

2024-25 TENNIS MANUAL

Kansas State High School Activities Association

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WELCOME

The purpose of this manual is to provide tennis coaches and school administrators with general information for the administration of this interscholastic program as well as postseason tournament information. Also included is important information on KSHSAA Rules and Regulations. Please read this manual carefully and thoroughly.

Black Shaded, Underlined Text is for New Policies and **Underlined Text is for New Information**

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2024-25 School Year - Dates To Remember

Girls Tennis

August 19 - Beginning Practice Date

August 23 - Earliest Possible Competition

October 11-12 - Regional Tournaments (2-day) and **Girls Regional Tennis Entry Form** hand delivered to Regional Manager

October 12 - Regional Tournaments (1-day) and **Girls Regional Tennis Entry Form** hand delivered to Regional Manager

October 18-19 - State Tournaments

Boys Tennis

March 3 - Beginning Practice Date

March 13 - Earliest Possible Competition

May 9-10 - Regional Tournaments (2-day) and **Boys Regional Tennis Entry Form** hand delivered to Regional Manager

May 10 - Regional Tournaments (1-day) and **Boys Regional Tennis Entry Form** hand delivered to Regional Manager

May 16-17 - State Tournaments

2024-25 Projected Calendar Dates

Girls Tennis	SCW	2024-25	2025-26	2026-27	2027-28	2028-29
Beginning Practice Date	7	8/19	8/18	8/17	8/16	8/14
Earliest Possible Competition	7	8/23	8/22	8/21	8/20	8/18
Regional Tournaments (1 day):	14	10/12	10/11	10/10	10/9	10/7
Regional Tournaments (2 day):	14	10/11-12	10/10-11	10/9-10	10/8-9	10/6-7
State Tournaments	15	10/18-19	10/17-18	10/16-17	10/15-16	10/13-14

Boys Tennis

Beginning Practice Date	35	3/3	3/2	3/1	2/28	2/26
Earliest Possible Competition	36	3/13	3/12	3/11	3/9	3/8
Regional Tournaments (1 day):	44	5/10	5/9	5/8	5/5	5/4
Regional Tournaments (2 day):	44	5/9-10	5/8-9	5/7-8	5/4-5	5/3-4
State Tournaments	45	5/16-17	5/15-16	5/14-15	5/12-13	5/11-12

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01 STUDENT HEALTH & SAFETY

Pre-Participation Physical Evaluation (PPE)

No student is eligible to represent any school team (in practice and games) until there is on file with the superintendent or principal a statement (physical form) certifying that the student has passed an adequate physical examination and is physically fit to participate. The form must be signed by any of the following licensed health care providers: a physician, a chiropractor, a physician assistant (PA) or an advanced practice registered nurse (APRN). The statement (form) must also be signed by a parent or legal guardian, stating the student has permission to participate. The physical examination shall not be taken earlier than May 1 preceding the school year for which it is applicable.

KSHSAA Concussion and Head Injury Information Release Form

This form must be signed by all student-athletes and parent/guardians before the student participates in any athletic or spirit practice or contest each school year.

Concussion Management / Kansas Law

Below is a summary of our recommendations to our member schools to comply with the state law and the NFHS playing rule. A complete and detailed version can be found on the KSHSAA website in the sports medicine and safety section.

1. If concussion consistent signs or symptoms are observed in an athlete, the athlete should be immediately removed from the practice or contest.
2. The athlete should not be allowed to return to any practice or contest until written clearance is obtained from a health care provider (MD or DO).
3. The KSHSAA and the NFHS strongly recommend the athlete not be allowed to return to the practice or contest the same day the concussion consistent signs or symptoms were observed.
4. A gradual return-to-play protocol should be followed before the athlete is allowed to return to unrestricted participation in their sport.
5. The signed concussion and head injury information release form must be on file with the school.
6. Be sure all of your coaches view the free online course from the NFHS: Concussions in Sports, What You Need to Know. This course can be accessed through the sports medicine and safety section of our website or directly through www.nfhslearn.com. Schools may choose to use this course in group settings with parents, students or with school staff at in-service meetings.

KSHSAA Recommended Procedures to Consider When Inclement Weather Occurs During a Contest

The safety of athletes (participants), spectators, coaches/directors, school personnel and all others present at an athletic contest must be the first and foremost concern of contest officials and building administrators.

1. When an interscholastic contest has been scheduled and dangerous playing conditions exist or severe weather is anticipated, the following should be considered:
 - a. Prior to beginning an athletic contest, when severe weather is anticipated, the head contest official and the principals of each school, or their designees, will meet to review the suspension and/or postponement procedures. This would include any playing rule book coverage.
 - b. The host school administrator will be responsible for informing contest officials, visiting school administrators and, if applicable, the individual responsible for public address announcements of designated shelter areas.
 - c. If a TORNADO WATCH has been issued, the host team building administrator and the head contest official will notify coaches, school administrators and, if applicable, the individual responsible for public address announcements that the possibility of abrupt suspension of play exists.

- d. If a TORNADO WARNING has been issued, the contest should be suspended immediately. Participants, spectators and all personnel involved with the contest will be advised to “take cover.” The procedure will be announced, when available, over the public address system.
 - e. When lightning is observed in the vicinity of a contest conducted outdoors, play should be suspended.
 - f. If any other life-threatening condition occurs, play should be suspended immediately and predetermined directions to safe locations will be announced.
2. When a suspension of a contest occurs, the following should be considered:
 - a. If the suspension is 45 minutes or greater, resuming at a later date should be considered.
 - b. When it appears that weather conditions are no longer a threat to the safety of participants, spectators or contest officials, administrators from all schools involved will meet with the head contest official to determine if play will continue. If any administrator or the head contest official casts a negative vote for play to resume, the suspension should continue.
 - c. If play is to be resumed, contestants will be given at least a 15 minute warm-up period prior to competition.

For more information check out www.kshsaa.org>Sports Medicine & Safety

Heat Illness Prevention Education Requirement

On an annual basis and prior to the beginning of fall sports practices, each KSHSAA member school will provide all coaches/directors of its athletic and activities programs (marching band, cheer and dance teams, etc.) with an educational in-service program on prevention of heat illness and proper hydration of participants. Member schools are strongly encouraged to utilize the free “NFHS Heat Illness Prevention” course or an equivalent program for this purpose. Instruction may take place in a group setting or in an individualized manner.

Statement on Performance Enhancing Drugs and Nutritional Supplements

In order to promote the health and safety among all student-athletes, reduce health risk, maintain ethical standards as well as reduce liability risk, students should not use any drug, medication (over-the-counter or prescription) or nutritional supplement, as defined by the World Anti-Doping Agency, for the purposes of performance-enhancement. All school personnel, including coaches and school nurses, should never recommend the use of any drug, medication (over-the-counter or prescription) or nutritional supplement, as defined by the World Anti-Doping Agency, for the purposes of performance-enhancement.

School personnel should not dispense or administer any drug, medication (over-the-counter or prescription) or nutritional supplement, unless the student-athlete is under the direct care of a licensed health professional, licensed to practice in the state of Kansas and practicing within their scope of practice as defined by the Kansas Board of Healing Arts, and only as prescribed.

We recommend that coaches, athletic directors, nurses and other school personnel develop strategies that address the prevalence and growing concerns of using any drug, medication or nutritional supplement for the purpose of performance-enhancement. Athletes should be encouraged to pursue their athletic goals through hard work, appropriate rest, proper hydration and good nutrition, not unsubstantiated shortcuts. School personnel, coaches and parents should allow for open discussion about dietary supplement use, and should strongly encourage obtaining optimal nutrition through a well-balanced diet.

(adopted by the KSHSAA Sports Medicine Advisory Committee and Executive Board, April 2017)

KSHSAA POLICY INFORMATION

In order to avoid eligibility challenges, please become familiar with the following rules and inform your student athletes accordingly.

KSHSAA Coach/Sponsor CPR/AED Training Requirement

Per KSHSAA Board Handbook **Rule 10-1-9**: Any person serving in the role of a head or assistant sport coach/aide or a head or assistant activity sponsor/aide in a KSHSAA member school shall be certified or trained in Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) administration.

Components of the rule are as follows:

1. Following an initial 30-day grace period from the start of the season, personnel are not eligible to work as a coach or sponsor for their school until proof of completion of CPR/AED training is on file with their school.
2. Every coach/sponsor must complete CPR/AED training every two (2) years.
3. The training shall be coordinated by a certified CPR instructor.
4. Online only training courses are not accepted.
5. There must be a hands-on educational component to the training process.
6. On an annual basis by activity, a school administrator must acknowledge through the KSHSAA website that each coach/sponsor is currently trained in CPR/AED administration. To acknowledge rule compliance, a school administrator should login to the KSHSAA website and go to the Coach/Sponsor Requirements page. Select the activity and enter the date of CPR/AED training next to each coach/sponsor name. If you do not see the coach/sponsor listed, add that person through the Update Directory process online. All head and assistant coaches/sponsors should be listed for every activity!

Training could be obtained from the following organizations:

- American Heart Association
- American Red Cross
- American Safety & Health Institute / Medic First Aid
- National Safety Council

Potential sources for locating a certified CPR instructor:

- School nurse
- School/community athletic trainer
- Local emergency personnel: EMTs, firefighters, police officers
- Community hospital
- Contacting the organizations listed above

KSHSAA Ejection Policy

Requirements for Ejected Coaches

Coaches who are ejected from a contest (at all levels grades 7-12) are required to complete the NFHS "Teaching and Modeling Behavior" course prior to coaching in their next game. (The course fee is \$20 and can be completed in one hour.) The next game is defined as the next regularly scheduled day of competition. In addition, the school administrator is responsible to provide the KSHSAA football administrator a copy of the coach's certificate of completion of the online course. (The coach may print this as the final step on the online course.) Recurring ejections result in a requirement to repeat the course.

Requirements for Ejected Players

Any player ejected from a contest at any level of play (grades 7-12) for unsporting conduct or behavior will be required to successfully complete the free "NFHS Sportsmanship Course" online, prior to the KSHSAA and school reinstating his/her eligibility privileges. The school principal or athletic director is responsible to oversee compliance of this requirement. There is no cost for the course which takes approximately 20 minutes to complete. Schools are not required to submit the student's certificate of completion to the KSHSAA but should retain it on file.

Ejection Policy for Player, Coach, Spectator Involving an Official

Any participant (player, coach, spectator) who is ejected for making contact with an official, who is ejected for unsporting behavior directed toward an official, or who negatively confronts an official following a contest, shall be subject to a non-appealable suspension from the next contest at that level and for all contests at any level (in that activity) until the suspension has been served. Local school leadership may levy additional sanctions as they deem appropriate.

The KSHSAA staff reviews all ejection reports.

Note: the requirement for all ejected students to complete the NFHS Sportsmanship course and the requirement for all ejected coaches to complete the NFHS Teaching and Modeling Behavior course prior to being reinstated remain in effect

Unmanned Aircraft Systems or UAS (Drone Policy)

Unless granted special permission by the KSHSAA Executive Director, the use of drones (UAS) for any purpose is not permitted at any KSHSAA state tournament or postseason game or event. This prohibition applies to all fields of play, courts, arenas, mats, gym floors or pools, and includes a ban on the entire facility being used as part of the KSHSAA event, including the spectator areas and parking areas. During the regular season, member schools should have a drone policy. At no time should a drone be on or over the field of play during the game, even if the school policy permits the use of drones during the regular season.

KSHSAA Pre-Activity Timeout

Purpose: As a proactive communication measure, schools are expected to designate a time prior to the start of any interscholastic contest to share event critical information with stakeholders. The following information should be shared/reviewed prior to the first contest at each location:

1. Introduction of home and visiting administration on duty (identify primary point of contact).
2. Identify the location of athletic trainer(s) or other qualified medical professionals.
3. Identify the location of the AED(s).
4. Identify emergency entrance/exits for the facility.
5. Identify the storm shelter location and communication plan for evacuation.
6. Identify the rapid body cooling plan (location of cold water immersion tub).
7. Identify the communication plan for leadership.
8. Identify the communication plan for respective groups (students, coaches, fans).
9. Identify any special events or concerns relative to the event.

These nine items are to be reviewed prior to the event by the ranking school leader of every school involved in the contest. Each participating school is to be represented in this pregame meeting. If an administrative representative is not in attendance, this responsibility belongs to the head coach.

HAVE A PLAN. COMMUNICATE YOUR PLAN.

Practice Rules (KSHSAA Rule 30-1-8)

Rules 30-1-8 identifies practice rules for fall activities programs. This rule applies to girls tennis even though a player may have a match/competition as early as August 19 (fifth day after first practice).

