

**2023-2024**

# **esports**

**IHSA Manual for  
Schools & Managers**





# 2023-2024 esports Manual

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# School Information

**IHSA Manual for  
Schools & Managers**





# 2023-24 Esports Series Terms and Conditions

In accordance with Section 1.450 of the IHSAA Constitution, the Board of Directors has approved the Terms and Conditions governing the 2023-24 IHSAA esports Tournament Series.

## I. SCHOOL CLASSIFICATION

Competition in the IHSAA esports Tournament Series will be a one class tournament.

## II. DATES AND SITES

### A. Individual Tournament Series Dates and Sites:

1. The sectional tournament shall be on Saturday of Week 42 in the IHSAA Standardized Calendar. In the event that the number of entries in a given game requires preliminary rounds to be played, those shall be played during Weeks 41 and 42 in the IHSAA Standardized Calendar based on a schedule determined by the IHSAA Office. Tournament sites and school assignments will be posted online.

2. The state final shall be held on Saturday of Week 43 in the IHSAA Standardized Calendar.

## III. ONLINE ENTRIES, WITHDRAWAL PROCEDURES, AND ELIGIBILITY

The policy for Original Entry Deadlines, Late Entries and Late Withdrawals shall be the policies and procedures regarding entry for all IHSAA-sponsored sport/activities included in the 2023-24 Entry Policies and Procedures.

### A. Online Entries

All member schools must enter their school into the state series competition through the IHSAA School Center on the IHSAA Website at [www.ihsaa.org](http://www.ihsaa.org). The deadline for entry is **February 1, 2024**. The 2023-24 Entry Policies and Procedures outlining the online entry procedures for all IHSAA-sponsored tournaments can be found in the Schools Center on the IHSAA website.

### B. Late Entries

Any attempt to enter a sport or activity online after the established deadlines will be denied. Schools that wish to enter after the deadline will be considered late. To be considered for late entry, the Principal/Official Representative must contact the IHSAA administrative officer in charge of that sport or activity. The penalty for late entry shall be a payment of \$100.00 for that sport/activity by the school.

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

To withdraw without penalty, the Principal must notify the IHSAA Office, in writing, of the school's withdrawal from esports prior to the seeding meeting date and/or the date the List of Participants is due for that sport. If a school withdraws after the seeding meeting date/List of Participants due date and/or does not show up for competition, the school will be charged a \$100 penalty. If applicable, the school may be charged for any additional financial loss sustained by the offended school(s) or the Association as a result of such breach.

### D. Eligibility

All member schools in good standing may enter an individual(s) or a team under the provisions of IHSAA By-law 4.071. The principal is the official representative of his/her school in all interscholastic activities, and the responsibility for seeing that all students from his/her school entered in esports contests are eligible under the rules shall rest with the principal. All correspondence with the IHSAA Office must be conducted through the principal or official representative of the school.

In each contest in which a school is represented, the principal shall have an adult present, preferably a member of the faculty, who shall supervise and be responsible for the conduct of the participants and other persons from the school. A school's failure to comply with this provision shall result in disqualifications of its students.

### E. On-Line List of Participants

*List of Participants* Deadline: Each school must complete the *On-Line List of Participants* by the deadline date of March 29<sup>th</sup>. The entry is submitted online at [IHSAA.org](http://IHSAA.org) through the Schools Center. A school's online entries will be released to the Sectional Managers at least one week prior to the Sectional Contest. It is recommended that each school print a copy of its online entry to bring to the sectional site. If a school does not submit the *On-line List of Participants* by the deadline, coaches/advisers and/or participants from the school are subject to penalties that could include, but are not limited to, being ruled ineligible to compete in the State Series and/or charged \$100.00. Schools shall be permitted to enter a student in only one contest/game. A school can receive confirmation of receipt of Online List of Participants by logging into their School Center site on the IHSAA website and going to the Activity Tracker. The Activity Tracker will show "Completed", if the school checked the button indicating the report is finished. If the submitter doesn't indicate "Completed", then the school must go back into the *List of Participants* and check the button on the Online List of Participants indicating completion.

## IV. HOST FINANCIAL ARRANGEMENTS

### A. Sectional Host Allowance

Sectional hosts shall pay all local expenses and shall receive a guarantee of \$200.00.

### B. Admission Fees

In the State Tournament Series, ticket prices have been established by the IHSAA Board of Directors. If ticketed, all state series esports events shall follow the established ticketing procedures outlined by IHSAA Policy.

### C. Rights Fees for TV and Radio

See the IHSAA web site ([www.ihsaa.org](http://www.ihsaa.org)) for the fees to be charged by Local Managers and/or the IHSAA for television and cable broadcasts and radio originations. The Policy regarding media requirements for each Local Manager is contained in these Terms and Conditions.

## V. TOURNAMENT ASSIGNMENTS

Schools will be assigned geographically to one of eight (8) IHSAA sectional tournaments. These assignments will appear online after the February entry deadline. Assignments are made



according to the IHSA Grouping Policy #18. The number of competing schools, travel distance, geographical location and the number of entries shall be primary factors in the determination of number and boundary lines for these sectionals.

apply penalties for violations of contest rules. Decisions of the State Final Contest Manager in all cases herein described shall be final.

**VI. TOURNAMENT STRUCTURE AND TIME SCHEDULES**

**A. Events Dependent upon Entries**

- 1. Competition in all games shall be held at the Sectional contests in all events in which there are at least two entries.
- 2. At State Final contests there shall be competition in all games which have qualifiers from the Sectional Tournaments.
- 3. All tournament brackets will be double-elimination and created according to templates provided by the IHSA.

**B. Contest Management**

- 1. Designation of manager: At all state series events, the IHSA shall designate an event/contest manager who shall assume entire responsibility for the event/contest.
- 2. Sectional Contest Managers Meeting: The IHSA Office shall conduct a meeting for Sectional contest managers. Specific instructions for event/contest management shall be the subject of the meeting. Dates and times of the meeting will be sent to Sectional managers.
- 3. Authority of Contest Manager and Contest personnel:

- a. **Sectional Contests:** The Contest Manager shall be authorized to conduct the contest under the provisions of these Terms and Conditions. If a situation develops in which there is an apparent unfairness to a contestant, and which is determined to be the result of an administrative or judge's error, the manager shall consult with Contest personnel and determine the manner in which the situation shall be resolved. However, managers shall not have the authority to advance students affected by unfairness to the succeeding contest. Resolution of such matters must be within the framework of each individual contest. In addition, the manager shall be responsible to resolve questions of rules interpretation, to arbitrate disputes and to apply penalties for violations of contest rules. In all cases, the manager shall consult with Contest personnel prior to making a decision in any such matter. Decisions of the contest manager in all cases herein described shall be final. The authority and responsibility of the contest manager and Contest personnel shall end when results are announced at the contest awards assembly. Any question relative to contest rules or any aspect of the contest, which arises following the announcement of results, shall be referred directly by the principal of the school involved to the IHSA Office. The IHSA Office will give consideration to questions relative to administrative and/or clerical matters only and will do so only through the end of the first Monday following the completion of the contest involved. In compliance with IHSA By-law 6.033, protests or challenges relative to the decision of any judge will not be considered.

- b. **State Final Contest:** The State Final Contest personnel shall be authorized to conduct the contest under the provisions of these Terms and Conditions. If a situation develops in which there is an apparent unfairness to a contestant, and which is determined to be the result of an administrative or judge's error, the State Final Contest personnel shall determine the manner in which the situation shall be resolved. In addition, the State Final Contest personnel shall be responsible to resolve questions of rules interpretation, to arbitrate disputes and to

**C. Time Schedules**

- 1. **Sectional Tournaments:** Sectional time schedules will be determined by the local event/contest manager and shall be communicated to assigned schools. The local manager shall also monitor the early rounds of any game that requires preliminary rounds to be played online in advance of the sectional date.

- 2. **State Final:** The state final shall be a one-day event using the following schedule:

- 7:45-8:30 a.m. Registration/Check-in
- 8:30-8:45 a.m. Coaches Meeting
- 8:45-9:00 a.m. Final instructions to teams by coaches
- 9:00 a.m. Preliminary round competition in Individual and Small Group Games begins
- Noon -1:00p.m. LUNCH BREAK
- Competition Finals begins after Lunch Break
  - Individual Game (championship match)
  - Small Group Game #1 (championship match)
  - Small Group Game #2 (championship match)
  - Team Game (championship match)
  - Awards after conclusion of final championship match

**NOTE:** Any changes to the state final schedule shall be communicated by the IHSA Office to all participating schools.

**VII. ADVANCEMENT OF WINNERS**

**A. Sectional to State Finals**

- 1. **Team Game:** A team game shall be any game played involving more than two students from one school playing against another school. In team games, the first and second place finishers from each sectional shall advance to the state finals.
- 2. **Individual/Small Group Game:** an individual or small group game shall be any game played involving two or less students from one school playing against student(s) from another school. In individual/small group games, the first and second place finishers from each sectional shall advance to the state finals.

**VIII. TOURNAMENT RULES**

**A. Events**

- Schools may enter participants in the following contests:
- 1. **Team Game:** one team comprising of more than two (2) students
    - a. Mario Kart 8 Deluxe: one four-person team (roster maximum: seven [7])
    - b. Super Smash Bros. Crew Battle: one five-person team (roster maximum: nine [9])
    - c. Rocket League: one three-person team (roster maximum: five [5])
  - 2. **Individual Game:** two individual entries



- a. Super Smash Bros. Ultimate Singles
- b. EA Sports FC

3. Small Group Games: a minimum of one entry for each competition offered; additional entries may be allowed based on specific game guidelines developed by the advisory committee

### B. Student Entries

A student may only be entered in one competition for the state series. No duplicate entries allowed.

### C. Game Rules

Specific rules for each selected game can be found in the Game Summary for each game. Game Summaries are found at the end of the Terms and Conditions.

### D. Uniforms

School uniforms must be worn during competition. School uniforms can only have the school name and/or logo and the student's name on them. Any sponsorship the school has secured cannot be displayed on the uniforms.

### E. Protests

Any coach may challenge a participant's compliance with the rules by filing a protest in writing by using the "IHSA Protest Form" and submitting the written protest to the tournament manager. Only coaches may file such a protest or challenge. Any question relative to contest rules or any aspect of the contest which arises following the announcement of results shall be referred directly by the principal/IHSA official representative of the school(s) involved to the IHSA office. The IHSA office will give consideration to questions relative to administrative and/or clerical matters only and will do so only through the end of the first Monday following the completion of the contest involved. In compliance with IHSA By-law 6.033, protests or challenges relative to the decision of a tournament manager will not be considered. The Report of Winners will be completed by the Sectional Managers and shall be considered the official qualifiers for the state finals. If applicable, entry fees for qualifiers shall be paid upon arrival at the Sectional and State Final sites. Qualifiers for whom fees are not paid as prescribed shall not be permitted to participate.

### F. Late Discovery of Violations

If a violation is discovered after the close of the contest in which the violation occurred, the following procedure shall be followed:

1. The contestant(s) or school shall be disqualified and advancement to the next succeeding contest shall be denied if the violation is reported to the IHSA office prior to the next contest. If the violation is not reported until after the next contest, no action shall be taken, and the matter shall be considered closed.
2. If the violation is reported to the IHSA office prior to the next succeeding contest, and the contestants(s) are disqualified, the rankings of the other contestants in the event shall be revised upwards. The revised contestants(s) shall be advanced on the basis of the revised rankings.
3. If the disqualified contestant(s) or school has won any awards, such awards shall be returned to the IHSA office. Awards shall be redistributed on the basis of the revised rankings.

### G. Advancement of Next Qualifier

In the event a qualified student is unable to advance to the succeeding contest the next qualifier shall advance. The highest-

placing contestant from the qualifier's last qualifying contest in the same event that has not yet been offered the opportunity to advance shall be designated as the next qualifier to advance. It is the responsibility of the principal/IHSA official representative or coach to notify the IHSA office no later than the Wednesday preceding the state finals. After that date, no additional qualifier will be considered. The IHSA office will officially inform the school's administration/coach that they will replace a qualifier.

1. In the event a qualified student(s) is unable to advance to the succeeding contest their school's principal/IHSA official representative must notify the IHSA of the student(s) withdrawal. If their coach contacts the contest manager of the withdrawal, the contest manager shall direct them to have their principal/IHSA official representative notify the IHSA, and the IHSA will begin the process of contacting the next qualifier eligible to advance.

