

# 2023-24 CROSS COUNTRY ANNOUNCEMENTS

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## Kansas State High School Activities Association

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# AT A GLANCE

## Welcome

The official publication for high school cross country with information concerning regulations and management of cross country meets.

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## Important Dates

**Regional Entry Fee** due August 17 (ADM-Fall) (*participation fee will be invoiced*)

**Exam Answers** due August 30

**Regional Entries** submitted online October 16 by noon

**Regional Meets** October 21

**State Meets** October 28

## Preseason Requirements

- Students and coaches must complete Concussion and Head Injury Requirements.
- Fall coaches must complete Heat Illness Prevention Education.
- All coaches (head and assistant) must complete Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) training (valid for two years).
- Head coaches must submit exam answers online.

## Required Exam

High school and middle school boys and girls cross country head coaches are required to complete an open-book exam covering KSHSAA and NFHS rules. Test questions are included in this booklet. Answers must be submitted online. Directions to log in and submit answers are included in this packet. The test will be available from **July 27 to August 30**. Failure to complete the exam will result in a \$100 fine. No make-up exam is available. Failure to pass with a score of 90% or better will result in the school being listed in the *Activities Journal*. If you are the head high school and middle school coach, complete the exam under your high school login and email Tracee Miller, [tmiller@kshsaa.org](mailto:tmiller@kshsaa.org) to receive dual credit as a middle school coach.

## Projected Calendar Dates

Year	SCW	2023-24	2024-25	2025-26	2026-27	2027-28
Beginning Practice Date	7	8/14	8/19	8/18	8/17	8/16
Earliest Possible Competition	9	8/30	9/4	9/3	9/2	9/1
Regional Meets	16	10/21	10/26	10/25	10/24	10/23
State Meets	17	10/28	11/2	11/1	10/31	10/30

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# 01 SPORTS MEDICINE GUIDELINES

*The Sports Medicine and Safety section of the KSHSAA website has additional information concerning the following topics: environmental safety, concussion information, lightning guidelines, heat and hydration information and a link to the NFHS sports medicine guidelines webpage, which contains much more health-related information.*

## 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](http://www.nfhslearn.com). Schools may choose to use this course in group settings with parents, students or with school staff at in-service meetings.

## Rule 30-1-8 (Heat Acclimatization Policy)

**Art. 8:** Beginning Monday of SCW #7 (August 14, 2023) the following practice rules apply to football, boys and girls cross country, boys soccer, girls volleyball, girls gymnastics, girls tennis and girls golf:

- a. Only one practice per day is permitted the first five 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 three hours. All warm-up, stretching, conditioning and weight lifting is included as part of the three-hour limit.

- c. A separate walkthrough is permitted in addition to the single practice. The walkthrough cannot be longer than one hour and must be separated from practice by at least three 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 five 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 three hours and total practice time combined shall not exceed five hours.
- f. To be deemed a practice, a majority of the squad members must participate in the organized team training session.

## **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](http://www.kshsaa.org)>Sports Medicine & Safety***

# NFHS Guidelines on Handling Practices and Contests during Lightning or Thunder Disturbances

## Proactive Planning

1. Assign staff to monitor local weather conditions before and during practices and contests.
2. Develop an evacuation plan, including identification of appropriate nearby safe areas.
3. Develop criteria for suspension and resumption of play:
  - a. When thunder is heard or a cloud-to-ground lightning bolt is seen, the leading edge of the thunderstorm is close enough to strike your location with lightning. Suspend play for 30 minutes and take shelter immediately.
  - b. Thirty-minute rule: Once play has been suspended, wait at least 30 minutes after the last thunder is heard or flash of lightning is witnessed before resuming play.
  - c. Any subsequent thunder or lightning after the beginning of the 30-minute count will reset the clock and another 30-minute count should begin.

At night, under certain atmospheric conditions, lightning flashes may be seen from distant storms. In these cases, it may be safe to continue an event. If no thunder can be heard and the flashes are low on the horizon, the storm may not pose a threat. Independently verified lightning detection information would help eliminate any uncertainty.
4. Review annually with all administrators, coaches and game personnel.
5. Inform student-athletes of the lightning policy at the start of the season.
6. No matter how weather is monitored, hearing thunder or seeing lightning should always take precedence in decision making over information obtained from other sources.

## **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

## 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 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.**

## 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 22 - Outside Competition

Members of a school cross country team may not compete, enter or run along in road races, fun runs or fundraising runs while a member of the school team beginning with practice on August 14, 2023. Team members should be reminded they cannot participate in fall festival runs, breast cancer awareness runs or other events while a member of the school team.

The Executive Board has established policy relative to these situations. The following defines the events:

- Triathlon: A single competitor participates in all three phases (running, swimming and bicycling) of the event.
- Team Triathlon: Three competitors each participate in a single phase of the event. It is a three athlete (relay style) event.

Given the above, Executive Board policy permits a student (grades 7-12) to participate in a triathlon and not be in violation of KSHSAA **Outside Competition Rule 22**. The rationale for this policy is based on the triathlon event differing significantly than the school sport in which the athlete is currently in season.

School athletes may also participate in team triathlons during a school season of sport. In order to avoid violation of **Rule 22**, school athletes must be careful to not participate in the triathlon phase identical to their school sport. They may only compete in a different phase of the event and not violate the Outside Competition Rule. For example, a track and field or cross country athlete could bike or swim, but not compete in the running phase of a team triathlon.

All athletes should be reminded that KSHSAA **Amateur Rule 21** and **Awards Rule 20** are in effect as it relates to their desire to protect their interscholastic eligibility.

### KSHSAA Regulations During the School Year Outside the Season of Sport/Activity:

1. A school coach may not coach their athletes in the same sport.
2. A school coach may coach senior athletes in the same sport following the conclusion of the school season.
3. A school coach may attend camps or clinics.
4. A school coach may not attend camps or clinics with their athletes.

5. Students may attend camps or clinics but may not attend camps with their coach(es).
6. A school coach may transport (but not in school vehicles) students to non-school competitions in their sport.
7. A school coach may not be reimbursed transportation costs by the school or school booster club.
8. A school coach may not transport students to camps or clinics in their sport.
9. A school coach may supervise an offseason conditioning program for students not currently on a school team.
10. School conditioning programs may not be sport-specific and shall only include weights, running, conditioning and general skill development (not a sport-specific skill).
11. Sport-specific equipment may not be used in conditioning programs.
12. Offseason conditioning programs must be open to the entire student body, and participants must provide their own clothing. A school may not offer more than one offseason conditioning program at any given time. Offseason conditioning is limited to "weight training and general agility drills – not sport-specific drills and general running conditioning."

## Rule 34 - Cross Country

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

**Art. 1:** Each athlete shall participate in twelve (12) days of practice with the team prior to participating in a meet taking place prior to Monday of Standard Calendar Week 13 of the current school year. Each athlete shall participate in a minimum of seven (7) days of practice with the team prior to participating in any meet taking place on or after Monday of Standard Calendar Week 13 of the current school year (See **Rule 30-1-8a-e, Seasons of Activities**). Credit shall be given for a day's practice whether or not it is on a school day.

**Art. 2:** Dual sport fall season student-athletes competing prior to Monday of SCW 13, may use up to three (3) football or soccer practices to count towards the cross country minimum practice requirement

### Section 2: Senior High Regulations

**Art. 1:** Practice shall not begin prior to Monday of Standardized Calendar Week #7 (August 14, 2023) and shall terminate with the state meet.

**Art. 2:** No student representing a member school shall participate in more than seven (7) meets during a season, exclusive of regional and state meets.