Summer Moratorium

June 30 - July 6, 2025 is the summer moratorium. There shall be NO school related athletic activities. During this time coaches (licensed teacher coaches and coach aides employed by member schools) shall be prohibited from engaging in any type of activity involving student athletes whether it be practice, training, weight lifting, conditioning, competition or travel. All member school athletic facilities will be closed during this period to school personnel and students grades 7-12. If member school athletic facilities also serve as non-school community recreation facilities, these facilities may remain open during the moratorium so long as no school teams are playing and no school coaches are coaching the teams/individuals. During this one week dead period, students may attend camps or competitions but may not do so with their school coaches. This moratorium does not impact fine arts or spirit activities.

Rationale: The last few years there has been a growing concern within the KSHSAA membership that students and coaches were not being able to have time to themselves during the summer. It was surveyed and discussed at the October Regional Board of Directors Meeting in 2017 and then voted on at the April, 2018 KSHSAA Board of Directors meeting to establish a rule to allow students and coaches a week off during the summer.

For Q/A on this policy, go to www.kshsaa.org.

The KSHSAA Code of Ethics for Coaches, Directors, Aides, Adjudicators, Judges and Officials

Believing that mine is an important part in the nationwide school activity program, I pledge to act in accordance with these principles:

1. I will honor contracts regardless of possible inconvenience or financial loss.
2. I will study the rules, observe the work of other coaches, directors, adjudicators, judges, or officials and will, at all times, attempt to improve myself and the activity.
3. I will conduct myself in such a way that attention is drawn not to me but to the young people participating in the contest.
4. I will maintain my appearance in a manner befitting the dignity and importance of the activity.
5. I will cooperate with the news media in the interpretation and clarification of rules and/or other areas relating to good sportsmanship, but I will not make statements concerning decisions made during the contest.
6. I will uphold and abide by all rules of the KSHSAA and the National Federation.
7. I will shape my character and conduct so as to be a worthy example to the young people who participate under my jurisdiction.
8. I will give my complete cooperation to the school which I serve and to the KSHSAA which I represent.
9. I will cooperate and be professional in my association with other coaches, directors, adjudicators, judges or officials and will do nothing to cause them public embarrassment.
10. I will keep in mind that the contest is more important than the wishes of any individual.
11. I will make responsible decisions about consumption of alcohol, including abstinence from alcohol at least 12 hours prior to a contest in which I will be involved.
12. I will not use tobacco or e-cigarette products while directly involved in interscholastic activities.

Rule 10 - Qualifications of Coaches (Athletic, Spirit, Scholars Bowl, Debate and Speech) and Music Directors

Section 1: General Regulations (apply to grades 7-12)

Art. 9: Any person serving in the role of a head or assistant sport coach/aide or a head or assistant activity sponsor/aide in a KSHSAA member school shall be certified or trained in Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) administration.

Rule 20 - Awards

Any school violating this rule shall be suspended for a period not to exceed one year, unless reinstated by the Executive Board.

Any student who violates this rule shall be ineligible in that activity for a period of one year from the date of the violation, unless reinstated by the Executive Board.

Section 1: General Regulations (apply to grades 7-12)

Art. 1: Member schools:

- a. may provide awards limited to traditional letters to students participating in interscholastic activities. Team patches, chevrons, and/or year dates are considered as part of the letter, should the school desire to provide them. Schools may give additional individual awards, in each activity, excluding cash, if the cost does not exceed \$50.
- b. may give framed or unframed certificates and photographs.
- c. may award medals, ribbons or certificates to their students for outstanding achievement where interschool activities is but one of several attributes and includes recognizing excellence in scholarship, or citizenship, or leadership.
- d. may award medals or ribbons to their students in league activities, invitational tournaments, music festivals, or other activities involving competition among several schools. A list of the awards to be given shall be announced to the participating schools in advance of the activity.
- e. may award certificates, ribbons, medals or trophies to their students for participation in intraschool activities (intramurals, school plays, musical events, etc.)
- f. shall not be involved in fund-raising or in financing students to attend outside-school training sessions, tryouts or camps in competitive athletics and debate. Booster clubs, individual boosters and school or other charitable foundations are considered synonymous to schools for purposes of this rule.
- g. may not allow their interscholastic coaches and directors to accept gifts from any source(s) (accumulative per year), valued at more than \$100, in recognition for their services.

Art. 2: Outside Agencies - School Participation

- a. No cash or merchandise prizes shall be awarded to students. Medals, ribbons and certificates may be awarded. Scholarships payable to the educational institution of the student's choice are acceptable.
- b. Organizations may honor and recognize students with dinners, programs, paper certificates, photographs and video tapes for their participation in interschool activities.
- c. In keeping with the policies of the Executive Board, contributions for the purchase of equipment or other items shall be made through the local school authorities.
- d. Schools shall not accept awards for interscholastic activities from outside agencies, unless approved by the Executive Board.

EXCEPTION: Music groups representing member schools in "field trip" activities may receive trophies, medals, ribbons and certificates. No cash or merchandise prizes shall be awarded to member schools or students. (See **Rule 46-1-4b, Music**)

Art. 3: Outside Agencies - Non-School Participation

- a. Students who participate in athletic activities, outside of interscholastic competition, shall not accept awards of cash or merchandise. Medals, trophies and T-shirts shall not be considered merchandise.

Rule 21 - Amateur

Ineligibility under this rule holds for the entire time the student is in middle/junior or senior high school, unless he or she is reinstated by the Executive Board.

Section 1: General Regulations (apply to grades 7-12)

Art. 1: A student who uses his or her athletic skill or knowledge for gain, or who plays with a professional team, or who competes for a cash prize, shall be ineligible for that sport.

- Art. 2:** If the student signs a professional athletic contract, he or she shall be ineligible in that sport.
- Art. 3:** A student who receives pay for participation in athletics is ineligible in that sport under the provisions of this rule.
- A student may receive pay for teaching activities such as swimming, lifesaving, golf, tennis, wrestling, basketball, dancing, baseball, etc., provided he or she confines the work to teaching skills.
 - A student may not receive pay for coaching teams or individuals involved in competition.
 - A student may receive pay for officiating athletic contests.
- Art. 4:** It is permissible for a student to accept necessary meals, lodging and transportation while competing, if such are accepted in service rather than money or other material form.
- Art. 5:** The acceptance of merchandise, jackets, sweaters or other wearing apparel, athletic equipment, pay for pitching a game, remuneration for scoring a certain number of goals or making base hits, etc., or any other form of cash or merchandise award, is a violation of this rule. Neither may the foregoing be accepted as pay to cover necessary expenses.
- Art. 6:** Competing for a cash prize applies to one individual or team members. It does not matter whether the amount is sufficient to cover expenses, or whether an individual receives a portion.

Rule 22 - Outside Competition

Violation of this rule shall make a student ineligible for the remainder of that sport or scholars bowl or debate season, unless he or she is reinstated by the Executive Board.

Section 1: General Regulations (apply to grades 7-12)

Art. 1: A student who is a member of a school athletic, scholars bowl or debate squad effective Tuesday following Labor Day through Friday preceding Memorial Day may not participate as a member of an outside team or as an independent competitor in the same sport, scholars bowl or debate activity. (*Exception: See Rule 4, United States Olympic Committee-Sponsored National Trials and Competitions.*)

NOTE: Informal participation on the part of the student athlete, such as that experienced on the black top (concrete), in the park, local "Y," etc., is not considered a violation of this rule, provided it was not formally called or organized, no coaching takes place, where no official score is kept, time kept, officials used, etc.

Intra non-school youth group athletic participation is not considered a violation of this rule. Inter non-school youth group athletic participation is a violation.

- Art. 2:** A student shall not be prohibited from competing on a special team within his or her own school such as an FFA team, etc. All members of such teams must be bona fide students, however, and eligible under the rules of the Association.
- Art. 3:** A student becomes a member of a school's athletic squad, scholars bowl or debate team when he or she first participates in a practice session.
- A student ceases to be a squad member after his or her last contest for the school's athletic squad, scholars bowl or debate team or when the membership on a squad is terminated. (See **Rule 14-1-1, Bona Fide Student** and **Rule 30-2-2, Seasons of Activities.**)

Rule 26 - Anti-Tryout and Private Instruction

A student who violates this rule shall be ineligible in that activity for a period of one year from the date of the violation, unless reinstated by the Executive Board.

Section 1: General Regulations (apply to grades 7-12)

- Art. 1:** A student may receive instruction from their parent(s) at any time. A student's parent(s) may attend their student's private instruction session without violating the provisions of this rule.
- Art. 2:** A student may receive private instruction at any time of the school year. During the time a student is a member of a school athletic squad, starting with the student's first day of school practice and ending with the student's last day on the school athletic squad, a student may receive private instruction subject to the conditions set forth in this rule.
- Art. 3:** Other individuals may be present at a student's private instruction session as long as they are there in a supportive capacity only and not giving or providing instructions to the student.

NOTE: Private instruction is defined as one student receiving instruction from one person during the period of instruction.

A group is defined as two or more students receiving instruction from an instructor during the same period of instruction.

Doubles Tennis Exception: Given the uniqueness of teamwork when playing doubles tennis, a doubles pair may receive private instruction and not be in violation. Once their school coach identifies a doubles team, those two doubles partners may participate in a private lesson together without violating this rule.

Supportive capacity is defined as participating in the period of instruction without providing any instruction to the student or instructor or in a competitive situation/capacity.

Art. 4: A student shall not participate in group training sessions or tryouts held by colleges or other outside agencies in a sport while he or she is a member of a school athletic team in that identical sport.

Exception: The Kansas Legislature in the 2011 session, enacted the following law:

“(a) The Kansas State High School Activities Association (KSHSAA) and its member high schools, and administrators, principals, coaches, teachers and other affiliated with such association and member high schools, shall not adopt any rules and regulations or interpret any existing rule and regulation in any manner which would prohibit a student-athlete from training with any Kansas state high school league-sponsored sport or competition while the student-athlete is participating in nonschool swimming athletic training or diving athletic training, or both, during the high school sport season and throughout the year if:

- (1) The nonschool swimming athletic training or diving athletic training, or both, is under the jurisdiction of and sanctioned by the national governing body of the sport, U.S.A. Swimming, Inc., or U.S.A. Diving, Inc. and is conducted in a manner which protects the health and safety of the student-athlete; and*
- (2) the student-athlete meets the reasonable and ordinary school established requirements for participation in the student-athlete’s high school swimming program or diving program, or both, including requirements designed to protect the health and safety of such student-athlete.*

(b) This section shall take effect on and after July 1, 2011.”

Rationale: An Anti-Tryout and Private Instruction requirement:

- a. protects the school/coach/student-athlete relationship;
- b. establishes guidelines under which a student-athlete may receive private instruction;
- c. helps preserve the school’s staffing integrity;
- d. promotes and helps protect the student-athlete relationship to the school’s team;
- e. provides opportunity for specialized individual training;
- f. prohibits student-athletes from trying out for non-school teams during the school season of the same sport;
- g. maintains a fair competitive environment for school teams;
- h. protects the parent/child relationship.

Rule 28 - Music Festivals and Athletics

Section 1: General Regulations (apply to grades 7-12)

Art. 1: Athletic events for any student who has been or is a member of a large instrumental or vocal group are not approved prior to 6 p.m. on a school day of regional or state music festivals if these groups are entered in the festival. This applies only on the school day a school’s music festival is scheduled for large instrumental or vocal groups.

Rule 30 - Seasons Of Activities

Section 1: General Regulations (apply to grades 7-12)

Art. 1: A student shall not have more than one season of possible eligibility in grade seven and one season in grade eight. A student shall not have more than four seasons of possible eligibility in grades 9-12, nor participate in more than one season of the same activity in a school year, regardless of whether the ninth grade is included in junior high or in a senior high school.

NOTE: If a student is ineligible due to transfer, scholarship, etc., or elects not to participate, the season(s) during that period shall be counted toward the total number of seasons possible. Seasons missed are not preserved for participation at a later time. Transfer from another state with a different seasonal format, does not create an exception to this rule. (See **Rule 16-1-1, Semester Requirements.**)

Art. 2: Participation in a sport for any length of time, even though it may be only a part of one game, shall constitute a season.

Art. 3: Following a change in schools, a student is not eligible at the new school if he/she tries out for a team at a former school, does not make the competitive team roster, and subsequently transfers to a new school seeking eligibility for the same activity in the same season.

Art. 4: During the school year a coach/coach's aide may only be involved with his/her athletes in a sport during the season.

During the school year, prior to or after season, a coach/coach's aide may not:

- a. Organize or conduct practices or competitions for his/ her athletes. However, a coach may be involved in one organizational meeting for a non-school league to assure no more than three of his/her athletes in basketball, six in 11-Player football, five in 8-Player football, four in volleyball, six in soccer, five in baseball, or five in softball are on the same outside team; (See **Rules 32-1, 33-1-4, 35-1-2, 38-1, 39-1, 43-1-1.**)
- b. Practice or compete with or against his/her athletes;
- c. Attend clinics or camps with his/her athletes.

