

CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE
30 Realty Drive, Cheshire, Connecticut 06410

43rd ANNUAL GIRLS SOFTBALL TOURNAMENT REGULATIONS 2015



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THE SOFTBALL TOURNAMENT INFORMATION IS ARRANGED IN TWELVE (12) SECTIONS.

- 1.0 Divisions
- 2.0 Entry Procedures
- 3.0 Expenses / Tickets
- 4.0 Forfeits
- 5.0 Officials
- 6.0 Protests
- 7.0 Qualifying
- 8.0 Ranking / Seeding
- 9.0 Sites / Dates
- 10.0 Supervision / Sportsmanship
- 11.0 Time of Games / Meets
- 12.0 Tournament Rules / Procedures

Appendix A

Appendix B

Appendix C

Appendix D

Appendix E

Appendix F

Schedule Form

Officials Form

Change of Division / Site Form

Entry Form

Concussion Management and Return to Play Requirements

Heat Stress and Athletic Participation

ALERT

TICKETS MUST BE SOLD AT ALL QUARTER-FINAL GAMES. PLEASE SEE SECTION 3.5.

Scrimmages – Teams must have a minimum of three (3) days of practice prior to scheduling a full team scrimmage.

All sports teams will have a minimum of fourteen (14) practice days before the date of the first scheduled competition. Sundays do not count as a day of practice. Saturdays and holidays may be used as practice days unless prohibited by local board policy or the CIAC committee on seasons limitations. An **individual athlete must participate in a minimum of ten (10) practices** prior to competition unless the athlete has been participating in a sport the previous season that overlaps with the spring season and then would not be required to complete ten (10) practices prior to competition.

CIAC Tournament Site Media Policy – The CIAC places tremendous value on the role the media plays in promoting and highlighting high school sports. To that purpose CIAC tournament venues and hosts should make every effort to provide a working environment conducive to all media (print, broadcast and internet based) covering our events. The following are **minimum standards**, developed in consultation with the CIAC Media Advisory Committee, which should be provided for working media at all CIAC tournament sites:

1. A minimum of one hour following the conclusion of post-game interviews to write in the press box, press area or a suitable facility in close proximity to the site of the event (i.e. office, classroom, etc.).
2. Access to electric power (shared power strip, etc.).
3. Access to wireless internet service.

Site directors should communicate these requirements to any staff person who may be responsible for the administration of the event. If for some reason a site will not be able to provide these items for a contest, a site representative should inform the CIAC in advance and work with the media on site before the game and work to provide a reasonable solution to the issue. Members of the media who will be covering events are directed to contact the appropriate site as far in advance as possible to inform them they will be at the event and discuss what arrangements will be made for working media at the site.

Special Needs Students – Coaches are reminded to inform contest officials prior to each competition of any special needs student who could be competing in the contest when his/her disability could impact the individual's performance or the conduct of the competition.

Reporting Scores – In order to ensure that standings and rankings on both the CIAC's websites and other sites which draw their data from us are timely and accurate, all regular season scores must be entered online no more than 24 hours following the game's completion. It is highly recommended that scores are entered from the site as soon as the game ends.

Scores may be entered via the Online Eligibility Center, the "submit scores/forms" option of the "CIAC for Coaches" menu at CIACsports.com, or the "submit scores" button in our CIACmobile.com mobile site. Entering scores at CIACsports.com or CIACmobile.com requires either a coaches or scorekeeper's access code, those codes are managed via the Online Eligibility Center and can be retrieved from a school's athletic director.

National Federation 2015 Girls Softball Rules Changes

- 1-6-1 The batting helmet shall have a non-glare (not mirror-like) surface.
- 1-7-1 The catcher's helmet shall have a non-glare (not mirror-like) surface.

2015 Major Editorial Changes

- 1-6-1 The exterior warning label may be affixed ... or embossed (at the time of manufacture).
- 1-6-6 The phrase, "Meets NOCSAE Standard at the time of manufacture" ...
- 1-7-1 The catcher shall wear a catcher's helmet ... that meets the NOCSAE standard at the time of manufacture.
- 5-1-4 After a dead-ball situation, the ball becomes live when it is held by the pitcher on the pitcher's plate and the umpire calls and/or signals "Play Ball."
- 7-1-1 & 2
Pen 2 When an improper batter becomes a runner or is put out and the defensive team appeals to the umpire before the next pitch (legal or illegal), or prior to an intentional base on balls (S.P.), or before all infielders have left fair territory and the catcher vacates her normal fielding position if a half-inning is ending. The umpire shall declare the batter who should have batted out (not the improper batter). The improper batter's time at bat is negated and she is returned to the dugout/bench area. All outs stand and runners who were not declared out must return to the base occupied at the time of the pitch. If a runner advances because of a stolen base, wild pitch, passed ball (F.P.) or an illegal pitch (F.P.) while the improper batter is at bat, such advance is legal.

Note: If any situation arises which could lead to an appeal by the defense on the last play of the game, umpires should not leave the field until all infielders have left fair territory and the catcher has vacated her normal fielding position. If teams line up to shake hands, there is little chance for an appeal even if the defensive infielders have not crossed the foul line and umpires can leave the game at this point. No appeal can be made once the umpires have left the field.

2015 Points of Emphasis

1. Electronic Devices
2. Interference
3. Obstruction

43rd ANNUAL 2015 GIRLS SOFTBALL TOURNAMENT

1.0 DIVISIONS

- 1.1 Only institutional members of the Conference may enter this tournament which will be in four (4) divisions. Placement of schools has been based on the girl enrollment for 2013-14:

LL – 625 and over	M – 283-445
L -- 446-624	S -- up to 282

Tournament divisions are available on the Softball page at CIACsports.com.