- a. Schools are encouraged to schedule as many quadrangular or smaller meets as possible. It is recommended these meets start after school hours.
- b. On those days when schooltime is used, only two competitions 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 (7) meets 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:** The maximum distance by grade level shall be:

7th grade — 2 miles (3200m)

8th grade — 2 miles (3200m)

9th grade — same as senior high school

1. **KSHSAA Executive Board** policy relative to **tobacco products and other chemical use** states: "Coaches, directors/sponsors/coaches aides, and contest officials are **prohibited** from using tobacco products, electronic nicotine delivery systems, alcoholic beverages or illegal drugs while directly involved in interscholastic activities."
2. **KSHSAA RULE 10:** Only certified coaches (certified in compliance with standards established by the State Board of Education) or coaches aides (through application and approval from the KSHSAA) are allowed to work with teams. No volunteers may coach or assist with any coaching duties, with an exception provided for individuals who are certified staff employed by the member school district.

### 3. Middle School Cross Country:

1. Middle school students who are not members of a middle school cross country team may not participate in school sponsored cross country meets as “unattached” runners because their school does not have a middle school program. KSHSAA Bylaw Article I indicates that member schools may only participate against other member schools.
2. Schools which do not have a middle school cross country team may not allow 7th and 8th graders to practice with the high school team.
3. Schools hosting meets may not allow students who are not members of a school team to participate in their meet.
4. A school may choose to have a “fun run or all comers run” prior to or after the school sponsored interscholastic races. If a “fun run” is offered, anyone who is not a member of the school team could be given the opportunity to participate. This may include parents, community members and students who are not part of a school cross country team. KSHSAA catastrophic insurance would not cover participants in a race of this type.

## 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*.

## NFHS Rule 8 - Cross Country

### Section 1 - Course

**ART. 1 . . .** The cross country course shall be 2,500 to 5,000 meters (1.5 to 3.1 miles) in length as determined by the meet director or games committee. Measurement shall be along the shortest possible route a runner may take on the prescribed course. The course shall be clearly marked using one or more of the following methods:

- a. A single wide line or boundary lines, both inside and outside, marked with a material which is not injurious to the eyes or skin;

**NOTE:** A single wide line, if used on turns, should utilize other methods of markings listed below (flag designations) to assist the runner in identifying the course route.

- b. The use of natural or artificial boundary markers; or
- c. Signposts with large directional arrows wherever the course turns, or flags about 1 foot square and mounted on stakes which hold them 6 feet or more above the ground.

**NOTE:** If a single wide line is used, it may or may not mark the shortest possible route that a runner may take.

#### FLAG DESIGNATIONS

- A red flag indicates a turn to the left. Runners must stay on the right side of the flag.
- A yellow flag indicates a turn to the right. Runners must stay on the left side of the flag.
- A blue flag indicates a course straight ahead. Runners may run on either side of the flag.

**ART. 2 . . .** In case of a discrepancy in the course markings, directional flag markings take precedence over any other course markings.

**ART. 3 . . .** The race course should include the following features:

- a. Signs and flags at least 6 feet above the ground visible for 100 feet. Turns and guidelines should be marked on the ground with a material which is not injurious to the eyes or skin. The course should be at least 3 feet (1 meter) wide at its narrowest place. No narrow section should be longer than 10 feet (3 meters) long. Small survey flags or cones at least 12 inches (30 cm) high of the appropriate color may be used in lieu of painted lines or survey chalk.
- b. No ground obstructions which might cause tripping, turned ankles, etc. No overhead objects such as tree branches lower than 8 feet above the ground.
- c. A 2-inch wide starting line marked at the beginning of a lengthy straightaway, wide enough to accommodate all teams; i.e., a width of the number of teams multiplied by 6 feet.
- d. At the beginning of the course, there may be a straightaway of at least 100 meters before any significant turns.
- e. At the end of the course, a straightaway of at least 150 yards ending in a rope funnel with a mouth 15 feet wide. The finish line should be at the mouth of the funnel and 15 to 25 feet from the chute. This funnel should narrow to a rope chute about 30 inches wide and at least 100 feet long. The stakes supporting the ropes should be solid enough to permit taut ropes, and the stakes and ropes near the finish line should be well-padded.

**NOTE:** For large meets, the use of multiple chutes is recommended. Where video timing is used and pull tags are not, the use of a large corral with a single exit point should be used instead of a finish chute.

### Section 2 - Scoring

**ART. 1 . . .** Scoring shall be as shown in the following table:

Place:	First	Second	Third	Fourth	Fifth	Sixth	etc.
Points:	1	2	3	4	5	6	etc.

**ART. 2 . . .** All competitors who finish the race shall be ranked and tallied in accordance with the above table. In cross country, up to seven team members retain their order of finish. Any team members beyond seven shall be disregarded and shall not displace any opposing runners. The team score then shall be determined by totaling the points scored by the first five finishers of each team. The team which scores the fewest number of points is the winner.

**ART. 3 . . .** If fewer than five competitors of a team finish, or other number specified by the games committee, the places of all members of that team shall be disregarded and the team scores re-ranked. By state association adoption, a modified scoring system may be used.

**ART. 4 . . .** Ties in team scoring shall be resolved by comparing the sixth-place finishers from the tying teams. The team with the best sixth-place finisher shall prevail. If one team does not have a sixth-place finisher, the team with the sixth-place finisher shall prevail.

**ART. 5 . . .** If only five competitors of tying teams finish, the tie shall be resolved by totaling the scores of the first four finishers.

**ART. 6 . . .** The score of a forfeited dual meet shall be 15 to 50.

**NOTE: Rules 2-3-1 through 2-3-3,** on the correction of errors, also apply to cross country scoring.

### Section 3 - Start/Conclusion

**ART. 1 . . .** A cross country race begins when the competitors are called to the starting line for final instructions and is considered to be official and concluded when places have been determined and the results have been recorded.

**ART. 2 . . .** A competitor finishes a cross country race when the torso of the runner breaks the plane of the finish line when using hand- or image-based timing systems or a combination of image-based and chip timing systems.

**ART. 3 . . .** In cross country, a competitor shall wear the assigned contestant number and/or computerized transponders/chips during competition. The number and/or transponders/chips shall be worn, unaltered, for purposes of official timing and place finish.

**PENALTY: A competitor not wearing the assigned contestant number and/or computerized transponders/chips or altering such items in a manner which interferes with the recording of place finish is a rule violation resulting in disqualification from the race.**

**ART. 4 . . .** Computerized transponders/chips may be used to record the finish order of a runner in cross country. A bib transponder or two transponders/chips per runner, one attached to each shoe, is preferred. When transponders/chips are used, the official order of finish for the runners is that recorded by the transponder/chips, unless meet management is also using an image-based timing system that indicates the order should be adjusted.

- a. It is recommended an image-based timing system, officially designated by the meet director, be used to verify the order of finish in all cases proactively when desired by meet management and/or if there is a challenge to the finish order.
- b. If the finish order determined by the transponder/chip is reversed using an image-based timing system, the times shall also reflect the change.

**ART. 5 . . .** The use of a chute is recommended at all cross country meets that do not use a transponder (chip) system to aid in meet administration and to provide accuracy and fairness to the competitors.

**ART. 6 . . .** The use of a finish corral is recommended at all cross country meets if it will aid in meet administration.

### Section 4 - Officials

**ART. 1 . . .** The **games committee** or the **meet director** shall establish the length of the course, assign the teams by lot to their starting positions, and provide the necessary meet facilities.

**ART. 2 . . . Referee** - The referee shall make final decisions concerning questions which are not specifically placed under the jurisdiction of other officials, other irregularities and shall disqualify any runner for violation of the rules. **(8-6)**

**ART. 3 . . .** Prior to the meet, the referee shall, either by a meeting or written communication, address the following with all head coaches and team captains:

- a. All team members are expected to exhibit good sporting conduct.
- b. The head coach shall verify verbally, or in writing, that all of his/her competitors are properly equipped (uniform and equipment) in compliance with these rules.
- c. Any special circumstances, procedures and information pertaining to the meet.