Following the season of sport, seniors may receive instruction from their school coach, in the same sport.

NOTE: (For information pertaining to summer coaching restrictions, see **Rule 10-1-6.**) (See *summer camp regulations, this section Art. 6 for exceptions.*)

Art. 5: Prior to the opening practice dates, there shall be no called or scheduled meetings where instruction is a part of the program.

NOTE: Coaches are permitted to check out equipment, distribute physical examination cards, and assign lockers to athletes prior to the first date of practice.

Art. 6: Interschool scrimmages (practices) in all activities shall be prohibited (**Exceptions**, Rule 32 – Baseball, Rule 33 – Basketball, Rule 35 – Football, Rule 38- Soccer, Rule 39 – Softball, Rule 43 - Volleyball).

(See *KSHSAA Handbook for a and b.*)

Art. 7: No school-organized spring or summer practice or school-organized summer camps, shall be permitted. (See **Rule 20-1-1e, Awards.**)

- a. Beginning SCW #48 through Sunday of SCW #3, coaches may coach teams in non-school competitions and/or conduct workouts or practices or conduct a one-week camp (per sport) for his/her players only. Only students enrolled at the school may attend these coach organized activities.
- b. The school shall not be involved other than to approve the use of facilities, dates and to be assured by the coach there will be no violations of KSHSAA rules and/or regulations.
- c. Member schools, the coaches, and coaches' aides they employ, may not sponsor and/or organize contact football camps. (See **Rule 10-1-6, Qualifications of Coaches, and Rule 35-1-5, Football**)
- d. School uniforms or player equipment may not be used.
Exception: Use of school owned football helmets in non-school, football activities is permitted with prior approval of the school's administration.
- e. If school facilities (gymnasium, fields, balls, bats, etc.) are used, the coach must lease them per board of education policy.
- f. No coach(es) or other school representative(s) may directly or by implication, direct a student to attend these coach organized activities as a condition for team membership.
- g. A student shall not receive pay or expenses for working at a camp involving a sport in which he/she participates.
- h. The camp program shall not include any type of competition with teams or another camp.

Art. 8: School coaches in all KSHSAA sponsored sports may hold only voluntary weight training and conditioning beginning Sunday of SCW #5 through and including Sunday of SCW #7. No school team practices shall be permitted until Monday of SCW #7.

Art. 9: Beginning Monday of SCW #7, the following practice rules apply to football, boys and girls cross country, fall season soccer, girls volleyball, girls gymnastics, fall season tennis and fall season golf:

- a. Only one practice per day is permitted the first 5 days of practice. All individuals shall only practice once per day for the first five days the individual practices, no matter when the person joins the team or if the person misses days due to injury/illness.
- b. No single practice may last longer than 3 hours. All warm-up, stretching, conditioning and weight lifting is included as part of the 3 hour limit.
- c. A separate walkthrough is permitted in addition to the single practice. The walkthrough cannot be longer than 1 hour and must be separated from practice by at least 3 hours of rest. A walkthrough is defined as a teaching opportunity with the athletes in which no protective equipment is worn. No physically exerting activity, including any conditioning or weight lifting, may take place during the walkthrough.
- d. Beginning on practice day 6, double practice sessions are permitted for any individual who has completed 5 days of single practices. Double practice sessions cannot be held on consecutive days. The day following a double practice day would be either a single practice day or a rest/recovery day.
- e. On days of multiple practices, no single practice may last longer than 3 hours and total practice time combined shall not exceed 5 hours.
- f. To be deemed a practice, a majority of the squad members must participate in the organized team training session.

Art. 10: Executive Board policies governing summer marching band and spirit activities are published in the KSHSAA Music Manual and the KSHSAA website.

Section 2: Senior High Regulations

Art. 1: The final date for school competition in all athletics shall end on the date the state championship series is scheduled. The final date for a member school's athletic practice is the date the school is eliminated from post-season competition.

Art. 2: A student who is enrolled at the start of a season of sport, must be a member of the squad for the majority of the scheduled varsity contests, in order to be eligible for postseason competition. (*See Rule 14-1-1, Bona Fide Student; and Rule 22-1-3, Outside Competition.*)

Section 3: Middle /Junior High School Regulations

Art. 1: The opening date for athletic practice in any sport shall be Monday of Standardized Calendar Week #7. All athletic competition and practice shall close on the last day of school. (*See Rule 35-1-1, Football.*)

KSHSAA Rule 41 Tennis (Girls & Boys)

Section 1: General Regulations (*See Rule 30-1-8a-e, Seasons of Activities in KSHSAA Handbook.*)

Section 2: Senior High Regulations

Art. 1: Practice shall not begin—

- a. Girls—Prior to Monday of Standardized Calendar Week #7.
- b. Boys—Prior to Monday of Standardized Calendar Week #35.

Art. 2: Competition shall not begin—

- a. Girls—Prior to Friday of Standardized Calendar Week #7.
- b. Boys—Prior to Thursday of Standardized Calendar Week #36.

Art. 3: The state tournament

- a. Girls – The Executive Board shall establish the state tournament during Standardized Calendar Week #15. Regional tournaments, when needed, will be held during SCW #14. In classification groups of 33 or more schools, a two day regional tournament will be conducted during SCW #14.
- b. Boys – The Executive Board shall establish the state tournament during Standardized Calendar Week #45. Regional tournaments, when needed, will be held during SCW #44. In classification groups of 33 or more schools, a two day regional tournament will be conducted during SCW #44.

Art. 4: No student representing a member school shall participate in more than eight days of interschool competition during a season, exclusive of KSHSAA postseason tournaments.

- a. Two dual meets may be substituted for one day of tournament competition.
- b. Schools are encouraged to schedule as many quadrangular or smaller events as possible. It is recommended these events start after school hours.
- c. On those days when school time is used, only four matches or tournaments may start prior to 3 p.m. C.T.

Section 3: Middle/Junior High School Regulations

Art. 1: No student shall participate in more than seven days of interschool competition during a season.

EXCEPTION: Ninth grade students in junior high schools shall be permitted to compete in the same number of athletic competitions as ninth graders in senior high schools.

Art. 2: Two dual meets may be substituted for one day of tournament competition.

- a. On those days when school time is used, only four matches or tournaments may start prior to 3 p.m. C.T.

Rule 52 - Citizenship/Sportsmanship

INTRODUCTION—The effective American secondary school must support both an academic program and an activities program. We believe that these programs must do more than merely coexist—they must be integrated and support each other in “different” arenas. The concept of “sportsmanship” must be taught, modeled, expected and reinforced in the classroom and in all competitive activities. Therefore, all Kansas State High School Activities Association members stand together in support of the following sportsmanship policy.

PHILOSOPHY—Activities are an important aspect of the total education process in the American schools. They provide an arena for participants to grow, to excel, to understand and to value the concepts of SPORTSMANSHIP and teamwork. They are an opportunity for coaches and school staff to teach and model SPORTSMANSHIP, to build school pride, and to increase student/community involvement; this ultimately translates into improved academic performance. Activities are also an opportunity for the community to demonstrate its support for the participants and the school, and to model the concepts of SPORTSMANSHIP for our youth as respected representatives of society. **Sportsmanship is good citizenship in action!**

ALL ACTIONS are to be FOR, NOT AGAINST; POSITIVE, NOT NEGATIVE or DISRESPECTFUL!

Section 1: General Regulations (apply to grades 7-12)

Art. 1: SPORTSMANSHIP is a general way of thinking and behaving. The following sportsmanship policy items are listed below for clarification:

- a. Be courteous to all (participants, coaches, officials, staff and fans).
- b. Know the rules, abide by and respect the official’s decisions.
- c. Win with character and lose with dignity.
- d. Display appreciation for good performance regardless of the team.
- e. Exercise self-control and reflect positively upon yourself, team and school.
- f. Permit only positive sportsmanlike behavior to reflect on your school or its activities.

Art. 2: Enforcement Procedure:

- a. It is encouraged and recommended by the Kansas State High School Activities Association that local boards of education adopt these regulations and reinforce them as indicated herein.
- b. The Executive Board of the Kansas State High School Activities Association shall be responsible for the interpretation of these regulations, including “desirable and unacceptable behavior” and shall publish them in the association’s *Citizenship/Sportsmanship Manual*.

GENERAL INFORMATION

Attire, Jewelry, Logos, Headwear

The KSHSAA Executive Board has authorized guidelines regarding attire for interscholastic tennis.

All tennis attire must be school approved. Coaches must get school approval before ordering uniforms. Attire must be worn as the manufacturer intended.

Appropriate Attire: (*Competition and Warm-up*)

- Shirt and shorts/skirt or tennis dress are required.
- School colors and identification are desirable but not required.
- Shorts must be worn at the waist with a minimum five (5) inch inseam.
- Unaltered shirts with sleeves.
- Sleeveless tops tailored by the manufacturer (T-shirt tailored top without sleeves)
- Players are to be neat in their attire.

Inappropriate Attire: (*Competition and Warm-up*)

- Jeans or jean shorts
- Ragged or cut-off shorts
- Tank tops (thin shoulder straps with large arm opening and scoop front and back neck opening)
- Tops that do not cover the waist
- Torn shirts
- No shirt (boys) or sports bra only (girls)
- Undergarments or tights which extend below the shorts/skirt (Exception: compression shorts which are unadorned and of a single color)
- Clothing, headwear, or other apparel with inappropriate pictures or verbiage

Jewelry/Logos/Headwear

Jewelry - There is no restriction on jewelry worn during competition.

Logos - There is no restriction on manufacturer's logos/trademarks worn during competition (i.e., Nike symbol)

Hats/visors - Hats/visors with a bill may be worn with the bill worn forward or backwards. They may not be worn inside out or with the bill worn to the side.

Headbands - They may be worn, not to exceed three (3) inches in width. Bandanas and skull caps are not permitted.

Appropriate attire must be worn in the playing area at all times (including warm-up and award presentation). Removal of any part of the uniform is unacceptable behavior.

- Tournament managers will not permit students to compete if not appropriately attired.
- All schools must follow the uniform rules during regular season and postseason meets.
- Member schools/coaches have a responsibility to enforce appropriate attire all season long and should contact the KSHSAA if there is a concern regarding another school's attire.

Classifications/Season

Schools participating in tennis are divided into four classes: Class 6A, Class 5A, Class 4A and Class 3-2-1A. The girls' season is in the fall and the boys' season is in the spring.

Timeline for Classifications - The classifications for the purpose of determining boys and girls tennis assignments shall be based on the total enrollment as submitted to the KSHSAA on the date established by state statute for official enrollment and will be for the two tennis seasons (boys and girls) in the calendar year following the classification.

Rationale: Switching from a school year classification to a calendar year classification for tennis

1. Provides opportunity to identify postseason host sooner.
2. Allows postseason assignments to be released earlier so team assignments can be determined earlier in the season.

40/60 Format (Fall 2024) and NEW 45/55 Format (to start Spring 2025)

In April 2017, the KSHSAA Board of Directors approved a new classification system for its member schools. Class 6A shall include the 36 high schools with the largest enrollment; Class 5A the next 36; 4A the next 36; 3A the next 64; 2A the next 64; and Class 1A the remainder.

Because 24 schools are needed to have a postseason tournament, this format would put all 4A, 3A, 2A and 1A schools in a classification together. Based on this information, the Board of Directors approved a 40/60% formula. 4A will have 40% of the remaining participating schools and 3-2-1A would be made up of the remaining participating schools (60%).

NEW 45/55 FORMAT: In June 2024, the Executive Board approved a new formula to determine 4A and 3-1A tennis classifications. Because tennis classifications run by calendar year (and not school year), the new 45/55 formula will take affect in the Spring of 2025. After 6-5A classifications have been determined, the remaining schools participating in tennis will be classified based on the new 45/55 formula (45% of the remaining schools will be in Class 4A; 55% of the remaining schools will be in Class 3-1A).

Stalling & Hindrance

Stalling violates the continuous play principle of the USTA rules. Stalling issues are dealt with under the Time Guidelines (see Section 04).

If a player is hindered in playing the point by a deliberate act of the opponent(s), the player shall win the point. The USTA Code (Player's Guide to Fair Play and Unwritten Rules of Tennis) addresses several areas regarding hindrance.