2.0 ENTRY PROCEDURE

- 2.1 **Schedule** – Must be completed and submitted via the password-protected online eligibility center by February 4, 2015. Games cannot be added to the schedule after April 8.
- 2.2 **Change of Division Form** – Optional, if filed via the password-protected online eligibility center by March 30, 2015.
- 2.3 **Site Availability Form** – Must be filed via the password-protected online eligibility center by March 30, 2015.
- 2.4 **Tournament Rosters/Entry/Officials** – Can be submitted on the Eligibility Center or the “submit scores/forms” option under the CIAC for coaches menu at CIACsports.com. Rosters must be submitted by May 22, 2015.
- 2.5 **Game Scores** – In order to ensure that standings and rankings on both the CIAC’s websites and other sites which draw their data from us are timely and accurate, all regular season scores must be entered online no more than 24 hours following the game’s completion. It is highly recommended that scores are entered from the site as soon as the game ends.

Scores may be entered via the Online Eligibility Center, the “submit scores/forms” option of the “CIAC for Coaches” menu at CIACsports.com, or the “submit scores” button in our CIACmobile.com mobile site. Entering scores at CIACsports.com or CIAC mobile.com requires either a coaches or scorekeeper’s access code, those codes are managed via the Online Eligibility Center and can be retrieved from a school’s athletic director. LIST SCORES FOR ENTIRE SCHEDULE INCLUDING FORFEITS AND CANCELLATIONS.

Final Games Scores – Regardless of regular season postponed games, the date of Thursday, May 28, 2015, MUST BE THE FINAL DAY TO COUNT FOR TOURNAMENT. **The score of games played on that day must be reported immediately following the game.**

Member schools must make every effort to complete their season as scheduled, including make-up games. Any effort to gain an advantage in tournament play by not playing a game is unacceptable and is subject to action by the CIAC Board of Control. Cancellation of any regular season contest / make-up to play in a league tournament will not be allowed.

- 2.6 **Entry Fee** – There is a \$85 entry fee for softball. Entry fee should be mailed to the CIAC office, 30 Realty Drive, Cheshire, CT 06410. If a school needs an invoice in order to pay its tournament fee, one can be downloaded by using the “Generate Tournament Invoice” link under the girls softball options in the password-protected online eligibility center.
- 2.7 **Qualifying Record** – Win 40% of varsity games against member schools, and eligible out-of-state schools.

3.0 **EXPENSES / TICKETS**

- 3.1 Expenses for all first and second round games will be borne by the participating teams. The host team will pay all game expenses including officials and shall provide the site director who should be someone other than the coach. The visiting team will pay its own traveling expenses.
- 3.2 Schools will bear all traveling expenses.
- 3.3 The Softball Committee will pay a site director fee and the umpires for quarter-final games. In addition, the CIAC will reimburse each host school expenses for essential personnel (i.e. ticket seller, ticket taker, scorer, etc.) submitted on the game reporting form for each quarter-final game up to \$160.
- 3.4 Charges for admission to CIAC tournament games: (Subject to change depending on venue)
- Free – Children five (5) and under
 - \$5.00 – Students (grades 1-12) and Senior Citizens (age 65 and older)
 - \$8.00 – Adults (all others not in the above categories)
- 3.5 If in the qualifying, first round, or second round games schools wish to charge admission they should notify the Principal and Athletic Director of the visiting school in advance. **The home team is required to sell tickets at all quarter-final games.** If access cannot be controlled at the home field, an alternate home facility may be secured at the school’s expense. In the event the home school cannot secure an alternate facility the tournament director will select a neutral site. Any site problems must be conveyed to the tournament director by 10:00 a.m. on the day after the second round game.
- 3.6 During the 2015 tournament, the following passes will be honored at all games where an admission is charged.
- a. CIAC Softball Pass (head varsity softball coach only –**written request only with self-addressed stamped envelope**)
 - b. All school administrators and athletic directors with proper identification/membership card. They must identify themselves to the site director and be willing to help with crowd control.
 - c. CIAC softball officials membership card.
 - d. Press Card
- No other complimentary admissions will be permitted.

4.0 **FORFEITS**

- 4.1 Member schools will be required to submit regular season schedules for all sports controlled by CIAC in which member schools participate. Determination of forfeitures will be based on this schedule.

A forfeit game shall count as a victory for the team declared the winner and as a loss for the team declared a loser in determining tournament qualifications and ratings. For tournament qualifications only the following reasons for a forfeit shall be accepted.

- 4.2 A team shall forfeit a game or games if through a violation it is required to do so under the CIAC Rules of Eligibility.
- 4.3 A team shall forfeit a game if the game official declares the game a forfeit as a result of a National Federation rule violation, or a team refuses to play after being instructed to do so by the game official.
- 4.4 Forfeitures will be honored by each CIAC sports committee when there is mutual agreement between the principals of the two schools involved in the game not played. **Each principal must submit** on the official CIAC Canceled Game – Forfeiture Form his/her decision and it must be received in the CIAC office within 72 hours following the time of the scheduled contest. On the eve of a tournament when there is not sufficient time for normal administrative procedures (72 hours) if a question of team forfeiture arises the Executive Director or his designee, in consultation with the Chairman of the sports committee affected and the principals of the two schools will make an appropriate ad hoc decision in consideration of the best interests of the tournament as a whole.
- 4.5 All games listed on the original schedule and submitted to the CIAC which are not played and have not been forfeited in accordance with this policy will be considered by each sport committee as No Contest and shall not count for tournament qualification and ratings unless it affects the minimum number of games required to qualify for tournament participation. In this instance the sport committee shall review the evidence submitted by the team involved and may grant an exception from the minimum game number requirement. The minimum winning percentage as determined by the individual sports committee must be met under all circumstances.