**ART. 4 . . . Starter** - Once the teams have been called to the starting line by the starter for final instructions, no further run-outs shall be permitted.

- a. The command shall be "On your marks." When all competitors are steady, the starting device shall be fired. For an unfair start, the starter or assistant starter shall recall the runners by firing the starting device. If a runner falls during the first 100 meters due to contact with another runner, the race shall be recalled by firing the starting device.
- b. Audio/Visual start: When conditions dictate, the starter may use whistle/flag commands along with the starting device. Because this technique is used with a large number of competitors, it is recommended that the starter take a position well in front of the runners so the competitors can see and to be able to move to the side.
  1. Give a brief and concise review of the starting commands and procedures to be used for the start with all competitors immediately before the start.
  2. The starter will hold the starting device and red flag parallel to the ground and give a long blast of the whistle. This is the signal for the runners to step up to, but not touch, the starting line and become motionless.
  3. The starter slowly raises both arms overhead.
  4. When all runners are set and motionless and the recall starters signal with a white flag, the starting device is fired and at the same time, the red flag is motioned downward, indicating the start of the race.

The runners are observed for 100 meters for any reason to recall the race that would constitute an unfair start.

**NOTE:** The use of audio-visual start/count-down time clock is permitted.

**ART. 5 . . . Clerk of the Course** - The clerk shall place the teams in proper position on the starting line and give all needed instructions. Also, the clerk should check and enforce uniform, visible apparel and shoe regulations.

**ART. 6 . . . Chute Director** - The chute director shall:

- a. Supervise the finish chute during the race finish;
- b. Assign stand-ins (fillers) to replace any runner who falls and cannot continue through the chute after crossing the finish line;
- c. Assign gate controllers when more than one chute is used;
- d. Assign marshals to keep the chute area free of any unauthorized individuals;
- e. Be certain that chute umpires, callers, checkers and timers are in place when the runners finish the race.

**ART. 7 . . . Finish Corral Director** has the responsibility to supervise the finish corral during the race finish with the same basic responsibilities as the Chute Director.

**ART. 8 . . . Finish Judges** - The finish judges stand outside the chute and on the finish line, and determine the order in which competitors enter the chute. Their decision is final and without appeal except for possible action taken by the referee or jury of appeals.

**ART. 9 . . . Chute Umpires** - The chute umpires supervise the competitors after they enter the chute and see that they are properly checked to prevent any irregularity in the order of finish. They see that all competitors who cross the finish line are given their proper order as the competitors go through the chute.

**ART. 10 . . . Caller** - The caller calls the number of each competitor in the order of his/her proper place in the chute.

**ART. 11 . . . Checkers** - The checkers keep a record of the competitors and their order of finish as announced by the caller. In case of conflicts, if two are in agreement, their records are accepted. If agreement cannot be reached by at least two of the checkers, the referee makes the final decision.

**ART. 12 . . . Course Umpires** - The course umpires observe the activity of the competitors. If any competitor fails to run the proper course or otherwise violates the rules, the umpires report the infraction to the referee.

**ART. 13 . . . Timers** - The timers record the times of the competitors who finish. A timer may be assigned at a designated spot along the course to call elapsed times during the race.

**ART. 14 . . . Marshals** - The marshals shall keep the competitive area free from all persons except officials, contestants and other individuals authorized by the games committee.

## Section 5 - Teams

A cross country team is represented by coaches, contestants, managers, trainers and other associated school personnel. A cross country team shall consist of seven members unless otherwise agreed. In cross country, up to seven team members retain their order of finish. Any member beyond seven shall be disregarded and shall not displace any opposing runners.

In meets with four or fewer schools, each school is permitted to enter a maximum of 12 competitors unless otherwise agreed by the competing schools or state association, but only the first seven on each team shall enter into the scoring.

**NOTE: Rule 4, Sections 1 and 2**, covering contestants and entry deadlines, also apply to cross country competition.

## Section 6 - Disqualification

**ART. 1 . . .** A competitor is disqualified who:

- a. False starts. **(5-7-4)**
- b. Interferes with another competitor. **(5-9-1)**
- c. Is unsporting or uses unacceptable conduct. **(4-6-1, 4-6-2)**
- d. Receives any assistance from any other person. **(4-6-5)**

**NOTE:** Providing liquids during competition is not considered to be an aid or assistance. **(3-2-4u)**

- e. Receives assistance from another competitor to complete the race.
  1. Both competitors shall be disqualified unless a competitor is injured or becomes ill and an appropriate health-care professional is not available, only the injured/ill competitor is disqualified.

**NOTE:** Every attempt should be made for the appropriate health-care professionals to make these decisions as to assistance. A competitor who provides assistance to an injured or ill competitor should not be disqualified if neither the individual competitor providing the assistance nor his/her team gains an advantage as a result of providing assistance.

- f. Fails to complete the prescribed course that is defined by a legal marking system.

## NFHS Rule 4-3 Cross Country Competitor Uniform

**NOTE: The wearing of a medical alert with the alert visible is encouraged for risk minimization. The ultimate responsibility to have each competitor compliant with uniform rules and other reasonable and legal items is with the coach.**

**ART. 1 . . .** The competitor's uniform shall be school-issued or school-approved, worn as intended by the manufacturer, and meet the following requirements and restrictions:

- a. Each competitor shall wear shoes on both feet.
  1. The shoes shall have an upper and recognizable sole and heel.
  2. The (shoe) upper must be designed so that it can be fastened securely to the foot.
  3. In cross country, the sole and heel may contain grooves, ridges or track spikes which are no longer than 1 inch.

**NOTE:** The games committee may also determine the length of spikes allowed on all-weather surfaces. **(3-2-4a)**

4. The use of slippers or socks does not meet the requirements of the rule.
- b. Each competitor shall wear a school-issued or school-approved full-length track top and track bottom or one-piece uniform. Any outer garment (e.g., t-shirts, sweatpants, tights) that is school-issued or school-approved becomes the official uniform, when worn.
  1. When numbers are used, each competitor shall wear his/her assigned, unaltered contestant number.
  2. The top and/or bottom or one-piece uniform may have school name, school logo, school nickname and/or competitor's name.
  3. The top shall not be knotted or have a knot-like protrusion. Bare midriff tops are not permitted. The top must hang below or be tucked into the waistband of the uniform bottom when the competitor is standing upright.



4. Loose-fitting boxer-type bottoms or compression-style bottoms are permitted for boys and girls. Closed-leg briefs are acceptable for girls. French or high-cut apparel shall not be worn in lieu of the uniform bottom. The waistband of a competitor's bottom shall be worn above the hips.
5. A single manufacturer's logo/trademark/reference, no more than 2¼ square inches with no dimension more than 2¼ inches, is permitted on the top and bottom or one-piece uniform. Bottoms may have manufacturer's logo/trademark/references larger than 2 1/4 square inches around the waistband.
6. One American flag, not to exceed 2 inches by 3 inches, may be worn or occupy space on each item of uniform apparel. By state association adoption, to allow for special occasions, commemorative or memorial patches, not to exceed 4 square inches, may be worn on the uniform without compromising its integrity.
7. Any visible garment(s) worn underneath the uniform top and/or bottom is considered a foundation garment. Foundation garments are not subject to logo/trademark/reference or color restrictions.
8. Head coverings worn for religious reasons are not considered hair devices and must not be made of abrasive, hard or unyielding materials; and must be secured to the body and/or uniform.