2. Any advancing qualifier(s) due to a withdrawal shall be treated from that point forward as qualified contestants, and if they are, for any reason, unable to advance to the succeeding contest, the process shall be repeated with the next highest-placing contestant(s) until an alternate qualifier who is able to advance is found.

### H. Unsportsmanlike Conduct

Managers and officials have the strictest instructions to disqualify any participant, coach and/or other person guilty of profane or indecent language or of gross unsportsmanlike conduct. IHSA By-laws 2.040, 3.141, 6.011 and 6.012 give the Board of Directors complete authority to penalize a school for any unsportsmanlike conduct on the part of the principal, the coach, athletes, or any member of the faculty or Board of Education or any other official representative of any participating school.

### I. Pre-Match Procedures

1. All participants shall report to their competition room at the first call.
2. A second and final call will be made 3 minutes after the first call. Failure to report to the appropriate competition room 5 minutes after the first call will result in forfeiture of the match. Tardiness due to extenuating circumstances may be reviewed by the games committee at the request of the coach. Decisions of the games committee are final.
3. All participants will have up to 5 minutes to warm up for their match. The 5-minute warm up time begins at the first call to report for the match.

### J. Controllers

Participants may bring their own controllers that are limited to the following:

1. PC Games: First-party and third-party controllers with back paddles.
2. Console Games: First-party and third-party controllers with all extraneous paddles, macro switches, and any other programmable buttons are physically removed. Turbo buttons and functions are not permitted.

### K. Tournament Assignments and Seeding

1. Bracket assignments for the first-level tournament in each game of the state series will be a random draw. For individual games, participants from the same school will be assigned to opposite halves of the bracket.
2. If 20% of the participants in a bracket withdraw prior to the start of the first-level tournament, the bracket will be redrawn.



3. Bracket assignments for the state finals will be a random draw with the following parameters:

- a. A sectional champion will not be paired against another sectional champion in the first round.
- b. The two qualifiers from each sectional will be assigned to opposite halves of the bracket.

## IX. TOURNAMENT POLICIES

### A. State Final Passes

Each school will receive passes for all qualifiers and up to 4 passes for coaches. Only people with passes will be allowed in the competition area.

### B. Damage to Property or Equipment

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

### C. Media Requirements

#### 1. Provide Space:

Space shall be set aside to provide for news media representatives covering the state series whether they are from newspapers, internet sites, radio stations, commercial television stations and/or cable television stations, according to the IHSA Policies regarding News Media credentials and working assignments for IHSA state series.

#### 2. Radio and TV:

It is the responsibility of the Local Manager to accept applications, approve requests to originate, collect proper rights fees payment (where required) and make cancellation refund for television and/or radio play-by-play originations, according to the IHSA Television and/or IHSA Radio Broadcast Policy.

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

b. Radio Broadcast Rights Fees are not required for any level of competition in this series (except State Final). Local Managers shall permit radio play-by-play originations of the competition.

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

#### 3. Administrative Detail:

Reporting information to the news media and/or the IHSA Office, as stipulated in instructions to Local Managers shall be the responsibility of each Local Manager and is required.

### D. Tobacco/Liquid Nicotine Products

The use of tobacco or liquid nicotine products in any competition area, either during a practice or while a contest is in progress, or affiliated property of any IHSA state series contest by any coach, player, any other person connected with a team, or fan shall be prohibited. State series hosts are required to make all state series contest sites and any affiliated property, including parking lots, fan accommodation areas, and other

school or event venue property, tobacco/liquid nicotine free zones on the date or dates of any IHSA event being held at the site.

### E. Use of Inhalers

A student with asthma may possess and use his/her medication during an IHSA competition, while under the supervision of school personnel, provided the school meets the outlined procedures of self-administration in the Illinois School Code.

### F. Alcoholic Beverages and IHSA State Series Events

The possession, distribution, sale and/or consumption of alcoholic beverages are prohibited at the site and on any affiliated property of any IHSA state series contest. State series hosts are required to make all state series contest sites and any affiliated property, including parking lots, fan accommodation areas, and other school or event venue property, alcohol free zones on the date or dates of any IHSA event being held at the site. Violation of this policy by an event host will subject the host to a penalty for violation of IHSA By-law 2.020. Such penalty may include but not necessarily be limited to prohibition against subsequent event hosting assignments. Violation of this policy by a non-hosting member school will subject the school to penalty for violation of IHSA By-law 2.020. Patrons of any IHSA state series contest determined to be in violation of this policy will be removed from the premise, and law enforcement officials will be called as warranted. No ticket refunds will be granted in such cases.

### G. Prayer at IHSA State Series Contests

Prayer at an IHSA state series contest that takes place over the public address system is prohibited.

### H. Special Report Forms and SAWA Forms

Special report forms have been developed to facilitate schools reporting any matter concerning high school programs that merit the attention of the high school principal. These forms can be used for reporting any incidents or problems with a competitor, coach, director or spectator. The forms may also be used to report errors in applying rules or any phase of judging in which a judge should immediately attempt to improve. The SAWA Report form should be used for reporting any instances where a coach, director, participant, judge or spectator has done an exemplary job of Sporting A Winning Attitude. These forms can be found on the IHSA Web Site at [www.ihsa.org](http://www.ihsa.org).

### I. AED

Host schools must have an AED available and on site at all IHSA post-season contests.

## X. AWARDS

### A. Sectional Tournament

1. **Team Game:** Medals will be awarded to the first, second, third, and fourth place teams. A plaque will be awarded to the school winner in the Sectional Team Game.

2. **Individual/Small Group Games:** Medals will be awarded to the first, second, third, and fourth place finishers in each individual/small group game.

### B. State Finals Tournament

1. **Team Game:** Medals will be awarded to the first, second, third, and fourth place teams. A plaque will be awarded to the school winner in the State Finals Team Game.



2. **Individual/Small Group Games:** Medals will be awarded to the first, second, third, and fourth place finishers in each individual/small group game. A plaque will be awarded to the school winner in each state finals individual/small group game.

**C. Awards Ceremonies**

At all tournaments when participants are receiving awards, they shall wear their school's official uniform. No extra clothing, hats, caps, signs, or other adornment shall be worn or carried at the awards ceremony. If a contestant fails to wear his/her official school warm-up or uniform, he/she shall not be allowed to participate in the awards ceremony.

**XI. OFFICIALS**

**A. Games Committee**

Each tournament manager shall appoint a committee of at least five individuals, one of which shall be the manager, who shall serve as a Games Committee for each sectional and state final tournaments. The Games Committee has the authority to resolve any situation that arises during the tournament that is not specifically covered in these Terms and Conditions. The decision of the Games Committee shall be final.





# 2023-24 esports STATE TOURNAMENT IMPORTANT DEADLINES AND STATE SERIES DATES

## SCHEDULE

April 3 Managers mail any necessary pre-tournament information to all schools assigned to Sectional

April 20

### Sectional Tournament

8:00 a.m. to 4:00 p.m.\*  
(approximately)

- Make sure all contestants are present
- Conduct pre-tournament coaches meeting
- Present Awards following completion of event
- Enter Results on the IHSA Winner Report on the IHSA Website

\*Sectional managers will announce the specific tournament time to assigned schools

April 27

### State Final Tournament

A meeting for all State Final Coaches will be conducted prior to the start of the state finals on Saturday, April 27, 2024.

State Final: The state final shall be a one-day event using the following schedule:

7:45-8:30 a.m.	Registration/Check-in
8:30-8:45 a.m.	Coaches Meeting
8:45-9:00 a.m.	Final instructions to teams by coaches
9:00 a.m.	Preliminary round competition in Individual and Small Group Games begins
12:00 p.m.-1:00 p.m. (approx.)	LUNCH BREAK
Competition Finals begins after Lunch Break	
-	Individual Game (championship match)
-	Small Group Game #1 (championship match)
-	Small Group Game #2 (championship match)
-	Team Game (championship match)
Awards after conclusion of final championship match	



## 2023-24 Esports Game Summaries

In accordance with Section 1.450 of the IHSA Constitution, the IHSA Board of Directors has approved the Terms and Conditions governing the 2023-2024 IHSA Esports State Series. This document outlines the competitive events; however, it does not replace the Terms and Conditions, which are the rules governing interscholastic esports competition.

Event questions can be directed to the appropriate tournament manager or the IHSA Office.

### Event 1 - Rocket League

#### IHSA Supported Platforms

While Cross-Play is supported, all Sectional Tournaments and the State Finals will be limited to PC only and will require players to have PC Rocket League accounts. Players will log in through their Epic accounts.

#### Series Length

At both the sectional and state finals tournaments, matches will be conducted in a Best of 3 format until six (6) teams remain in each tournament. Once six (6) teams remain, a Best of 5 format will be used for the remainder of each event.

#### Definition

Soccer meets driving in Rocket League, a game of rocket-powered acrobatic cars. Two teams of three choose from a variety of high-flying vehicles equipped with huge rocket boosters to score aerial goals and pull-off game-changing saves.

#### Purpose

Rocket League gives students an opportunity to act as a Team while using and developing communication skills, analyzing gameplay, and formulating strategies. Additionally metacognitive skills and post-game match analysis skills will be developed through the playing of this game.

#### Private Match settings

- Team 1 and Team 2 will be randomly selected by coin flip
- Team 1 is responsible for creating the lobby, using the Host School Name and the game number on the official tournament bracket Example: Danville game 1
- Game Mode: Soccer
- Arena: DFH Stadium unless both parties agree to a different arena
- Team Size: 3v3
- Bot Difficulty: No Bots

#### Team Settings

- Primary and accent colors should be set to school colors

- In case of two schools with the same primary colors, "Team 1" will use home colors, and "Team 2" will use the school's secondary color as the "Primary Color" and its primary color as the "Accent Color"
- Players are permitted to enable "force team default colors" in the options
- Teams will use their school name and nickname as their name during play. Example: Danville Vikings

#### Mutator Settings

- Preset Settings: Custom
- Match Length: 5 minutes
- Max Score: Unlimited
- Overtime: Unlimited
- Series Length: 3 games (5 games beginning when 6 teams remain)
- Game Speed: Default
- Ball Max Speed: Default
- Ball Type: Default
- Ball Physics: Default
- Ball Size: Default
- Ball Bounciness: Default
- Boost Amount: Default
- Rumble: None
- Boost Strength: 1x
- Gravity: Default
- Demolish: Default
- Respawn Time: 3 seconds

#### Region

- US-East will be used.

#### Joinable By

- Name/Password

In the event that an incorrect ruleset is used, the match should be stopped and reset. Previously played stages with incorrect format will not count towards the series.

#### Customizations

Any bodies, decals, wheels, rocket boosts, toppers, antennae, goal explosions, trails, or engine audios that are currently disabled in competitive 3v3 queues are not permitted for use in official matches.

#### Controllers (in accordance with Section VIII-J in the terms and conditions)

Students may bring their own peripherals, limited to first-party and third-party controllers with back paddles. Mouse and Keyboards will be provided at the State Finals. Use of additional tools/programs (including BakkesMod) during matches is prohibited.

#### Coach Involvement

Coaches are prohibited from communicating with players, whether verbally or nonverbally during match play. Coaches are excluded from the stage while matches are being played.

**Breaks:** Breaks no longer than 10 minutes will occur after every two (2) matches in any match played in a Best of 5 or greater

format. During breaks, coaches can meet with players to analyze film, discuss, and substitute/coach players.

## Event 2 - Super Smash Bros. Ultimate Singles

**Definition:** Super Smash Bros. Ultimate (SSBU) is an established competitive solo and duo game in which players pick a character and face off in a fighting match. To achieve victory, players must use their character's specific abilities to weaken their opponents and knock them out of the arena.

**Purpose:** SSBU will provide students from all backgrounds an opportunity to represent their school in competition.

### General Tournament Rules

- All state series games will be played using the latest SSBU edition on the Nintendo Switch.
- Any character released within fourteen days of the Sectional tournament is prohibited from all state series play.
- The character, Steve (from the Minecraft series), is banned from competition due to an exploitable bug/tech that gives him an unfair competitive advantage against other characters.
- The tournament is played with the latest SSBU update.
- The game must be using the current patch and rosters as of the Wednesday before the Sectional tournament, and then again before the Wednesday of the State Final tournament.
- First party and third-party controllers with all extraneous paddles, macro switches, and any other programmable buttons are physically removed. Turbo buttons and functions are not permitted.