5.0 **OFFICIALS**

- 5.1 By May 1, 2015, each varsity head coach, regardless of his won or loss record, should submit via the password-protected online eligibility center a list of up to four (4) umpires from the master list whose services you reject. From this list a MASTER LIST OF UMPIRES will be developed.
- 5.2 A MASTER LIST OF OFFICIALS will be distributed to participating schools via the CIAC password-protected web site on Friday, May 29, 2015.
- 5.3 From the Master List of Umpires, the higher ranked team will select the two umpires for qualifying, first round and second round games. IT IS STRONGLY RECOMMENDED THAT THE VISITING TEAM COACH CONTACT THE HOME TEAM COACH TO VERIFY OFFICIALS. In the event no agreement is reached, the Umpire Coordinator will decide, and that decision will be final.
- 5.4 Beginning with the quarter-final games, the Umpire Coordinator will assign umpires for all games using the Master List of Umpires as the source.
- 5.5 Identity of the umpires assigned games by the Umpire Coordinator will not be disclosed prior to the game.

6.0 **PROTESTS**

- 6.1 On the eve of a tournament when there is not sufficient time for normal administrative procedures and Board of Control hearings, if a question of interpretation of tournament regulations or the operation of the tournament arises, the Chairman of the CIAC Board of Control, the Executive Director of CIAC, and the Chairman of the Tournament Committee in question will make an appropriate ad hoc decision in consideration of the best interest of the tournament as a whole.

6.2 **Decisions by Game Officials** – Protests arising from the decisions, interpretations and misapplication of the National Federation or CIAC game rules by officials during the contest will not be considered. The decisions and interpretations of the rules by the officials are final.

The record of the official scorekeeper at the conclusion of the contest is final unless an error is discovered. Such error shall be corrected as covered by specific contest rules.

Any team leaving the contest area before the conclusion of the contest because of dissatisfaction with the officiating will render the school liable to disciplinary action by the Conference.

7.0 **QUALIFYING**

7.1 To be eligible for consideration in the tournament, a team must play a minimum of twelve (12) games AGAINST VARSITY OPPONENTS and have won 40% of its approved scheduled games played. Only the first two games played with any single opponent will be included in the twelve (12) games.

7.2 Only games played with Conference member schools or Region I out-of-state schools who are members of their state athletic association shall be considered.

7.3 Games played with non-member Connecticut secondary schools shall not be considered in the rating of teams.

8.0 **RANKING / SEEDING**

8.1 The rating of teams shall be determined by the percentage method: the number of games won divided by the number of games played.

8.2 When more than one team is undefeated, the team with the most wins WILL be ranked first.

8.3 In case of ties the Committee will determine the rankings in the following order:
1) Most wins; 2) By lot

8.4 A team MAINTAINS ITS INITIAL PERCENTAGE RANKING throughout the tournament.

8.5 In case more than thirty-two (32) teams qualify, a qualifying round game will be held on Saturday, May 30, 2015.

8.6 Order of play if more than 32 teams qualify for the tournament in any division.

If 33 teams	If 34 teams	If 35 teams	If 36 teams
32 vs 33	32 vs 33	32 vs 33	32 vs 33
	31 vs 34	31 vs 34	31 vs 34
		30 vs 35	30 vs 35
			29 vs 36

8.7 In case there are not thirty-two (32) teams that qualify, byes will be awarded to the appropriate number of higher ranked teams.

8.8 **Tournament Format**

<u>First Round</u>	<u>Second Round</u>	<u>Quarter-finals</u>	<u>Semi-finals</u>	<u>Finals</u>
1 vs 32				
16 vs 17	1 vs 16			
8 vs 25		1 vs 8		
9 vs 24	8 vs 9		1 vs 4	
4 vs 29				
13 vs 20	4 vs 13			
5 vs 28		4 vs 5		
12 vs 21	5 vs 12			1 vs 2
2 vs 31				
15 vs 18	2 vs 15			
7 vs 26		2 vs 7		
10 vs 23	7 vs 10			
3 vs 30			2 vs 3	
14 vs 19	3 vs 14			
6 vs 28		3 vs 6		
11 vs 22	6 vs 11			

8.9 **Ranking and Pairing Information** will be distributed to coaches via the CIAC web site – www.ciacsports.com on Friday, May 29, 2015.

9.0 **SITES AND DATES**

9.1 Member schools may start practice on but not before Monday, March 23, 2015.

9.2 Member schools may play the first game on but not before Wednesday, April 8, 2015.

9.3 **Scheduled Playing Dates for the 2015 Softball Tournament**

Saturday, May 30	Qualifying Round
Monday, June 1	First Round
Tuesday, June 2	Second Round
Thursday, June 4	Quarter-finals
Friday, June 5	Quarter-finals (Rain date)
Monday/Tuesday, June 8, 9	Semi-finals – DeLuca Field and West Haven
Friday/Saturday, June 12, 13	Finals – DeLuca Field and West Haven
Sunday, June 14	Finals (Rain date)

9.4 In the event of inclement weather, the site director has the authority to postpone the game. **The site director must immediately notify the tournament director.** The postponed game will be played on the next day excluding Sunday, except in the case of games from the quarter-final level on, which may be played on Sunday.

9.5 All qualifying, first round, second round and quarter-final games will be played on the field of the higher ranked team based on the **original percentage rankings**. The host school shall provide a site director who should be someone other than the coach. In the event of consecutive day postponed preliminary, first round, second round and quarter-final games, the tournament director has the authority to select another site if the higher ranked field is not playable, and the higher ranked team cannot find a suitable site.