**ART. 2 . . .** Additional restrictions for relay teams and cross country teams.

- a. All relay and cross country team members must wear uniforms clearly indicating, through predominant color, school logo and color combination of all outer garments worn as a uniform, that members are from the same team.

**NOTE:** The official should be able to observe that all members are from the same team.

**PENALTY: (Articles 1, 2) For the wearing of an illegal uniform, when a violation is observed and noted by a meet official, the competitor shall be required to make the uniform legal before becoming eligible for further competition, and shall be issued a warning that a subsequent violation shall result in a disqualification from the event. The referee shall be notified of the violation by the observing meet official, and the referee shall then notify or cause to be notified the head coach of the offending school of the competitor's violation and warning.**

**ART. 3 . . .** Removing any part of the team uniform, excluding shoes, while in the area of competition, as defined by the games committee, is illegal.

**PENALTY: This shall lead to a warning and if repeated, to disqualification from the event. If the incident recurs, the competitor will be disqualified from further competition in the meet.**

# KSHSAA UNIFORM GUIDELINES

## Stocking Caps and Gloves

1. In the event of inclement weather meet management will advise coaches of the decision to permit, hats, stocking caps and/or gloves.
2. If approved by the games committee, stocking caps must be the same color for all team members.
3. If approved by the games committee, gloves do not need to be the same color for team members.
4. By KSHSAA policy, visors and baseball style hats **may not** be worn during competition by any competitor.

## Hair Adornment

The KSHSAA policy regarding items worn in the hair by cross country and track and field competitors is as follows:

1. Hair control devices (hold hair in place) may be:
  - a. Ribbon, yarn, rubber bands or cloth material of any single color. (Ribbon length such that it is not “flowing” - 3 inches or less in length).
  - b. Unadorned devices such as bobby pins, barrettes and hair clips, no longer than 2 inches, may be worn to control a competitor’s hair.
  - c. Headbands and head coverings of a single solid color are permitted unless banned by the games committee.
  - d. All members of the same cross country team or track relay team do not need to have the same color of hair control device.

## Jewelry

1. NFHS rules permit runners to participate wearing jewelry. The meet referee may direct the athlete and coach that an item is to be removed if not properly secured.
2. Coaches may prohibit their athletes from wearing jewelry.
3. Excessive safety pins on the jersey are not permitted.

## Visible Items Worn Under the Jersey or Shorts

1. Any visible garment(s) worn underneath the uniform top and/or bottom is considered a foundation garment. Foundation garments are not subject to logo/trademark/references or color restrictions.

## Miscellaneous

1. All cross country team members must wear uniforms clearly indicating, through predominant color, school logo and color combination of all garments worn as a uniform, that members are from the same team.
2. A runner may carry an atomizer with him/her provided a physician’s statement documenting the need for the athlete to use the prescription is presented to the meet director prior to the beginning of the meet. **(Rule 4-6-5h Note 1)**
3. Watches are permitted to be worn. The watch may not be set to transmit information to a competitor during the race.
4. Sunglasses may be worn unless prohibited by the games committee.
5. Races will not be delayed in order to permit competitors to comply with uniform rules.

6. Neither meet directors, games committees nor a vote of the coaches can supersede the National Federation Track & Field Uniform Rules.
7. One American flag, not to exceed 2 inches by 3 inches, may be worn or occupy space on each item of uniform apparel. By state association adoption, to allow for special occasions, commemorative or memorial patches, not to exceed 4 square inches, may be worn on the uniform without compromising its integrity.

### **Penalty – Illegal Uniform**

For the wearing of an illegal uniform, when a violation is observed and noted by a meet official, the competitor shall be required to make the uniform legal before becoming eligible for further competition, and shall be issued a warning that a subsequent violation shall result in a disqualification from the event. The referee shall be notified of the violation by the observing meet official, and the referee shall then notify or cause to be notified the head coach of the offending school of the competitor's violation and warning.

# 05 MEET HOST GUIDELINES

## General Guidelines

KSHSAA member schools hosting cross country meets have unique responsibilities in regard to student-athlete safety compared to many other events. Due to the high number of competitors, size of venue, potential environmental factors and the nature of the sport itself, many different factors need to be considered in managing this type of event. The KSHSAA Sports Medicine Advisory Committee and the KSHSAA Executive Board have set the following guidelines and recommendations for any school hosting a regular season or postseason cross country meet.

1. A written Emergency Action Plan (EAP) shall be in place for the competition venue. The EAP should be reviewed and rehearsed annually (at minimum) by anyone involved in the management of the event. A template to create an EAP can be found at <http://www.kshsaa.org/Public/SportsMedicine/PDF/EmergencyActionPlan.docx>
  - The EAP should be posted at the race site in high traffic areas such as the medical station, finish line/chute area, ticket booth/entrance, restroom area and concession stand.
  - The host school should distribute the EAP to all participating schools prior to the day of the meet. Distributing the EAP via email and posting it on the school's website are simple ways to make it available to visiting schools.
2. An Automated External Defibrillator (AED) shall be onsite for every race. Personnel trained in CPR and AED administration shall be onsite.
3. Cold water immersion tub(s) shall be onsite for every race.
4. Local emergency medical personnel should be notified prior to the day of the meet with information about the meet and the location of the race. Access points for emergency vehicles to the race site should be identified.

Emergency management procedures for specific situations such as heat stroke and sudden cardiac arrest should be reviewed in advance of the event with local emergency medical personnel.
5. The host school(s) should make every effort possible to have appropriate medical personnel onsite to coordinate medical coverage of the event. Appropriate sports medicine personnel could potentially include athletic trainers, physicians, physician's assistants, nurse practitioners, nurses, paramedics, EMTs and/or chiropractors.
6. Host school(s) should communicate well in advance with any participating schools regarding potential event modifications based on forecasted weather.
7. A pre-race meeting should be held with all coaches in which all aspects of the event are covered. Included in this meeting should be a review of the EAP checklist (*see page 21*).
8. Alcoholic beverage are prohibited.

## Environmental Guidelines & Considerations

1. Obtain the wet bulb globe temperature (WBGT) level prior to the start of the meet and make any necessary event modifications based on your district's or the KSHSAA recommended activity modification policy ([www.kshsaa.org/Public/PDF/HeatPolicy-Current.pdf](http://www.kshsaa.org/Public/PDF/HeatPolicy-Current.pdf)). Environmental conditions should be monitored throughout the meet as well and modifications should be implemented when appropriate.

### Potential Modifications

- Move race times to a cooler part of the day.
  - Ensure lesser trained/lesser skilled runners (sub-varsity) are not racing at the warmest times of the meet.
  - Increase the availability of post-race cooling options (cold tubs, ice towels, hydration stations).
  - If environmental conditions are too extreme, reschedule or cancel the meet.
2. Cold water immersion tubs should be made available.
    - Rubbermaid material style stock tanks with a capacity of 100 gallons or more make excellent immersion tubs. These can be found at most farm supply stores or online.
    - Large 50+ gallon plastic trash cans can also be used.

- If water and ice sources are not immediately available at the race site, meet hosts will need to have a plan to transport water and ice to the site to be used for the immersion tub(s).
3. A severe weather (e.g., lightning, tornado) plan should be shared with all coaches prior to the meet.
  4. If cold weather concerns exist, refer to a Wind Chill Chart to determine if it is safe to race based on risk level of frost-bite. (<http://www.kshsaa.org/Public/SportsMedicine/Images/windchill21.gif>)

## Finish Area Design Guidelines & Considerations

A properly designed and constructed finish area will help ensure competitors receive the appropriate amount of medical attention prior to them leaving the area.