### Series Length

- All matches for SSBU Singles shall be Best of 3 format until the quarterfinals (8 remaining teams) when matches shall be Best of 5 format.

### Roster

- Up to two players per school - no substitutions.

### Singles Game Play

All games will be 1v1. No player substitutions may be made at any point during the match.

The first player to eliminate all stocks from their opponent is considered the game winner.

The first player to win the majority of possible match games is considered the match winner.

## Game Rules

### Game Settings

- Stock and time are set to 3 stock and 8 minutes
- Final Smash Meter: Off
- Spirits: Off
- Damage Handicap: Off
- Stage Selection: Anyone

- Items: Off and None
- First to: 1 Win
- Stage Morph: Off
- Stage Hazards: Off
- Launch Rate: 1.0x
- Underdog Boost: Off
- Pausing: Off
- Score Display: Off
- % Show Damage: Yes
- Custom Balance: Off
- Mii Fighters: All moveset combinations are legal

In the event that an incorrect ruleset is used, the match should be stopped and reset. Previously played stages with incorrect format will not count towards the series.

### Match Procedure: Player, Character, & Stage Selection

Pre-Match Procedure: IHSA SSBU Solo Battle Match Card

1. Record match participants

Match Procedure: Opening Game

2. Perform a double blind character selection
3. Reveal double blind character selection
4. Strike stages as detailed in STAGE STRIKING & SELECTION PROCEDURE
5. Start 1v1

Match Procedure: Subsequent Game

6. Winner of previous game selects character
7. Loser of previous game selects character
8. Strike stages as detailed in STAGE STRIKING & SELECTION PROCEDURE
9. Start 1v1

Post-Match Procedure: IHSA SSBU Solo Battle Match Card

10. Record winner and initial results
11. Winning player turns in completed card

Player & Character Conditions

- Players who use Mii fighter during a game must inform their opponent of their chosen Mii's moveset prior to the game, listed in the format ####. Any combination of moves may be used, but any movesets that any player may want to use during a match must be created before their initial match begins and cannot be changed between games.

### Stage Striking & Selection Procedure

**Strike:** When a team eliminates a possible stage from the prescribed stage list before each game.

Start of Match Stage Selection

1. Player 1 (P1) and 2 (P2) will be determined by Rock, Paper, Scissors. Both players will stand back to back and throw on three. The winning player can choose to be P1 or P2.
2. STARTING STAGE LIST is used.
3. Strike Order: P1-P2-P2-P1
4. Stage selection: After strikes have concluded P2 chooses from remaining stages

### During Match Stage Selection

- Player 1 (P1) and 2 (P2) will be determined by the results of the previous game. P1 will be the winner of the previous game and P2 will be the loser of the previous game..
- FULL STAGE LIST is used.
- Strike Order: P1-P1
- Stage selection: After strikes have concluded P2 chooses from remaining stages

### Starting Stage List

Battlefield\*  
Final Destination\*  
Small battlefield  
Pokémon Stadium 2  
Hollow bastion

### Full Stage List

Battlefield\*  
Final Destination\*  
Small battlefield  
Pokémon Stadium 2  
Hollow bastion  
Kalos Pokémon League  
Town & City  
Smashville

\*Battlefield and Omega variations of the stages are allowed when a player chooses either Battlefield or Final Destination respectively. The only exception is stages that force a 2D-flattening (Dream Land GB, Duck Hunt, Flatzone X, Hanebow, Mario Maker, Mute City SNES & Pac-Land).

### Coaching Rules

- Coaches are prohibited from coaching players, whether verbally or nonverbally during game play.
- Spectators are prohibited from coaching players, whether verbally or nonverbally during game play.
- Players have up to 2 minutes between games to strategize with coach(es) and/or teammate(s) before play resumes.

### Cheering Rules

- Sportsmanlike cheering is encouraged and allowed
- Nondescript statements such as "Let's go!", "you got this!", "bounce back!", or "3-2-1.." are not coaching violations.

### Miscellaneous Rules

- SELF-DESTRUCT FINISHES: In the event a game ends due to a self-destruct move, the results screen will determine the winner of the game. The winner does not lose a stock for the self-destruct finish.
- OVERTIME: In the event the clock runs out and an overtime is initiated, the player who has the highest number of stocks will be declared the winner of the game. If both players had the same amount of stocks, the player with the lower percentage will be declared the winner of the game. If both players had the same amount of stocks and the same percentage, a

overtime game using the following settings will be played:

Stock: 1  
Stock & Time: 3 minutes

- AMIIBO: All amiibo figures are prohibited from use in official matches
- STOPPAGE OF PLAY: Players unplugging their controller at any time, accidentally or intentionally, will result in a forfeiture of the game. Any controller malfunctions are the player's responsibility, and as such the IHSA will not force a game/match restart should a player's controller malfunction during a game.

## Event 3 - Super Smash Bros. Ultimate Crew Battle

**Definition:** SSBU Crew Battle is a form of competition between two opposing teams of SSBU players, known generically as "crews." To achieve victory a crew must eliminate all stocks from the opposing crew. Victory will require crews to leverage individual skills, team strategies, effective communication, and game synergies.

**Purpose:** SSBU Crew Battle gives students an opportunity to participate within a team framework while using and developing communication, analytic, and strategic skills. Additionally metacognitive skills and post-game match analysis skills will be developed through the playing of this game.

### General Tournament Rules

- All state series games will be played using the latest SSBU edition on the Nintendo Switch.
- Any character released within fourteen days of the Sectional tournament is prohibited from all state series play.
- The character, Steve (from the Minecraft series), is banned from competition due to an exploitable bug/tech that gives him an unfair competitive advantage against other characters.
- The tournament is played with the latest SSBU update.
- The game must be using the current patch and rosters as of the Wednesday before the Sectional tournament, and then again before the Wednesday of the State Final tournament.
- First-party and third-party controllers with all extraneous paddles, macro switches, and any other programmable buttons are physically removed. Turbo buttons and functions are not permitted.

### Series Length

All matches for SSBU Crew Battle will be Best of 1 format.

### Roster

- Must have at least five players.
- Can have up to four additional substitute players.

### Match Procedure

1. A crew battle is played by elimination.
2. All games will be 1v1.

3. The first player to eliminate their opponent goes up against the next player (aka new challenger) on the opposing team.
4. At the start of the next game, the returning player (aka survivor) must self-destruct (SD) until their starting stocks are equal to the number of stocks they ended the previous game with.
  - a. No damage may be inflicted by either player until the SDs have been completed.
  - b. Players waiting on SDs may not use that time to charge specials or make any other move that will provide advantage.
5. Play resumes when:
  - a. The invincibility wears off on the final entrance of the surviving player
    - I. Players are in original starting position
    - II. "3...2...1...start" cadence is initiated by either player(s), captain(s), or judge
6. The match continues in this pattern until all members of one crew have been eliminated. The surviving player and crew is considered the winner.

- Post-Match Procedure: IHSA SSBU Crew Battle Match Card
1. Record winner, results, and initials from both team captains
  2. Winning crew turns in completed card

*\*Each crew will nominate a captain and/or have a coach communicate selections and results*

**Player & Character Conditions**

- Challengers are not bound to a specific order
- Challengers must pick a character previously not chosen by their team
- Mii fighter and all variations can only be picked once per team per match
- Players who use Mii fighter during a game must inform their opponent of their chosen Mii's moveset prior to the game, listed in the format ####. Any combination of moves may be used, but any movesets that any player may want to use during a match must be created before their initial match begins and cannot be changed between games.

## Game Rules

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### Game Settings

- Stock and time are set to 3 stock and 6 minutes
- Final Smash Meter: Off
- Spirits: Off
- Damage Handicap: Off
- Stage Selection: Anyone
- Items: Off and None
- First to: 1 Win
- Stage Morph: Off
- Stage Hazards: Off
- Launch Rate: 1.0x
- Underdog Boost: Off
- Pausing: Off
- Score Display: Off
- % Show Damage: Yes
- Custom Balance: Off
- Mii Fighters: All moveset combinations are legal

### Match Procedure: Player, Character, & Stage Selection

Pre-Match Procedure: IHSA SSBU Crew Battle Match Card

1. Record match participants on match card

Match Procedure: Opening Game

1. Perform a double blind first player and character selection
2. Strike stages as detailed in STAGE STRIKING & SELECTION PROCEDURE section below
3. Reveal double blind first player and character selected
4. Start 1v1

Match Procedure: Subsequent Game

1. Strike stages as detailed in STAGE STRIKING & SELECTION PROCEDURE section below
2. Surviving player selects same character
3. Reveal new challenger and character selected
4. Start 1v1

### Stage Striking & Selection Procedure

**Strike:** When a team eliminates a possible stage from the prescribed stage list before each game.

Start of Match Stage Selection

1. Team 1 (T1) and 2 (T2) will be determined by Rock, Paper, Scissors. Both teams will elect a captain that will stand back to back and throw on three. The captains' coaches will determine the winner. The winning team can choose to be T1 or T2.
2. STARTING STAGE LIST is used at the start of the match.
3. Strike Order: T1-T2-T2-T1
4. Stage selection: After strikes have concluded T2 chooses from remaining stages

During Match Stage Selection

1. Team 1 (T1) and 2 (T2) will be determined by the previous game. T1 will be the surviving player of the previous game and T2 will be the new challenger (entering player).
2. FULL STAGE LIST is used between games of a match.
3. Strike Order: T1-T1
4. Stage selection: After strikes have concluded T2 chooses from remaining stages

STARTING STAGE LIST

- Battlefield\*
- Final Destination\*
- Small battlefield
- Pokémon Stadium 2
- Hollow bastion

FULL STAGE LIST

- Battlefield\*
- Final Destination\*
- Small battlefield
- Pokémon Stadium 2

Hollow bastion  
Kalos Pokémon Stadium  
Town & City  
Smashville

\* Battlefield and Omega variations of the stages are allowed when a player chooses either Battlefield or Final Destination respectively. The only exception is stages that force a 2D-flattening (Dream Land GB, Duck Hunt, Flatzone X, Hanebow, Mario Maker, Mute City SNES & Pac-Land).

### Coaching Rules

- Coaches are prohibited from coaching players, whether verbally or nonverbally during game play.
- Crews are prohibited from coaching players, whether verbally or nonverbally during game play.
- Coaches and crew have up to 2 minutes between games to strategize before play resumes.

### Cheering Rules

- Sportsmanlike cheering is encouraged and allowed
- Nondescript statements such as "Let's go!", "you got this!", "bounce back!", or "3-2-1..," are not coaching violations.

### Miscellaneous Rules

- SELF-DESTRUCT FINISHES: In the event a game ends due to a self-destruct move, the results screen will determine the winner of the game. The winner does not lose a stock for the self-destruct finish.
- OVERTIME: In the event the clock runs out and an overtime is initiated, the player who has the highest number of stocks will be declared the winner of the game. If both players had the same amount of stocks, the player with the lower percentage will be declared the winner of the game. If both players had the same amount of stocks and the same percentage, a overtime game using the following settings will be played:

Stock: 1

Stock & Time: 3 minutes

- DOUBLE KNOCK-OUT: In the event that both players are knocked-out at the same time the game is over.
  1. Both crews select a new challenger
  2. Use Start of Match Stage Selection to continue play
- AMIIBO: All amiibo figures are prohibited from use in official matches
- STOPPAGE OF PLAY: Players unplugging their controller at any time, accidentally or intentionally, will result in a forfeiture of the game. Any controller malfunctions are the player's responsibility, and as such the IHSA will not force a game/match restart should a player's controller malfunction during a game.

## Event 4 – EA Sports FC

### Description

- EA Sports FC is a series of association football (soccer) video games developed and released

annually since 1993. The premise of each game in the series is to emulate the sport of football (soccer), using league and club football (soccer) teams from around the world. The series has been published by EA Sports.

- This competition will be a 1v1 matchup.
- Schools may enter up to 2 individuals into the sectional tournament.

### Purpose

EA Sports FC offers students a chance to compete in one of the more popular and accessible sports games.