9.6 **The Tournament Director will determine the sites and times for all semi-final and final games. Night games may be scheduled. The Tournament Director will designate the site director. Sites are subject to change due to unforeseen circumstances.**

10.0 SUPERVISION / SPORTSMANSHIP

- 10.1 **IN THE INTEREST OF CROWD CONTROL AND PROPER SUPERVISION THE CIAC BOARD OF CONTROL HAS APPROVED THE TOURNAMENT REGULATION REQUIRING THE PRINCIPAL OF THE PARTICIPATING SCHOOLS OR HIS/HER DESIGNEE TO ATTEND ALL TOURNAMENT GAMES. The school administrator must identify him/herself to the site director.**
- 10.2 When a member school's coach is ejected from a game for an infraction as prescribed by the rules, the game may not continue until the member school replaces the ejected coach with a certified coach. If this cannot be accomplished within 15 minutes after the ejection, the official in charge will declare a forfeit win for the opposing team.
- 10.3 ***Video taping by spectators may be done for personal use only and shall not be used for coaching or scouting.*** (Refer to CIAC handbook)
- 10.4 Use of tobacco products or possession of alcoholic beverages of any kind, including champagne, are not permitted on the field of play, including dugouts, or within the field or park at which a tournament game is scheduled. Many towns or fields which we use have local ordinances prohibiting use of tobacco products or possession of alcoholic beverages. The principal or his/her designee at the game shall see that this rule is enforced and adhered to by the teams.
- 10.5 **Signs, Noisemakers, Balloons, Banners Forbidden** – Please stress to pupils over your public address system the regulation that the use of confetti, signs, banners, placards, balloons and streamers is DEFINITELY NOT ALLOWED at tournament games. Bugles, horns, drums, whistles, or other noisemakers contribute nothing to the game and are a genuine source of annoyance to spectators. THEY WILL NOT BE PERMITTED AND ANYONE RESPONSIBLE FOR SUCH ANNOYANCE WILL BE ASKED TO LEAVE THE GAME.
- 10.6 **Bench and Field Conduct**
- Personnel – Only coaches, players, other team members, statisticians, managers and trainers will be allowed in the dugout or bench area.
- Conduct – The above identified personnel shall not be outside the vicinity of the designated dugout (bench) or bull pen area if not a batter, runner, on-deck batter, in the coach' box or one of the nine players on defense.
- Violations will be subject to the penalties cited in National Federation Rule 3-3-1 and 3-3-2.
- 10.7 Through the quarter-finals the home team is responsible for providing a certified athletic trainer. For the semi-finals and finals, each team is responsible for providing their own trainer. Schools should coordinate athletic trainer coverage with their opponent and the tournament director.

11.0 TIME OF GAMES

- 11.1 **Whenever possible, all first round, second round and quarter-final games will start at 4:00 p.m., except by mutual agreement. Night games may be played. All changes in game start times must be approved by the tournament director and no game should be started earlier than the announced time unless there is threatening weather.** If a team's arrival is delayed due to transportation problems the site director should be called and the team will be given a minimum of 30 minutes for warm-up. If rain causes a postponement, games will be played on the next day (excluding Sunday). The site director will have the authority to postpone games in the event of inclement weather, and in the case of a **postponed game he/she will immediately notify the tournament director.**

12.0 TOURNAMENT RULES / PROCEDURES

- 12.1 The official National Federation Fast Pitch Rules will prevail for the tournament with the following clarifications or state options.
- 12.2 **Double Base** – If there is a double base, the white (inside) base will be used exclusively.
- 12.3 A CIAC tournament game must be seven (7) innings, or if tied after seven innings must be completed to constitute a legal game. In the event of rain or any other cause which prevents the game from continuing the game will be resumed at the exact point where it left off and will be completed at the first opportunity. **FOR CIAC TOURNAMENT PLAY ONLY (NOT REGULAR SEASON) – After 4.5 or 5 innings of play and one team is 15 or more runs ahead, the mercy rule will be invoked.**
- 12.4 Beginning with the semi-final games, the umpire must consult with the site director before a game is called because of inclement weather.
- 12.5 **BALL** – *The official ball for the 2015 tournament will be the Dudley WT12 YFP (Item #43-147)*
- Each school shall provide two (2) Dudley WT12YFP NFHS leather balls for the qualifying games through semi-final games.
- 12.6 The Softball Committee will provide balls only at the Finals.
- 12.7 The higher ranked team has the privilege of choosing dugouts or benches. The higher ranked team is the team with the higher percentage ranking in its division.
- 12.8 During qualifying, first round, second round and quarter-final games, the higher ranked team will bat last. During the semi-finals and finals, the team to bat last will be determined by the higher ranked team. The pre-game meeting shall take place at least 30 minutes before game time by the site director of umpire. In the event of a postponed or suspended game, all conditions described herein shall prevail when the game is played or resumed.
- 12.9 **Pre-game procedures** – During infield practice pitchers may be on the mound only to practice fielding, they may not be practicing pitching. The home team will take infield practice for 10 minutes starting 30 minutes prior to game time. The visiting team will take infield practice for 10 minutes starting 20 minutes before game time. No team will be allowed to take batting practice on the infield prior to any tournament game.
- 12.10 The home team scorer will be considered the official scorer through the semi-finals.
- 12.11 In the event of any situation not covered in the rules, the decision of the Committee or its representatives shall be final. Selection of teams and sites by the Committee is final.
- 12.12 **Reporting of Tournament Games**

COACHES OF WINNING SCHOOLS WILL TELEPHONE OR TEXT GAME SCORES TO BARBARA STARTUP (860) 331-3672 IMMEDIATELY AFTER ALL GAMES.

In the event the winning coach cannot make contact with the Committee member named above, for his/her division he/she should call the other committee member.