### Recommendations:

1. The use of a finish corral is recommended at all cross country meets if it will aid in meet administration. **(Rule 8-3-6)**
2. The finish chute should be long enough to give medical personnel time to observe runners before they leave the chute/finish area. Chutes with a U-turn or an S-turn (depending on number of runners) are ideal to give medical personnel time to observe the runners.
3. Maintain a restricted area at the chute exit in which no coaches or fans are permitted.
4. The medical tent/station should be located adjacent to the chute. Be sure an ample number of exam tables are available based on the size of the race.
5. Cold water immersion tub(s) should be located adjacent to or within the chute area. Ensure enough ice is available throughout the meet to maintain the appropriate water temperature (35-58 deg.).

*See pages 33-35 for samples of finish area designs.*

## Medical Personnel Guidelines & Considerations

Identify a director of medical services for the event. Ideally this will be a physician or athletic trainer who is a part of the host school community and is familiar with the course.

### Recommendations for Medical Personnel:

1. Ensure the appropriate number of medical personnel are available at the finish line area to observe and assist runners needing medical aid.
2. For a 5K race at least one spotter should be placed at the 1 mile mark and another spotter at the 2 mile mark. For shorter races (middle school) spotters should be placed approximately every half mile. If additional spotters are available or there aren't enough spotters to evenly cover the course, emphasis should be placed on having spotters on the second half of the course where runners are more likely to experience problems.
  - Ensure spotters know what to look for in runners who may be experiencing medical distress vs. normal running fatigue/distress.
  - Spotters must have a way to communicate to race officials if there is a medical problem with a runner. Two-way radios or cell phones are recommended.
  - Spotters should mark runners by their bib number and call ahead to race officials if they believe there could be a potential problem.
3. A trail vehicle should be present at every cross country race. A person trained in CPR/AED and basic first aid should be in the trail vehicle. An AED should be in the trail vehicle. Personnel in the trail vehicle must also have the ability to communicate with race officials.
4. Medical personnel should properly document any medical care rendered to the participants.

## Participant Removal Guidelines & Considerations

1. A runner showing signs of obvious physical distress such as collapsing on the course, or other indications of his/her inability to finish the race may be immediately removed from the race by event personnel.

- If the runner can be safely moved, the runner will be immediately transferred to the finish line medical area to be evaluated by onsite medical personnel.
  - If a runner voluntarily removes him/herself from the race for any medical reason or is removed by their coach, they should also be transported to the finish line medical area for evaluation. The onsite medical personnel will determine the appropriate care to be administered. It is important the runner checks in at the finish line so race management personnel are aware of the runner's status.
  - Coaches should meet any of their runners at the medical tent who are receiving care. Coaches are often the best source of relevant medical history for their runners that may be beneficial to the medical personnel treating the athlete.
2. To assist designated event personnel, including spotters and coaches on determining the level of distress, these guidelines should be used:
- If a runner looks questionable, event personnel will ask if they need help, if the runner is able to answer immediately and clearly state "no" the runner will be allowed to continue.
  - If a runner looks questionable and event personnel asks if they need help and the answer is "yes" the runner will be removed from the race.
  - If the runner looks questionable and event personnel ask "if they need help" and there is no response, the event personnel will continue to follow the runner (off the course) and monitor. If the runner continues to be unresponsive to the event personnel and is unable to run fast enough to separate themselves from the walking event personnel, the runner will be removed from the race.
  - If the runner is able to communicate something and they are just tired, they will be allowed to continue.

## Pre-Race Emergency Action Plan (EAP) Review Checklist

- Identify Medical Personnel/Locations
- EMS Activation Procedures
- Ambulance Access Points
- AED Location(s)
- Cold Tub Location(s)
- Severe Weather Plan
- Participant Removal Guidelines Used by Meet Personnel

## Miscellaneous Rules

**Rule 4-6-5h (Note) - Inhaler** – If a cross country competitor's condition is verified by a physician and the doctor has prescribed this medication, it would not be considered an illegal aid as long as a physician's statement documenting the need of the athlete to use a prescription during competition is presented to the meet director/referee prior to the beginning of the meet. (Note: Without a doctor's statement, the athlete may only use the inhaler prior to and after competition.)

**Rule 8-6 - Liquids on Course** – Meet management may have water available for all contestants. **Rule 8-6-1d (Note)** indicates that providing liquids during competition is not considered to be an aid or assistance provided it does not interfere with other competitors. **(3-2-4u)**

**Coaches Meeting: Rule 3-4-8** – Prior to the start of the meet, the head coach shall be responsible for verifying to the meet director that all his/her competitors are properly equipped (uniform and equipment) in compliance with these rules. Any questions regarding legality shall be resolved prior to the start of the meet. For KSHSAA events, a properly completed "Sportsmanship & Uniform Card" is to be turned in. Coaches will verify that team members will be expected to exhibit good sportsmanship and will comply with all NFHS and KSHSAA rules. Blank forms may be printed by going to the cross country page on the KSHSAA website. Prior to the meet, coaches and meet personnel are to be advised of any special concerns or rules in an effort to prevent disqualifications, and to review special circumstances, procedures and information pertaining to the meet, particularly how the individual qualifiers are determined.

# POSTSEASON INFORMATION

## Regional Cross Country Meets

**Regional Cross Country Meets:** Regional meets will be held on October 21. Meet sites will be determined after classifications are released. Regional cross country meets will start in the morning. This may be an ACT testing date. Students who may have a conflict with the regional meet should plan to complete the ACT test on a different date. There are multiple ACT testing dates available.

**Race Distances:** The race distance for boys and girls at regional and state meets will be a 5K. During the regular season schools hosting events may choose to use other distances.

Meet directors may choose to have shorter race distances, early in the season, for heat acclimatization purposes.

**Host Sites:** If your school is interested in hosting a cross country regional (your class and/or other classes) please notify Kyle Doperalski ([kdoperalski@kshsaa.org](mailto:kdoperalski@kshsaa.org)) by August 19.

**Regional Assignments:** Assignments will be posted at [www.kshsaa.org](http://www.kshsaa.org) within a week after classifications are released. Schools indicating they wish to be assigned to a regional on ADM-Fall and paying the \$70 team participation fee will receive a regional assignment.

**Regional Entries:** Entries for regional cross country will be submitted online at Kansas MileSplit ([ks.milesplit.com](http://ks.milesplit.com)). Coaches will login to their KS MileSplit account, or will need to create a free account, claim their team(s), and build/import their roster(s) before they are able to enter runners into their regional. Coaches can enter up to 10 eligible runners. All entries will be checked against your school's KSHSAA online eligibility list. Entries are due by noon on Monday, October 16. No additions will be allowed after this time. Substitutions are permitted only with KSHSAA approval for injury or illness and none will be approved after Wednesday, October 18.

**Regional Starters:** All starters used in regional meets must have been registered with the KSHSAA for the 2023 track and field season. Regional hosts pay the starter's fee and mileage.

**Practice on Course:** Coaches must contact regional managers about possibly practicing on the course prior to the meet. Some courses may not be available for practice.

**Eligibility of Runners:** In order to compete in the regional cross country meet a runner must be a member of the squad, (practicing with) for a majority of the season (**Rule 30-2-2**).

**Cooperative Teams:** Teams that run as a cooperative team during the regular season must separate for postseason competition (regional and state), and each runner will represent their own school.

**Meet Results:** Regional entries will be available to download on Kansas MileSplit. Regional hosts may use whichever meet management program they wish, however Hy-tek is recommended. Results will be submitted to Kansas MileSplit. Regional Managers are encouraged to hire a timer that will provide live results through Kansas MileSplit.

**Rosters for State Meet:** Rosters submitted for the regional meet may be changed prior to the state meet.

## Classes 2A, 3A, 4A, 5A, 6A

Class 6A, 5A and 4A schools will have 36 schools assigned to four regional sites. There will be nine schools assigned to each regional.