USTA Rule 30 is to be strictly enforced: When changing ends, a maximum of ninety (90) seconds shall elapse from the moment the ball goes out of play at the end of the game to the time the ball is struck for the first point of the next game. Violation of this rule would cause penalty to players:

1st violation = warning; **2nd violation** = loss of point; **3rd violation** = loss of game; **4th violation** = loss of match

Online Win/Loss Record

The KSHSAA has an online program for all head tennis coaches to record their players' season records. First and last names need to be entered for all participants.

Once a coach enters information via their school coach password, this information will be available for anyone to view online. Once regional assignments have been released, information entered will be sorted by those assigned to each regional tournament.

To **view** the online records, individuals will go to the Tennis page www.kshsaa.org>Athletics>Tennis>>Girls(or Boys) Season Win/Loss Records. Athletic directors will provide support to their coaches to enter records throughout the season. **This is the required format that must be used to provide this information for postseason regional competition.** Records should be updated within 48 hours of competition.

Note on byes: Byes during the regular season do not count as a win for records. Only postseason (regionals and state) byes may count as a win for record.

Conduct/Sportsmanship

The KSHSAA Executive Board has approved recommendations submitted by KIAA condemning the use of tobacco, use of profanity and cheating by participants. Coaches, school administrators and managers are asked to set appropriate standards and strictly enforce them.

Tennis players and coaches are to always follow tennis etiquette. Please show consideration for all players and the tennis facility which you are using.

Conduct/Penalties

An honest effort is required on the part of the tennis competitor. In its absence, following a warning from the tournament manager, the competitor(s) shall be disqualified.

At the recommendation of the Kansas Coaches Association, the KSHSAA adopted the following conduct penalties for tennis. These penalties apply and carry over throughout the entire tournament. They do not go away after one match or one day of competition.

Player Penalties

Players who use abusive or profane language, throw rackets or slam tennis balls in anger, use obscene hand or body gestures, yell or are otherwise distracting to other players, or in any way show disrespect for the dignity of their team, opponents, coaches, spectators or meet officials shall be penalized as follows:

- **1st penalty** = warning from the meet director and/or state official
- **2nd penalty** = forfeiture of a point in the match being played or the next scheduled match, whichever the meet director determines to be the match nearest to the occurrence of the conduct infraction
- **3rd penalty** = forfeiture of current game
- **4th penalty** = forfeiture of current match and all subsequent matches and dismissal of the player from the tennis facility; player must spend the remainder of the time in the school vehicle or the host school's locker room, whichever is nearer

Coach Penalties

Coaches who use abusive or profane language, or are disrespectful to players, other coaches, spectators, or meet officials, or who violate any KSHSAA regulations shall be penalized in accordance to the KSHSAA rules as follows:

- **1st penalty** = warning from the meet director
- **2nd penalty** = coach must leave the court area and manage his/her team from the school vehicle or the host school's locker room whichever is nearer
- **3rd penalty** = coach must forfeit all matches that his/her team are currently playing and all subsequent matches and must return to his/her school with his team

Spectator Penalties

Spectators who do not maintain proper tennis etiquette by applauding players' errors (i.e. miss hits, netted balls, double faults) or by influencing the quality of play through negative actions shall be penalized as follows:

- **1st penalty** = warning from the meet director
- **2nd penalty** = spectator(s) must leave the immediate tennis court area but may watch matches from such a distance that in the opinion of the meet director does not interfere with the players
- **3rd penalty** = spectator(s) must leave the meet site

NOTE: Parents are not allowed to approach/discuss situations with the roving umpire.

Dual Participation Advisory

School coaches and administrators are asked to counsel athletes who choose to participate in more than one activity during the season about possible conflicts with KSHSAA competitions scheduled on the same date.

Electronic Communication Devices

The KSHSAA Executive Board has approved the recommendation by the Kansas Coaches Association to prohibit the use of all electronic communication devices in the vicinity of the playing area during competition. Vicinity is defined as within hearing distance of the participants.

Knowledge of Rules

Tennis coaches are expected to be knowledgeable of the playing rules of tennis as well as the rules, regulations and policies of the KSHSAA, as covered in this manual. Coaches are to model, teach and expect their tennis players to know these rules as well.

Given the absence of officials at matches, coaches are expected to enforce all policies in this manual during the regular season and postseason.

Materials

Rules Books - 2024 (fall) and 2025 (spring) "USTA" Rules Books may be purchased from the KSHSAA for \$7 on the KSHSAA website. Log in with your school ID and password and go to Entry Forms>Rules Book Ordering to order.

Tennis Publications - The USTA is one of the world's largest single sources of tennis publications. For information regarding tennis publications contact: www.usta.com and www.usta.com/missouri_valley.

Open Book Coach Exam

All head tennis coaches are required to take an open book exam online over the contents of the *KSHSAA Tennis Manual*. Those who serve as head coaches for both the girls and boys seasons will be required to take an exam in August; head coaches for the boys season only will take the exam in February. Information will be mailed to your school athletic director in advance of the testing period. Schools will be invoiced a \$100 penalty fee for exams not completed by the deadline.

Participation Clarification

KSHSAA Rule 30, Section 2 (see Section 02 of this Manual) states:

"A student who is enrolled at the start of a season of sport must be a member of the squad for the majority of the scheduled varsity contests, in order to be eligible for postseason competition."

A student becomes a member of a school's athletic squad when they first participate in a practice session (**KSHSAA Rule 22-1-3**). In the sport of tennis, students are limited to eight (8) days of competition during the regular season. Majority (one more than half) would be five (5).

Players who were members of the school team, but because of injury, inclement weather or school eligibility policy were not able to participate in at least five (5) days of competition, would be eligible for postseason competition.

A school activity practice is limited to the school coach and the members of the school team. Boy tennis players may not participate in the girls' practice and vice versa (**exception**: if a girl plays on the boys' team because the school has no girls' season). Alumni members may not participate in a school practice (**KSHSAA Rule 14-1-1**: In order to be eligible to participate in practice, the student must be a bona fide undergraduate of that school and one who is eligible or has the possibility of eligibility.)

The KSHSAA strongly recommends that all school team members attend the scheduled school practices.

Student Manager Guidelines

School tennis players who serve as team managers during the opposite tennis season must confine their duties to traditional managerial tasks (i.e., keeping statistics, organizing equipment, pre- and post-practice/match duties) THEY MAY NOT HIT (PLAY) IN PRACTICE as this would be a violation of **KSHSAA Rule 30, Seasons of Activity**. (A student shall not participate in more than four seasons in grades 9-12.)

Group vs. Private Instruction Interpretation of Rule 26-1-4

Art.4: A student shall not participate in group training sessions or tryouts held by colleges or other outside agencies in a sport while he or she is a member of a school athletic team in that identical sport.

Q/A:

A student who is a member of their school tennis team belongs to a local tennis club.

1. What may the student do at the tennis club during the school season of sport?
 - a. The student MAY take a private lesson.
 - b. The student MAY play/hit with another club member at a time of their choosing but not during an organized group training session.
2. What would be considered a violation of this rule?
 - a. A student MAY NOT participate in group instruction.
 - b. A student MAY NOT participate in an organized group training session.

A group training session is a specific period of time when members gather at the facility to play/drill.

Default/Medical Default/Retired Match Policy

Defaults (Defined as an athlete/team not starting a match)

- a. Will be used in the seeding process.
- b. If athlete/team defaults a match, they will not be eligible to play the remainder of the tournament. The defaulted match will count as a W/L and will be used in seeding (used only as a direct – will not count with indirects). Subsequent matches will be forfeited (not counted as a W/L or in seeding) for advancement of the bracket.
 - i. Medical Default: As determined by a medical advisory team (athlete's coach, onsite medical personnel, tournament director), the athlete/team that defaults may play in the remainder of the tournament if determined healthy enough to continue. The medically defaulted match will NOT count in seeding.
 - ii. The athlete(s) may resume tournament play after clearance by the medical advisory team (athlete's coach, onsite medical personnel, tournament director).

Retired Match (Defined as an athlete/team starting a match, then stopping play due to injury, illness, personal circumstance)

- a. To be used after a match has begun.
- b. Will be used in the seeding process (used only as a direct – will not count with indirects).
- c. To be determined by medical advisory team (athlete's coach, onsite medical personnel, tournament director)
 - i. The athlete(s) may resume tournament play after clearance by the medical advisory team (athlete's coach, onsite medical personnel, tournament director).

Frequently Asked Questions

Q 1: When does a student become a member of their school tennis team?

A 1: The first day they attend a school practice.

Q 2: What defines the KSHSAA school year and summer season?

A 2: The KSHSAA defines Summer as the Saturday before Memorial Day through Labor Day. School Year is the opposite – Labor Day through Saturday before Memorial Day.

Q 3: After a girl attends her school team practice on August 14, can she play in outside event that is not a school scheduled event?

A 3: No. Per a change in KSHSAA **Rule 22-1-1**, a player may not play in an outside event once they attend their first school practice.

Q 4: After a girl attends her school team practice on August 14, can she participate in group training sessions at a tennis club or take private lessons?

A 4: NO. She may not participate in group instruction outside of her school team practice.

YES. A student may always take a private lesson as defined in **Rule 26** (Section 02).

Q 5: For the boys season, a school chooses to start practice on the first possible day – February 26. Can a boy from America HS who has not yet attended a practice at America HS play in an outside tournament over spring break (mid March)?

A 5: YES. This would not be a violation. See Q1.

Q 6: A student does not attend their first school team practice until midway through the season. Will they be eligible for postseason play?

A 6: YES, if they are a member of their school team for a majority of the scheduled varsity events. Majority = 1 more than half; maximum number of player matches = 8, Majority = 5.

Q 7: Rule 41-2-4a. (Tennis) – If a player plays in one match on one day, can they play in one match the next day and count that as one day of competition?

A 7: YES, only if it follows **Rule 41-2-4a**. Two dual meets may be substituted for one day of competition provided no loss of instructional time would be missed for travel or competition.

NOTE: A player attending a tournament and only playing one match one day cannot attend another tournament, play one match and count it as one day of competition.

04 POSTSEASON TOURNAMENTS

General Procedures

USTA Rules with KSHSAA modifications will be used in both regional and state competition.

- **Regional tournaments:** All matches will be the best of 3 sets. **Exception:** Play-in matches (matches to qualify for the bracket of 16 players) will be 8 game pro sets (tiebreak at 8-all). Matches M, N, O, P, Q, R & S will play out the 3rd set, if needed. All other matches will use the 10 point super tiebreak for the 3rd set.
- **State tournaments:** All matches on the front side of the bracket will be the best of 3 sets. Matches I, J, K, L, M, N, 3rd place and championship will play out the 3rd set, if needed. All other front side matches will use the 10 point super tiebreak for the 3rd set. The back side matches will be 8 game pro-sets (tiebreak at 8-all).
- **Sets 1 and 2** will use the tiebreaking procedure outlined in this manual (see page 23).

Arbitration Committee

The object of the arbitration committee is to obtain a fair resolution of disputes by an impartial third party without unnecessary expense or delay. They serve to review and interpret playing rules and policy situations that might occur during the event.

1. Regional Tournament - Two tennis coaches will be appointed by the tournament manager to serve with the tournament manager on the arbitration committee.
2. State Tournament - Four tennis coaches (1 per regional tournament) will be appointed by the tournament manager to serve with the tournament manager. The state official will also serve on the arbitration committee
3. Any questions outside the responsibilities of the manager will be referred to the committee through the tournament manager.
4. The arbitration committee will only meet at the direction of the tournament manager.
5. Should any committee members have a player involved in a decision, that member should not participate in making the decision.
6. Members on the arbitration committee must remain onsite until the tournament has concluded.

Coaches Coaching and Wristbands

Salaried tennis coaches representing a participating school will be required to wear a wristband throughout the post-season tournament. Coaching may take place during a match on a changeover, when the players split sets or during an injury timeout. **ONLY ONE COACH MAY APPROACH THE FENCE TO COACH.**

Coaches and spectators are not allowed to coach at any other time. Verbal instructions/codes and discreet visual signals directed to players during a game are prohibited.

Default/Medical Default/Retired Match Policy

See Section 03 for default and retirement policy.

Manager Checklist

A checklist has been prepared to assist regional and state tournament managers. Please see page 34. The KSHSAA will conduct a meeting with all state hosts approximately two months prior to the tournament. This important meeting (at each host school) will provide the opportunity to thoroughly discuss tournament details.

Medals and Trophies

Regional - The top six singles and the top six doubles will receive medals. The top two teams will receive plaques.

State - The top 12 singles and the top 12 doubles will receive medals. The top three teams will receive trophies.

Tennis Balls

Regional Tournaments - Schools are to provide one can of new tennis balls for each team or individual entered in regional competition.

Schools are allowed two singles and two doubles entries which would mean that they must provide a total of four cans of new balls. The tennis ball that must be provided for the 2023-24 tennis seasons will be one of the following: Dunlop Championship Hard Court Extra Duty; Dunlop Grand Prix (Hard Court); Penn Championship X-Duty; Wilson Championship X-Duty; Wilson US Open X-Duty.