### General Rules

- All games will be played using the latest EA Sports FC edition. The games in the 2023-2024 state series will be played on the PS4 console.
- All state series tournaments will be played using the latest EA Sports FC update.
- The game must be using the current patch and rosters as of Wednesday before Sectional tournaments and the Wednesday before the State Final tournament.
- Only current league and club teams are allowed.
- Team starting roster adjustments must be made before going into the game.
- Substitutions are only allowed via Quick Substitutes during stoppages in play.
- Players are permitted to change teams during the tournament.
- A coinflip will determine which player picks his/her team first.
- It is permissible for two competing players to play with the same team in the same game.
  - Players are allowed to bring and use their own approved controllers. First party and third-party controllers with all extraneous paddles, macro switches, and any other programmable buttons are physically removed. Turbo buttons and functions are not permitted.
- If there is no winner at the end of regulation, the game will continue until a winner is determined.

### Game Settings

- The length of playing time will be 6 minutes per half, except for the Championship Game, which will be 8 minutes per half.
- Difficulty level is LEGENDARY.
- All other Settings and Camera Views are outlined below. Any setting not listed below will be set to the DEFAULT game setting.
- NORMAL Game Speed
- DEFAULT Ball
- Quick Substitutes ON
- Competitor Mode: On
- Injuries: On
- Booking: On
- Offsides: On
- Handball: Off
- Net Tension: Default

- Net Shape: Default
- Net Meshing: Default
- Attributes: Default
- Multiplayer Camera: Default
- HUD: Player Name Bar & Indicator
- Player Indicator: Player Name
- Player Indicator Size: Default
- Player Indicator Fade: On
- Hold to Skip: Off
- Time/Score Display: On
- Score Clock Dropdown: On
- Input Overlay: Off
- Commentary Volume: 0
- Trainer: Hide (Off)

- In the event of an extreme scenario that has a big impact on the game like outage of power, accidental unplugging or some other event not in either player's control that would not allow the participants to finish the game, the game will be completely restarted.

## Event 5 – Mario Kart 8 Deluxe

### Description

Mario Kart 8 Deluxe is a racing game developed and published by Nintendo. It retains Mario Kart series game mechanics, where players control Mario franchise characters in kart racing, collecting a variety of items to hinder opponents or gain advantages in the race. Mario Kart 8 introduces anti-gravity driving on walls or ceilings and allows players to bump into each other for a short boost.

### Purpose

Mario Kart gives students an opportunity to act as a Small Group "Team" while using and developing communication skills, analyzing gameplay, and formulating strategies. Additionally, metacognitive skills and postgame match analysis skills will be developed through the playing of this game.

### Series Length

At both the sectional and state finals tournaments, a series between two (2) schools will consist of 4 races until six (6) teams remain in the tournament. Once six (6) teams remain, there will be six (6) races in a series between two (2) for the remainder of the tournament.

### Roster

- Matches are played 4v4, meaning that four (4) players will participate in the game for each team.
- Teams may roster up to seven (7) players and substitute after each round of a tournament.
- Substitutions may only be made after each round of the tournament. No substitutions will be allowed in the middle of a 4- game or 6-game race series.
- Each team should designate a captain. The captain's responsibilities will be to relay course selection to the other team and keep score on a scorecard after every race. Captains from both teams verify scores during the series and will initial the scorecard at the end of each series.

### General Rules

- Players' names must be appropriate for public viewing.
- After each race of the series, scores must be recorded on the match scorecard.
- At the end of each series, captains must verify scores on the match scorecard and initial the scorecard before submitting the scorecard to the tournament official.

### Conduct

- Players shall refrain from using "in-your-face" foul language and "trash talking." Players shall be respectful of all other players. Tournament officials have final discretion over what is "respectful", and a player may be disqualified from the tournament if he/she does not cooperate or may be subject to penalty determined by the Games Committee.
- No verbal or physical threats of violence to other tournament participants will be allowed. Any such conduct as determined by the tournament's Games Committee will result in a player's immediate disqualification from the tournament.
- Players can not block their opponent's view.
- Touching the game console is prohibited.
- The game may only be paused upon agreement from both players to call for a tournament official. Pausing the game in the middle of gameplay in any other manner will result in that player forfeiting the game.
- No sideline coaching is allowed during actual game play
- If a player is more than 5 minutes late to a game's posted time, he/she will forfeit that game.
- If a player purposely turns off a game while it is in progress, that player will forfeit that game.
- Multiple penalties and potential rule violations will be considered by the Games Committee. If the committee feels there is a rule violation, the competitor who violated the rule will be disqualified from the tournament.
- Decisions made by the Games Committee with regards to penalties and rule violations are final.

### Coach Interactions

- Coaches are not allowed to contact players unless during the following specified times:
  - Before a game begins
  - Halftime
  - After the 2nd half if extra time is needed
  - After the match is completed

### Glitch Rules

- Should this happen, players must pause the game immediately and call for an IHSA official or tournament host to come and review the play. DO NOT take the liberty of reviewing the play before contacting an IHSA official or tournament host.

## Set Up

The 4v4 format will require four Nintendo Switch consoles, four monitors, and four copies of the game for each series. Two (2) players from the same team will play on one of the four Nintendo Switch consoles.

## Match Settings

- Mode - Team VS Race
- Class - 150cc
- Teams - On
- Items - Normal
- CPU - Off
- Grand Prix - 4 Races (6 Races when 6 teams remain)
- Smart Steering - Off
- Auto-accelerate - Off
- Motion Controls - Player Choice

## Customizations

- You may use any characters (including Miis and DLCs) and vehicle parts that are not currently disabled for official matches.

## Courses

- DLC tracks are permitted.
- The first track for all series is Mt. Wario (Star Cup).
- If there is a tie after a full series, the tiebreaker track will be Rainbow Road (Special Cup).
- Tracks cannot be repeated in a series.

## Character and Track Selection

1. Each player selects their character and kart modifications.
2. The first track is Mt. Wario (Star Cup).
3. The team with fewer total points after the race will select the next track.
  - a. Mt. Wario (Star Cup) and Rainbow Road (Special Cup) may not be selected since they are reserved for the opening track and tiebreaker.
4. Every player will select the chosen track, and captains will select last.
  - a. Each captain should ensure that every player has chosen the correct track.
5. Record scores after each race on the match scorecard.
6. Characters and kart modification will be locked for the duration of a series but can be changed between rounds of the tournament.
7. Repeat steps 3-4 until a game winner is determined.
8. If the wrong course is selected, the lobby will have to be remade, and the previous scores will still be counted towards the race series total.

## Controllers

- First party and third-party controllers with all extraneous paddles, macro switches, and any other programmable buttons are physically removed. Turbo buttons and functions are not permitted.
- A single Joycon will be provided.

- Dual Joycon will not operate under wireless play due to software limitations.
- Wireless controllers are allowed (Joy Cons, Pro Controllers, etc).

(Note: Make sure you disconnect your wireless controller after every set to prevent interference for other players).

## Coaching

- Coaches are not allowed to contact players unless during the specified times:
  - Before a race
  - Between races
  - After a race

## Penalty Rules

- If an incorrect race is selected by a team, a warning will be issued.
- A second infraction results in a disqualification of the player's team.

## Wireless Play Disconnection

When there is a disconnection from one or more of the Nintendo Switches before all participants in a race have finished, the following procedures will be used:

- If 1 or less participants have completed the race, the race will be restarted for all 8 participants using the same parameters and characters.
- If 2 or more participants have completed the race, the points earned from those who finished the race will be recorded. A new race only involving the participants who did not finish at the time of the disconnect will be created using the same parameters and characters to determine the remaining order of finish.





# IHSA esports Appeal Form

School making appeal \_\_\_\_\_

Individual completing form \_\_\_\_\_

School being reported \_\_\_\_\_

Terms and Condition Violation \_\_\_\_\_

**THIS FORM MUST BE SUBMITTED TO THE TOURNAMENT MANAGER  
NO LATER THAN 15 MINUTES AFTER THE CONCLUSION OF PLAY.**

Description of violation:

Date: \_\_\_\_\_

Person receiving form: \_\_\_\_\_



# 2024 IHSA State Series Hosting Needs

## Sectional Venues

### Required Spaces

- Check-in/Registration
- Opening/Awards Ceremony
- Coaches Meeting Space /Hospitality Room
- Competition Rooms (enough for the 5 competitions; 1 PC game, 1 PS4 game, and 3 Switch games)
- Tournament Manager Space/Tournament Central
- Player’s Area When Not Competing (i.e. cafeteria)
- Area for Teams to Store Belongings (i.e. classrooms)

## Recommended Competition Rooms

- *Rocket League*
  - Computer lab, gaming lab, or library where there are PCs or gaming laptops
- *Nintendo Switch Games (Super Smash Bros. Ultimate and Mario Kart 8 Deluxe)*
  - Gymnasium, cafeteria, library, or other rooms with ample space for table setup
- *PS4 Games*
  - A classroom or small lab space is suitable if the gymnasium, cafeteria, or library are all being used.

## Necessary hardware/equipment (and specs if necessary) to provide (hosts may request assistance from participating schools):

- *PCs (Game: Rocket League - 6 PCs required per match)*
  - Minimum of 14 PCs (12 for game play and 2 for back-up)
  - Recommended 20 PCs or more (18 or 24 for game play and back-ups)
  - Standard keyboard and mouse for each computer
  - Computer Specifications
    - **Minimum**
      - OS ..... Windows 7 (64 bit) or Newer (64 bit) Windows OS
      - Processor ..... 2.5 GHz Dual core
      - Memory ..... 4GB
      - Storage ..... 20GB
      - Direct X ..... DirectX 11
      - Graphics ..... NVIDIA GeForce 760, AMD Radeon R7 270Xm
    - **Recommended**
      - OS ..... Window 7 (64 bit) or Newer (64 bit) Windows OS
      - Processor ..... 3.0+ GHz Quad core
      - Memory ..... 8GB
      - Storage ..... 20GB
      - Direct X ..... DirectX 11
      - Graphics ..... NVIDIA GeForce GTX 1050, AMD Radeon RX 470,
- *Nintendo Switch (Games: Super Smash Bros. Ultimate Singles, Super Smash Bros. Ultimate Crew Battle, and Mario Kart 8 Deluxe)*
  - **NOTE: Mario Kart 8 Deluxe requires 4 consoles and monitors per match**
  - It is recommended to obtain as many Nintendo Switches as possible, and participating schools must be willing to assist with consoles, monitors, and copies of the games.
  - Schools participating in Mario Kart may be asked to provide 2 consoles with copies of the game, docks, and all cables.
  - Schools participating in SSBU Singles may be asked to provide 1 console with a copy of the game and DLC per student participating.
  - Schools participating in SSBU Crew Battle may be asked to provide 1 console with a copy of the game.
  - Schools unable to provide consoles as requested must inform the sectional host.
- *PS4s (EA Sports FC – 1 console required per match)*
  - Minimum of 6 consoles with assistance from participating schools as needed (4 for game play and 2 for back up)
  - Schools participating may be asked to provide 1 console with a copy of the game and most recent updates.
  - Schools unable to provide consoles as requested must inform the sectional host.



- *Controllers and connectors*
  - Participants are encouraged to bring their own controllers.
  - Controllers must meet the terms and conditions to be legal for use.
  - Hosts should be able to supply some Nintendo Switch and PS4 controllers for general use.

## Equipment Assistance

Host schools may ask for assistance from participating schools to bring the following items to ensure enough consoles are set up to conduct the tournament:

- consoles and copies of the games
- controllers and connectors
- monitors
- extension cords and power strips

## Sectional Schedule

Per Article VI-C of the IHSA Esports Terms & Conditions, Sectional time schedules will be determined by the local event/contest manager and shall be communicated to assigned schools. The local manager shall also monitor the early rounds of Rocket League that may be required to be played online in advance of the Sectional date.

Article II-A: In the event that the number of entries in a given game requires preliminary rounds to be played, those shall be played during Weeks 41 and 42 in the IHSA Standardized Calendar based on a schedule determined by the IHSA Office. In 2024, Week 41 is the week of April 8<sup>th</sup>; Week 42 is the week of April 15<sup>th</sup>. See *Preliminary Online Match Guide*.

It is recommended to keep game play continuous (a designated lunch break can be scheduled) throughout the day and maximize use of consoles as they become available throughout the day. If possible, sectional hosts should conduct the various games simultaneously as long as competition rooms and consoles are available.

