling facility.** There are many reasons for this, but mostly important for accounting and financial purposes. Please make sure you have devices prepared to scan tickets with the Hometown Ticketing app. All ticketing information will come from Claire Duesdieker Keohane.
8. Provide adequate number of law enforcement officers and/or security personnel where and when necessary to ensure protection of bowlers, coaches and spectators.
9. Maintain an adequate Emergency/Crisis Management Plan and record EMS contact information. Please familiarize yourself with the policies and ensure the plans are followed in the event of any unforeseen emergency.
10. Should you need to postpone and/or reschedule your Bowling Tournament(s) to a new date due to inclement weather, please inform Emily Mason ([emason@ohsaa.org](mailto:emason@ohsaa.org)) of the reason and new date(s).
11. Should an issue arise where an individual bowler and/or a bowling team cannot advance\* to the next round, please contact Emily Mason to discuss the replacement of the individual bowler and/or bowling team to the next round. (*\*examples include if they choose not to advance, cannot attend due to scheduling conflicts, injuries or illness, etc.*)

## Specific Sectional Manager Information

1. Immediately following the completion of the Sectional Tournament, notify the District Tournament Manager of the team(s) or individual(s) that qualify to the District Tournament. In DABs where District sites are different from Sectional sites, District managers will be in contact with you for the transfer of information (roster information, etc.). Please assist this process by providing the name and contact information to your Sectional winner.

## Specific District Manager Information

1. Please contact Sectional Managers to arrange for any transfer of program materials, etc. for winning teams advancing from the Sectional Tournament to the District Tournament.
2. District Managers will receive an electronic packet via email, to provide to the teams/individuals that advance to the State Tournament. Managers may email/forward these electronic packets to the advancing schools or may print the materials and provide them with a physical copy prior to them departing the facility.
3. Trophies and awards appropriate for the tournament will be shipped directly to the managers from **Croton Craft, P.O. Box 257, Croton, Ohio 41013**. Please open the shipment immediately and check to see if you have received the correct trophies and awards or if there is any damage. If an error has been made or there is damage, contact Travis Nethers at Croton Craft 1-800-947-5521. Should coaches, parents or school administrators wish to order additional medals, they may do so by contacting Croton Craft.

## CONTACT INFORMATION

Emily Mason	Senior Sport Administrator	Bowling Sport Administrator	<a href="mailto:emason@ohsaa.org">emason@ohsaa.org</a>
Greg Coullles	State Rules Interpreter	Addresses Rules Inquiries	<a href="mailto:gregc300@gmail.com">gregc300@gmail.com</a>
Fran Miller	State Rules Interpreter	Addresses Rules Inquiries	<a href="mailto:franmarkmill@aol.com">franmarkmill@aol.com</a>
Jo Diamond	CDAB Bowling Coordinator	Coordinates C District Tournaments	<a href="mailto:cousbc300@gmail.com">cousbc300@gmail.com</a>
Don Spinell	EDAB Bowling Coordinator	Coordinates E District Tournaments	<a href="mailto:dspinell@ohsaa.org">dspinell@ohsaa.org</a>
Fran Miller	NEDAB Bowling Coordinator	Coordinates NE District Tournaments	<a href="mailto:franmarkmill@aol.com">franmarkmill@aol.com</a>
Todd Hoehn	NWDAB Bowling Coordinator	Coordinates NW District Tournaments	<a href="mailto:thoehn@nwdab.org">thoehn@nwdab.org</a>
Mark LaFon	SEDAB Bowling Coordinator	Coordinates SE District Tournaments	<a href="mailto:mark.lafon@tigertown.com">mark.lafon@tigertown.com</a>
Phil Poggi	SWDAB Secretary	Coordinates SW District Tournaments	<a href="mailto:SWDAB-sec@ohsaa.org">SWDAB-sec@ohsaa.org</a>

## IMPORTANT DATES

<b>January 23</b>	Deadline date for OHSAA Tournament
<b>February 5</b>	Draw/Seed Meeting Date – 2:00 pm
<b>February 12 – 19</b>	DII Sectional Tournaments
<b>February 19 – 26</b>	DI Sectional Tournaments
	DII District Tournaments
<b>February 26 – March 5</b>	DI District Tournaments
<b>March 3 &amp; 4</b>	DII Boys & Girls State Tournament
<b>March 10 &amp; 11</b>	DI Boys & Girls State Tournament

## SECURITY ISSUES

**Please pay special attention to all security issues.** Hire adequate security/oversight as each District Athletic Board will advise. **No doubt each sport differs in the amount of security required, but always be prepared!** Most situations occur before and after contests. Take the time to review and communicate any potential issues with coaches and school administrators prior to the contest.

There is a section providing a sample *Crisis Management Plan* later in this manual. Please make sure all bowling facilities have one in place to eliminate potential problems.

## PASSES

All attendees must have a ticket. The only passes permitted are those created and distributed by the OHSAA office—no passes created by DABs or passes created by leagues and/or conferences should be admitted at the past gate at any level of the postseason tournament(s). Any guest who typically receives complimentary admission (school administrators, DAB members, etc.) will be provided a complimentary ticket from Hometown Ticketing. From the venue perspective, every spectator should have a QR code to scan for entry.

## OHSAA BOWLING TOURNAMENT TICKET PRICES

The following are determined by the OHSAA Tournament Regulations, which were approved by the OHSAA Board of Directors. Please review the *Ticketing Procedures* section on the following page. All tickets may be purchased on the OHSAA Ticketing website, utilizing Hometown Ticketing.

**NOTE:** Children under five are permitted complimentary admission.

TOURNAMENT LEVEL	STUDENT TICKET	ADULT TICKET
<i>Sectional Tournaments</i>	<b>\$6.00</b>	<b>\$8.00</b>
<i>District Tournaments</i>	<b>\$6.00</b>	<b>\$8.00</b>
<i>State Tournaments</i>	<i>See table below</i>	<i>See table below</i>

STATE TOURNAMENT LEVEL	STUDENT TICKET	ADULT TICKET
<i>State Tournament</i>	<b>\$12.00</b>	<b>\$15.00</b>

## TICKETING PROCEDURES

Managers conducting tournaments at all levels must follow appropriate ticket management procedures.

1. All OHSAA Bowling Tournament tickets will be conducted online. There should be no physical tickets sold at the gate; however, a QR code may be available at the gate, which will direct them to purchase an online ticket.
2. Every person who pays admission shall receive an online ticket.
3. Adherence to the procedures below will ensure better control of gate proceeds and attendance.

**NOTE:** It is a requirement that all facilities scan tickets as spectators enter. If you have questions regarding ticket scanning, please contact your DAB Sport Coordinator or Claire Duesdieker Keohane.

All information regarding tickets will come from Claire Duesdieker Keohane, OHSAA staff.

Claire Duesdieker Keohane

E: [claired@ohsaa.org](mailto:claired@ohsaa.org)

B: 614-549-6973

### ONLINE/DIGITAL TICKETING INFORMATION

Spectators can visit [www.ohsaa.org/tickets](http://www.ohsaa.org/tickets) to purchase tickets.

HTT will provide customer support to those purchasing tickets.

- By phone: 1-866-488-4849
- By email: [fansupport@hometownticketing.com](mailto:fansupport@hometownticketing.com)

### COMP TICKETS FOR SCHOOL ADMINISTRATORS

**Three complimentary tickets** will be provided to each school for their school administrators. The school Athletic Director will receive an email from Hometown Ticketing to share with the school administrators/staff that will receive the complimentary admission. *The same ticket/code will be utilized through every level of the tournament.*

## FINANCIAL REPORTING INFORMATION

*All instructions for these procedures will be outlined by District Athletic Board Treasurers (listed below) at the respective District Athletic Board Managers' Meetings.*

*Any questions surrounding Tournament Financial procedures can be directed to the District Athletic Board Treasurer or the OHSAA Accounting Department at [accounting@ohsaa.org](mailto:accounting@ohsaa.org) or (614) 267-2502.*

### DISTRICT ATHLETIC BOARD TREASURERS

#### **CENTRAL**

*Jim Hayes*  
1790 Edgewood Drive  
Circleville, OH 43113  
C: (740) 207-1059  
E: [jhayes@ohsaa.org](mailto:jhayes@ohsaa.org)

#### **EAST**

*Richard Hall*  
Mid-East CTC  
400 Richards Rd  
Zanesville, OH  
C: (740) 541-5583  
E: [rhall@ohsaa.org](mailto:rhall@ohsaa.org)

#### **SOUTHEAST**

*Rick Edwards*  
34621 Crew Rd  
Pomeroy, OH 45769  
B: (740) 667-6079  
C: (740) 591-9427  
E: [redwards@ohsaa.org](mailto:redwards@ohsaa.org)

#### **NORTHEAST**

*Mark McGuire*  
373 Hamilton Circle  
Elyria, OH 44035  
B: (440) 349-6247  
E: [mmcguire@ohsaa.org](mailto:mmcguire@ohsaa.org)

#### **NORTHWEST**

*Bill Hanna*  
350 Mohawk Dr  
Ottawa, OH 45875  
H: (419) 523-0047  
E: [bhanna@ohsaa.org](mailto:bhanna@ohsaa.org)

#### **SOUTHWEST**

*Joe Roberts*  
100 Viking Way  
Cincinnati, OH 45246  
B: (513) 864-1580  
C: (419) 566-1255  
E: [SWDAB-treas@ohsaa.org](mailto:SWDAB-treas@ohsaa.org)

## FAILURE TO APPEAR

When national playing rules do not address failure to appear, the following regulations will apply.