State Tournaments - The KSHSAA will provide all tennis balls for all state tournaments. The official tennis ball for the 2023-24 KSHSAA state tournaments will be the Wilson US Open Extra Duty.

Postseason Hosts/Facilities Requirements

The KSHSAA would like to know if schools are interested in hosting a postseason tennis tournament. The ideal situation would be for all courts to be at one site. Given the number of schools assigned to each site, the following number of courts serve as a minimum standard.

Regional Tournaments - It is recommended that schools have at least 5-6 courts when hosting a tournament. In the event no host is available, no less than 4 courts will be considered.

State Tournaments - Given the number of matches at a 2-day state tournament, at least 10 courts (in one location) are required to host. Naturally, more is better. If a school is interested in hosting a tournament but doesn't have the facilities to do so, please notify the KSHSAA Tennis Administrator. The KSHSAA will work with interested schools to partner them with area facilities that have multiple courts.

Tiebreak Procedures (Set 1 & 2)

POINTS—7 out of 12—When a set score becomes 6-all (singles/doubles), the 12 point tiebreak procedure will be used. The first player (or team) to reach seven (7) points—by a margin of two (2) points—wins the tiebreak and the set. The players shall change sides for one game after a tiebreak. Players shall change sides during the tiebreak without rest. The tiebreak counts as one game in reckoning ball changes. If a ball change were called for (on) the tiebreak game, new balls shall be used.

Singles

Player A serves Point 1, right court; Player B serves Points 2 and 3, left court and right court; A serves Points 4 and 5 (L and R); B serves Point 6 (L) and, after players then CHANGE SIDES, Point 7 (R); A serves Points 8 and 9 (L and R); B serves Points 10 and 11 (L and R); A serves Point 12 (L). If either player wins 7 points, by a margin of 2 points, the set shall be recorded as 7 games to 6.

If the score reaches 6 points all, the players then CHANGE SIDES, and players shall continue to serve as before until one player establishes a margin of 2 points. Player A serves Point 13, right court; Player B serves Points 14 and 15, left court and right court; A serves Points 16 and 17 (L and R); B serves Point 18 (L). If the score is still tied, the players then CHANGE SIDES every 6 points and repeat this procedure.

A	R		L R		L R		L R		L R		L R		L
B		L R		L R		L R		L R		L R		L R	

Change sides

Player B shall serve first in the set following the playing of the tiebreak, thus assuring that he or she will be first server if this set also goes into a tiebreak.

Doubles

(A and B) versus (C and D). Assume that Player D has served the 12th game. Same procedure as in singles will apply. Players preserve the sequence of their serving turns.

Player A serves Point 1, right court; Player C serves Points 2 and 3, left court and right court; B serves Points 4 and 5 (L and R); D serves Point 6 (L) and, after teams then CHANGE SIDES, Point 7 (R); A serves Points 8 and 9 (L and R); C serves Points 10 and 11 (L and R); B serves Point 12 (L). If either team wins 7 points, by a margin of 2 points, the set shall be recorded as 7 games to 6.

A & B	A R	B L	B R	A L	A R	B L	B R	A L	A R	B L	B R	A L
C & D	C L	C R	D L	D R	C L	C R	D L	D R	C L	C R	D L	D R
Change sides												

If the score reaches 6 points all, teams then CHANGE SIDES, and players shall continue to serve as before until one team establishes a margin of 2 points. Player B serves Point 13, right court; Player D serves Points 14 and 15, left court and right court; A serves Point 16 and 17 (L and R); C serves Point 18 (L). If the score is still tied, the teams then CHANGE SIDES every 6 points and repeat this procedure with the continuing sequence of service. Teams shall change sides for one game after a tiebreak with team (C and D) to serve first.

Super Tiebreak (10 Points)

With the exception of matches I, J, K, L, M, N, 3rd place and Championship (State) and M, N, O, P, Q, R, S (Regional), when the score in a match is one set all, one super tiebreak game shall be played to decide the match. This tiebreak game replaces the deciding final set.

The player/team who first wins 10 points shall win this match tiebreak and the match provided there is a margin of two points over the opponent(s).

When using the super match tiebreak to replace the final set:

- The original order of service continues (**Rules 5 & 14**).
- In doubles, the order of serving and receiving within the team may be altered, as in the beginning of each set (**Rules 14 & 15**).
- Before the start of the match super tiebreak there shall be a three (3) minute set break.
- Balls should not be changed before the start of the match super tiebreak.

Time Issues

Tournament managers, coaches and players should be reminded of the following:

1. NEVER leave a tournament site without knowing the time schedule and plan for future matches that day. Players should remain at the tournament site throughout the day as it is difficult to pinpoint the exact time they will play. Players should anticipate when they will play, report early and always be within hearing distance.
2. WARM-UP prior to a match is 10 minutes unless players agree to start earlier.
3. All play is continuous
 - a. Between points = 20 seconds max (players only)
 - b. Changing ends = 90 seconds max
 - c. End of a set = 2 minutes max
 - d. Split sets = 10 minutes max (shorter if players agree)
 - e. Before tiebreak = 90 seconds max (6-all or 8-all pro set)
(Coaching is allowed before tiebreak)
 - f. Before Super Tiebreak = 3 minutes max

NOTE: No extra time shall be given to allow a player to recover condition.

4. BETWEEN MATCHES – Weather conditions (heat, humidity) and length of a previous match will be taken into consideration when determining the rest period between matches. Typically, matches lasting over one hour results in at least a 45 minute rest period.
5. Medical/Injury Timeout Per Match
 - If needed, a player/doubles pair will be allowed one 10 minute timeout for injury or treatable medical condition.
 - During a 10 minute injury timeout, one (1) coach may join player(s) on the court.
 - The 10 minutes begin when the adult responsible for providing aid reaches the athlete.
 - Medical/Injury Time Outs may only be called after warm-up has been initiated. The single ten minute medical/injury time out begins when the coach, trainer, or adult responsible arrives court side to assess and render support for the athlete.

NON-TREATABLE MEDICAL CONDITIONS

Players may not receive a medical timeout or treatment any time during a match, a warm-up, or rest period for the following conditions:

- a. Any medical condition that cannot be treated appropriately during a match, such as degenerative conditions not helped or eased by on-court treatment
 - b. General player fatigue, such as fatigue not accompanied by cramps, vomiting, dizziness, blisters, or other similar treatable conditions
 - c. Any medical condition requiring injection (other than an insulin injection), intravenous infusion, or supplemental oxygen. Diabetics may use devices to check blood sugar, may administer subcutaneous injections of insulin, and may use battery-powered insulin pumps. Asthmatics may use only hand-held, non-battery, or non-electrical inhalers.
6. Bleeding Timeout

A maximum of 15 minutes is allowed to stop visible bleeding, clean up the court and dispose of contaminated items. Bleeding timeout begins when player notifies official/tournament manager or acknowledges there is visible bleeding. No coaching is allowed during a bleeding timeout.
 7. Toilet/Change of Attire Breaks

A toilet/change of attire break consists of a reasonable amount of time when an official/ tournament manager determines that there is genuine need. No coaching is allowed during a toilet/change of attire break.
 8. No matches may begin after 10 p.m. (postseason play).

Request For Line Judge

On occasion, there may be times when a request is made for someone to call lines. **These requests, if made, are usually a result of a player believing that their opponent may not be calling balls in or out as they believe they might be. Requests for a line judge may also stem from past challenges between the two players.**

Players may request the assistance of someone to call lines. However, if such a request is made:

1. The player should first make their coach aware of the request. This would be considered a warning.
2. As play continues, if the player continues to feel they need assistance with calling lines, the tournament manager and Roving Official should be made aware of the request by the player and their head coach.
3. The Roving Official will then assign a head coach (or assistant coach, if available) who is not affiliated with those playing the match to call lines for the remainder of the match.
4. Line judges will only call a line upon player's request(s).

Rationale: One questionable line call should not be grounds for requesting someone to call lines. A past history between the players is also not grounds for an automatic request for someone to watch lines in the match. A reasonable request, based on several concerns regarding questionable line calls, is acceptable.

Warm-Up

Warm-up prior to the start of tournament play is limited to the members and coaching staff of the school team. Parents, alumni, members of the other gender school squad and private instructors are not permitted/allowed to participate on-site for tournament warm-up.

Warm-up prior to a match – Players shall provide their opponent a 10 minute warm-up (unless both agree that less is ok). If a player declines to warm up their opponent, the player forfeits the right to a warm-up, and the opponent may warm up with another person.

05 REGIONAL TOURNAMENTS

Dates/Assignments

Girls

- September 13, 2024 - Regional assignments announced
- October 12, 2024 - 1-Day Regional Tournaments (*Saturday*)
- October 11-12, 2024 - 2-Day Regional Tournaments (*Friday/Saturday*)

Boys

- April 1, 2025 - Regional assignments announced
- May 10, 2025 - 1-Day Regional Tournaments (*Saturday*)
- May 9-10, 2025 - 2-Day Regional Tournaments (*Friday/Saturday*)

Regional Assignment Criteria

All schools participating in interscholastic tennis will receive a regional assignment as soon as their school submits to the KSHSAA their Fall (girls) / Spring (boys) Activity Participation Form.

The KSHSAA Executive Board has established the following criteria for making regional assignments:

1. After determining the number of schools participating, there shall be an equal number of schools competing at each site, insofar as possible.
2. Identify tournament site from those schools that have expressed an interest in hosting. Priority is given to those who have been the longest to have hosted.
3. Assign schools in clusters geographically around the host site, taking into consideration travel and distance, insofar as possible.
4. If a cluster of schools does not have a best available site, all schools in the cluster will be invited and the KSHSAA will determine the host site.

Regional Format – 1-Day, 2-Day

Regional tournaments will be conducted during SCW #14 (girls) and SCW#44 (boys).

8 or more tournament courts at one site -

- In classifications with 36 or fewer schools (max of 18 or fewer entries in each category [singles, doubles] at each site), a 1-day regional tournament will take place.

Fewer than 8 courts -

- In classifications with 37 or more schools, a 2-day tournament will be conducted.

Regional Entries

The \$70 participation fee covers the regional entry fee (an invoice will be emailed to based on the fall and spring activity participation forms).

1. Each school may enter two doubles teams and two singles players.
2. No participant may be entered in both singles and doubles.

3. No changes are allowed after the entry forms are submitted to the tournament manager at the seeding meeting. No switching between singles and doubles shall be permitted after entries are submitted.
4. Schools must attend the regional to which they are assigned or be subject to disqualification.
5. Schools assigned but not entering should notify the KSHSAA immediately.

Regional Tournament - Records Required for Seeding Meeting

Coaches should bring the records of the athletes for the Regional category they are competing in. Singles players records should include that player's singles record; doubles entries should include the record for the doubles team entered into the Regional. All athletes' records (singles and all doubles matches) should be updated on the KSHSAA website for public viewing. Coaches should bring enough copies of their athlete's records for all coaches present at the Regional seeding meeting. Reminder: Records should be updated within 48 hours of competition.

Coaches will continue to bring their regional entry forms to present to their Regional Tournament manager prior to the seeding meeting.

Regional Seeding Procedure

Coaches must always keep in mind the contest essentially belongs to the contestants. Coaches should seed their players and vote in the most ethical and fair manner in order to maintain the integrity of the seeding procedure for all athletes, not just their own players.

1. **YOU MAY NOT CONCEDE A SEED.**
2. If a coach wishes to have a player(s) considered for a seed between numbers one and eight (or half of the tournament entries in the classifications with more than eight schools per regional tournament), they must announce this at the beginning of the seeding procedures.
3. Six positions will be seeded in both singles and doubles. Seeds seven through half of the entries, including nine and 10, will be offered if any coach so wishes.
4. Once a player is put up for a seed, he or she is automatically up for all following seeds through #8. If a coach initially believes his/her player deserves a top 8 seed, the coach WILL NOT be able to pull them out of the seeding procedure.
5. Only the coach of a player or team may put up that player or team for a seed. However, if a player or team is not represented due to unforeseen circumstances, the player or team may be put up for a seed by another coach present.

Seeding Criteria

1. DIRECT WINS - In the case of split victories, the following guidelines will be followed:
 - a. If there is an even amount of wins, then the most recent win has precedence, no matter the length of the match.
2. INDIRECT WINS (wins and losses to common opponents)
 - a. If three entries are up for the same seed and one entry has direct and/or indirect wins over the other two entries in contention, NO VOTE between the entries is needed and directs/indirects will be honored. It is possible a vote may be needed between the other two entries.
 - b. If there is an uneven split (i.e., 2-1) then the **most** wins takes precedence, not necessarily the last win.
3. Coaches should vote in the most ethical and fair manner in order to maintain the integrity of the seeding procedure for all the athletes, not just their own players.