## Preliminary Online Match Guide

Pending the number of teams and available PCs at a host site, preliminary rounds of Rocket League may be required to be played online prior to the Sectional. Online preliminary rounds will be played until 16 teams remain. The remaining 16 teams will complete the tournament in person at the Sectional site. Sectional hosts must notify the IHSA if online play is necessary. See date ranges for conducting online matches below.

Main Draw Round 1 matches: April 8<sup>th</sup>-10<sup>th</sup>, 2024

Main Draw Round 2 matches: April 11<sup>th</sup>, April 12<sup>th</sup>, or April 15<sup>th</sup>, 2024

Consolation Round 1 matches: April 16<sup>th</sup>-18<sup>th</sup>, 2024

Match times should be agreed upon by the competing schools. If a mutual time cannot be agreed upon, contact the IHSA office, and a time will be determined by the IHSA.

All match results must be communicated to the Sectional host manager and the IHSA office. Brackets will be updated on Challenge.

### *Online Rocket League Set Up*

1. Coaches of competing schools in each pairing must contact each other and determine a date and time for the match.
2. The team listed on top of the bracket pairing will be Team 1. The team listed on the bottom will be Team 2.
3. Team 1 is responsible for creating the lobby, using the School Name and game number on the official tournament bracket. Example:  
Danville Game 1
4. Matches must be played using the settings as written in the IHSA Esports Game Summaries. Some of these settings include:
  - a. Team Size: 3v3
  - b. Bot Difficulty: No Bots
  - c. Match Length: 5 minutes
5. All online matches will be best of 3 games.

## 2023-2024 IHSA Replacement Pricing and Order Form For Additional State Series Awards

**TOURNAMENT HOSTS: DO NOT USE THIS FORM.** An order form for STATE SERIES TIES is provided in the Manual for Schools for each sport.

- 1.) Please print and complete this form with Official Representative Signature.
- 2.) Please fax or email completed form to Cheryl Lowery @ 309-663-7479 (clowery@ihsa.org).
- 3.) From this form, an invoice will be generated and emailed back to the school email address supplied

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

<input type="checkbox"/> Team Roster Exceeds the number allowed in the T&C's <input type="checkbox"/> Dual Campus <input type="checkbox"/> Broken-Replacement	<input type="checkbox"/> Coop School <input type="checkbox"/> Lost-Replacement <input type="checkbox"/> State Awards: Music Sweepstakes
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Sport or Activity: \_\_\_\_\_ Year: \_\_\_\_\_ Qty.: \_\_\_\_\_ Place: \_\_\_\_\_

Gender:     Girls     Boys     Co-Ed

Classification:

1A    2A    3A    4A    5A    6A    7A    8A    No Classification  
 A    AA    MUSIC SWEEPSTAKES ONLY (Indicate Classification: AA, A, B, C, D)

Level of Competition:     Regional     Sectional     Super-Sectional     State

1-5 (\$6.00)     6-12 (\$9.00)     13-24 (\$12.00)     25-above (\$14.00)

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**Type of Award:**

<input type="checkbox"/> Team Plaque <input type="checkbox"/> Team Trophy <input type="checkbox"/> Medal/Medallion <input type="checkbox"/> Sweepstakes Medallion	<input type="checkbox"/> Badminton Gold Shuttlecock and/or Riser <input type="checkbox"/> Laser Trophy Plate <input type="checkbox"/> Replacement Trophy Plate w/o lasering <input type="checkbox"/> Bat, Tennis, Golf Club Replacement
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**Ind. Event Medals** (indicate Event name): \_\_\_\_\_  
(ie: Pole Vault, Long Jump, Diving, 100-yd. Butterfly, Single, Doubles, 102lb., Speech: IE, etc.)

**Ordered By (Print):** \_\_\_\_\_

**Job Title:**     Principal     A.D.     Off. Rep.     Coach

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

**School Address:** \_\_\_\_\_

**City, Zip:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Official Representative Name (Printed):** \_\_\_\_\_

**Official Representative Signature:** \_\_\_\_\_



## 2023-2024 IHSA Replacement Pricing and Order Form For Additional State Series Awards

**TOURNAMENT HOSTS: DO NOT USE THIS FORM.** An order form for STATE SERIES TIES is provided in the Manual for Schools for each sport.

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- ◆ Once this form is completed and returned to the IHSA, an invoice attached will be provided to the email provided.
- ◆ **Invoice must accompany payment!** The awards company refers to the invoice to process IHSA approved orders.
- ◆ Duplicate/Replacement Awards will only be shipped to the school.
- ◆ Duplicate Awards Orders must be approved by the School's Official Representative
- ◆ **Trophy Letters & Figurine Replacement:** Schools who need replacement letters or figurine(s) for older model trophies, please contact A & M Products direct at 815-875-2667.

### Contact A&M direct for pricing and availability: 2008-2017 Figure and Plate Replacement Pricing:

- |   |   |
|---|---|
| ◆ Gold State Champion-top figure (#1)   | ◆ Gold State 3rd/4th Place-top figure (#1)                            |
| ◆ Gold State Champion-side figure (#1)  | ◆ State 3 <sup>rd</sup> /4 <sup>th</sup> Place Gold-side figure (#2)  |
| ◆ Gold State Runner-up-top figure (#1)  | ◆ Gold Girls Soccer-side figure 3 <sup>rd</sup> /4 <sup>th</sup> (#3) |
| ◆ Gold State Runner-up-side figure (#1) | ◆ Gold Music Lyre-side figure 3rd (#3)                                |

### Pricing for Schools (*INCLUDING MUSIC SWEEPSTAKES*) *Shipping not included:*

<b>Finish</b>	<b>State Medallion</b>	<b>Reg./Sect Medal</b>
Goldtone (1 <sup>st</sup> )	\$4.50	\$3.75
Nickel Silver (2 <sup>nd</sup> )	\$4.50	\$3.75
Copper (3 <sup>rd</sup> & 4 <sup>th</sup> )	\$4.50	\$3.75

### State Medallions and Reg./Sect. Medal Shipping Costs:

1-5 = \$6.00  
6-12 = \$9.00  
13-24 = \$12.00  
25-above = \$14.00

### Plaque/Trophy Pricing for Schools (Shipping included):

Regional Champion Plaque (AM-260)	\$85.00
Sectional and Super-Sectional Champion Plaque (AM-261)	\$110.00
Third/Fourth place trophy (AM-558)	\$210.00
Champion/Runner-Up (AM-557/AM-557-1)	\$220.00

### Plate Replacement Pricing:

Lasering charge for State Final Trophy Plate	\$30.00, plus \$15.00 shipping
Replacement Black Plate for SF Trophy w/o lasering	\$12.00, plus \$15.00 shipping
Bat, Tennis, Golf Club Replacement for All Figurines	\$16.00, plus \$15.00 shipping



# IHSA State Final Miniature Replica Trophy Order Form

Remit Payment payable to A&M Products with this completed order Form.

Price includes UPS shipping the total order to one address.

*Trophy Dimensions: 11" High x 8" wide. White Lasered Acrylic sport inset, Lasered IHSA Seal & Sport Plate*



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

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

**Off. Rep./A.D.** \_\_\_\_\_

**Phone** \_\_\_\_\_ **Email** \_\_\_\_\_

**Address** \_\_\_\_\_ **City/Zip** \_\_\_\_\_

**Method of Payment:** **Check Number:** \_\_\_\_\_ **Purchase Order No. (if necessary):** \_\_\_\_\_

Description	Gender (check one)		Place: Champion; Runner-up; Third; Fourth Place	Year Trophy Was Won	Qty.	Price per Item	Amount
	Girls	Boys					
11"x8" Walnut Trophy						\$75.00 ea.	
Number of Name Personalization's	Use Spaces Below for each name personalization					\$ 5.00 ea.	
						<b>Order Total</b>	

**A&M Products**  
**Contact:** Andy Austin  
**Address:** 575 Elm Place, P.O. Box 266  
 Princeton, IL 61356  
**Phone:** (815) 875-2667  
**Fax:** (815) 879-0400

Please make copies of the second page for additional personalization's.



# **Manager Information**

**IHSA Manual for  
Schools & Managers**







# Managers Checklist 2024

	Before the event
	Day of the event
	Immediately following the event

1.	Prepare and mail out information sheet for sectional tournament.
2.	Secure help for check in.
3.	Secure help to run game rooms (preferably a minimum of 2 people per game)
4.	Secure necessary equipment for each game room (refer to "Equipment Requirements" document)
5.	Make sure to collect contact information (cell phone #'s and email addresses) from participating coaches.
6.	When available at IHSA.org, print out copy of List of Participants.
7.	Print out brackets and bracket instructions for each game.
8.	Determine location of game rooms and <i>area for teams to gather when not playing</i> .
9.	From list of assigned schools, identify at least 4 coaches to serve on Games Committee
10.	Ensure awards have arrived from IHSA and make sure they are displayed on site before play begins.
11.	Secure an AED for your site.
12.	Remind all participants prior to play about the need to display appropriate sportsmanship.
13.	Remind all coaches and participants of the day's schedule and post copies around the venue.
14.	Review rules with all coaches and contestants. For coaches, plan to conduct a pre-tournament meeting. For contestants, room managers can review rules and other requirements before play.
15.	Make sure room managers have necessary contestant and bracket information for play. Remind room managers to follow instructions on the bracket sheets to properly set up brackets for each game.
16.	Identify individuals who can float during the day to provide additional support as needed to each game room.
17.	Distribute any information given to you by IHSA to schools qualifying for the state finals.
18.	Sectional managers will need to complete the winner report located on the IHSA website and enter the results of your sectional as soon as you can after the tournament is completed.
19.	Complete Financial Report Form in the IHSA Schools Center.

## IHSA ESPORTS SECTIONAL DRAWS INSTRUCTIONS

In accordance with the IHSA esports Terms and Conditions, these instructions shall be used to create the brackets for each state series esports event prior to the state finals. All brackets will be double-elimination, and competitors in each event will be placed on the bracket by the sectional manager based on a random draw of names. Any event that contains more than one entrant per school will create the bracket for that event to ensure that the students from the same school are in opposite halves of the bracket. After reviewing the number of entries for each event, Sectional Managers will use one of the following brackets to set up each event:

- 16 or fewer entries
- 17-32 entries
- 33 or greater entries

Refer to the appropriate bracket when reviewing the instructions below.

### 16 Entry bracket

For IHSA Sectional Tournaments no team/individual will be seeded, all placements on the draw will be done randomly. The Sectional Manager will draw names randomly to be placed on the draw sheet in the order listed below. Before names are drawn, the Sectional Manager will place in the proper number of byes in the draw. The number of byes will be determined by the number of entrants into the Sectional.

- 16 teams/players = 0 byes
- 15 teams/players = 1 bye (Line 2)
- 14 teams/players = 2 byes (Lines 2 and 15)
- 13 teams/players = 3 byes (Lines 2, 15, and 11)
- 12 teams/players = 4 byes (Lines 2, 15, 11, and 6)
- 11 teams/players = 5 byes (Lines 2, 15, 11, 6, and 4)
- 10 teams/players = 6 byes (Lines 2, 15, 11, 6, 4, and 13)
- 9 teams/players = 7 byes (Lines 2, 15, 11, 6, 4, 13, and 9)

The bye becomes the loser of the game and goes on the appropriate line in the “losers” bracket. For example, if there is a bye in line 2 of the draw, the bye is loser of game 1 and goes into the “losers” bracket on line L1

The first name pulled will go on line 1, second name pulled goes on line 2 if no bye and line 3 if there is a bye. The next names randomly drawn will go on the next open line until the draw is complete.

### 17-32 entries

If an event has more than one entry from a school in an event this size, each entry must be on opposite halves of the draw. This means 1 player will randomly be drawn between lines 1-16 and the other player from the same school will randomly be drawn between line 17-32.

The Sectional Manager will determine the number of byes that need to be placed in the draw before randomly drawing names. Byes will go as followed based on the number of entries.