- A. If a team or individual participant fails to appear or is not ready to compete at the time of their scheduled competition, the team or individual participant shall be disqualified and removed from the event or tournament competition.

***All decisions relative to this regulation shall be made by a member of the respective District Athletic Board and/or the OHSAA Executive Director's Office.***

- B. The OHSAA, in collaboration with the administrative staff, District Athletic Boards and/or Board of Directors, and the tournament manager, may delay or reschedule a tournament contest/competition provided it is practical to delay or reschedule such contests/competitions.

## NOISEMAKERS & SIGNS

Signs and any type of noisemakers are *not* permitted at bowling tournaments.

## TOURNAMENT BOWLING BALLS

Tournament managers are not responsible for removing any bowling ball(s) from competition unless the bowling ball is in violation of the use of Foreign Substance or Altering Ball Surface Regulations (*addressed on page 14 of this manual*).

Bowling balls (and, by extension, towels and bowling bags) that have messages/phrases written or inscribed on the balls that would be deemed inappropriate or unsporting, should originally be addressed by school districts. Having reviewed a list that includes over 4500 bowling balls, we have found numerous ones to be of a questionable nature. We are particularly concerned with balls that display words and/or phrases that many would consider lewd, profane and/or racially insensitive and could potentially incite violence. Here is a link to examples of words and/or phrases that may not be appropriate on bowling balls:

<http://www.ohsaa.org/sports/bw/QUESTIONABLEBOWLINGBALLS.PDF>

*The OHSAA is not going to restrict the use of any bowling ball that meets United States Bowling Congress (USBC) standards, but we shall continue to monitor the use of inappropriate or lewd balls.*

## MAXIMUM NUMBER ON ROSTER

Rosters are limited to eight bowlers and there may be no more than eight bowlers in the pit area. As the Tournament Manager, it is your responsibility to verify compliance of this Regulation.

## PIT AREA

Only team members and certified coaches are permitted in the pit area. Spectators are not permitted in the bowling pit area, where team members are seated (or standing). Spectators are not permitted to converse with participants once official practice begins. Team members are not permitted to converse with spectators while in the bowling competition area.

Coaches are responsible for the conduct of their bowlers. Coaches should caution those spectators who follow their respective team of this regulation. Spectators and bowlers may not communicate during match practice or competition. The team coach is required to enforce this policy, but facility management may need to get involved if this becomes an issue.



# TOURNAMENT SCORING & ROSTERS

The OHSAA implemented statewide scoring system for all levels of OHSAA Tournaments. Schools will receive information from Emily Mason and may enter their rosters on OHSAA.org. These rosters will be used to produce a pass list for each school and the scoring files to conduct your tournament. The roster/pass list forms and the scoring file will be emailed to each tournament manager a few days in advance of the tournament. Once you receive the rosters and scoring file, follow the instructions below.

**Immediately following your tournament and prior to leaving the bowling center, email the completed scoring file to Brenda Murray ([murray11710@gmail.com](mailto:murray11710@gmail.com)).** The results will be formatted and sent to your respective District Athletic Board for posting on their web sites as soon as the files are received. If your tournament is delayed for any reason, please email Brenda Murray and inform her of expected time of finish.

## Bowling Tournament Scoring Instructions

### 1. ROSTERS AND CHECK-IN

- a. **PRINT** the *Rosters.doc* document. Each page of this document serves as the official roster for each school. One page per school.
- b. The coach must check the roster, make any necessary changes and sign that they have reviewed.

### 2. ROSTER CHANGES

- a. Check all signed rosters for changes/corrections.
- b. Make ALL changes to the "Enter Scores" tab in the scoring system. This tab is in alpha order by school name.

### 3. SCORE SHEETS for Regulations Games

- a. Once all roster changes/corrections have been entered, **PRINT** the Score Sheets from the "PRINT - Score Sheets" tab in the scoring system.
- b. Score sheets will print in alpha order by school name.

### 4. COACHES MEETING

- a. Inform the coaches how to properly complete the score sheet and how to note a substitution in a regulation game.
- b. Returning the score sheet to the official scorer or scoring runner upon completion of each game.
- c. Inform them that they will get a new score sheet for baker games.

### 5. ENTERING SCORES OF REGULATION GAMES

- a. **FIND** the school (in alpha order) on the "Enter Scores" tab.
- b. **ENTER** the scores of each bowler's regulation games. **DO NOT ENTER TOTALS.** The scoring system will automatically display the totals.
  - i. If a **substitution** is made during a regulation game, enter the score on one of the substitution lines. This will add the score to the team total and **NOT** display on the "Results for All Bowlers".
  - ii. **CHECK** that all scores have been entered, **OPEN** the "Results – Sort Team" tab and look for the word "Error" in any of the first three columns.

### 6. POSTING SCORES AFTER EACH REGULATION GAME

- a. **OPEN** the "Results – Sort Teams" tab
- b. **SELECT ALL CELLS** – Click the box located to the left of the first column and above the first row
- c. **SORT** the results by **PLACE** (ascending)

### 7. SCORE SHEETS for Baker Games

- a. **PRINT** the "Print - Score Sheets" tab again. Give the score sheets to the coaches of teams only to use for their Baker Games.

### 8. ENTERING SCORES OF BAKER GAMES

- a. **FIND** the school (alpha order) in the "Enter Scores" Tab.
- b. **ENTER** the scores of each baker game in the appropriate box. **DO NOT ENTER TOTALS.** The scoring system will automatically calculate and display the totals.
- c. **CHECK FOR MISSING BAKER SCORES**
  - i. **OPEN** the "Results – Sort Teams" and **LOOK** for teams with no Baker scores displaying.

### 9. DETERMINING RESULTS

#### a. Team Results

- i. **OPEN** the "Results – Sort Teams" tab
- ii. **SELECT ALL CELLS** - Click the box located to the left of the first column and above the first row
- iii. **SORT** the results by **PLACE** (ascending)

#### b. Individual Results

- i. **OPEN** the "Results – Sort All Bowlers" tab
- ii. **SELECT ALL CELLS** - Click the box located to the left of the first column and above the first row
- iii. **SORT** the results by **PLACE** (ascending).

### 10. PRINT the "Results-Sort Teams", "Enter Scores – Teams", and "Results – Sort Bowlers"

- a. **MAKE** copies of all results for any media present.

### 11. EMAIL THE ENTIRE SCORING WORKBOOK TO [murray11710@gmail.com](mailto:murray11710@gmail.com) from the bowling center immediately after the tournament.

## SERVICE ANIMALS

According to the Americans with Disabilities Act, only dogs are recognized as service animals and are defined as “dogs which are individually trained to do work or perform tasks for people with disabilities”. Under this law, as an organization which serves the public, the OHSAA shall allow these service animals to accompany people with disabilities in all areas of our facilities. The service dog must be harnessed, leashed or tethered unless these devices interfere with the service animal’s work or the individual’s disability prevents using these devices. In those cases, the individual must maintain control of the animal.

When it is not obvious what service the animal provides, only limited inquiries are allowed. Your staff may ask two questions:

1. Is the dog a service animal required because of a disability?
2. What work or task has the dog been trained to perform?

Staff shall not ask about the person’s disability, require medical documentation, require a special identification card or training documentation for the dog, or ask the dog to demonstrate its ability to perform the work or task. Please note that dogs whose sole function is to provide comfort or emotional support do not qualify as service animals under the ADA.