Coaches with more than one entry per singles or doubles will have two votes. Voting will be by all coaches who feel qualified with the following information. *(You do not have to have seen the players to vote, and coaches may abstain from voting.)*
4. The seeding guidelines may be suspended to allow for a fairer seeding in a situation where a coach proposes an extenuating circumstance and the majority of the coaches present agree to this circumstance.

- a. After seeded entries are placed, every non-seeded entry will be drawn for as follows: one entry at a time per school for the entire bracket with multiple entry schools remaining going first.
- b. When all schools have drawn one spot, the process is repeated.
- c. Players from the same school may be seeded in the same quarter bracket since teammates seeded in the same quarter and advancing to play one another guarantee one a berth at state, and the loser of the match has a consolation match and another attempt to qualify.

Regional Bracket Format

All matches will be the best 2 out of 3 sets (tiebreak on 6-all). **Exception:** Play-in matches (matches to qualify for the bracket of 16 players) will be 8 game pro sets (tiebreak at 8-all). Matches M,N,O,P,Q,R,S will play out the 3rd set, if needed; all other matches will use the 10 point super tiebreak.

Arbitration Committee

The object of the arbitration committee is to obtain a fair resolution of disputes by an impartial third party without unnecessary expense or delay. They serve to review and interpret playing rules and policy situations that might occur during the event.

1. **Regional Tournament** - Two tennis coaches will be appointed by the tournament manager to serve with the tournament manager on the arbitration committee.
2. **State Tournament** - Four tennis coaches (1 per regional tournament) will be appointed by the tournament manager to serve with the tournament manager. The state official will also serve on the arbitration committee
3. Any questions outside the responsibilities of the manager will be referred to the committee through the tournament manager.
4. The arbitration committee will only meet at the direction of the tournament manager.
5. Should any committee members have a player involved in a decision, that member should not participate in making the decision.
6. Members on the arbitration committee must remain onsite until the tournament has concluded.

Time Schedule

Regional tournaments conducted in one day - the coaches seeding meeting will begin at 10 a.m. unless the tournament manager designates otherwise.

Regional tournaments conducted in two days - the coaches seeding meeting on Day 1 will begin at 10 a.m. with match play through quarterfinals. Day 2 match play begins at 10 a.m.

NOTE: In all classifications the seeding meeting/play time may be adjusted by the tournament manager once they are aware of participating schools.

Sequence Of Matches

Tournament managers will determine the matches to start the tournament and the sequence for adding matches. They will record time on and off the court in order to allow for adequate rest.

The tournament manager is responsible for keeping matches on all courts (given rest time) so the tournament may progress to an end.

Typically, a tournament will begin with singles matches, followed by the doubles matches. The reason is singles matches tend to last longer and are more taxing on an individual; therefore, playing singles matches first will allow for a better flow of court usage and adequate rest time.

Fifth Place Match in 2-Day Tournament

Matches Q and R will be played on the first day if both schools agree to do so. If both participating schools want to play the 5th and 6th place match on Day 1 because no one else on their team has qualified for Day 2, they may do so. If both schools are going to be at the tournament for Day 2, the match should be played Day 2. *Rationale: By playing the match to get to 5th/6th on Day 1, those top 16 players who play and make it to the semifinals would need to play three matches. Those with a feed-in match would be playing four matches.*

Regional Scoring

Team points will determine regional team champions as follows:

Place	Points
1st	7
2nd	6
3rd	5
4th	4
5th	3
6th	2

Loser of the matches (Q & R) = 1 point

Team Score Ties

1. The team with the most entrants (a singles qualifier is one entrant, a doubles team is one entrant) going to state will be awarded the top finish.
2. The team with the most entrants to reach the semifinals (entrants were therefore in the top 4)
3. If a tie still exists, both teams will be declared tied for the same team place/position.

Scoring Ties, Defaults, Retired Matches

In team tie situations:

BYES will be counted at the best first round win in singles or doubles of the school tied with;

DEFAULTS will be counted as 6-0, 6-0 or 9-0, or whatever number needs to be attained to win a match in a pro-set;

RETIRED MATCHES will be counted as score played up to the point of retirement plus the additional games required to win by the winning player or team. (Example: 0-3 in the 1st set, player with three wins retires = match score for the winner will become 6-3, 6-0.)

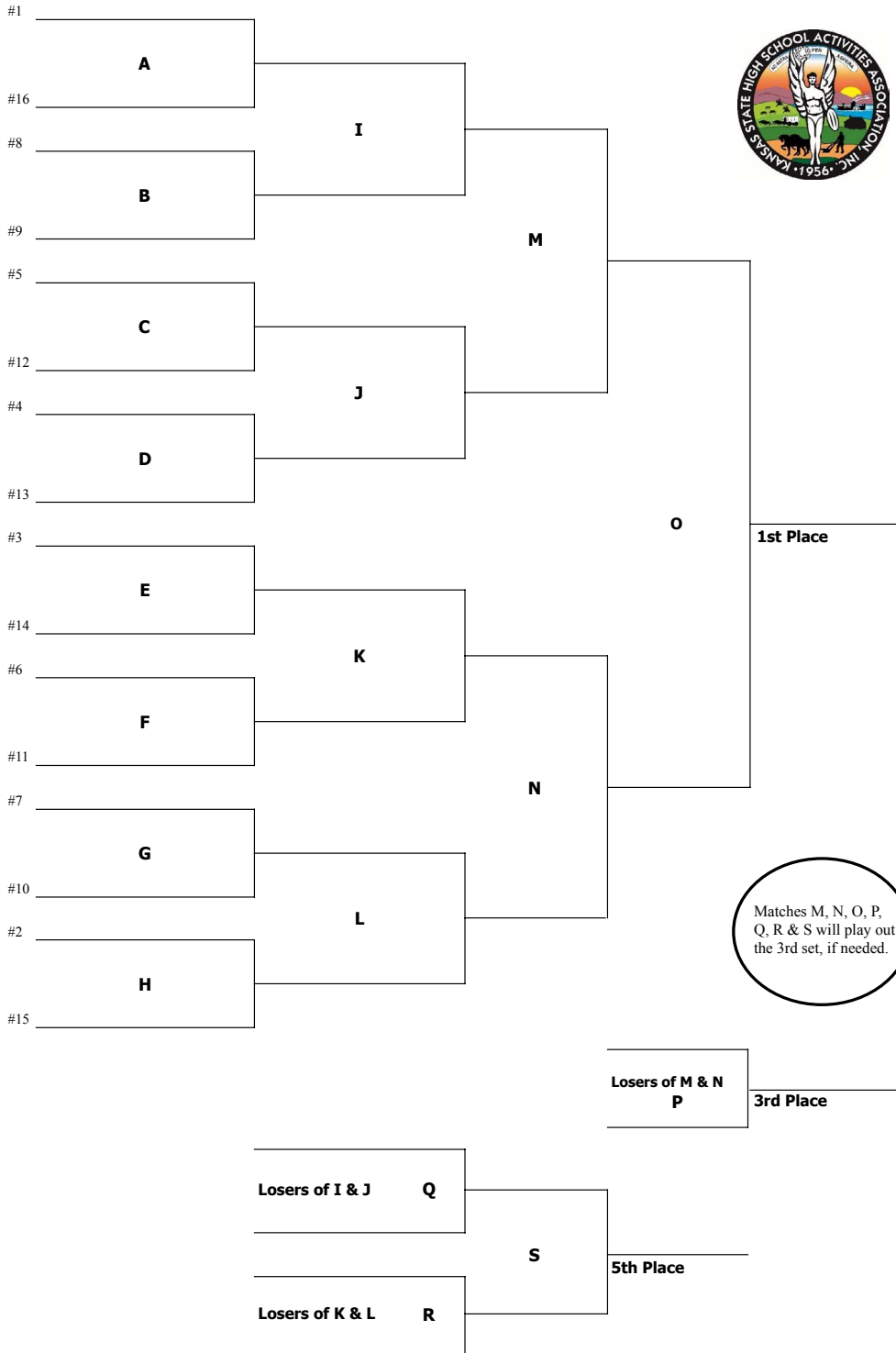
When a match includes a default from both participating teams concurrently, the match shall be declared a win for the side with the highest percentage of games won during the regional tournament. The team points for the places involved will be added, divided by two and then equally awarded to each team.

Updated Records Required for All State Qualifiers

Following the regional tournaments, coaches will go online and enter the matches played at the regional tournament if one of their players or doubles teams qualified for the state tournament. Once this has been done, the coach is asked to email ssmith@kshsaa.org. This information is due by noon on the Sunday following the regional tournament.

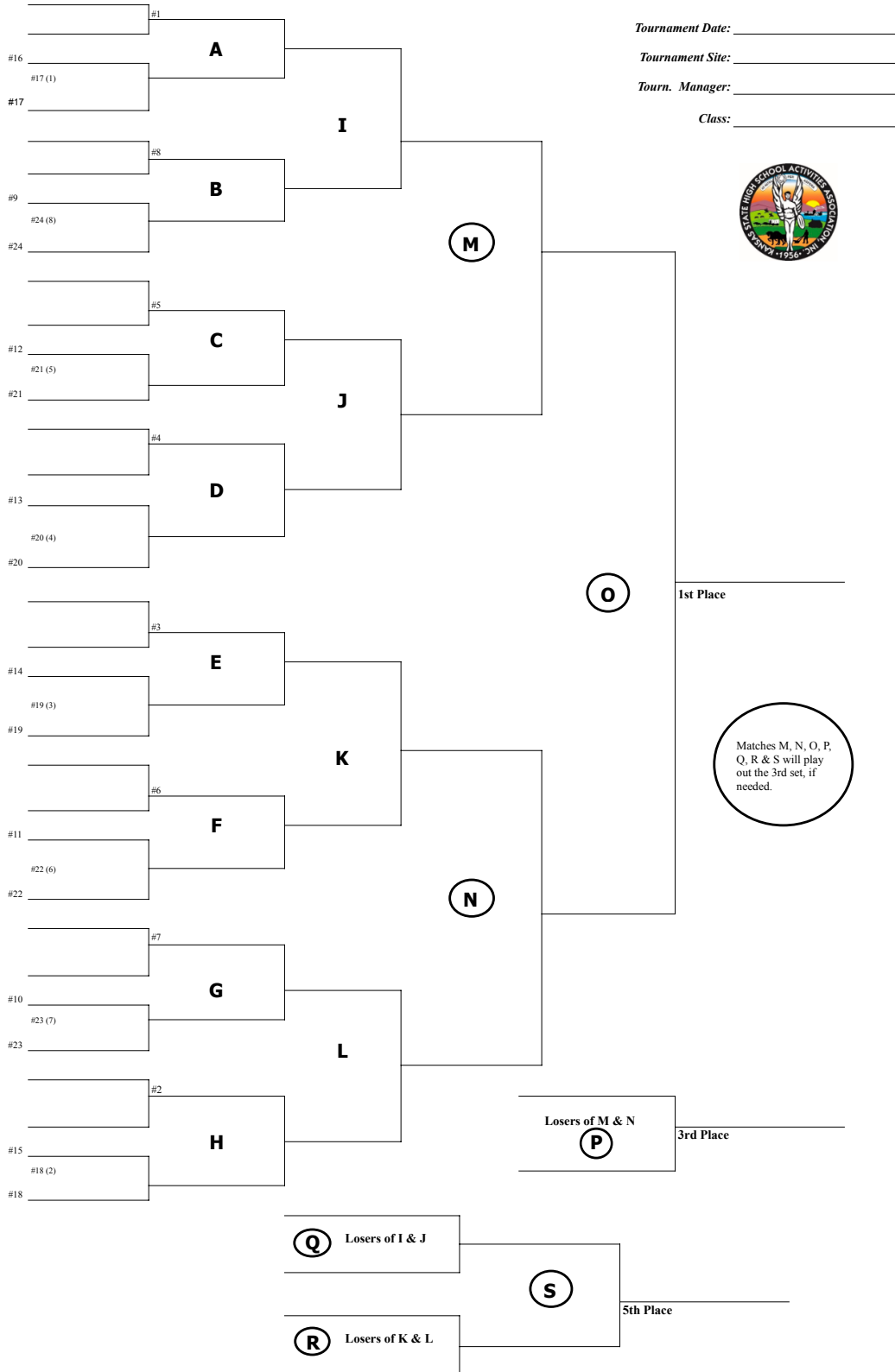
Kansas State High School Activities Association
OFFICIAL REGIONAL TENNIS TOURNAMENT BRACKET
 16 Team/Entrant

Site: _____ Classification _____
 Manager: _____ Date/Year: _____



The top 6 finishers advance to the state tournament.