- 32 players = 0 byes
- 31 players = 1 bye (Line 2)
- 30 players = 2 byes (Lines 2 and 31)
- 29 players = 3 byes (Lines 2, 31, and 23)
- 28 players = 4 byes (Lines 2, 31, 23, and 10)
- 27 players = 5 byes (Lines 2, 31, 23, 10, and 14)
- 26 players = 6 byes (Lines 2, 31, 23, 10, 14, and 19)
- 25 players = 7 byes (Lines 2, 31, 23, 10, 14, 19, and 6)
- 24 players = 8 byes (Lines 2, 31, 23, 10, 14, 19, 6, and 27)



- 23 players = 9 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, and 4)
- 22 players = 10 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, 4, and 29)
- 21 players = 11 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, 4, 29, and 21)
- 20 players = 12 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, 4, 29, 21, and 12)
- 19 players = 13 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, 4, 29, 21, 12, and 8)
- 18 players = 14 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, 4, 29, 21, 12, 8, and 25)
- 17 players = 15 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, 4, 29, 21, 12, 8, 25, and 17)

Once the proper number of byes are placed on the bracket the Sectional Manager will begin to draw names randomly to be placed on the draw. The first name drawn will go on line 1. The next name drawn will go on the next open line (line without a bye) line 2 or 3. If a name randomly drawn is from the same school as a player already drawn, the name must go on the first open line on the bottom half of the draw (lines 17-32). For example, if the player on line 1 is from the same school as the player drawn 6<sup>th</sup>, the player drawn 6<sup>th</sup> should go to line 17 if it is open.

### 33 Entry or Greater

If an event has more than one entry from a school in an event this size, each entry must be on opposite halves of the draw. This means 1 player will randomly be drawn to line 1-16 or 33-40 in the top (left) half, and the other player from the same school will randomly be drawn between line 17-32 or 41-48 in the bottom (right) half.

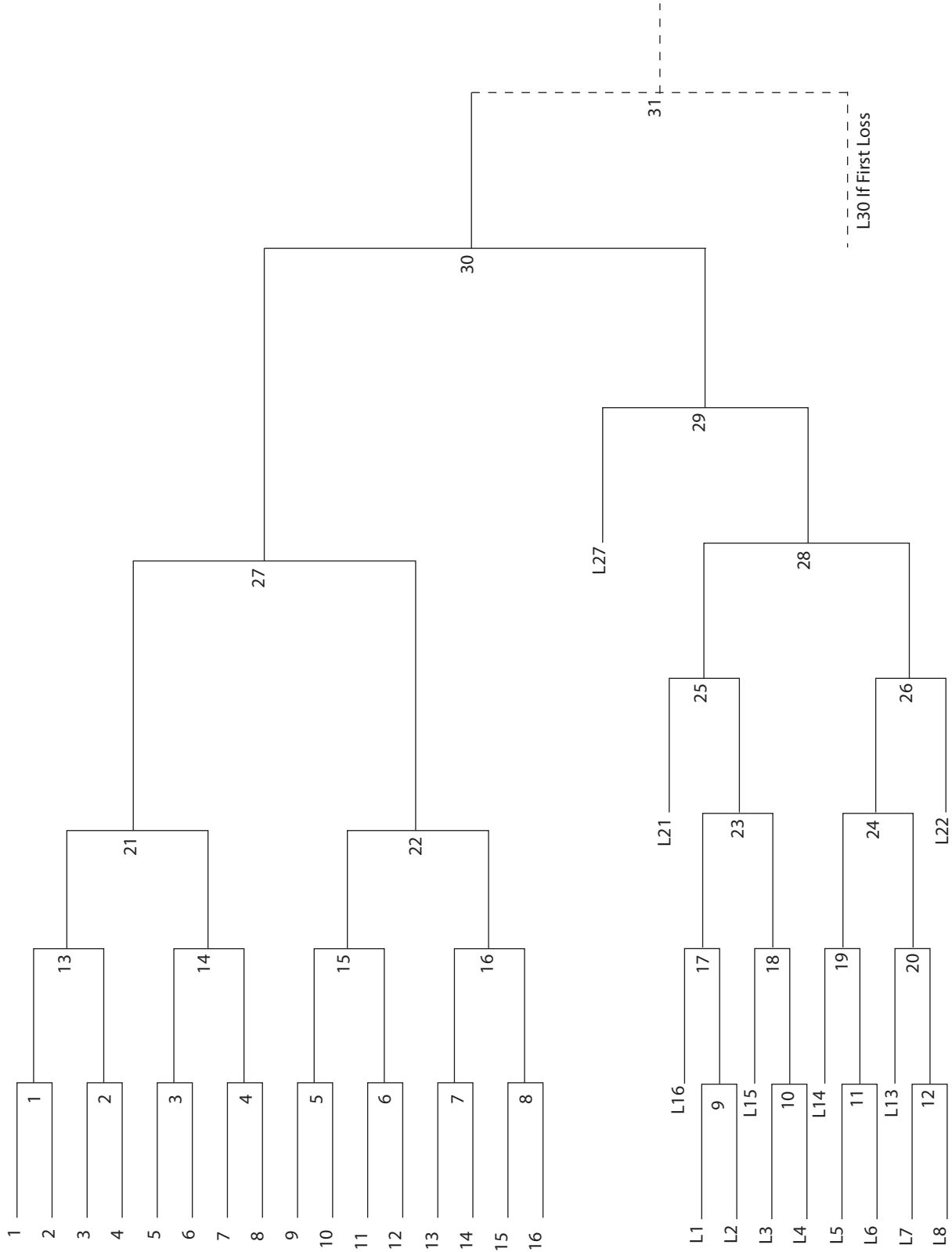
The Sectional Manager will again determine the number of byes that need to be placed in the draw before randomly drawing names. The number of byes will be based on the number of entries in the event as described below. **The bracket already has 16 byes (lines 33-48) built in. The byes listed below are in addition to those 16 byes.**

- 33 players = 15 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, 4, 29, 21, 12, 8, 25, and 17)
- 34 players = 14 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, 4, 29, 21, 12, 8, and 25)
- 35 players = 13 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, 4, 29, 21, 12, and 8)
- 36 players = 12 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, 4, 29, 21, and 12)
- 37 players = 11 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, 4, 29, and 21)
- 38 players = 10 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, 4, and 29)
- 39 players = 9 byes (Lines 2, 31, 23, 10, 14, 19, 6, 27, and 4)
- 40 players = 8 byes (Lines 2, 31, 23, 10, 14, 19, 6, and 27)
- 41 players = 7 byes (Lines 2, 31, 23, 10, 14, 19, and 6)
- 42 players = 6 byes (Lines 2, 31, 23, 10, 14, and 19)
- 43 players = 5 byes (Lines 2, 31, 23, 10, and 14)
- 44 players = 4 byes (Lines 2, 31, 23, and 10)
- 45 players = 3 byes (Lines 2, 31, and 23)
- 46 players = 2 byes (Lines 2 and 31)
- 47 players = 1 bye (Line 2)
- 48 players = 0 Byes

Once the proper number of byes are placed on the bracket the Sectional Manager will begin to draw names randomly to be placed on the draw. The first name drawn will go on line 1. The next name drawn will go on the next open line (line without a bye) line 2 or 3. If a name randomly drawn is from the same school as a player already drawn, the name must go on the first open line on the bottom half of the draw (lines 25-48). For example, if the player on line 1 is from the same school as the player drawn 6<sup>th</sup>, the player drawn 6<sup>th</sup> should go to line 25 if it is open.