## MEDIA INFORMATION

Media reservations shall be made directly with the site manager for Sectional and District Tournaments. If permitted, media should receive admission and a copy of rosters/programs upon showing their media credentials as the pass gate. Please make sure they have power and space necessary to conduct their work.

# EMERGENCY/CRISIS MANAGEMENT

## Event & Site Security

The following is provided to help managers with a systematic approach to establish proper security for the specific nature of each event. With the appropriate security, the event will be conducted in a friendly environment that minimizes risk. The staff and management will be prepared to prevent, anticipate and handle problems. A basic checklist below should be adjusted accordingly for the nature of each event.

1. **Review Changes** – during pre-planning, review any changes to be made from the previous events.
2. **Head of Security** – prepare to meet with the head of security for the event and host management. Written materials outlining needs, location hours to work and responsibilities should be prepared.
3. **Written Emergency Plan** – review the facility plan for emergency situations and adjust as needed for your event. Steps should be outlined in advance as to the procedures to be followed in the event of an emergency (i.e. weather, structure, catastrophic injury, etc.) Public address announcements, security personnel assistance, etc. need to be discussed in advance.
4. **Who Needs to Know** – host administration should work with any sponsoring organization to determine a core group of individuals that would need to be involved if a major decision regarding the event needs to be made. Representatives of the host administration, security, etc. may need to be involved. A few key reminders:
  - Obtain the cell phone numbers of all coaches competing at your tournament
  - Obtain the cell phone numbers of all Athletic Administrators of teams competing in your tournament
  - Obtain the cell phone numbers of the District Athletic Board Secretary at the Sectional/District level
  - Obtain the cell phone number of the District Board member(s) overseeing your tournament at the Sectional/District level and or the OHSAA Sport Administrator, Emily Mason ([emason@ohsaa.org](mailto:emason@ohsaa.org))
  - Obtain contact information for major media outlets for helping convey messages of cancellations
5. **Public Relations** – In case of emergency or potential evacuation, PA announcements should be prepared to address fans. Following any such occurrence, the media should be provided with a statement regarding the situation and its handling from the tournament manager, District Athletic Board member or OHSAA Sport Administrator.
6. **Contingency Plan** – Have all plans in place in the event a contest cannot be played. Back-up sites, alternate dates, additional equipment are all factors to take into consideration.
7. **Entry/Exit Plan** – Crisis management plans for sites should include a clear understanding by any administrators and/or tournament management of all entries and exits. The public-address announcer should be familiar with these as well.
8. **Parking & Traffic Flow** – Many issues arise from parking and traffic flow problems. Eliminate many of these problems by addressing parking and traffic flow issues prior to the contest. Take into consideration the potential size of crowd, whether charges for parking exist, etc. If parking charges are enforced, provide proper receipts, have experienced people making change and directing traffic. This may require involvement from your local law enforcement agency.
9. **Crowd Expectations** – Carefully study match-ups, communicate with competing administrators to anticipate size of crowds. Secure the proper security, ticket scanners to eliminate security issues that may develop as a result. It is important to relay this information to the various individuals employed at your tournament site.
10. **Wrap-Up and Debriefing** – At the conclusion of your tournament, solicit feedback and compile from the various individuals that worked at your tournament. This will go a long way toward improving problem areas for future tournaments.

## EMERGENCY ACTION PLAN

Location of Closest Working Telephone: \_\_\_\_\_  
 \_\_\_\_\_

If locked, keys to Telephone are located: \_\_\_\_\_

Is 911 Service Available? YES NO

Alternate Emergency Response Number: \_\_\_\_\_

Exact Address of Tournament Site: \_\_\_\_\_

Entry location for Emergency Vehicle: \_\_\_\_\_

Normal Response Time for Emergency Vehicle is: \_\_\_\_\_

Designated Health Care Provider for this tournament is: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Closest Health Care Facility: \_\_\_\_\_ Travel Time: \_\_\_\_\_

Closest Trauma Facility: \_\_\_\_\_ Travel Time: \_\_\_\_\_

Location of AED \_\_\_\_\_

If locked, keys are located \_\_\_\_\_

Individual on site who can operate the AED \_\_\_\_\_

Name of Designated Person	Role
	Attends to injured athlete(s) or spectator(s) and controls immediate scene.
	Telephones 911 or other pre-determined emergency number, maintains procedures for calling 911.
	Supervises team and/or other athletes
	Meets medical personnel at gate and guides them to injured person(s), maintains all necessary keys to critical entry points
	Calls Parents/Guardians/School Personnel if necessary
	Accompanies injured person(s) to hospital
	Telephones security

## BOWLING SPORT REGULATIONS

Bowling Sport Regulations can be found on the Bowling webpage at <https://www.ohsaa.org/sports/bowling>.

## BOWLING SPORT REGULATIONS – EXPANDED

The information below is being provided as a supplement to the Bowling Sports Regulations. I have included the expanded Regulations that may affect tournament managers. The full list of expanded Regulations may be found in the 2022-23 Bowling Coaches Manual on the bowling webpage.

**NOTE:** In the OHSAA tournament, only members of a boys' teams/individuals may compete in the OHSAA boy's tournament, and only girls' teams/individuals may compete against girl's teams.

### UNIFORMS

#### UNIFORM TOPS

- All players must wear the same sleeved, bowling shirt which conforms to school/OHSAA Regulations.
- At a minimum, the shirt must have the name of the school or school nickname, school mascot logo, or school initials on the back.
  - The name of the school or school nickname, or school initials must be at a minimum 1 inch in height.
- The provision that a school team may also wear a bowling shirt that includes only school initials means those initials must be prominently displayed.

#### UNIFORM BOTTOMS

- All bowlers must wear **solid black** uniform bottoms.
- Girls are permitted to wear skirts and/or shorts provided the skirts/shorts are black and *are no shorter than the end of the bowler's index finger when standing*.
- Girl's uniform bottoms do not have to be identical in style.
- Pants shall be worn at waist level and not sag or touch the floor.
- Cargo, yoga pants, jeggings, leggings, zebra/zubaz, and painter pants (i.e., pants with side pockets that typically go down the leg) are not permitted.
- Warm-ups are not permitted.
- No jeans or cotton sweatpants of any color are permitted.

#### MISCELLANEOUS

- Headbands, if worn, must be of a solid color and bear no markings, other than the school name, school official nickname or official mascot symbol.
  - Headbands may not bear the student's name or nickname. *Headbands do not need to be the same color for each team member.*
- Hair ribbons are permitted.
- Hats are not permitted, nor are bandanas of any type.
- Manufacturer logos (*Nike, Adidas, etc.*) are permitted on uniforms (not headbands), but not bowling center or sponsor logos.
- A number is not required on an individual bowler's uniform.

### USE OF FOREIGN SUBSTANCES

The use of foreign substances applied to bowling balls, bowling shoes, towels, or the use of items that are **manufactured** to emit a foreign substance, including powder, are prohibited. Examples of prohibited foreign substances include, but are not limited to, rosin bags and E-Z Slide (Easy Slide). See exceptions below:

**EXCEPTIONS:** Puff balls not manufactured to emit a foreign substance, are permitted.

While bowling in competition, a bowling ball cannot:

- A. Have the surface altered using an abrasive agent.
- B. Be cleaned with any liquid substance or cleaning agent.
- C. Have any foreign material on it including, but not limited to, powder, rosin, marker or paint.

**PENALTY** for the use of foreign substances: for each (or part of) frame bowled, a score of zero shall be assessed for that frame.

#### ALTERING THE BALL SURFACE

A bowling ball surface may not be altered once competition begins and no alterations to the surface can be made for the remainder of the contest. A contest does not conclude until all bowling has been completed for the contest.

*All bowling balls so altered must be removed from competition.* Competition is defined as when scoring begins.

**PENALTY** for the use of foreign substances: for each (or part of) frame bowled, a score of zero shall be assessed for that frame.

#### USBC SETS NEW (2020) SPECIFICATIONS FOR BOWLING BALLS

**USBC eliminated the use of balance holes effective August 1, 2020.** Balance holes (weight holes) are not permitted by USBC or the OHSA. With the elimination of balance holes, bowlers may have up to five (5) holes for gripping purposes and all gripping holes must be used on delivery.