Kansas State High School Activities Association
OFFICIAL REGIONAL TENNIS TOURNAMENT BRACKET
 32 Team/Entrant



Checklist for Regional Tournament Managers

- Check arrival of and inspect plaques and medals
- Make sure the courts are reserved/secured for the tournament; check nets, lights (if available)
- Contact your local CVB for possible assistance with coaches hospitality room

Information to participating schools

(tell them what you would want to know if you were traveling to a regional site)

- Tournament location (town) and location of courts
- Time and location of coaches seed meeting
- Tournament starting time
- Information on local eating and lodging establishments
- Reminder to bring copies of online W/L form for all regional participants
(number of copies equals number of schools plus one)
- Reminder to bring regional entry card (signed by school administrator)
- Reminder to bring one can of tennis balls per entrant

Tournament Atmosphere And Publicity

- Banner/sign indicating event *(i.e. 2023 KSHSAA Class 4A Girls Regional Tennis Tournament)*
- Post large tournament brackets
- Introduce participants prior to championship matches
- Announce outcome of tournament as awards are presented

Coaches Seeding Meeting

- Begin on time (meeting closed to players, parents and spectators)
- Introductions – manager and all coaches
- Collect entry cards
- Collect and distribute all W/L forms for all tournament entrants
- Collect tennis balls from all coaches (one can per entrant)
- Identify Arbitration Committee (must stay until tournament completed)
- Seed tournament (Manual, Section 05)
- Discuss conduct/sportsmanship and the coach's role
- Discuss tournament timeline (Manual, Section 05)

Reporting Results

- Update online result form of top 6 singles and doubles pairs plus team scores
- Update online tournament brackets (singles and doubles)

STATE TOURNAMENT

Tournament Dates

Girls - October 18-19, 2024 - State Tournaments (*Friday/Saturday*)

Boys - May 16-17, 2025 - State Tournaments (*Friday/Saturday*)

Qualifying for State

The winners of the first six (6) places in singles and doubles at each of four (4) regional tournaments in all classes will qualify for the state tournaments. Each state tournament will have 24 singles entrants and 24 doubles entrants.

State qualifiers will be posted on the KSHSAA website (www.kshsaa.org) once all regional results have been received.

State entry fees will be invoiced to the athletic director (\$15 entry fee per individual).

Warm-Up

If a singles player or a doubles team does not have school teammates to warm up with at the state tournament, they may warm up with players from another school.

Substitution Policy and Default Policy

Substitution Policy: Should a doubles player who qualifies for the state tournament become ill or injured and is unable to participate in the state tournament, another team member (who did not participate in the Regional tournament) may be substituted for the ill/injured player. Substitutions for doubles teams must be made by 8 a.m. the first day of the State Tournament. No substitute is allowed for an ill or injured singles player who qualifies for state.

Default policy: If a doubles player defaults (in unable to play due to illness or injury) and a substitution is made, if the doubles team was seeded in the top 12, the new doubles team would take the 12 seed and the other teams would be moved up one spot. If the doubles team was not seeded in the top 12, the new doubles team would move to the 24 seed and the other doubles teams would move up one seed. Because entries from the same school may not play each other the first round, a doubles team may move two seeded positions. If a singles player defaults (is unable to play due to illness or injury), all entries below that singles player seeded position will move up one spot. The 24 seed will be vacant.

State Seeding Considerations

Rationale: This format allows for more competitive seeding for ALL state qualifiers due to the strength and depth of particular regional meets.

Voting: Coaches with more than 1 entry in singles will have 2 votes. Coaches with more than 1 entry in doubles will have 2 votes. Voting will be by all head coaches with entries in that specific field. Coaches need not have to have witnessed the players play to vote. Coaches may choose to abstain from voting.

- ONLY 4 players or doubles teams are involved in the seeding conversation at any time.
- Entries from the same school cannot play their teammates in the opening round (those matches involving seeds #9-24).
- Seeds #13-24 shall be awarded in descending order based on each player's (or doubles team's) regional finish. Direct and indirect wins do NOT factor into the discussion.

Seeding Criteria

1. Direct wins - In the case of split victories, the following guidelines will be followed:
 - a. If there is an even amount of wins, then the most recent win has precedence, no matter the length of the match.
2. Indirect wins (wins and losses to common opponents)
 - a. If four entries are up for the same seed and one entry has direct and/or indirect wins over the other three entries in contention, NO VOTE between the entries is needed and directs/indirects will be honored.
 - b. If there is an uneven split (i.e., 2-1) then the **most** wins takes precedence, not necessarily the last win.
3. Coaches should vote in the most ethical and fair manner in order to maintain the integrity of the seeding procedure for all the athletes, not just their own players.

Coaches with more than one entry per singles or doubles will have two votes. Voting will be by all coaches who feel qualified with the following information. *(You do not have to have seen the players to vote, and coaches may abstain from voting.)*

Seeding Procedure

Seeds #1-12 shall be determined as follows:

1. The 4 regional champions will be considered for the #1 seed. The seeding conversation for the #1 seed shall be limited to only the 4 regional champions.
2. Each time a player (or doubles team) is seeded, the next highest placing finisher from such player's (or doubles team's) regional meet moves into the seeding conversation. For example, for the #2 seed, there will only be 4 singles players (or doubles teams) up for discussion: the 3 remaining regional champions plus the regional runner-up to the state #1 seed.
3. The process continues until seeds #1-12 are filled, with one exception: All regional champions (4 in singles and 4 in doubles) are guaranteed a top 12 seed. For example, if there are still 2 regional champions available for the #11 seed, those 2 regional champions are the only players or doubles teams in the discussion for seeds #11 and #12.

Systematic Draw-In Procedure

Seeds #13-24 shall be determined as follows:

1. The highest remaining regional finisher shall be awarded the #13 seed. For example, if a regional runner-up is still available, they will take the #13 seed.
 - a. EXCEPTION: If there is only one entry remaining at a particular seed and placing them on the bracket in the correct location creates a matchup with teammates, this entry shall be bypassed for the seed in question and placed in the bracket at the next highest available seed. The process to fill the vacant seed would go to the next available entry as outlined in the systematic draw-in procedure.
2. If there are 2 or more players (or doubles teams) with the same regional finish, an automatic randomization shall decide the next 2 or more seeds, as applicable.
 - a. EXCEPTION: If the draw of numbers creates a potential matchup between teammates in the opening round, the draw of numbers will be repeated until all teammate conflicts are eliminated.
3. The process continues to the next regional placement following the same procedure until all 24 seed positions are filled.

Arbitration Committee

The object of the arbitration committee is to obtain a fair resolution of disputes by an impartial third party without unnecessary expense or delay. They serve to review and interpret playing rules and policy situations that might occur during the event.

1. **Regional Tournament** - Two tennis coaches will be appointed by the tournament manager to serve with the tournament manager on the arbitration committee.

2. **State Tournament** - Four tennis coaches (1 per regional tournament) will be appointed by the tournament manager to serve with the tournament manager. The state official will also serve on the arbitration committee
3. Any questions outside the responsibilities of the manager will be referred to the committee through the tournament manager.
4. The arbitration committee will only meet at the direction of the tournament manager.
5. Should any committee members have a player involved in a decision, that member should not participate in making the decision.
6. Members on the arbitration committee must remain onsite until the tournament has concluded.

State Bracket Format

All matches on the front side of the bracket will be the best two out of three sets with a super tiebreak for the third set. Exception: Matches I, J, K, L, M, N, 3rd place and Championship will play out the 3rd set, if needed.

All matches on the back side of the bracket will be eight (8) game pro-sets (12 point tiebreaker at 8-all).

State Tournament Time Schedule

Friday

9 a.m. - Coaches Meeting

Attendance limited to state manager, State Official, KSHSAA representative and qualifying head/assistant coaches

10 a.m. - Pre-Tournament Festivities (On-Court)

Welcome, National Anthem, Player/Coach Introductions, Important Information

10:20 a.m. - Warm-Up for First Round Matches

10:30 a.m. - Competition Begins

Matches on Friday will include the first three rounds of singles and doubles (see bracket)

Saturday

9 a.m. - Competition Begins

Only in the event of inclement weather, or the threat of such weather, may the tournament manager adjust the Saturday starting time. All qualifying coaches and participants will be informed well in advance if such a change should occur.

TBD - Introductions of participants prior to championship match

TBD - Presentation of trophies to top three teams and medals to the top 12 singles and doubles participants

Sequence Of Matches

Tournament managers will determine the matches to start the tournament and the sequence for adding matches. They will record time on and off the court in order to allow for adequate rest.

The tournament manager is responsible for keeping matches on all courts (given rest time) so the tournament may progress to an end.

Typically, a tournament will begin with singles matches, followed by the doubles matches. The reason is singles matches tend to last longer and are more taxing on an individual; therefore, playing singles matches first will allow for a better flow of court usage and adequate rest time.

State Scoring

Team points to determine champions are as follows:

Place	Points
1st	16
2nd	14
3rd	12
4th	11
5th	10
6th	9
7th	8
8th	7
9th	6
10th	5
11th	4
12th	3
Win, lose, win, lose	2
Bye, lose, win, lose	2
Lose, win, lose	1
Win, lose, lose	1
Bye, lose, lose	1

Scoring Ties, Defaults, Retired Matches

In team tie situations:

BYES will be counted at the best first round win in singles or doubles of the school tied with;

DEFAULTS will be counted as 6-0, 6-0 or 9-0, or whatever number needs to be attained to win a match in a pro-set;

RETIRED MATCHES will be counted as score played up to the point of retirement plus the additional games required to win by the winning player or team. (Example: 0-3 in the 1st set, player with 3 wins retires = match score for the winner will become 6-3, 6-0.)

State Tournament Tiebreak

1. The team with more entries earning medals breaks the tie. (A doubles team counts as one entry as does a singles player).
2. If a tie still exists, the team with the most points according to the current point scale for their state medalist(s) only. (Entries not advancing to Day 2 of the state tournament will not have their points included in the tiebreaking process).
3. If a tie still exists, both teams will be declared tied for the same team place/position.

State Tennis Tournament Sites

Girls State Tennis - Friday & Saturday, October 18-19, 2024

6A - Praire Village-Harmon Park;

Host: Shawnee Mission East High School; Manager: Ryan Johnson and Andrew Gibbs

5A - Andover District Tennis Complex

Host: Andover Central High School; Managers: Chad Gerwick and Janet Glaser

4A - Topeka-Kossover Tennis Center

Host: Topeka-Hayden High School; Managers: Bobby Taul and Christy Sheetz

3-1A - Wichita-Riverside Tennis Center

Host: Wichita Collegiate High School; Managers: Mitch Fiegel and Simon Norman

Boys State Tennis - Friday & Saturday, May 16-17, 2025

6A - Junction City-Bluejay Tennis Facility;

Host: Junction City High School; Managers: Chris Bogenhagen and Matt Michael

5A - Salina Tennis Center

Host: Salina-South High School; Managers: Ryan Stuart and Kendra Maples

4A - Winfield-T.H. Vaughan Tennis Center;

Host: Wellington High School; Manager: Elly Johnson

3-1A - Topeka-Kossover Tennis Center

Host: Lawrence-Bishop Seabury Academy; Managers: Brian Rios and Eric Nelson

State Site Information Online

To assist tennis players, coaches, school administrators and spectators, information specific to each state tournament will be posted online 3 weeks in advance of the tournament date. Information includes directions to the tournament site, time and location of coaches meeting, T-shirts and concessions available, local motels and eating establishments.

To access this information, please go to: www.kshsaa.org>Athletics>Tennis>State Site Information and Brackets.

Inclement Weather and Tournament Play

KSHSAA postseason tournaments will be played on outdoor courts. In the event of inclement weather, the tournament manager will make adjustments to the tournament schedule as needed. All coaches will be informed of any new schedule.

State tournaments that are not completed as scheduled (Friday, Saturday) will be continued on the following day (Sunday). The only exception would be inclement weather and/or availability of the tennis facility.

COACHES HAVE NO AUTHORITY TO CHANGE THE TOURNAMENT FORMAT IN PLACE.

State Official

NOTE: If the KSHSAA is not able to secure a USTA Official, a qualified tennis professional will be available at the state site.

The state official will work with the state manager to provide a safe and secure environment and assist in maintaining appropriate conduct standards by spectators, coaches and participants. The duties of the state officials will be that of a roving umpire. They will exercise jurisdiction over all courts and their duties will include, but are not limited to, the following:

1. Ensure assigned courts are ready for play;
2. Enforce warm-up and change-over times;
3. Enforce the KSHSAA Conduct Point Penalty System;
4. Resolve scoring disputes;
5. Overrule line calls and call foot faults when in direct observation of a court;
6. Avoid staying on one court, and officiate all courts uniformly;
7. Be highly visible, but don't spy on the player.