12.13 Tournament qualifying teams must add post-season contests to their schedule.

12.14 **CIAC Late Entry Policy**

- No tournament entries will be accepted after the established deadline except those approved by the CIAC Board of Control.
- Corrections requested by a school to an entry form that was submitted by the established deadline but prior to seeding/pairing data being published on the web site, will be assessed a fee of \$50 per correction to a maximum of \$250.
- All requests for corrections must be submitted on a support ticket via the online eligibility center. **No phone requests will be considered.**

Tournament Regulations Violations: If a school fails to comply with tournament regulations and such requires the CIAC tournament sports committee, central office staff, or the CIAC Board of Control to redo any portion of the tournament pairings or such non-compliance adversely impacts the management of the tournament, an administrative violation fee of \$500 will be imposed upon the school before entry into the tournament will be allowed.

APPENDIX A

2015 Softball Schedule – Must be completed and submitted via the password-protected online eligibility center by February 4, 2015. Games cannot be added to the schedule after April 8.

All regular season game scores must be entered online no more than 24 hours following the game's completion. It is highly recommended that scores are entered from the site as soon as the game ends. Scores may be entered via the Online Eligibility Center, the "submit scores/forms" option of the "CIAC for Coaches" menu at CIACsports.com, or the "submit scores" button in our CIACmobile.com mobile site. Entering scores at CIACsports.com or CIACmobile.com requires either a coaches or scorekeeper's access code, those codes are managed via the Online Eligibility Center and can be retrieved from a school's athletic director. LIST SCORES FOR ENTIRE SCHEDULE INCLUDING FORFEITS AND CANCELLATIONS.

Member schools must make every effort to complete their season as scheduled, including make-up games. Any effort to gain an advantage in tournament play by not playing a game is unacceptable and is subject to action by the CIAC Board of Control. Cancellation of any regular season contest / make-up to play in a league tournament will not be allowed.

APPENDIX B

Softball Tournament Umpires List – By May 1, 2015, each varsity head coach, regardless of his/her won/loss record, should submit via the password-protected online eligibility center a list of up to four (4) umpires from the Master List whose services you reject. From this list a Master List of Umpires will be developed.

APPENDIX C

Change of Division – Any principal desiring a change to a higher division must make the request no later than March 30, 2015 via the password-protected online eligibility center. Schools electing to move up a division must remain in that division for a period of three (3) years.

Site Form – Must be submitted by March 30, 2015 via the password-protected online eligibility center.

APPENDIX D

Tournament Rosters – Can be submitted on the Eligibility Center or the "submit scores/forms" option under the CIAC for Coaches menu at CIACsports.com. Rosters must be submitted by Friday, May 22, 2015.

Final game scores, regardless of regular season postponed games, the date of Thursday, May 28, 2015 must be the final day to count for tournament. All games played on May 28 must be started by 4:00 p.m. The score of games played on that day must be reported via the password-protected online eligibility center immediately following the game.

Each school will be allowed not over eighteen (18) girls in uniform. List all girls with uniform number and grade level.

Entry fee of \$85 must be mailed to the CIAC, 30 Realty Drive, Cheshire, CT 06410.

**Connecticut Interscholastic Athletic Conference
Concussion and Head Injury Awareness Information
Part of Annual Review 2014-15
Required for ALL School Coaches, Parents and Students in Connecticut**

NOTE: This document was developed to provide coaches, parents and students with an annual review of current and relevant information regarding concussions and head injuries. A new form is required to be read, signed, dated and kept on file by their associated school district annually to comply with Public Act No. 14—66 AN ACT CONCERNING STUDENT ATHLETES AND CONCUSSIONS. Forms may be found on the CIAC web site or through the athletic department at your school.

A concussion is the immediate and transient alteration of neurological function in the brain caused by mechanical acceleration and deceleration forces.

Part I – SIGNS AND SYMPTOMS OF A CONCUSSION

- A concussion should be suspected if any one or more of the following signs or symptoms are present, OR if the coach/evaluator is unsure.

1. Signs of a concussion may include (what the athlete looks like):

- Confusion/disorientation/irritability
- Trouble resting/getting comfortable
- Lack of concentration
- Slow response/drowsiness
- Incoherent/ slurred speech
- Slow/clumsy movements
- Loss of consciousness
- Amnesia/memory problems
- Act silly/combative/aggressive
- Repeatedly ask same questions
- Dazed appearance
- Restless/irritable
- Constant attempts to return to play
- Constant motion
- Disproportionate/inappropriate reactions
- Balance problems

2. Symptoms of a concussion may include (what the athlete reports):

- Headache or dizziness
- Nausea or vomiting
- Blurred or double vision
- Oversensitivity to sound/light/touch
- Ringing in ears
- Feeling foggy or groggy

Note: Public Act No. 14-66 requires that a coach MUST immediately remove a student- athlete from participating in any intramural or interscholastic athletic activity who (A) is observed to exhibit signs, symptoms or behaviors consistent with a concussion following a suspected blow to the head or body, or (B) is diagnosed with a concussion, regardless of when such concussion or head injury may have occurred. **Upon removal of the athlete a qualified school employee must notify the parent or legal guardian within 24 hours that the student athletes has exhibited the signs and symptoms of a concussion.**

Part II – RETURN TO PARTICIPATION (RTP)

Currently, it is impossible to accurately predict how long concussions will last. There must be full recovery before someone is allowed to return to participation. Connecticut Law now requires that no athlete may resume participation until they have received written medical clearance from a licensed health care professional (Physician, Physician Assistant, Advanced Practice Registered Nurse, Athletic Trainer) trained in the evaluation and management of concussions.