#### SPECTATORS

Spectators are not permitted in the bowling pit area where team members are seated or standing. Spectators are not permitted to converse with participants once pre-match official practice begins. Interscholastic bowlers are not permitted to converse with spectators while in the bowling competition area. Bowlers may not leave the participation area to specifically speak to a spectator. **Coaches are responsible for the conduct of their bowlers.**

Spectators and bowlers may not communicate during match practice or competition. The team coach is required to enforce this policy and if there are any issues, please contact the Tournament Manager. Spectators may be removed for failure to comply with this rule.

#### NUMBER OF BOWLING BALLS & BAGS PERMITTED

Due to safety measures and facility capacity restrictions, bowlers are restricted to bringing a maximum of six (6) bowling balls and maximum of two (2) bags into the facility. Bowlers are not required to bring 6 balls but are limited to a maximum of 6. Bowlers may trade out bowling balls and equipment outside of the bowling center but must adhere to the maximum restrictions at any time while in the bowling center.

# BOWLING TOURNAMENT REGULATIONS

## 2023 BOWLING TOURNAMENT REGULATIONS

### SECTIONAL, DISTRICT & STATE BOWLING TOURNAMENTS

**NOTE:** The following regulations apply to all levels of tournament competition unless otherwise specified. They have been adopted by the Ohio High School Athletic Association Board of Directors on October 27, 2022.

The Executive Director is authorized to modify these Regulations when it is deemed necessary, subject to ratification by the Board of Directors.

#### 2. ORGANIZATION OF TOURNAMENTS

The District Athletic Boards organize and conduct Sectional and District Tournaments in their respective Districts, subject to the rules and regulations adopted by the Board of Directors. The State Tournaments are under the control of the Executive Director's office.

#### 3. ELIGIBILITY OF STUDENTS

All participants must be eligible under the Bylaws and Sports Regulations of the OHSAA.

A student who uses anabolic steroids or other performance-enhancing drugs is ineligible for interscholastic competition until such time as medical evidence can be presented that the student's system is free of anabolic steroids.

#### 4. DIVISIONS

There shall be two Divisions in the Sectional, District and State Tournaments for bowling, both boys and girls.

#### 5. ENTRIES

Schools shall transmit all entry information to the manager of the Sectional Tournament to which the school has been assigned by the District Athletic Board, per the instructions from each respective Board. Member schools wanting to participate in the 2023 OHSAA postseason tournaments must indicate their intent to participate on their 2022-23 OHSAA Sport Participation Form on myOHSAA. Tournament entry confirmation ends January 23, 2023, without penalty.

Each school may enter one girls team and one boys team (eight participants per team). Schools without a full team may enter individual participants (up to four) provided the school indicated it sponsored boys and/or girls bowling through myOHSAA. A participant who starts on a team in a Sectional, District or State Tournament must continue until that respective tournament is completed. Substitutions may be made prior to the start of the next level of the tournament.

#### 6. SUBSTITUTIONS

Five bowlers compete at one time on a team at each tournament level. There may be up to eight participants listed on a team's roster. The roster/lineup must be provided to the tournament manager prior to the start of tournament play. Substitutions may be made in the Sectional Tournament level.

A school that sponsors girls bowling, has less than five girls participating and was unable to field a team throughout the season may permit the girls to participate with the boys team during the regular season, and the girls will be permitted to enter and compete as individuals in the OHSAA-sponsored girls' tournament competition. The maximum number of individual bowlers that may compete in the OHSAA postseason tournament from a sponsoring school is four.

A school that does *not* sponsor girls bowling, but has girls participating, may permit the girls to participate on the boys team, but they must enter the OHSAA-sponsored boys tournament competition. No student may enter both the boys and girls State Tournament.

#### 7. SEEDING AND DRAWING FOR SECTIONAL TOURNAMENTS

Coaches shall be notified when the draw meeting is scheduled so they may be present to help with the draw in the Sectional Tournaments. The current draw date has currently been scheduled for Sunday, February 5, 2023. **NOTE: The draw/seed meeting is to be held at 2:00 p.m.** There will be no *mandatory* seeding of teams for the purposes of lane assignments or placement into tournament sites. Tournament draw meetings may be conducted virtually.

It is the responsibility of each District Athletic Board to determine the number of qualifiers from the Sectional Tournament to the District Tournament. Advancement of teams to the state tournament is based on a formula that takes into account the number of school teams that participate in each of the OHSAA's six districts.

## 8. FAILURE TO APPEAR

When national playing rules do not address failure to appear, the following regulations shall apply.

- A. If a team or individual participant fails to appear or is not ready to compete at the time of their scheduled competition, the team or individual participant shall be disqualified and removed from the event or tournament competition.
- B. The OHSAA, in collaboration with the administrative staff, District Athletic Boards and/or Board of Directors, and the tournament manager, may delay or reschedule a tournament contest/competition provided it is practical to delay or reschedule such contests/competitions.

***All decisions relative to this regulation shall be made by a member of the respective District Athletic Board and/or the OHSAA Executive Director's Office.***

## 9. TIME BETWEEN MATCHES

Bowling matches shall be continuous with no scheduled break in play during regular games. There may be a short break between the end of the three regular games in team play and the start of the Baker games. For any lane changes, there may also be a short break in play. Tournament games are meant to be played with minimal interruption. There will be a break in State Tournament play prior to the Team Championship rounds.

## 9. QUALIFIERS

- A. **Sectional to District Tournament:** The District Tournaments will be comprised of the qualifiers from the Sectional Tournaments if a separate Sectional Tournament is held. Each Sectional Tournament will qualify a proportionate number of individual bowlers and teams to the District Tournament. The number of qualifiers from each Sectional Tournament to each District Tournament will depend on the number of Sectional Tournaments held and the number of teams represented.
- B. **District to State Tournament:** There will be six District Tournaments in Division II, one in each respective OHSAA district. There will be five District Tournaments in Division I (*see note above*).

**NOTE:** Should an individual bowler or a bowling team not be able to advance to the next round for any circumstance, please have the tournament manager, sport coordinator or DAB member contact Emily Mason to determine potential advancement replacement.

The number of team/individual qualifiers from the District to the State Tournament shall be:

### DIVISION I

DISTRICT	BOYS	GIRLS
C	4	4
E/SE	0	0
NE	6	6
NW	2	1
SW	4	5

### DIVISION II

DISTRICT	BOYS	GIRLS
Central	2	2
E	2	2
SE	1	1
NE	4	4
NW	3	3
SW	4	4

The highlighted numbers represent a change in representation for that respective district since the last enrollment cycle.

## 10. ADMISSION

The admission fee for Sectional and District tournament tickets shall be \$6.00 for students and \$8.00 for adults and will be available for sale online.

NOTE: Children under the age of five are provided complimentary admission.



## **11. TIEBREAKER**

*TEAM:* ties for team match total pins and the advancement of teams in tournaments and/or the placement of teams on brackets will be broken by a 9<sup>th</sup> and 10<sup>th</sup> frame roll-off between one player from each team selected by each respective head coach. This roll-off will be repeated, until the tie is broken. For the initial tiebreaker, the winner of a coin toss will select their starting lane and who bowls first. Bowlers will rotate lanes for the 10<sup>th</sup> (and any additional) frame(s).

No Individual Baker game shall end in a tie.

*INDIVIDUALS:* ties for advancement/awards in individual competition will be broken based on the high game bowled in the series being used to determine advancement/awards. Should this also result in a tie, there will be a 9<sup>th</sup> and 10<sup>th</sup> frame roll-off until the tie is broken. For the initial tiebreaker, the winner of a coin toss will select their starting lane and who bowls first. Bowlers will rotate lanes for the 10<sup>th</sup> (and any additional) frame(s).

## **12. SCHOOL REPRESENTATIVE**

No team or individual entry will be allowed to compete in the Sectional, District or State Tournaments unless accompanied by a school coach or person authorized by the school's Board of Education or similar governing body. Teams and individual entries unaccompanied by a school coach or authorized person will be disqualified. The school representative shall be present during play of their entries.

## **13. AWARDS**

Awards presented at the site of the District or State Tournaments must be approved by the OHSAA.

*SECTIONAL* – awards will not be presented.

*DISTRICT* – Team trophies will be presented to the championship and runner-up teams, and medals will be presented to the participating members of the championship and runner-up teams. Medals will be awarded to the district individual champion and runner-up. The individual champion and/or runner-up could be a participant on a team or a bowler bowling as an individual.

*STATE* – Team trophies will be presented to the championship and runner-up teams. Individual members of championship and runner-up teams and the head coach will be presented with medals by the OHSAA. Medals will be awarded to the state individual champion and runner-up as well as the third, fourth, and fifth place finishers.