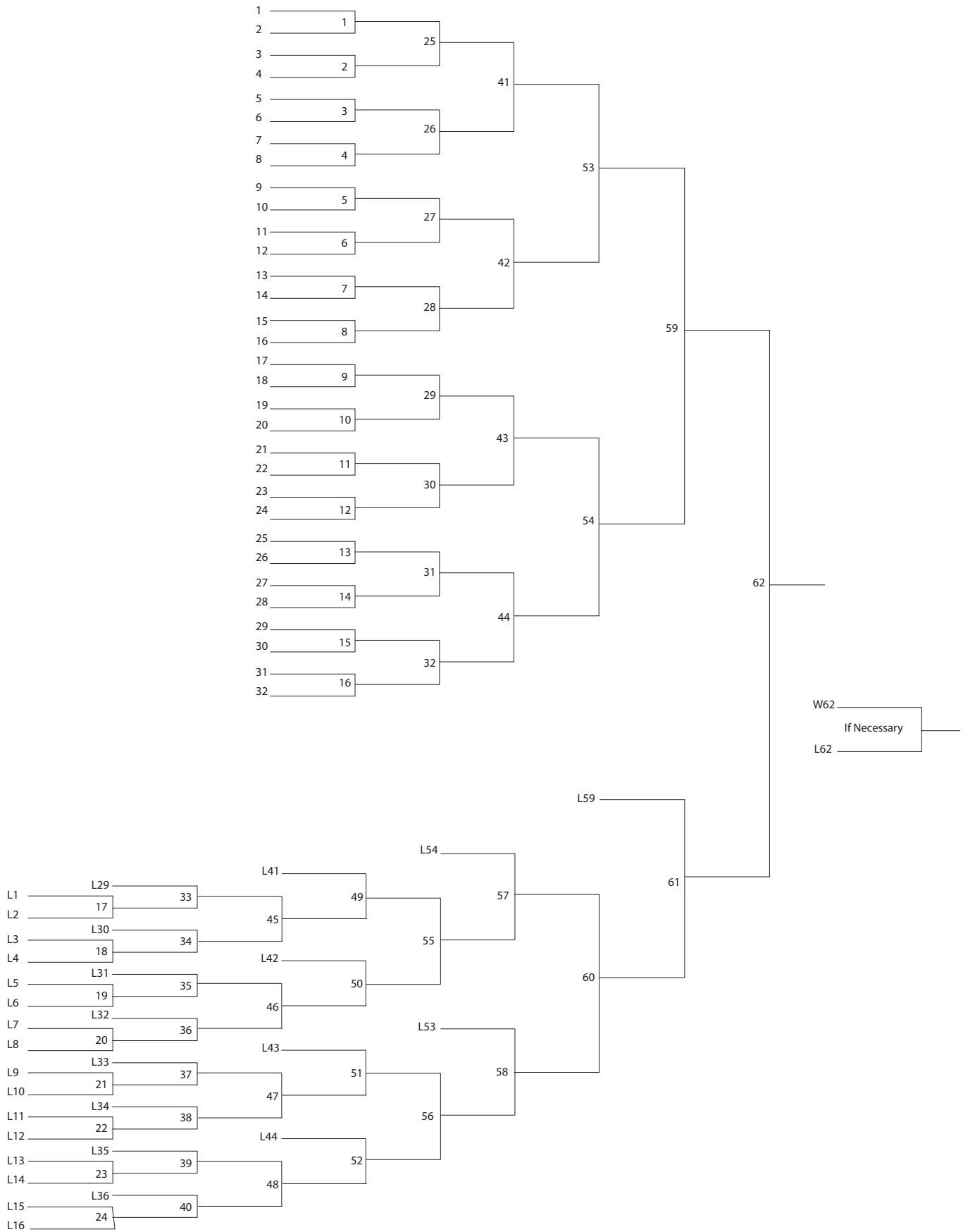
# IHSA Esports Bracket

## 16 Entry Double Elimination Bracket



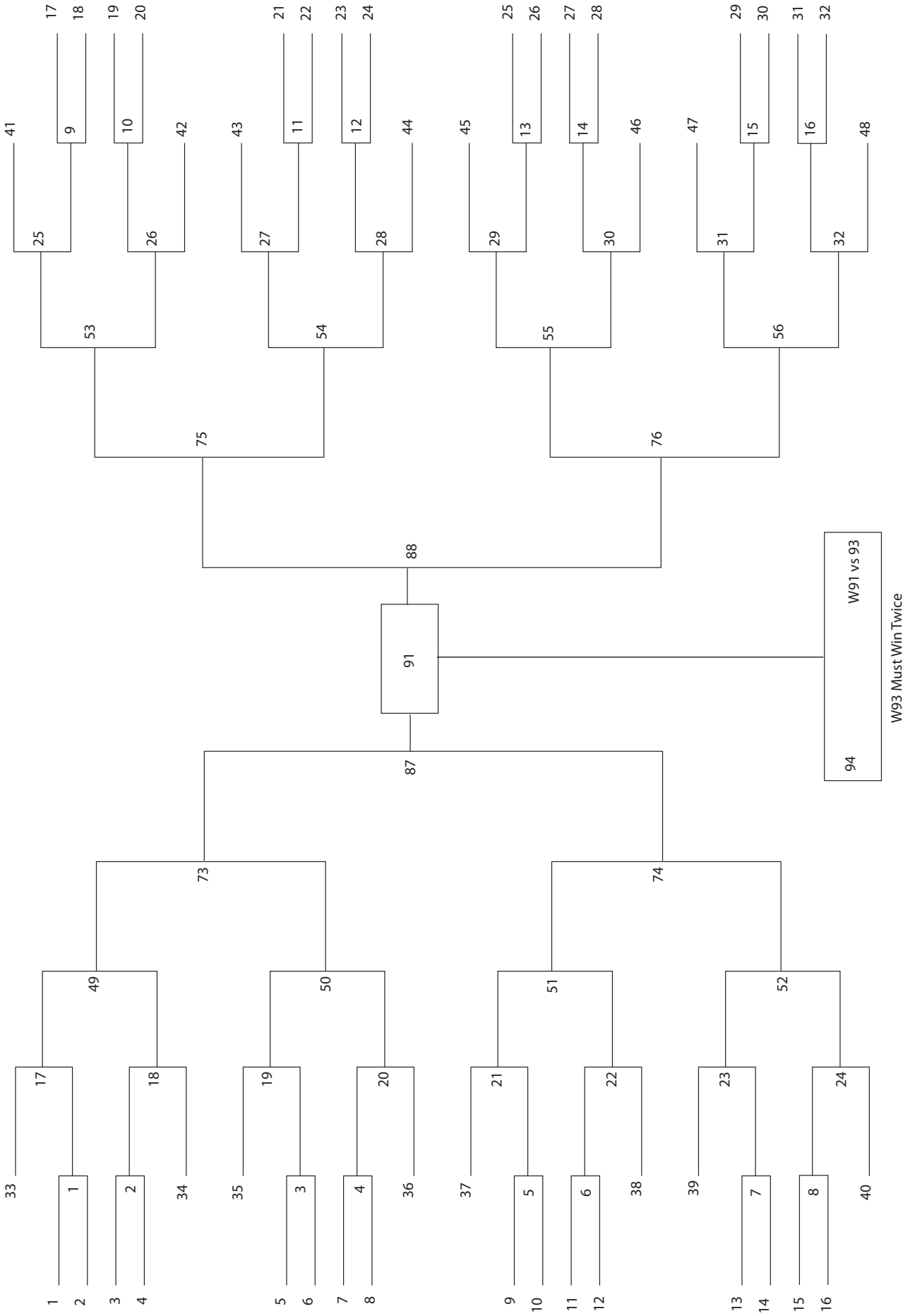
# IHSA Esports Bracket

## 17-32 Entry Double Elimination Bracket



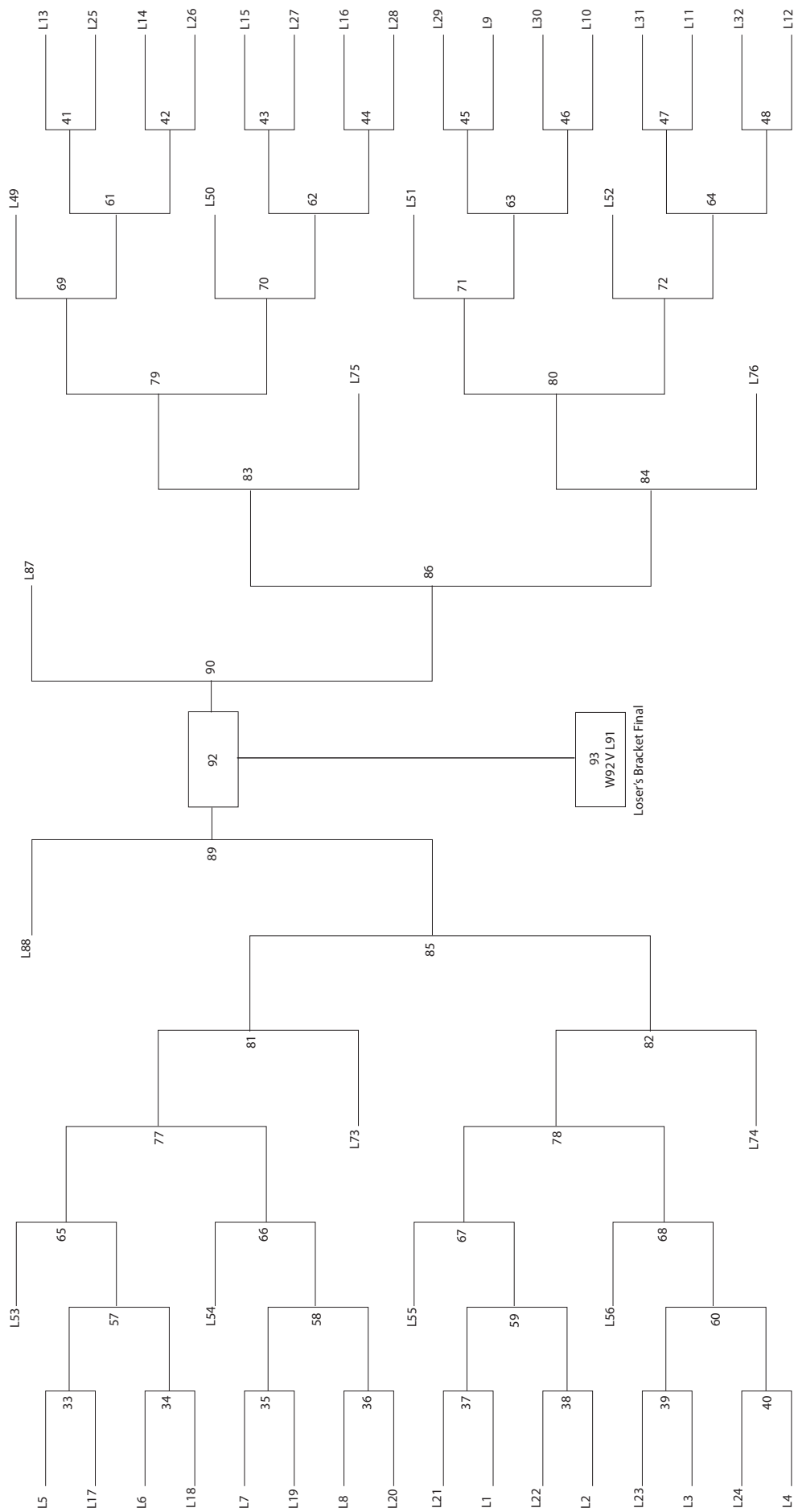
# IHSA Esports Bracket

## 33 Entry or Greater Double Elimination Bracket—Winner



# IHSA Esports Bracket

## 33 Entry or Greater Double Elimination Bracket—Consolation





# INSTRUCTIONS FOR SUBMITTING SECTIONAL WINNER REPORT

Managers are required to complete the Sectional WINNER REPORT online.

Host sectional managers can use their user ID and Password to sign into the IHSA Schools Center to enter the results from their sectional.

To enter the results:

- Log on to [www.ihsa.org](http://www.ihsa.org) and click on the Schools Center Login.
- Enter your ID number and password.
- Go to the "IHSA State Series Hosting & ScoreZone" link.
- Follow the instructions shown on the screen as you fill in the necessary information.
- Additionally, please confirm that all the information (records, year in school and spelling of names) is correct.

*If you experience any problems, please call the IHSA Office (309-663-6377) and ask for Dan Le or Emma Carstens.*

**THE WINNER REPORT IS DUE ONLINE NO LATER THAN  
ONE (1) HOUR AFTER THE CONCLUSION OF YOUR  
TOURNAMENT.**

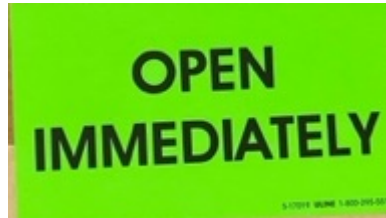




## State Series Awards Delivery Information For Tournament Managers

1. Tournament Plaques/Trophies/Medallions will be shipped to the school sites directly from A & M Products via United Parcel Service. Please inform whoever receives your UPS deliveries to expect awards to arrive up to two weeks prior to the tournament and ask them to deliver the awards to you upon receipt. This is key in case we need to replace any damaged awards prior to your tournament.

**STATE SERIES AWARDS WILL BE MARKED WITH A LIME GREEN LABEL SAYING "OPEN IMMEDIATELY"**



**UPON ARRIVAL** - Please OPEN and INSPECT the awards upon arrival. Contact Andy Austin **IMMEDIATELY** (aaustinaandmproducts.com) for awards damage. Most awards can be replaced prior to the level of competition, if inspected upon arrival. A&M will submit a "damages claim" against the shipping company and cannot do so if the school waits months to make a claim after the tournament for a replacement. Any claims due to damages after the tournament will result in the school being billed for the replacement.

2. Be advised that **IHSA Tournament**, medals and plaques may be shipped separately and may not arrive at your tournament site on the same day. Please open boxes immediately to check contents, as medals **CAN** be in plaque boxes. **NOTE:** There are no medals given at Regional and/or Sectional Levels in the team sports of baseball, basketball, competitive cheerleading, football, soccer, softball and volleyball, and in the activities of Drama/Group Interpretation and scholastic bowl.

Our awards supplier, A and M Products of Princeton, IL, often ships Regional and/or Sectional medals in the box with the plaque. **PLEASE CHECK THE PLAQUE BOXES CAREFULLY AND DO NOT DISCARD THEM UNTIL YOU HAVE DETERMINED THE MEDALS ARE NOT THERE!!**

3. It is very likely that some awards (particularly trophies) will arrive in two or more boxes. **They may not arrive on the same day but should be opened as they arrive.**

4. Please check all trophies, plaques, etc.,

- (1) Good condition and not damaged in any way.
- (2) Awards are engraved with the proper sport, tournament level, year, etc.
- (3) No missing medals/places

**State Final Tournaments**, medallions and trophies may be shipped separately and may not arrive at your tournament site on the same day. Please open boxes immediately to check contents, as medallions **can** be in trophy boxes.

Kraig Garber  
Asst. Executive Director

Contact **IMMEDIATELY** for damaged or errors on awards  
Andy Austin (aaustinaandmproducts.com)  
(309) 875-2667

# Awards Order Form for Regional/Sectional Tournament Ties



**TOURNAMENT MANAGERS:** This form must be completed to order the ties awarded earned during your Regional/Sectional Tournament.

Please complete and fax this document at the conclusion of your tournament so medalists don't have to wait long for their award(s).

Please return UNUSED TOURNAMENT medals to A & M Products, 575 Elm Place, Princeton, IL 61356.

Tournament Location: \_\_\_\_\_ Competition Level: \_\_\_\_\_ Reg \_\_\_\_\_ Sect \_\_\_\_\_  
Sport/Activity: \_\_\_\_\_ Gender (check one)  Girls  Boys  Co-ed

Tournament Manager's Name: \_\_\_\_\_

Tournament Manager's Phone Number: \_\_\_\_\_

Tournament Manager's Email Address: \_\_\_\_\_

Classification (check one): 1A  2A  3A  4A  5A  6A  7A  8A  Unclassified

A&M Products will mail orders for "Ties" directly to the School(s) indicated below.

## TEAM PLAQUE

Place: \_\_\_\_\_ Recipient Town: \_\_\_\_\_

School (Must supply both): \_\_\_\_\_

## Individual Event Medal Tie Requests

(\*Pole Vault, Discus, Diving, 100 yd. Butterfly, Singles, Doubles, 102 lb.; Speech: IE, etc.)

◆ Recipient Town & School: \_\_\_\_\_

Name of Recipient: \_\_\_\_\_ Place: \_\_\_\_\_

Event Name\* \_\_\_\_\_

◆ Recipient Town & School: \_\_\_\_\_

Name of Recipient: \_\_\_\_\_ Place: \_\_\_\_\_

Event Name\* \_\_\_\_\_

◆ Recipient Town & School: \_\_\_\_\_

Name of Recipient: \_\_\_\_\_ Place: \_\_\_\_\_

Event Name\* \_\_\_\_\_

◆ Recipient Town & School: \_\_\_\_\_

Name of Recipient: \_\_\_\_\_ Place: \_\_\_\_\_

Event Name\* \_\_\_\_\_

Fax (815) 879-0400 or email ([OfficeAssistant@aandmproducts.com](mailto:OfficeAssistant@aandmproducts.com)) this completed form

# General Information

**IHSA Manual for  
Schools & Managers**



# Emergency Action Plan (EAP)

In accordance with By-law 2.150, a school shall have on file for each student that participates (including practice) in interscholastic athletics a certificate of physical fitness issued by a licensed physician, physician's assistant or nurse practitioner as set forth in the Illinois State Statutes not more than 395 days preceding any date of participation in any such practice, contest or activity. As this By-law addresses pre-participation certification only, there is not a guideline or By-law in place to address release to interscholastic activity following an injury, with the exception of head injury/concussion. With the understanding that schools throughout the state have different needs and services available to them, this document was produced to provide guidelines on an athlete's return to activity following an injury.