Concussion management requirements:

1. No athlete SHALL return to participation (RTP) on the same day of concussion.
2. Any loss of consciousness, vomiting or seizures the athlete MUST be immediately transported to the hospital.
3. Close observation of an athlete MUST continue following a concussion. This should be monitored for an appropriate amount of time following the injury to ensure that there is no escalation of symptoms.
4. Any athlete with signs or symptoms related to a concussion MUST be evaluated from a licensed health care professional (Physician, Physicians Assistant, Advanced Practice Registered Nurse, Athletic Trainer) trained in the evaluation and management of concussions.
5. The athlete MUST obtain an initial written clearance from one of the licensed health care professionals mentioned above directing them into a well defined RTP stepped protocol similar to one outlined below. If at any time signs or symptoms should return during the RTP progression the athlete should cease activity*.
6. After the RTP protocol has been successfully administered (no longer exhibits any signs or symptoms or behaviors consistent with concussions) , final written medical clearance is required by one of the licensed health care professionals mentioned above for them to fully return to unrestricted participation in practices and competitions.

Rehabilitation stage	Functional exercise at each stage of rehabilitation	Objective of each stage
1. No activity	Complete physical and cognitive rest until asymptomatic. School may need to be modified.	Recovery
2. Light aerobic activity	Walking, swimming or stationary cycling keeping intensity <70% of maximal exertion; no resistance training	Increase Heart Rate
3. Sport Specific Exercise	Skating drills in ice hockey, running drills in soccer; no head impact activities	Add Movement
4. Non-contact Training drills	Progression to more complex training drills, i.e. passing drills in football and ice hockey; may start progressive resistance training	Exercise, coordination and cognitive load
5. Full Contact Practice	Following medical clearance, participate in normal training activities	Restore confidence and assess functional skills by coaching staff

Medical Clearance RTP protocol (Recommended one full day between steps)²

* If at any time signs or symptoms should worsen during the RTP progression the athlete should stop activity that day. If the athlete's symptoms are gone the next day, s/he may resume the RTP progression at the last step completed in which no symptoms were present. If symptoms return and don't resolve, the athlete should be referred back to their medical provider.

Part III - HEAD INJURIES

– Injuries to the head includes:

- Concussions: (See above information). There are several head injuries associated with concussions which can be severe in nature including:
 - a) Second impact Syndrome - Athletes who sustain a concussion, and return to play prior to being recovered from the concussion, are also at risk for Second Impact Syndrome (SIS), a rare but life-altering condition that can result in rapid brain swelling, permanent brain damage or death; and
 - b) Post Concussion Syndrome - A group of physical, cognitive, and emotional problems that can persist for weeks, months, or indefinitely after a concussion.
- Scalp Injury: Most head injuries only damage the scalp (a cut, scrape, bruise or swelling)... Big lumps (bruises) can occur with minor injuries because there is a large blood supply to the scalp. For the same reason, small cuts on the head may bleed a lot. Bruises on the forehead sometimes cause black eyes 1 to 3 days later because the blood spreads downward by gravity;
- Skull Fracture: Only 1% to 2% of children with head injuries will get a skull fracture. Usually there are no other symptoms except for a headache at the site where the head was hit. Most skull fractures occur without any injury to the brain and they heal easily;
- Brain Injuries are rare but are recognized by the presence of the following symptoms: (1)difficult to awaken, or keep awake or (2) confused thinking and talking, or (3) slurred speech, or (4) weakness of arms or legs or (5) unsteady walking”(American Academy of Pediatrics – Healthychildren, 2010) .

I have read and understand this document and understand the law requires me to immediately remove any player suspected of having a concussion and to not allow them to return to participation until they have received written medical clearance by a licensed health care professional trained in the evaluation and management of concussions.

References:

1. NFHS. Concussions. 2008 NFHS Sports Medicine Handbook (Third Edition). 2008: 77-82. <http://www.nfhs.org>.
2. McCrory, Paul MBBS, PhD; Meeuwisse, Willem MD, PhD; Johnston, Karen MD, PhD; Dvorak, Jiri MD; Aubry, Mark MD; Molloy, Mick MB; Cantu, Robert MA, MD. Consensus Statement on Concussion in Sport 3rd International Conference on Concussion in Sport Held in Zurich, November 2008. Clinical Journal of Sport Medicine: May 2009 - Volume 19 - Issue 3 - pp 185-200
http://journals.lww.com/cjsportsmed/Fulltext/2009/05000/Consensus_Statement_on_Concussion_in_Sport_3rd.1.aspx.
3. Centers for Disease Control and Prevention. *Heads Up: Concussion in High School Sports*.
http://www.cdc.gov/NCIPC/tbi/Coaches_Tool_Kit.htm.
4. U.S. Department of Health and Human Services Centers For Disease Control and Prevention. *A Fact Sheet for Coaches*.(2009). Retrieved on June 16, 2010. http://www.cdc.gov/concussion/pdf/coaches_Engl.pdf
5. American Academy of Pediatrics - Healthychildren. *Symptom check: Head Injury*. Retrieved on June 16, 2010. <http://www.healthychildren.org/english/tips-tools/symptom-checker/pages/Head-Injury.aspx>

Resources:

- Centers for Disease Control and Prevention. *Injury Prevention & Control: Traumatic Brain Injury*. Retrieved on June 16, 2010. <http://www.cdc.gov/TraumaticBrainInjury/index.html>
- Centers for Disease Control and Prevention. *Heads Up: Concussion in High School Sports Guide for Coaches*. Retrieved on June 16, 2010.

APPENDIX F

HEAT STRESS AND ATHLETIC PARTICIPATION

During hot weather conditions the athlete is subject to the following:

HEAT CRAMPS – HEAT CRAMPS ARE A MILD HEAT ILLNESS THAT CAN BE EASILY TREATED. These intense muscle spasms usually develop after an athlete has been exercising for a while and has lost large amounts of fluid and salt from sweating.

HEAT SYNCOPE – Weakness, fatigue and fainting due to loss of salt and water in sweat and exercise in the heat.