*NOTE:* Additional awards can be ordered through Croton Craft by calling 1-800-947-5521

## **14. TOURNAMENT QUALIFIERS**

To enter the District Tournament, an individual bowler must first qualify from the Sectional Tournament or qualify to participate in a combined Sectional/District Tournament. Substitutions may not be made for individual bowlers.

**All tournaments must be played to a winner.**

## **15. VOLUNTARILY DEFAULTING MATCHES**

A player who voluntarily defaults a game/match, shall not be eligible for further tournament competition.

## **16. RULES**

The United States Bowling Congress Rules as adopted and amended by the OHSAA shall prevail for all tournaments sponsored by the OHSAA unless otherwise noted.

## **17. FORMAT**

The OHSAA bowling tournaments at all levels will consist of individual participants and teams. The only exception may be the Sectional Tournament, or a combined Sectional/District Tournament. It is possible that a Sectional Tournament, or combined Sectional/District Tournament, will have only full teams participating. Those schools that sponsor boys and/or girls bowling that have less than five bowlers will enter their participants as individuals at the first level of the tournament. Schools that sponsor boys and/or girls bowling that have more than four bowlers will enter the tournament as a team.

### **The Sectional Tournament shall consist of:**

Individual participants will bowl three games of regulation 10-pin bowling, totaling all pins during this competition. Teams will bowl three games of regulation 10-pin bowling and six Baker games. District qualifiers for teams are determined by highest total pin count of all regulation games and Baker games. Individual District qualifiers are determined by the highest total pin count after the three-game regulation 10-pin bowling for all participants. The top individuals not on a district qualifying team will advance to the District Tournament. The District Athletic Boards determine the number of district qualifiers from each sectional site (*see Section 9*).

**The District Tournament shall consist of:**

Individual participants will bowl three games of regulation 10-pin bowling totaling all pins during this competition. Teams will bowl three games of regulation 10-pin bowling and six Baker games. State qualifiers for teams are determined by highest total pin count of all regulation games and Baker games. Individual State qualifiers are determined by the highest total pin count after the three games of regulation 10-pin bowling for all participants. The top individuals not on a state qualifying team will advance to the state tournament. The number of qualifiers to the State Tournament from each district tournament is outlined in *Section 9*.

**The State Tournament shall consist of:**

See *Section 7* of the State Tournament Regulations below.

**18. INCLEMENT WEATHER**

Should there be inclement weather, information about the tournament will be posted on the OHSAA website, [www.ohsaa.org](http://www.ohsaa.org). The tournament manager may also be contacted for updated information. Should a DAB or tournament manager decide to postpone a tournament event, please inform Emily Mason ([emason@ohsaa.org](mailto:emason@ohsaa.org)).

**19. INTERRUPTED TOURNAMENT**

Should there be mechanical or other failure, all contests suspended shall be resumed at the point of interruption. Please refer to the Failure to Appear Policy (*Tournament Regulation 7*) above.

**20. UNIFORMS**

Bowlers must wear uniforms that conform to the requirements outlined in the Bowling Sport Regulations in all tournament matches. Any lettering or pictures on clothing must pertain to the school name, school mascot, school emblem, or the student's name. *Exception:* Manufacturer's names or logos, and commemorative patches as well as one United States Flag are permitted on all bowling uniforms provided they do not exceed two and one-quarter square inches with no dimension exceeding 2 ¼ inches.

Participating bowlers must *wear all black bottoms*. The dress code is to be enforced by the tournament manager. Failure to comply will result in a player being denied the right to participate.

Please refer to the *2022-23 Bowling Regulations* for complete text of uniform requirements and other regulations specific to bowling.

**21. EQUIPMENT**

The maximum number of bowling balls allowed in the bowling center at one time by each bowler is six. The maximum number of equipment bags in the bowling center at one time by each bowler is two. Bowlers may trade out bowling balls and equipment outside of the bowling center but must adhere to the maximum restrictions at any time while in the bowling center. The equipment maximums apply at all Sectional, District and State Tournaments.

**22. STUDENT PARTICIPATION CONDUCT PENALTY**

During participation in OHSAA Tournaments any student or coach ejected for unsportsmanlike conduct shall be ineligible for the remainder of that day as well as for all contests in that sport until two consecutive tournament contests are played. Individuals ejected for unsportsmanlike conduct shall be reported to the OHSAA Executive Director's office by the tournament manager. The Executive Director's office will investigate the situation and may impose additional penalties in accordance with *Bylaw 11* if the situation warrants it.

Participation in an athletic contest is a privilege. Everyone is expected to conduct themselves in an exemplary manner while participating.

**23. PROPERTY DAMAGE**

There is no insurance covering property damage. If property is damaged at a tournament site by competing school teams, student body or spectators, the school from which the students and/or spectators come shall be liable and pay the cost of repair or replacement. Other damages to facilities not attributed to a competing school could be a legitimate tournament expense and schools may be invoiced. If damage is extensive, the appropriate District Board or Board of Directors will become involved. Student crowd control at the state-sponsored tournaments is the responsibility of the principals or administrators of the competing schools.

## 24. SPONSORSHIP AND RIGHTS

The Ohio High School Athletic Association is the sponsoring association for the Sectional, District and State Bowling Tournaments. **The OHSAA reserves all rights in regard to the management of these tournaments and the sale of any items or any audio-visual reproductions.** Any sale of food, clothing, souvenirs or any other items is strictly prohibited without permission of the respective District Athletic Boards for Sectional or District Tournaments and the OHSAA Executive Director's office for the State Tournaments.

## 25. PROHIBITED ADVERTISING

There shall be no advertising through printed media, billboards, radio or television that includes beer, wine, liquor, tobacco, political parties or candidates or any other advertising contrary to the philosophy of the high school athletic program.

## 26. RAFFLES PROHIBITED

50/50 raffles are permitted if approved by the OHSAA Executive Director's Office and follow the IRS guidelines. There shall be no raffles or any type of games of chance permitted at the site of bowling tournament contests during the period beginning one hour prior to the tournaments and ending at the conclusion of the tournament(s) if approval is not received by the Executive Director's Office.

## 27. PROHIBITED SALES

The sale of, the distribution of, or the consumption of alcoholic beverages or illegal drugs is not permitted at the site of any OHSAA tournament contest involving OHSAA member schools.

## 28. PROHIBITED ITEMS

The following items are prohibited: ***coolers, food or drink purchased outside the contest venue.*** Signs, including those with participant photos, school banners, pennants, shakers, balloons, flowers, and noisemakers such as horns, bells sirens, drums, etc. are not permitted. This list of prohibited items is not meant to be exhaustive.

## 29. SPECTATOR ATTIRE

Shirts/appropriate attire must be worn by all spectators at all OHSAA indoor tournaments.

## 30. NEWS MEDIA CREDENTIALS

Reservations are made directly with the site manager for Sectional and District competition.

## 17<sup>th</sup> ANNUAL BOYS AND GIRLS STATE BOWLING TOURNAMENTS

**DIVISION II BOYS – March 4, 2023 | DIVISION II GIRLS – March 3, 2023**

**DIVISION I BOYS – March 11, 2023 | DIVISION I GIRLS – March 10, 2023**

Wayne Webb's Columbus Bowl, 3224 S. High Street, Columbus, OH 43207

Greg Coulles, *Manager* – Boys Tournament

Fran Miller, *Manager* – Girls Tournament

## 1. REGULATIONS

The regulations for Sectional and District Bowling Tournaments shall apply to the State Bowling Tournament. The following Regulations are in addition to those listed above.

## 2. STATE TOURNAMENT MANAGER

The State Bowling Tournaments are under the supervision and sponsorship of the OHSAA with the cooperation of the proprietor of the assigned bowling center. The Boys State Tournament Manager is Greg Coulles; P: (937) 602-1475; E: [greg300@gmail.com](mailto:greg300@gmail.com)  
The Girls State Tournament Manager is Fran Miller; P: (330) 559-7895; E: [franmarkmill@aol.com](mailto:franmarkmill@aol.com)

## 3. COACHES MEETING

A mandatory coaches meeting will take place the morning of the State Tournament. Attendance by one coach from each school is required.

## 4. SCHOOL REPRESENTATIVE

No team or individual entry will be allowed to compete in the Sectional, District or State Tournaments unless accompanied by a school approved coach or person authorized by the Board of Education or similar governing body. Teams and individual entries unaccompanied by a school coach or authorized person will be disqualified. The school representative shall be present during play of their entries.