Each school should have a written Emergency Action Plan (EAP) in place to address medical emergencies among athletes, staff, officials, and spectators, regardless of severity, occurring during a practice or competition. The plan should also address severe weather, fire, electrical failure, bomb threat, criminal behavior, or other possible emergencies. This plan should be developed to address the unique needs of the individual sport and venue.

EAP's should consist of the following components:

- Personnel
- Communication
- Equipment
- Emergency Medical Care
- Player Medical Information
- Game-day Responsibilities (includes appropriate sideline preparedness)
- Catastrophic Incident Plan

While each school's sports medicine/medical service needs and availability are different, guidelines should also be developed to assist the coaching staff on what injuries should be allowed to return to competition without a medical release. It is not practical to identify every situation or injury; however the following guidelines should assist the school/coaching staff on determining if the athlete should be allowed to return to activity without a release.

1. No swelling or deformity.
2. No headache, nausea, blurred vision, tingling, numbness or sensory changes.
3. Symmetrical (equal to the other side) joint range on motion and strength.
4. Ability to bear weight, without a limp, if injury occurs to the lower body.
5. Ability to complete full functional sporting activities without compensation.

Please remember that the majority of high school athletes are a minor. If there is a question as to their injury and ability to participate, the parents/guardian should be consulted.

Athletes that are unable to meet the above criteria should be encouraged to seek medical treatment prior to return to inter-scholastic activity. Those athletes that seek medical treatment should be required to provide a written medical release indicating their ability to participate. Without obtaining this release, the school may assume legal liability if the athlete is allowed to participate in activities not permitted by their medical provider.

A proper plan establishes accountability, should be comprehensive, yet flexible, practical, and easily understood. The written EAP must be revised, approved, distributed, and should be rehearsed regularly prior to every athletic season. The athletic department, administration, and sports medicine team share the responsibility to establish, practice, and execute the EAP.

A sample venue-specific is included as a part of this document, which was developed from portions of the third and fourth editions of National Federation of State High School Associations Sports Medicine Handbook. Persons interested in purchasing this handbook can do so at the following location: <http://www.nfhs.org/resources/publications/>



## Venue-Specific Action Plan

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

### Venue

**Sport:**

**Location:**

### Emergency Personnel

**Present:**

**On-Call:**

### Emergency Equipment Location On-Site

**Nearest AED:**

**First Aid Kit:**

**Items for proper care of blood-borne pathogens:**

**Ice or chemical ice packs, water and towels:**

**Player Medical Information:**

**Other equipment as deemed necessary by local circumstances and qualifications of available personnel:**

### Communication

**Access to 911:**

**Access to on-call emergency medical personnel:**

### Role of First on the Scene:

1. Control scene (gain access to athlete)
2. Initial assessment (to determine breathing, consciousness, pulse status)
3. Detailed assessment (to determine extent of injury/illness)
4. Send designated coach to summon help if needed:
  - a. EMS: Call 911
  - b. Athletic Trainer: Call Athletic Training Room or Cell:
5. Initiate immediate care to the sick or injured athlete

### EMS Access:

If EMS is called provide directions/access to scene

**Directions to site/location:**



# School's Responsibility: Sportsmanship



## School's Responsibility to an Official Prior To The Season

1. Send a reminder card or email to the officials after you have them scheduled.
2. Reminder should include date of contest, time, level, location and sport.  
Even though many schools and conferences have assignment chairpersons, sending a reminder is highly recommended. When an official does not show, people in your community won't know who the assignment chairperson is, but they do know the athletic director. Avoid embarrassment.
3. Have a standard wage scale set for your different sports and levels and a method in place to raise the pay periodically.
4. If possible, let the working officials know who their partner(s) will be.
5. Hire police and security along with medical assistant or athletic trainer coverage for events whenever possible.
6. Set a policy with your school board on fan, coach and player behavior.
7. Make sure all officials have a contract that is signed by your school—preferably by the principal or IHSA Official Representative.

## School's Responsibility to an Official Prior To The Contest

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

## School's Responsibility to an Official During The Contest

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

## School's Responsibility to an Official After The Contest

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



# Do What's Right Sportsmanship

## DWR Expectations

- Represent your school and community favorably through positive interaction with opposing fans and players before, during, and after the competition.
- Use positive yells, chants, songs or gestures.
- Display modesty in victory and graciousness in defeat.
- Respect and acknowledge the integrity and judgment of officials.
- Exhibit positive behavior in both personal interaction and social media comments.

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### Acceptable Behavior...

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

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### Unacceptable Behavior...

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



Contact: Matt Troha • [mtroha@ihsa.org](mailto:mtroha@ihsa.org) • Phone: 309-663-6377 • Fax: 309-663-7479

### STUDENT MEDIA CREDENTIALS FOR PARTICIPATING SCHOOLS

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

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

Student media who are registering for credentials are expected to maintain a level of professionalism while covering this event. That includes no cheering while in the press box or game coverage area.

Proper attire is also required. Wearing school shirts and colors is acceptable, but students wearing face paint, costumes, carrying props, etc. will be required to change before receiving credential clearance.

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

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

### VIDEO TAPING STATE FINALS FOR COACH FILM BREAKDOWN

Each school will be eligible to receive a pass for an individual attending the state final event to shoot game film that is for the sole purpose of being used by the coaching staff for postgame breakdown. Passes for videographers shooting highlight videos, documentaries, etc. should be included in student media application reference above. Additional passes for videotaping purposes will need to come from the allotment of state final passes given to school/head coach at or prior to the state final event.

To apply for a credential to shoot video, please have your Athletic Director email Matt Troha ([mtroha@ihsa.org](mailto:mtroha@ihsa.org)) at the IHSA with the name of the individual who will be taping and whether they are an adult or a student.

*Please contact Matt Troha (309-6336-377) at the IHSA or any questions related to this document.*



## Internet Video Broadcasting Information



Contact: Matt Troha • [mtroha@ihssa.org](mailto:mtroha@ihssa.org) • Phone: 309-663-6377 • Fax: 309-663-7479

IHSA Tournament Managers/Hosts,

The advent of greater broadcasting technology has brought about many new potential internet broadcasting partners who may contact you seeking to broadcast the postseason IHSA events you host.

The IHSA's official broadcast partner, the NFHS Network, has the first right to exclusively broadcast any postseason IHSA event. If your school streams on the NFHS Network, via either the School Broadcast Program or a fixed Pixellot camera system in your gym or stadium, then you are encouraged to exclusively stream any/all postseason games you host. Additionally, if an NFHS Network school competing in the postseason tournament you are hosting would like to broadcast on the NFHS Network, they should be given exclusivity to do so as well. The NFHS Network also partners with several third party media companies, who should be granted the same exclusivity to broadcast as a school.

If you as the postseason host are not an NFHS Network school, and no competing school contacts you about broadcasting on the NFHS Network, at that point, a third party can be granted the rights to broadcast the event on the internet. In this instance, a broadcast rights fee is due to the IHSA. The internet streaming fee schedule is listed below. Potential broadcasters should be directed to complete and submit the IHSA Broadcast Application form from the IHSA website (TV fee schedule also located in this application), which can be found here:

[www.ihssa.org/documents/media/Video%20Ap.pdf](http://www.ihssa.org/documents/media/Video%20Ap.pdf)

If at any time you ever have questions on the fees or any other matters related to broadcasting or media, please email/call Matt Troha at the IHSA office ([mtroha@ihssa.org](mailto:mtroha@ihssa.org) or 309-663-6377).

### ***Internet Video Broadcast Rights Fee Schedule***

#### **BOYS BASKETBALL**

Per Regional Game-\$125  
Per Sectional Game-\$150  
Per Super-Sectional Game-\$225

#### **GIRLS BASKETBALL**

Per Regional Game-\$125  
Per Sectional Game-\$150  
Per Super-Sectional Game-\$225

#### **FOOTBALL**

Per 1<sup>st</sup> Round Playoff Game-\$250  
Per 2<sup>nd</sup> Round Playoff Game-\$325  
Per Quarterfinal Playoff Game-\$400  
Per Semifinal Playoff Game-\$475

#### **ALL OTHER SPORTS**

Per Regional Game/Meet-\$75 Per  
Sectional Game/Meet-\$100  
Per Super-Sectional Game/Meet-\$150

#### **VOLLEYBALL**

Per Regional Game-\$100  
Per Sectional Game-\$125  
Per Super-Sectional Game-\$150

#### **SWIMMING & DIVING**

Per Sectional Meet-\$250

#### **TRACK & FIELD**

Per Sectional Meet-\$250

#### **WRESTLING**

Per Regional meet-\$200  
Per Sectional meet-\$325

# IHSA Licensed Vendor



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

## School Information:

Please read the entire Trademark Use and Royalty Policy for full disclosures.

- By virtue of membership, schools are granted a license to use the IHSA Trademarks on or in connection with IHSA State Series Events. Member schools may produce their own programs or merchandise in accordance with the terms of the Trademark Use and Royalty Policy.
- Any writing or merchandise produced in connection with IHSA State Series Events must conspicuously display the IHSA name and at least one logo.
- Member schools contracting with an outside vendor to have programs or merchandise produced in connection with IHSA State Series Events are required to use IHSA licensed vendors.
- Member schools advancing to an IHSA State Final and choosing to have merchandise produced in connection with that event, must use Minerva Sportswear. The IHSA has a contract with this company to be the exclusive IHSA State Final Merchandise Vendor.
- A member school may use any IHSA Licensed Vendor. To see the approved list, visit the IHSA website at <http://www.ihsa.org/Resources/Merchandise/LicensedVendors.aspx>.

## Vendor Information:

Please read the entire Trademark Use and Royalty Policy for full disclosures.

- Any printed material or merchandise produced in connection with IHSA State Series Events, must conspicuously display the IHSA name and at least one logo.
- IHSA marks and logos can only be utilized by those who are granted a license by the IHSA.
- Member schools contracting with an outside vendor to have programs or merchandise produced in connection with IHSA State Series Events must use an approved IHSA licensed vendor.
- IHSA licensed vendors can sell licensed material to any IHSA member school.
- IHSA licensed vendors cannot produce merchandise in conjunction with an IHSA State Final. The IHSA has an exclusive State Final Merchandise Vendor contract.
- Licensed publication vendors pay the IHSA a 5% royalty of gross advertising sales, and licensed merchandise vendors pay the IHSA an 8% royalty of gross merchandise sales (based on sale of the finished product) - Royalty Report.
- For unlimited events, vendors can be licensed by the IHSA and utilize the IHSA name and logos for an entire year for a \$500 annual fee; or
- For limited events, vendors can be licensed by the IHSA and can utilize the IHSA name and logos for a single event, up to three events in a year, for \$50 per event or \$100 for three events.

Applying to be an IHSA Licensed Vendor (unlimited events):

1. Submit a completed Licensed Vendor Application for approval;
2. Once approved, sign the IHSA Vendor License Agreement; and
3. Pay the annual licensing fee of \$500.

Applying to be an IHSA Licensed Vendor (limited events):

1. Contact the IHSA office for approval;
2. Once approved, sign the IHSA Limited Use Vendor License Agreement; and
3. Pay the single event fee of \$50 or \$100 for three events.

For additional information regarding Licensing and Royalty, contact Tammy Craig at 309-663-6377, or visit the IHSA website at <http://www.ihsa.org/Resources/Merchandise/LicensedVendors.aspx>.

**Royalty Report:** For a downloadable pdf of the Royalty Report go to [http://www.ihsa.org/documents/forms/State\\_Tournament\\_Series\\_Royalty\\_Report.pdf](http://www.ihsa.org/documents/forms/State_Tournament_Series_Royalty_Report.pdf)