Class 2A and 3A will have 64 schools (if all schools request a regional assignment) assigned to four regional sites. There will be 13-16 teams assigned to each regional depending on the number of schools participating.

### Criteria to Qualify for the State Meet:

1. Three (3) top teams from each regional.
2. Top ten (10) runners medal and qualify for state.
3. Top five (5) individuals from "non-qualifying teams" if not in top 10.
4. Once the top ten (10) individuals have been identified:

THEN use procedure below to determine if additional runners from non-qualifying teams should be included as state qualifiers.

- a. Review and count those runners in top 10 who are not members of a qualifying team.
- b. If only one (1) of the top 10 runners is from a non-qualifying team, identify the next four runners also not a member of the top three (state qualifying) teams.
- c. If two (2) of the top 10 runners are from non-qualifying teams, identify the next three runners also not members of the top three (state qualifying) teams.
- d. If three (3) of the top 10 runners are from non-qualifying teams, identify the next two runners also not members of the top three (state qualifying) teams.
- e. If four (4) of the top 10 runners are from non-qualifying teams, identify the next one runner not a member of the top three (state qualifying) teams.

## Class 1A

Class 1A schools will have three regional meets. State qualifier information is listed below. Schools will be allowed to have seven runners; only the top four runners will be used for team scoring. Fifth, sixth and seventh runners will be used as potential tiebreakers.

### Class 1A Criteria to Qualify for the State Meet:

1. Four (4) top teams from each regional.
2. Top ten (10) runners medal and qualify for state.
3. Top seven (7) individuals from “non-qualifying teams” if not in the top 10.
4. Once the top ten (10) individuals have been identified:

THEN use procedure below to determine if additional runners from non-qualifying teams should be included as state qualifiers.

- a. Review and count those runners in top 10 who are not members of a qualifying team.
- b. IF only one (1) of the top 10 runners is from a non-qualifying team, identify the next six runners also not a member of the top four (state qualifying) teams.
- c. IF two (2) of the top 10 runners are from non-qualifying teams, identify the next five runners also not members of top four (state qualifying) teams.
- d. IF three (3) of the top 10 runners are from non-qualifying teams, identify the next four runners also not members of top four (state qualifying) teams.
- e. IF four (4) of the top 10 runners are from non-qualifying teams, identify the three runners also not members of top four (state qualifying) teams.
- f. IF five (5) of the top 10 runners are from non-qualifying teams, identify the two runners also not members of top four (state qualifying) teams.
- g. IF six (6) of the top 10 runners are from non-qualifying teams, identify the one runner also not a member of a top four (state qualifying) team.

## Online Cross Country Regional Entry Instructions

All schools are required to submit their regional cross country entries ONLINE via Kansas MileSplit at [ks.milesplit.com](http://ks.milesplit.com). The online entry system will be available October 9. **ALL REGIONAL ENTRIES MUST BE SUBMITTED ONLINE BY NOON ON OCTOBER 16.**

To submit online entries:

1. **CREATE AN ACCOUNT** - As a member school, if you do not already have one, you will need to create a free account with KS MileSplit by entering an email and creating a password. Each head cross country coach and athletic director can create their own account, or the account login information can be shared amongst appropriate staff members.



Create a new account - <https://ks.milesplit.com/register>

2. **CLAIM YOUR TEAM** - You will need to complete this step to build your roster(s) and register for meets. There is a short approval process, but you will receive a confirmation email approval within 24-hours. See instructions: <https://support.milesplit.com/en/a/how-do-i-claim-my-team>
3. **BUILD OR IMPORT YOUR ROSTER(S)**  
BUILD: <https://support.milesplit.com/en/a/how-do-i-edit-my-teams-roster>  
IMPORT: <https://support.milesplit.com/en/a/import-roster-schools>
4. **REGISTER FOR YOUR REGIONAL MEET & COMPLETE ENTRIES** - <https://support.milesplit.com/en/a/how-do-i-enter-my-team-in-a-meet>
  - Registration is invite only. You will not be able to register for any Regional other than the one your school is assigned to.
5. Changes can be made to your online entries until the noon deadline on October 16. Please be sure to verify that entries are complete and correct.
6. All entries will be checked against your school's KSHSAA online eligibility list.
7. Coaches should print a hard copy of entries as a record/backup.

**NOTE: CC-1 (girls) or CC-2(boys) Forms** will no longer need to be completed and submitted to the KSHSAA.

Please contact Kyle Doperalski ([kdoperalski@kshsaa.org](mailto:kdoperalski@kshsaa.org)) or Tracee Miller ([tmiller@kshsaa.org](mailto:tmiller@kshsaa.org)) at 785-273-5329, visit <https://support.milesplit.com/> or contact <https://ks.milesplit.com/support/contact> with any online entry questions.

**Regional Hosts:** Regional hosts will download their entries directly from KS MileSplit. The file will then be imported into the software being used to run the meet. Hosts needing a Hy-Tek meet template or software license should contact the KSHSAA. KSHSAA Hy-tek licenses do not include FAT interfaces.

## State Cross Country Meets - October 28, 2023

**Pass Gate:** School superintendents, principals and athletic directors will be listed at the pass gate near the entrance and will be admitted free. Any cross country coach listed in the KSHSAA directory who has met all KSHSAA coaching requirements will be included on the postseason pass gate list.

**State Entries:** If a team qualifies for the state cross country meet the runners entered in the regional meet will automatically advance to the state meet roster. If a school needs to change a team member, **Form CC-3 (girls) and CC-4 (boys)** must be submitted to the KSHSAA by noon on **Monday, October 23**. A qualifying team may list ten (10) runners on the roster; only seven (7) runners may run in the meet. In Classes 2A, 3A, 4A, 5A, 6A five runners will be scored. In class 1A, four runners will be scored. Other runners will be used for tiebreaking purposes.

**State Entry Fees:** Athletic directors will be sent an invoice for qualifying teams and individuals. The entry fee for a qualifying team is \$50. The entry fee is \$8.00 for individual qualifiers.

**State Timing:** At the state meet, chips will be included in the bib number. A bib tag number with chip will be assigned to each runner. Coaches will pick up numbers the morning of the race. Runners must complete the race with their assigned number affixed to the front of their uniform.

**State Team Medals** - If your team needs to order additional medals, a school administrator may place an order by emailing the KSHSAA at [bunruh@kshsaa.org](mailto:bunruh@kshsaa.org). Please indicate the number of medals needed, team place, class and gender and the KSHSAA will send an authorization letter so you may purchase additional medals.

## State Cross Country Time Schedule - Saturday, October 28, 2023

### Classes 3A, 5A & 6A

**Location:** Rim Rock Farm – 2276 Burnett Lane, Lawrence, KS 66044

**Manager:** Jered Shaw, Lawrence Free State High School

<b>Race Time</b>	<b>Awards</b>
10:00 a.m. – 6A Boys	12:30 p.m. – 6A Boys
10:35 a.m. – 5A Girls	12:45 p.m. – 6A Girls
11:10 a.m. – 3A Boys	1:05 p.m. – 5A Girls
11:45 a.m. – 6A Girls	1:20 p.m. – 5A Boys
12:20 p.m. – 5A Boys	1:35 p.m. – 3A Boys
12:55 p.m. – 3A Girls	1:50 p.m. – 3A Girls

### Classes 1A, 2A & 4A

**Location:** Wamego Country Club – 1900 Country Club Drive, Wamego, KS

**Manager:** Travis Graber, Wamego High School

<b>Race Time</b>	<b>Awards</b>
10:00 a.m. – 4A Boys	12:30 p.m. – 4A Boys
10:35 a.m. – 2A Girls	12:45 p.m. – 4A Girls
11:10 a.m. – 1A Boys	1:05 p.m. – 2A Girls
11:45 a.m. – 4A Girls	1:20 p.m. – 2A Boys
12:20 p.m. – 2A Boys	1:35 p.m. – 1A Boys
12:55 p.m. – 1A Girls	1:50 p.m. – 1A Girls

### Ticket prices

All tickets are \$10. Pre-K children are free.