## 5. ENTRIES

Individual bowlers and teams that qualify from a District Tournament are automatically entered in the State Tournament.

## 6. SEEDING: STATE

There will be no mandatory seeding of teams that advance from the District Tournaments to the State Tournament.

## 7. FORMAT

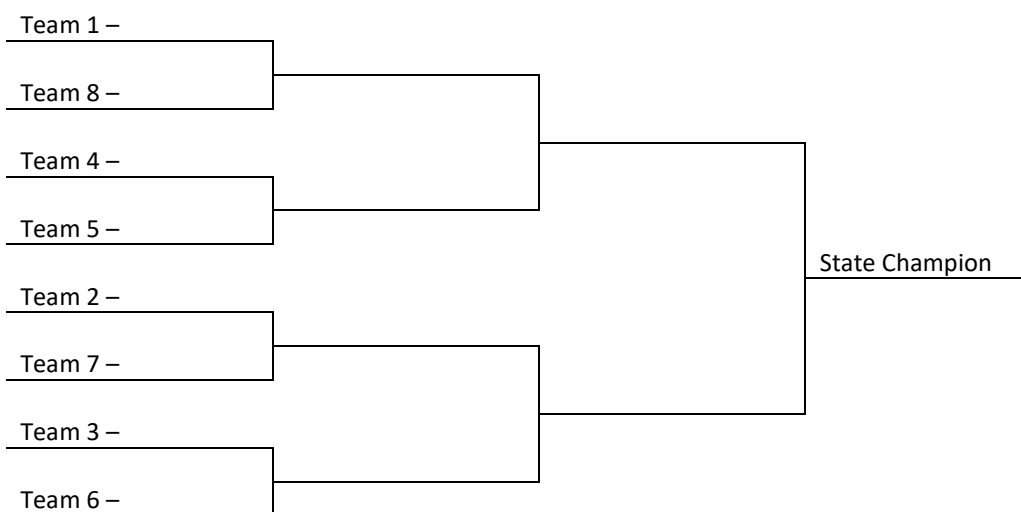
Individual participants will bowl three games of regulation 10-pin bowling totaling all pins during this competition. Teams will bowl three games of regulation 10-pin bowling and three Baker games. The top two individuals with the highest total pin count following the three games of 10-pin bowling will be the state champion and runner-up. The individuals with the third, fourth, and fifth highest total pin count will also receive an award.

*See Section 11 of the previous section for tiebreaker procedures.*

In addition, the top eight teams with the highest total pin count following three games of regulation 10-pin bowling and the three Baker game competitions will compete for the team state championship. These teams will be seeded 1 through 8 based on the order of finish following the three games of regulation 10-pin bowling and the three Baker games and will compete in head to head competition in a best of five Baker game format. The head-to-head competition will continue until a champion and runner-up is determined.

See the State Tournament team bracket below:

### 2023 State Tournament Team Championship Bracket



## 8. SCHEDULE OF EVENTS

### DIVISION II

*Friday, March 3, 2023* – Girls State Bowling Tournament – Wayne Webb’s Columbus Bowl, 3224 S. High Street, Columbus, OH 43207. **Championship begins at 10:30 AM.** Check in and registration begins at 8:45 AM. *All times are approximate.*

*Saturday, March 4, 2023* – Boys State Bowling Tournament - Wayne Webb’s Columbus Bowl, 3224 S. High Street, Columbus, OH 43207. **Championship begins at 10:30 AM.** Check in and registration begins at 8:45 AM. *All times are approximate.*

### DIVISION I

*Friday, March 10, 2023* – Girls State Bowling Tournament – Wayne Webb’s Columbus Bowl, 3224 S. High Street, Columbus, OH 43207. **Championship begins at 10:30 AM.** Check in and registration begins at 8:45 AM. *All times are approximate.*

*Saturday, March 11, 2023* – Boys State Bowling Tournament - Wayne Webb’s Columbus Bowl, 3224 S. High Street, Columbus, OH 43207. **Championship begins at 10:30 AM.** Check in and registration begins at 8:45 AM. *All times are approximate.*

## 9. ADMISSION

The admission fee for State Tournament tickets shall be \$12.00 for students and \$15.00 for adults and will be available for sale online.

NOTE: Children under the age of five are provided complimentary admission.

## 10. PARTICIPANT ADMISSION

*INDIVIDUALS* – the number of participants plus one coach

*TEAMS WITH FIVE BOWLERS* – the number of participants plus one coach

*TEAMS WITH SIX TO EIGHT BOWLERS* – the number of participants plus two coaches

**All of the individuals listed above will be permitted admission through a pass list or certified Bag Tag. All other individuals entering the State Bowling Tournament will require paid admission.**

## 11. RE-ADMISSION

Individuals will be permitted to leave and reenter the competition venue if they have the appropriate stamp/credentials.

## 12. EXPENSES FOR STATE TOURNAMENT PARTICIPATION

No team expenses will be paid to member schools participating in 2022-23 OHSAA Tournaments. Transportation, meals and lodging shall be the responsibility of the school and/or the participants.

## 13. NEWS MEDIA CREDENTIALS

There is no official credential application form to submit to the OHSAA for the State Bowling Tournament and no other advance registration is needed. Media members shall show their company identification (badge or letter from editor/supervisor on station letterhead) for admittance. Media shall sign in and ask tournament personnel to obtain media packet, which contains a credential, release, welcome letter and program.

## 14. PRACTICE SESSIONS

Practice sessions are permitted by contacting Wayne Webb's Bowl under the following schedule. Practice sessions are \$5.00 per game.

**DIVISION II:** *Thursday, March 2, 2023* – 48 lanes: 12:00 – 9:00 PM | 10 lanes: 5:00 – 9:00 PM

*Friday, March 3, 2023* – after completion of the Girls Tournament until 10:00 PM

**DIVISION I:** *Thursday, March 9, 2023* – 48 lanes: 12:00 – 9:00 PM | 10 lanes: 5:00 – 9:00 PM

*Friday, March 10, 2023* – after completion of the Girls Tournament until 10:00 PM

## Important Sports' Medical Information

The safety of our student-athletes is of utmost concern at all times. Information regarding the following important topics can be found at the OHSAA's "Healthy Lifestyles and Sports Medicine" webpage at <http://www.ohsaa.org/medicine/default.asp> Additional information relative to various equipment and rules relative to medical issues can be found throughout this manual as well.

- Heat Stress and Athletic Participation
- Recommendations for Hydration to Prevent Heat Illness
- Suggested Guidelines for Management of Head Trauma in Sports
- Communicable Disease Procedures (can also be found on page nine of the NFHS 2009-10 Rules Book)
- Links to the following sites:
  - Joint Advisory Committee on Sports Medicine
  - Ohio Athletic Trainers Association
  - American Medical Society for Sports Medicine
  - Ohio Parents for Drug Free Youth
  - National Athletic Trainers Association (NATA)
  - Gatorade Sports Science Institute News

# Concussion Management

DATE OF IMPLEMENTATION – APRIL 26, 2013

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

Notwithstanding the leading role that the Ohio High School Athletic Association has played in the area of developing policies concerning concussion prevention, recognition and management, in December of 2012, Ohio's Governor Kasich signed into law legislation that was passed by Ohio's 129th General Assembly which incorporated much of what the OHSAA regulations previously mandated. This law adds several aspects to previous OHSAA regulations. Therefore, in order to be fully compliant with this law as signed by our Governor, modifications have been made to OHSAA policy. These modifications are set forth in these updated Concussion Regulations.

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

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

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

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

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

### RETURN TO PLAY PROTOCOL

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

- 1) The student's condition is assessed by either of the following:
  - a. A physician, who is a person authorized under Chapter 4731 of the Ohio Revised Code (OCR) to practice medicine and surgery or osteopathic medicine or surgery (M.D. or D.O.)
  - b. Any other licensed health care provider that the school district board of education or other governing authority of a chartered or non-chartered nonpublic school, authorizes to assess the student who has been removed from practice or competition.
- 2) The student receives **written authorization** that it is safe for the student to return to practice or competition from a physician or other licensed health care provider authorized to grant the clearance. Click here <http://ohsaa.org/medicine/AuthorizationToReenter.pdf> to retrieve the OHSAA's Medical Authorization to Return To Play (RTP) form.