Per the KSHSAA Executive Board, the state official will not be assigned to call lines during a match. They will be responsible to assign an assistant coach or other qualified, uninvolved individual to call lines, if needed.

- The state official will be secured, assigned, and compensated by the KSHSAA.
- The state official will report to and work closely with the state manager.
- The state official will not replace the Arbitration Committee but will serve as a member of the committee.
- The state official will be required to attend the coaches meeting on the first day of the state tournament. They will be given a *KSHSAA Tennis Manual* in advance of the tournament so they are well aware of the KSHSAA Conduct and Sportsmanship policies.

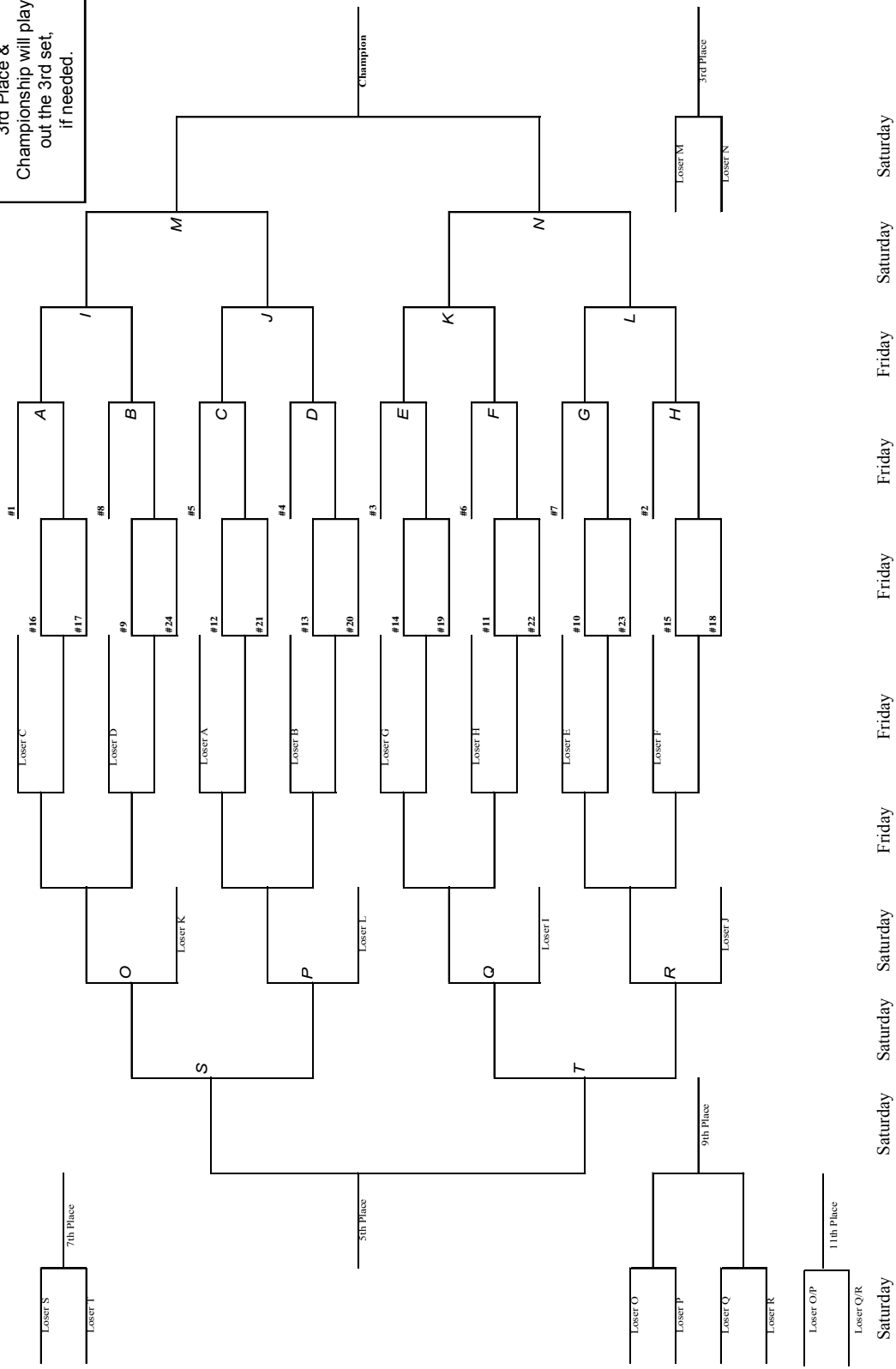
Kansas State High School Activities Association State Tennis Tournament Bracket



Tournament Date/Year: _____
 Tournament Location: _____
 Tournament Manager: _____

Circle One: Boys Girls
 Circle One: Singles Doubles **Class:** _____

Matches I, J, K, L, M, N,
 3rd Place &
 Championship will play
 out the 3rd set,
 if needed.



07 COACHING RESOURCES

Tennis Etiquette

1. Ball management

Even the most efficient tennis players spend more time between points than playing points. Here are a few tips that will speed up the game and make it more fun for everyone.

- Balls should be kept either in hand, in a pocket or ball clip, or against the fence directly behind the center mark.
- Any time your opponent has to walk a significant distance to get a ball, look around your side to see whether you can use that time to collect a ball that's similarly far away.
- If the server needs a ball, the player closest to a ball should get it and send it to the server.
- Send a ball to the server so that he/she can catch it easily with one hand.
- **Never** hit a ball **hard** toward the server's side with the intention that he/she will eventually collect it off the fence. Aside from the possibility of hitting someone who's not expecting a ball to be coming, it's rude to make the server pick a ball up off the ground when you could have sent it so that it could be caught after a bounce or two.

2. Keeping score

- The server must announce the score at the start of each game and at the start of the second point and each subsequent point in each game.
- If the receiver cannot hear the server's announcement of the score, he/she must ask the server to speak louder. Players may not wait until the server believes he has won the game to try to reconstruct the scoring point by point.

3. Line calls

- If you're not sure whether your opponent's shot is in or out, it's in.
- If you return a first serve that your opponent can clearly see is out, your opponent won't be sure why you're not calling it out. It's often hard for the receiver to tell on fast serves, and you must give the server the benefit of the doubt, but if you can see that you confused your opponent by playing an out ball, offer to replay the point.
- In doubles, you should not call balls wide when they land near the **far** sideline, unless the call is obvious and your partner was somehow hindered from seeing the ball land.
- If you are the receiver, and your partner is on or near the service line at the start of a point, your partner has the best view of whether a serve is in or long. You can make a call if he/she doesn't, but always defer to his/her judgment.

Sportsmanship & Tennis Spectator Etiquette

Spectators and fans are extremely important to the game of tennis and we are pleased that you can be in attendance. Tennis spectators should be aware of the following:

- Coaching during the match is only permitted by the player's high school coach.
- Cell phones are to be turned off or placed on vibrate/silent.
- Spectators should not make complaints about "bad" line calls. Players are solely responsible for resolving all matters on their own. Players / coaches may request line judges if needed.
- Spectators should not correct a score or any rule mistakes players make.
- Spectators should keep voices respectfully quiet during and just before the beginning of any points. Use your "inside voice" while watching. Be aware of nearby courts.
- Spectators should not cheer, shout encouragement or applaud during a point or serve.
- Applaud for a long rally, well played point or clean winner. Do not applaud for unforced errors, bad serves or double faults.

USTA “The Code” – Select Sections

The “Code” is the players' guide to fair play and the unwritten rules of tennis.

Principles

Courtesy is expected. Tennis is a game that requires cooperation and courtesy.

Points played in good faith are counted. All points played in good faith stand. For example, if after losing a point, a player discovers that the net was four inches too high, the point stands. If a point is played from the wrong court, there is no re-play. If during a point, a player realizes a mistake was made at the beginning (for example, service from the wrong court), the player shall continue playing the point. Corrective action may be taken only after a point has been completed.

Scoring

Server Announces The Score: The server shall announce the game score before the first point of the game and the point score before each subsequent point of the game.

- Play from a score mutually agreeable to all players.
- Spin a racket or toss a coin.

Kansas Coaches Association

Coaches desiring to change a KSHSAA rule or policy in a sport are encouraged to contact the Kansas Coaches Association (KCA). The KCA is an organization whose officers and sports chairpersons serve on a voluntary basis. The KCA is the only coaches advisory organization to the KSHSAA. Throughout the school year, sport chairpersons survey coaches across the state on a variety of topics. Each spring the KCA will bring to the KSHSAA Executive Board recommendations that receive 70%+ support by the coaches and KCA Executive Board. For more information: <http://kansascoaches.com>

Kansas Tennis Coaches Association

We are working to promote and improve the sport of tennis in the state of Kansas. Join with us and have a voice.

Why be a member of the Kansas Tennis Coaches Association?

- Membership supports the promotion of the sport of Tennis on a local, state, and national level.
- Membership means a voice in the decision making process that determines the direction of our sport in the future.
- Membership supports the recognition of Tennis Coaches of the Year.
- Membership supports the recognition of Tennis career coaches.
- Membership supports the Tennis Clinic held each spring.
- Membership helps sponsor the Hall of Fame banquet to recognize those coaches who have made significant contributions to our sport. This banquet is held on alternate years.
- Membership in our association gives the organization an opportunity to contribute to fellow coaches, and their immediate families, facing important health issues.
- Membership means a stronger organization.

For more information please go to www.kansascoaches.com>Tennis

Emergency Action Planning

The KSHSAA and the KSHSAA Sports Medicine Advisory Committee (SMAC) remind you to take time to REVIEW your Emergency Action Plans (EAP).

Information and other emergency action planning key resources are available under the Sports Medicine & Safety tab on the KSHSAA website (www.kshsaa.org), the NFHS website (www.nfhs.org), the Kory Stringer Institute (www.ksi.uconn.edu) or the National Athletic Trainers' Association website (www.nata.org).

Weather Information For Tennis

KSHSAA postseason tournaments will be conducted on outdoor courts. The KSHSAA Executive Board prohibits the use of indoor facilities for postseason competition.

The KSHSAA must be notified of delays or tournament postponements/rescheduled dates.

EXCEPTION: Tournament managers may contact the KSHSAA Tennis Administrator to request that the last few matches (semifinal, final) be played indoors if facilities are available. Requests will be treated on a case-by-case basis AND MUST BE APPROVED BY THE KSHSAA.

Host School Responsibility - Schools hosting tennis events must be prepared for the chance of inclement weather.

The manager of the event should have the following available:

1. Lightning meter/weather app on phone
2. Squeegees, rollers, brooms, blowers to treat the courts

In case of rain, the tournament manager may exercise the following options:

1. Delay the beginning of the tournament but go ahead with the seeding meeting
2. Declare postponement and reschedule for another day

NOTE: If play is suspended or postponed for a postseason tournament, the manager must notify the KSHSAA.

3. Participating coaches do not have the authority to change the event schedule.

Communication is always important and especially if inclement weather becomes an issue.

1. It is highly recommended that the event manager share their contact information with participating coaches.
2. It is strongly suggested that the event manager secure the contact information for all participating coaches.
3. If the tournament schedule should need to be altered/modified, the new schedule should be tweeted out.
4. If adjustments to a postseason schedule are made, please contact Sarah Smith so the new schedule can be posted on the KSHSAA website.

Postseason Tournaments

In the event of inclement weather, the tournament manager will make adjustments to the tournament schedule as needed. All coaches will be informed of any new schedule. **State tournaments that are not completed as scheduled (Friday/Saturday) will be continued on the following day (Sunday). The only exception would be inclement weather and/or availability of the tennis facility.**

Weather - Helpful Information for postseason tournaments

1. If the start of the tournament is delayed or the tournament is interrupted due to weather, the tournament manager should have access to a weather channel, Doppler radar to monitor weather conditions.
2. Don't be too quick to completely postpone play. Be patient and monitor the weather. Clearly communicate your expectations (tell coaches to not leave the tournament site; or, if raining, tell them to report back to a designated place at designated time). Effective communication is key!
3. Should you encounter rain, be prepared to treat the courts once the rain ends (rollers, blowers, squeegees, brooms) and have people (not players) available to use this equipment.
4. If you encounter rain delays, look ahead at number of courts, number of matches. Allow players adequate rest between matches, yet try to keep all courts in use. Remember: No match may start after 10 p.m.
5. If play must be postponed and rescheduled, or if the tournament cannot be completed, play will resume the next day. CONTACT THE KSHSAA.
6. Storm Shelters - Postseason hosts are expected to secure and have a plan in the event of severe weather.