KANSAS STATE HIGH SCHOOL ACTIVITIES ASSOCIATION

Cross Country

**SPORTSMANSHIP & LEGAL UNIFORM VERIFICATION**

The NFHS Track and Field Rules Book states "Prior to the meet, the referee shall, either by a meeting or written communication, address the following with all head coaches and team captains: (Rule 3-4-8)

- a. All team members are expected to exhibit good sporting conduct.
- b. The head coach shall verify verbally, or in writing, that all of his/her competitors are properly equipped (uniform and equipment) in compliance with these rules.
- c. Any special circumstances, procedures and information pertaining to the meet.

**Therefore, the Executive Board has approved and recommended that all coaches will verify, in writing, that their contestants are legally equipped and uniformed according to NFHS rules and will compete in a sportsmanlike manner.**

Printed Coach Name: \_\_\_\_\_

School: \_\_\_\_\_

Coach Signature: \_\_\_\_\_

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

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School: \_\_\_\_\_

Coach Signature: \_\_\_\_\_

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

## ONLINE EXAM & RULES MEETING INSTRUCTIONS COACHES & SPONSORS

**IF YOU HAVE ANY QUESTIONS, PLEASE CALL THE KSHSAA AT 785-273-5329.**

Every coach has his/her own unique password (the same password is used for the KSHSAA website and Oncore). If you do not know your unique password, please check with your athletic director or use the *Forgot Your Password* link on the school login page of the KSHSAA website. You can change your password at any time.

### When logging into the KSHSAA website or Oncore:

User Name: School KSS number (KSS####).

Password: Unique KSHSAA password

### TO ACCESS THE ONLINE RULES MEETINGS AND ONLINE EXAMS:

#### ▪ DESKTOP (PC & MAC):

##### OPTION #1:

1. Go directly to <https://app.oncorebycentury.com/Default?kshsaa=1>
2. Login to the site with your User Name and Password (see above):
3. Once logged in you will see a list of sports/activities you currently belong to. Select the activity.
4. Select the requirement you are wanting to work on.

##### OPTION #2:

1. Go to [www.kshsaa.org](http://www.kshsaa.org) and under the Schools tab, **login with your User ID (KSS####) and your individual unique Coach/Sponsor Password.**
2. Click on the Exams & Online Meetings link at the top of the page.
3. Click **Take Exam** (online exam) or **Open** (online rules meeting).
4. Select the desktop user option (if using a mobile device follow the instructions below).
5. When the OnCore website opens, login with your User Name and Password (see above).
6. Once logged in you will see a list of sports/activities you currently belong to. Select the activity.
7. Select the requirement you are wanting to work on.

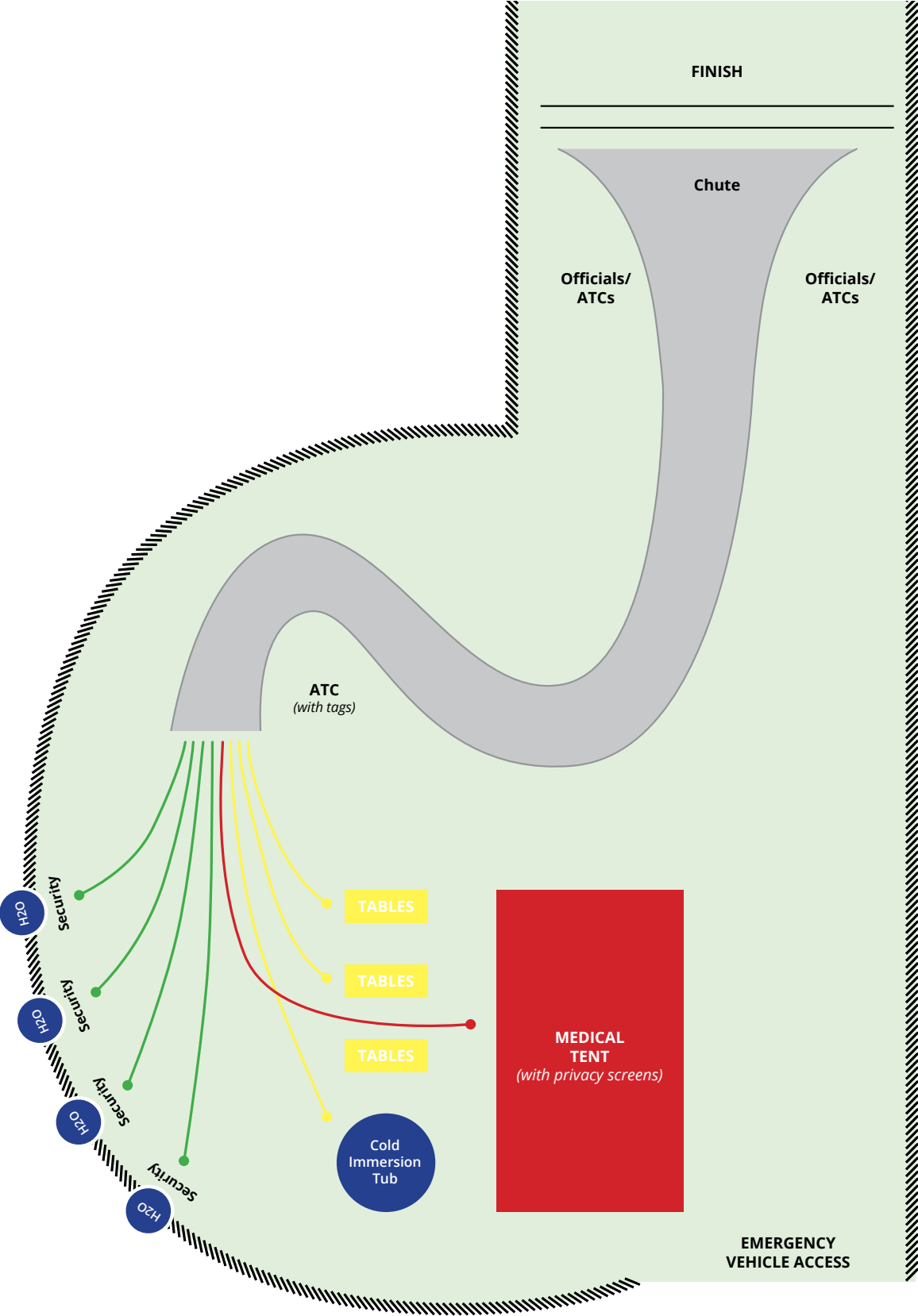
#### ▪ MOBILE DEVICE USERS:

1. Use your device's mobile browser and go to <https://app.oncorebycentury.com/Default?kshsaa=1> or install and use the OnCore app (free).
  - The app is available through the Apple App Store (OnCore Mobile), Google Play Store (Oncore By Century) or the Microsoft Store.
2. Once the app is open or you are on the OnCore site on your device's mobile browser, follow the instructions under Option #1 above.