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

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

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

## **COACHES REQUIRMENTS**

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

## **CONTEST OFFICIALS REQUIRMENTS**

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

## **STUDENT AND PARENT REQUIREMENTS**

All students and their parents or legal guardians shall review and sign the “Concussion Information Sheet” which has been developed by the Ohio Department of Health and which shall be distributed by OHSAA member schools to all students and their parents prior to each sports season. Students and parents shall review and sign this form each year and should keep a copy of the form. In addition, parents and students are encouraged to complete an approved concussion education course. The Concussion Information Sheet can be found here: <http://www.healthyohiprogram.org/~media/HealthyOhio/ASSETS/Files/injury%20prevention/concussion/Interscholastic%20Concussion%20Form%20-%20ODH%20Revised%202.ashx>

## **APPROVED ONLINE CONCUSSION EDUCATION COURSES**

The following free online training courses have been approved by the Ohio Department of Health for coaches and contest officials:

### **National Federation of State High School Associations Concussion in Sports - What you Need to Know:**

<http://www.nfhslearn.com/electiveDetail.aspx?courseID=38000>

(This free online course is available through the NFHS. Click the “order here” button, and complete a brief registration form to take the course. Follow these steps to complete the course:

1. Click on the button that says “Please Login to Order.” In the window that appears, click “Register Now.”
2. When your registration is complete, you may “order” the free concussion course offered along the left-hand side of the page. Continue following prompts. Although it may look like you will be charged for the course, there is no cost.
3. Once you’ve completed “Checkout,” you will be able to take the free online course.
4. When you have completed and passed the course, you have the option of printing a certificate of completion.
5. All Ohio Officials should select this option to print, retain a copy of the certificate and carry it with them to all contests.

### **Centers for Disease Control and Prevention Heads Up Concussion in Youth Sports On-Line Training Program:**

[http://www.cdc.gov/concussion/HeadsUp/online\\_training.html](http://www.cdc.gov/concussion/HeadsUp/online_training.html) -

**PLEASE NOTE:** Both courses offer a “certificate of completion” upon successful passage. The NFHS course allows organizations to search for and [track coaches and other individuals such as contest officials who have completed the course](#), while the CDC course does not.

## **FREQUENTLY ASKED QUESTIONS**

1. **What are the “signs, symptoms, or behaviors consistent with a concussion?”** The National Federation rule lists some of the signs, symptoms and behaviors consistent with a concussion. The U.S. Department of Health and Human Services, Centers for Disease Control and Prevention has published the following list of signs, symptoms and behaviors that are consistent with a concussion:

<b>SIGNS OBSERVED BY OTHERS</b>	<b>SYMPTOMS REPORTED BY ATHLETE</b>
<ul style="list-style-type: none"><li>• Appears dazed or stunned</li><li>• Is confused about assignment</li><li>• Forgets plays</li><li>• Is unsure of game, score, or opponent</li><li>• Moves clumsily</li><li>• Answers questions slowly</li><li>• Loses consciousness</li><li>• Shows behavior or personality changes</li><li>• Cannot recall events prior to hit</li><li>• Cannot recall events after hit</li></ul>	<ul style="list-style-type: none"><li>• Headache</li><li>• Nausea</li><li>• Balance problems or dizziness</li><li>• Double or fuzzy vision</li><li>• Sensitivity to light or noise</li><li>• Feeling sluggish</li><li>• Feeling foggy or groggy</li><li>• Concentration or memory problems</li><li>• Confusion</li></ul>

2. **Who is responsible for administering this rule?**

All individuals who have responsibilities and duties in the interscholastic athletics environment are responsible: coaches, contest officials, administrators, students, parents and medical personnel.

**3. What is the role of coaches in administering this rule?**

- Coaches are to review and know the signs and symptoms of concussion and to prohibit any athlete who displays these signs or symptoms from participating in a practice or a contest.
- Coaches are not medical professionals and have no authority to determine whether or not a student has sustained a concussion. The coach is responsible for insuring that the student's parents are notified and the student is referred to a medical professional.
- Coaches shall be aware that any student removed from a practice or a contest due to a suspected concussion or head injury **shall not return to participation on the same day as the removal.**
- Coaches shall possess a current Pupil Activity Program/Coaching Permit and shall take one of the approved online concussion courses upon renewal of the permit.

**4. What is the role of contest officials in administering the rule?**

- Officials are to review and know the signs and symptoms of concussion and to direct immediate removal of any student who displays these signs or symptoms. When informing the head coach about removal of an athlete, the official shall be accompanied by another (second) official if possible.
- An official **shall not permit the athlete who has been removed under this rule to return to competition that same day.**
- If a contest official is aware that a student has been permitted to return to competition on the same day as removal, that official shall immediately stop play and remove that student from competition and report the incident to the OHSAA.
- Note that officials are not medical professionals and have no authority to determine whether or not a student has sustained a concussion. The official is responsible for directing removal when he or she observes signs and symptoms that may indicate a student is concussed.
- All Officials shall possess either a current Pupil Activity Program/Coaching Permit or shall complete one of the online concussion courses which are valid for three years from the date of completion.
- At initial licensure or renewal of the OHSAA officiating permit, the official shall indicate that he or she has either a current Pupil Activity Program/Coaching Permit or has completed one of the approved online concussion courses.
- All officials should carry with them evidence of completion of one of these options at all times while officiating a contest.
- Officials are required to submit to the OHSAA the "OHSAA Concussion Report" within 48 hours whenever a student has been removed from a contest under this regulation.

**5. What are the expectations of student-athletes in concussion management?**

- While all individuals involved in the interscholastic athletics program have a responsibility to recognize the potential for catastrophic injury and even death from concussions, it is also the responsibility of student-athletes to recognize the signs, symptoms and behaviors consistent with a concussion.
- Student-athletes who exhibit symptoms such as loss of consciousness, headache, dizziness, confusion or balance problems, have the responsibility to report these immediately to their coach and/or health care professional. Teammates also share the responsibility to report these symptoms when they are exhibited by a fellow student-athlete.
- Student-athletes shall review and sign, on an annual basis, along with their parents or legal guardians, the Ohio Department of Health's Concussion Information Sheet found on the OHSAA website and at this link <http://www.healthyohioprogram.org/~media/HealthyOhio/ASSETS/Files/injury%20prevention/concussion/Interscholastic%20Concussion%20Form%20-%20ODH%20Revised%202.ashx>

**6. Who decides if an athlete has not been concussed and/or who has recovered from a concussion?**

- **Only** an M.D. (Medical Doctor), D.O. (Doctor of Osteopathy), or another health care provider approved by the school's Board of Education or other governing body who is acting in accordance with one of the following as applicable to the provider's authority to practice in Ohio:
  - 1) In consultation with a physician;
  - 2) Pursuant to the referral of a physician;
  - 3) In collaboration with a physician;
  - 4) Under the supervision of a physician.

is empowered to make the on-site determination that an athlete has **not** received a concussion. **Even if that determination has been made, however, the student may not return to practice or competition on the same day he/she has been removed from a practice or competition** (see No. 7 below).

- If any one of these physicians or authorized medical providers has answered that "yes" there has been a concussion, that decision is final.

**7. Can an athlete return to play on the same day as he/she has been removed from a practice or competition for a suspected concussion?**

- No, under no circumstances can that athlete return to play that day.
- No coach or contest official shall allow a student to return to practice or to competition on any day after the initial removal until that student has been assessed and cleared for return with **written authorization** by a physician or licensed health care provider authorized by the school.
- If the event continues over multiple days, then the designated event physician has ultimate authority over return to play decisions.



8. **Once the day has concluded, who can issue authorization to return to practice/competition in the sport for a student who has diagnosed with a concussion?**
- Once a concussion has been diagnosed by a physician or other approved health care provider, only a physician or approved provider can authorize subsequent Return To Play (RTP), and such authorization shall be in writing to the administration of the school. This written **RTP authorization shall be kept at the school indefinitely** as a part of that student's permanent record. Click here <http://ohsaa.org/medicine/AuthorizationToReenter.pdf> to access the OHSAA "Medical Authorization to Return to Play" Form.
  - School administration shall then notify the coach as to the permission to return to practice or play.
9. **What should be done after the student is cleared by an appropriate health care professional?**
- After a clearance has been issued, the student's actual return to practice and play should follow a graduated protocol.
  - The National Federation of State High School Associations has included the following graduated protocol in its Suggested Guidelines for Management of Concussion in Sports: (**Note:** This is simply a suggested protocol. The appropriate health care professional who issues the clearance may wish to establish a different graduated protocol.)