HEAT EXHAUSTION – Heat exhaustion is a moderate heat illness that occurs when a child continues to be physically active even after he or she starts suffering from ill effects of the heat, like dehydration. The child's body struggles to keep up with the demands, leading to heat exhaustion.

HEAT STROKE – Heat stroke is a severe heat illness that occurs when an athlete's body creates more heat than it can release, due to the strain of exercising in the heat. This results in a rapid increase in core body temperature, which can lead to permanent disability or even death if left untreated. An acute medical emergency related to thermo-regulatory failure, associated with nausea, seizures, disorientation, and possible unconsciousness or coma. It may occur suddenly without being preceded by any other clinical signs. The individual is usually unconscious with a high body temperature and a hot dry skin (heatstroke victims, contrary to popular belief, may sweat profusely).

It is believed that the above-mentioned heat stress problems can be controlled provided certain precautions are taken. The following practices and precautions are recommended:

1. Each athlete should have a physical exam with a medical history when first entering a program and an annual health history update. History of previous heat illness and type of training activities before organized practice begins should be included. State high school association's recommendations should be followed.
2. It is clear that top physical performance can only be achieved by an athlete who is in top physical condition. Lack of physical fitness impairs the performance of an athlete who participates in high temperatures. Coaches should know the **PHYSICAL CONDITION** of their athletes and set practice schedules accordingly.
3. Along with physical conditioning, the factor of acclimatization to heat is important. Acclimatization is the process of becoming adjusted to heat and it is essential to provide for **GRADUAL ACCLIMATIZATION TO HOT WEATHER**. It is necessary for an athlete to exercise in the heat if he/she is to become acclimatized to it. It is suggested that a graduated physical conditioning program be used and that 80% acclimatization can be expected to occur after the first 7 to 10 days. Final stages of acclimatization to heat are marked by increased sweating and reduced salt concentration in the sweat.
4. The old idea that water should be withheld from athletes during workouts has **NO SCIENTIFIC FOUNDATION**. The most important safeguard to the health of the athlete is the replacement of water. Water must be on the field and readily available to the athletes at all times. It is recommended that a minimum ten minute water break be scheduled for every twenty minutes of heavy exercise in the heat. Athletes should rest in a shaded area during the break. **WATER SHOULD BE AVAILABLE IN UNLIMITED QUANTITIES**. Check and be sure athletes are drinking the water.

5. Replacement by thirst alone is inadequate. Test the air prior to practice or game using a wet bulb, globe, temperature index (WBGT index) which is based on the combined effects of air temperature, relative humidity, radiant heat and air movement. The following precautions are recommended when using the WBGT Index: (ACSM's Guidelines for the Team Physician, 1991)

Below 65	Unlimited activity	73-82	High risk
65-73	Moderate risk	82-plus	Very high risk

There is also a weather guide for activities that last 30 minutes or more (Fox and Mathews, 1981) which involves knowing the relative humidity and air temperature.

Air Temp	Danger Zone	Critical Zone	
70F	80% RH	100% RH	RH = Relative Humidity
75F	70% RH	100% RH	
80F	50% RH	80% RH	
85F	40% RH	68% RH	
90F	30% RH	55% RH	
95F	20% RH	40% RH	
100F	10% RH	30% RH	

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

Under 60F	Safe but always observe athletes
61 - 65F	Observe players carefully
66 - 70F	Caution
71 - 75F	Shorter practice sessions and more frequent water and rest breaks
75 plus F	Danger level and extreme caution

6. Cooling by evaporation is proportional to the area of the skin exposed. In extremely hot and humid weather reduce the amount of clothing covering the body as much as possible. **NEVER USE RUBBERIZED CLOTHING.**
7. Athletes should weight each day before and after practice and **WEIGHT CHARTS CHECKED.** Generally a three percent weight loss through sweating is safe and over a three percent weight loss is in the danger zone. Over a three percent weight loss the athlete should not be allowed to practice in hot and humid conditions. Observe the athletes closely under all conditions. **Do not allow athletes to return to practice until they have adequately replaced their weight from fluid loss.**
8. Observe athletes carefully for signs of trouble, particularly athletes who lose significant weight and the eager athlete who constantly competes at his/her capacity. Some trouble signs are nausea, incoherence, fatigue, weakness, vomiting, cramps, weak rapid pulse, visual disturbance and unsteadiness.
9. Teams that encounter hot weather during the season through travel or following an unseasonably cool period, should be physically fit, but will not be environmentally fit. Coaches in this situation should follow the above recommendations and substitute more frequently during games.
10. Know what to do in case of an emergency and have your emergency plans written with copies to all your staff. Be familiar with immediate first aid practice and prearranged procedures for obtaining medical care, including ambulance service.

11. Parents' and Coaches' Guide to Dehydration and Other Heat Illnesses in Children
<http://www.nata.org/consumer/docs/parentandcoachesguide.pdf>

HEAT STROKE – THIS IS A MEDICAL EMERGENCY – DELAY COULD BE FATAL. ACTIVATE YOUR EMERGENCY ACTION PLAN BY CALLING – 911.

A rectal temperature not oral, aural, or temporal is diagnostic of heatstroke. Other methods of temperature have given false core body temperatures and caused delay in care. If you are unable to obtain a rectal temperature it is safer to cool the athlete then delay. **Immediately cool the athlete while waiting for transfer to a hospital.** Remove equipment and immerse body in ice cold water and keep cooling athlete.

Despite the many ways athletes can be cooled, immersion therapy has the best cooling rates. Ice water immersion should be your choice of cooling. A plastic kiddie pool or large plastic tub filled with water and with ice on stand-by should be available at all practices and games. Continue cooling efforts until EMS arrives. Recommendation is to continue cooling the athlete until core temperature is <100 degrees Fahrenheit.