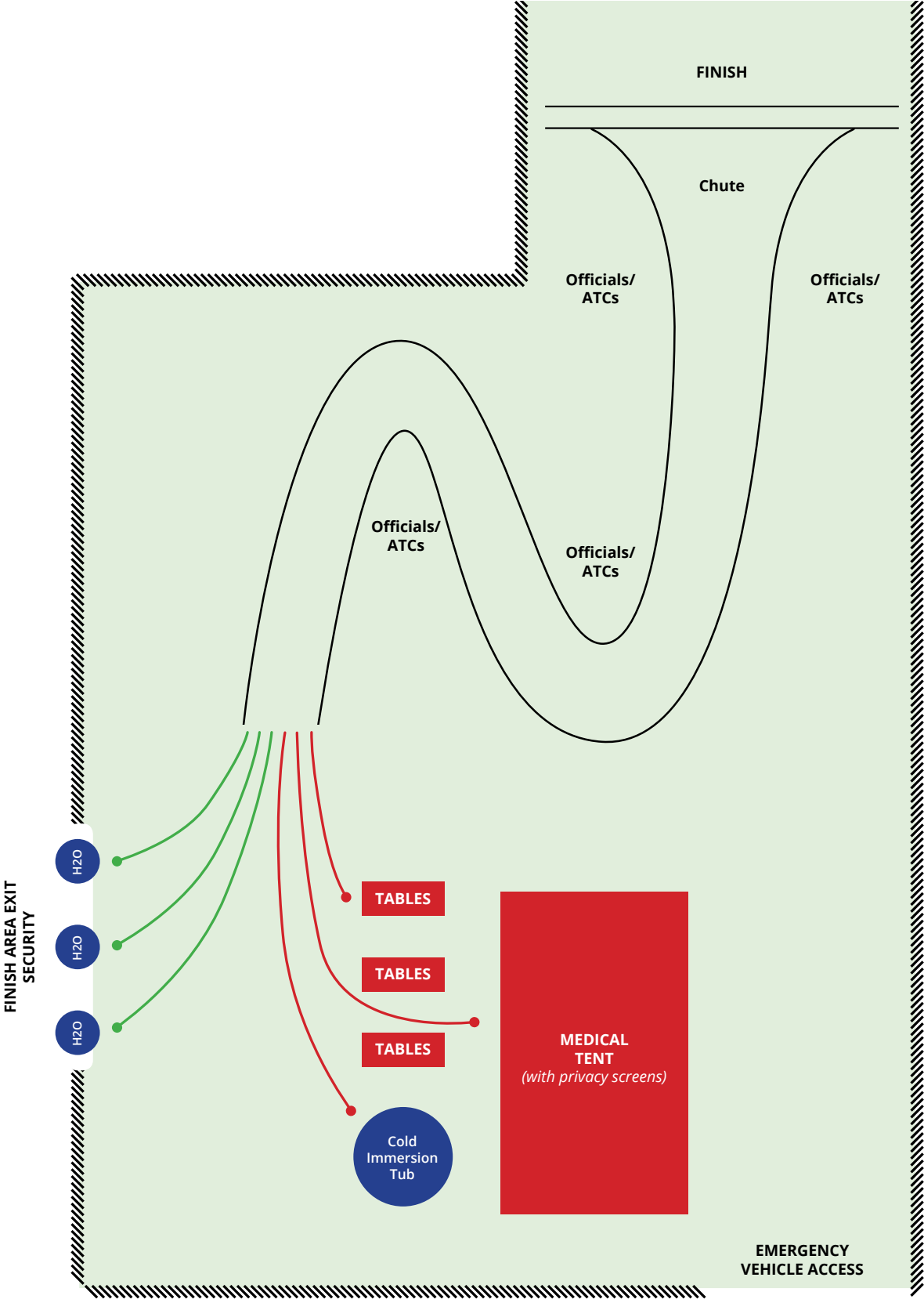
### PLEASE NOTE:

- You **ARE NOT** required to complete any of the online requirements in one session. You can leave the exam or rules meeting as many times as you like and return to continue. The requirement will pick up where you left off.
- You may print your certificate of attendance (online rules meeting) or exam answers by returning to the KSHSAA website.
- If you are a coach and an official in the same sport, you will need to contact the KSHSAA office to receive online exam and/or rules meeting credit as an official.
- If you are a high school AND middle/junior high school coach/sponsor in the same activity, you will need to contact the KSHSAA office to receive online exam and/or rules meeting credit for both schools.

# Finish Area Design Guidelines & Considerations - Example 1

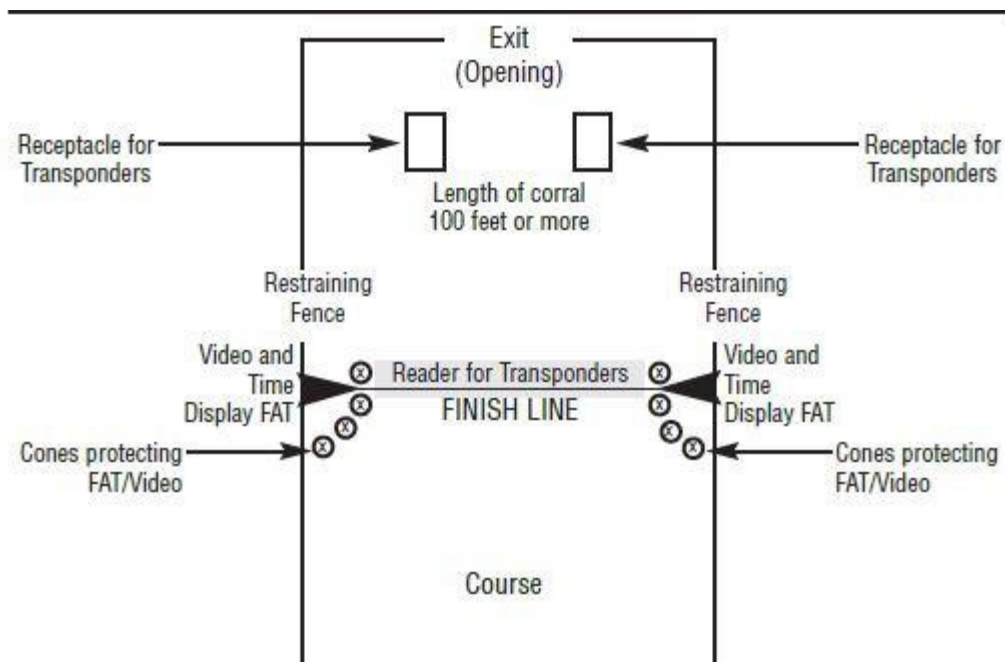


# Finish Area Design Guidelines & Considerations - Example 2



## Finish Corral in Cross Country - Rule 8

- With a finish corral, the finish line is opened to its full width when using transponders for order of finish allowing competitors to race through the line.
- The use of a chute may restrict running space therefore, the corral should be used with transponder placed finish as it allows runners to race through the finish line, perform administrative tasks as directed by meet management and then progress in an orderly fashion out of the corral.



## Cross Country Safety

It is critical that administrators, coaches and athletes promote and practice safety and risk minimization strategies as Cross Country runners share the road with vehicles and drivers that have become increasingly distracted on the roads. Some key safety measures that can be promoted by school coaches and others to their Cross Country runners include:

- Using sidewalks when available or run facing traffic.
- Stay alert and avoid wearing headphones and using electronic devices, including cell phones.
- Crossing roads at crosswalks and intersections, when available. If not, cross at a well-lit location.
- Avoid running when it is dark. If it is dark, wear bright, reflective materials and/or use a flashlight or head lamp.
- Follow the rules of the road.
- Avoid running along eastbound roads at sunrise or along westbound roads at sunset.
- Provide a safety orientation for first-year runners
- Run in pairs
- Never run against traffic lights
- Avoid running in higher traffic speed areas
- Run during lower traffic times if running along a road
- Avoid loitering along the road before and after runs

Coaches need to plan when developing a road route where stop lights, routes, and heavy traffic exist. Educating the athletes on where to go for safety in case of weather, emergency situations and hydration stops is crucial to athlete safety.