**NFHS SUGGESTED MEDICAL CLEARANCE RETURN TO PLAY PROTOCOL**

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

Visit our Concussion webpage on our website for more resources!



**OHIO HIGH SCHOOL ATHLETIC ASSOCIATION**

4080 Roselea Place  
Columbus, Ohio 43214  
Telephone: 614-267-2502  
[www.ohsaa.org](http://www.ohsaa.org)

**OHSAA CONCUSSION REPORT**

State Law, NFHS Rules and OHSAA policy require a student who exhibits signs, symptoms or behaviors associated with concussion to be removed from a contest and not permitted to reenter competition that same day. This form shall serve to document that a student has been removed from a contest in accordance with State Law, NFHS and OHSAA rules due to exhibiting signs, symptoms and/or behaviors consistent with a concussion. The contest official must complete this form and forward it to the OHSAA within 48 hours after the conclusion of the contest. It is recommended that the official keep a copy of this report. In addition, if required by NFHS rule, an appropriate entry shall be made in the scorebook or other document as prescribed.

**Student's Name** \_\_\_\_\_ **Date** \_\_\_\_\_

**School Name** \_\_\_\_\_

**Sport** \_\_\_\_\_

**Level of Contest (Circle One)**    7<sup>th</sup>                      8<sup>th</sup>                      9<sup>th</sup>                      JV                      Varsity

**Official's Name** \_\_\_\_\_ **OHSAA Permit #** \_\_\_\_\_

**Comments:** \_\_\_\_\_

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**Please forward the OHSAA within 48 hours.**

## Communicable Disease

Though most schools have a Certified Athletic Trainer present at Varsity contests and all coaches are required to maintain a valid Pupil Activity Certificate through the Ohio Department of Education that includes a Sports' First Aid component, it is important to keep up to date on the remote risk that blood borne infectious diseases can be transmitted during basketball practice and contests. For example, Hepatitis B can be present in blood as well as other bodily fluids. Procedures for reducing the potential transmission of these infectious diseases should include, but should not be limited to the following:

1. The bleeding must be stopped, the open wound covered and if there is an excessive amount of blood on the uniform, it must be changed before the athlete may participate.
2. Routine use of gloves or other precautions to prevent skin and mucous-membrane exposure when contact with blood and other body fluids is anticipated.
3. Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or other body fluids. Wash hands immediately after removing gloves.
4. Clean all contaminated surfaces and equipment with an appropriate disinfectant before competition resumes.
5. Practice proper disposal procedures to prevent injuries caused by needles, scalpels and other sharp instruments or devices.
6. Although saliva has not been implicated in HIV transmission, to minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or other ventilation devices should be available for use.
7. Athletic trainers/coaches with bleeding or oozing skin conditions should refrain from all direct athletic care until the condition resolves.
8. Contaminated towels should be properly disposed of/disinfected.
9. Follow acceptable guidelines in the immediate control of bleeding and when handling dressings, mouthguards and other articles containing body fluids.

You are encouraged to log on to the OHSAA's website at [www.ohsaa.org](http://www.ohsaa.org) and refer to the Sports' Medicine dropdown menu for additional information.

## H1N1 Influenza Policy

The OHSAA's Board of Directors approved the following policy with advice from the Ohio Department of Health and shall observe this policy at tournament time in the event of an H1N1 Influenza outbreak.

1. The Ohio Department of Health has advised that it will be the decision of each local health authority in Ohio as to whether or not to close a school or university due to an influenza outbreak; however, at this time the Centers for Disease Control are not recommending closures except in extreme circumstances.
2. In the event schools remain open, competitors and teams shall be expected to play tournament contests on the dates scheduled.
3. In the event schools are closed, the OHSAA, in conjunction with our District Athletic Boards and tournament personnel, shall reschedule the tournament contest for the schools thus affected.
4. Please watch the OHSAA web site home page at [www.ohsaa.org](http://www.ohsaa.org) and the specific sport page on the web site for more information.

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## Heat Stress & Athletic

The following information should be reviewed with coaching and sports medicine staff prior to any interscholastic practice where there is a risk of exertional heat illness. All coaching and medical staff personnel shall observe the following precautions for **all sports competed outdoors and/or in a hot, humid environment.**

- **Stress to participants the importance of properly hydrating** during the day leading up to the contest/training, and to drink 8-to-12 ounces of water or sport drinks 20 minutes prior to the contest or any training session. This procedure can help prevent problems during practice and contests.
- **Schools shall have unlimited amounts of water** and sport drinks on hand during practices and contests, and coaches in team sports should be prepared to play a lot of players rather than just the starters.
- **Contest officials are permitted to establish predetermined breaks** during contests, such as halfway through each period. At that time, players can drink water and remove their equipment, which should also take place at halftime (the more skin that is exposed, the more cooling that can take place). **This provision also applies to all sports.**
- **Contest managers are advised to monitor conditions** for others affiliated with the contest, like cheerleaders, band members, coaches, officials and especially spectators.
- **Know both the Temperature and Humidity.** The greater the humidity the more difficult it is for the body to cool itself. **Test the air prior to practice or a game using a wet bulb, globe, temperature index (WBGT index) which is based on the combined effects of air temperature, relative humidity, radiant heat and air movement and is the recommended standard of care for assessing risk of exertional heat illness.** The following precautions are recommended when using the WBGT Index: (ACSM's Guidelines for the Team Physician, 1991)

Below 64 - Unlimited activity

65-72 - Moderate risk

74-82 - High Risk

82 plus - Very high risk

One other method of measuring the relative humidity is the use of a sling psychrometer, which measures wet bulb temperature. The wet bulb temperature should be measured prior to practice and the intensity and duration of practice adjusted accordingly. Recommendations are as follows:

<b>Under 79.7 F</b>	Normal activities – three separate 3-minute breaks per hour
<b>79.8-84.6 F</b>	Three separate 4-minute breaks per hour
<b>84.7-87.6 F</b>	Maximum practice time of 2 hours; four separate 4-minute breaks per hour; consider postponing practice to later in day
<b>87.8-89.7 F</b>	Maximum of 1 hour of training with four separate 5-minute breaks; no additional conditioning; consider postponing practice to later in day
<b>89.8+ F</b>	No outdoor workouts and no indoor workouts unless air conditioned

The OHSAA advises careful monitoring of the weather and plans to modify training and competition including:

- 1) Modification of equipment, if applicable to the sport
- 2) Allowance for more frequent rest breaks and the use of shaded areas for those breaks
- 3) Modification of practice time
- 4) Availability of water always
- 5) Availability of cold water immersion tubs for onsite cooling
- 6) If exertional heat stroke is suspected, immediate onsite cooling using cold water immersion before transport by EMS
- 7) *Review and practice of the OHSAA's recommended Emergency Action Plan, "Anyone Can a Save A Life," or similar plan for all sports teams with special emphasis on the heat illness section.*

## DISTRICT CHAMPIONSHIP AWARDS

### Please Provide to Public Address Announcer

Though each individual Athletic District will set their own protocol for the presentation of awards, we encourage the inclusion of school administrators for the presentation of awards. Many District Athletic Board members will be present to assist with awards presentations. Please locate the presenter, and the respective school administrator assisting with the presentation. District Athletic Board members should inform you of this prior to the presentation.

#### District Runner-Up

Ladies & Gentlemen, please direct your attention to the lanes where \_\_\_\_\_, representing the \_\_\_\_\_ District Athletic Board will present today's/tonight's District Runner-Up and District Champion awards along with \_\_\_\_\_ and \_\_\_\_\_ the Principal/Athletic Directors of the respective schools.

First, for the 2023 District Runner-Up \_\_\_\_\_.

When your name is called, please step forward to be recognized.

*(Member of coaching staff puts individual medallion around the neck of each individual, or the individual may medal themselves. Please give the presenter time for each one.)*

#### District Champion

And now, the 2023 District Champion in Division \_\_\_\_\_, the \_\_\_\_\_.

When your name is called, please step forward to be recognized.

*(Member of coaching staff puts individual medallion around the neck of each individual, or the individual may medal themselves. Please give the presenter time for each one.)*

***(After presenting)***

Congratulations to the \_\_\_\_\_ who will now advance to the State Tournament at Wayne Webb's Columbus Bowl on \_\_\_\_\_.

Thanks to \_\_\_\_\_ (site name) and \_\_\_\_\_ (manager) for serving as a host for the District Championship. Thank you for your attendance and support of Ohio High School Student-Athletes and please travel home safely.