HEAT EXHAUSTION – CONTACT LICENSED HEALTH CARE PROVIDER. Cool body as you would for heat stroke while waiting for medical personnel. Activate your emergency action plan.

SUMMARY – The main problem associated with exercising in the hot weather is water loss through sweating. Water loss is best replaced by allowing the athlete unrestricted access to water. Water breaks two or three times every hour are better than one break an hour. Probably the best method is to have water available at all times and to allow the athlete to drink water whenever he/she needs it. Never restrict the amount of water an athlete drinks, and be sure the athletes are drinking the water. The small amount of salt lost in sweat is adequately replaced by salting food at meals. Talk to your medical personnel concerning emergency treatment plans. Athletes that appear to have heat stroke or heat exhaustion should be cooled by ice water immersion.

RECOMMENDATIONS FOR HYDRATION TO PREVENT HEAT-RELATED ILLNESS

Types of Sports Drinks

Fluid Replacers

- Examples: Water, Gatorade, Powerade, 10K, Quickick, Max
- These non-water carbohydrate containing drinks are absorbed quickly and typically are used for activities lasting more than an hour.

Carbohydrate loaders

- Examples: Gatorlode, Exceed High, Carboplex, etc.
- These drinks replace more muscle glycogen to enhance greater endurance.
- They should be used after ultra-endurance events to increase muscle glycogen resynthesis after exercise.

Nutrition Supplements

- Examples: Chocolate milk, Gatorpro, Exceed Sports, Ultra Energy, etc.
- These supplements are fortified with vitamins and minerals and they help athletes maintain a balanced diet.
- They help restore muscle glycogen stores after exercise.
- They provide extra calories for athletes beyond a proper balanced diet.

What Not to Drink

- Drinks with carbohydrate (CHO) concentrations of greater than eight percent can cause upset stomach due to high carbohydrate load and delay water absorption.
- Fruit juices, CHO gels, sodas, and sports drinks that have a CHO greater than six to eight percent are not recommended during exercise as sole beverages.
- Beverages containing caffeine will effect hydration since urine production will increase compared to non-caffeinated beverages.
- Carbonated beverages are found to cause decreased voluntary fluid intake.
- Alcoholic beverages are inappropriate for high school athletes.

Hydration Tips and Fluid Guidelines

- Drink according to a schedule based on individual fluid needs.
- Drink before, during and after practices and games.
- Drink 17-20 ounces of water or sports drinks with six to eight percent CHO, two to three hours before exercise.
- Drink 7-10 ounces of water or sport drink 10 to 20 minutes before exercise.
- Drink early – By the time you're thirsty, you're already dehydrated.
- In general, every 10-20 minutes drink at least 7-10 ounces of water or sports drink to maintain hydration, and remember to drink beyond your thirst.
- Drink fluids based on the amount of sweat and urine loss.
- Within two hours, drink enough to replace any weight loss from exercise.
- Drink approximately 20-24 ounces of sports drink per pound of weight loss.
- Dehydration usually occurs with a weight loss of two percent of body weight or more.

What to Drink During Exercise

- If exercise lasts more than 50 minutes, a sports drink should be provided during the session.
- The carbohydrate concentration in the ideal fluid replacement solution should be in the range of six to eight percent CHO
- `During events when a high rate of fluid intake is necessary to sustain hydration, sports drinks with less than seven percent CHO should be used to optimize fluid delivery. These sports drinks have a faster gastric emptying rate and fluid absorption rate, thus aid in hydration.
- Sports drinks with a CHO content of 10 percent have a slow gastric emptying rate and should be avoided during exercise.
- Fluids with salts (sodium chloride, potassium chloride) are beneficial to increasing thirst and voluntary fluid intake as well as offsetting the small amount of salts lost with water.
- Salts should never be added to drinks, and salt tablets should be avoided, because they lead to slower gastric absorption.
- Cool beverages at temperatures between 50 to 59 degrees Fahrenheit are recommended for best results with fluid replacement.

Dehydration, Its Effects on Performance, and Its Relationship to Heat Illness

- Dehydration can affect an athlete's performance in less than an hour of exercise. Sooner if the athlete begins the session dehydrated.
- Dehydration of just one to two percent of body weight (only 1.5-3 lbs., for a 150-pound athlete) can negatively influence performance.
- Dehydration of greater than three percent of body weight increases an athlete's risk of heat illness (heat cramps, heat exhaustion, heat stroke).
- High body fat athletes can have a harder time with exercise and can become dehydrated faster than lower body fat athletes working out under the same environmental conditions.
- Poor acclimatization to heat or lower fitness levels can greatly contribute to an athlete's dehydration problems. This is important with the first practices of year, especially in the summer.
- Certain medications or fevers can greatly affect an athlete's hydration status.
- Environmental temperature and humidity both contribute to dehydration and heat illnesses.
- Clothing, such as dark, bulky, or rubber protective equipment can drastically increase the chance of heat illness and dehydration.
- Wet bulb globe temperature measurements should be taken 10-15 minutes before practice, and the results should be used with a heat index to determine if practices or contests should be started, modified or stopped.
- A Heat Index chart should come from a reputable source like the National Oceanic and Atmospheric Association, or National Athletic Trainers Association.
- A relative humidity of greater than 40 percent and a temperature of 90 degrees Fahrenheit are likely to cause heat illness, extreme caution should be used.
- A relative humidity of 80 percent and a temperature of 84 degrees Fahrenheit are likely to cause heat illness, extreme caution should be used.
- A relative humidity of 80 percent and 90 degrees Fahrenheit are likely to cause heat stroke and these conditions are considered dangerous.
- <http://www.weather.gov/om/heat/heatindex.shtml>