

State Dance Team Tournament

Guidelines for Participating Schools

February 16-17, 2018



WELCOME to the 2018 MSHSL State Girls Dance Team Tournament. I know that you will find these two days of competition to be exciting, rewarding and memory filled.

Note: Marking will begin at 7:45 a.m. and competition will begin at 11:30 each day. There will be reserved seats for both prelims and finals. See separate flyer.

Please read **ALL** the information carefully **BEFORE** you arrive at the tournament site. Although there may be some changes, this is essential information for you.

Administration

- 1. Choreography/Music/Lyrics Certification Form:** A reminder that coaches must sign and have on file at their school their choreography/music/lyric certification form.
- 2. Use of Suites/Suite Level:** Schools or groups of individuals are not allowed to rent suites or other facilities in the Target Center for the Dance Team Tournament. Parents or teams may have access to suites through the individual suite owners. Spectators can be in these suites.

Participants in the Tournament are not allowed on the suite level on the day their team is competing until after their team is done competing for that day. The suite level cannot be used for stretching, make-up, team meetings, etc. To access suites participants must have tickets for the suite.
- 3. Supervision of Teams:** The supervision of the teams during the tournament is the responsibility of the coach and/or Administrative Representative assigned by the school to the official squad. Each school will be held responsible for all damages, breakage, etc. Visitors are not to be permitted in team hotel rooms. Only official squad personnel are allowed in the dressing room areas.
- 4. Policy Regarding Shoes/Ballet Slippers Polish:** Dance teams that treat their shoes/ballet slippers with shoe polish, tape and/or markers are reminded that this treatment should be completed at least 3 days prior to the state tournament so that absolutely **no marks** will be left on the performance floor after your team has exited.
- 5. Media (Reporters and Photographers):** All media must request press credentials through the MSHSL Office to be admitted to games. Once you contact the League Office you will be given a web address link where you must submit your request electronically. Media should review policies and procedures as outlined in the MSHSL Media Policy Manual, located on the MSHSL Website. Deadline for these requests are **noon Wednesday, February 14**. No late requests will be granted.

PLEASE NOTE: Photographers must stay off the competition floor.

- 6. School Newspaper/Broadcast Reporters & Photographers**
Yearbook Photographer/Personnel: The Athletic Director must submit the on-line application if they would like to send their Journalism Students, Yearbook Advisor and/or Team Photographer. Deadline for these requests are **noon Wednesday, February 14**. No late requests will be granted. The School Media Application is now on the Administrative Site in the third column under Forms/Resources. Credentials will be available at Will Call or the Pass Gate. Media should review policies and procedures as outlined in the MSHSL Media Policy Manual, located on the MSHSL Website. Any questions, please call Yvonne Walsh at 763-569-0486.

Tournament Information

- 1. Participant Passes:** Complimentary passes (wristbands) for each official squad member and coaches will be included in the registration packet. Any extra coaches and dancers indicated on the form that is to be turned in at registration will be given wristbands at registration. They are valid **ONLY** for that day of competition for each team.
- 2. First Aid Kits:** All teams should have an athletic training kit. You must provide your own First Aid supplies.
- 3. Valuables:** Do **NOT** take any items of value to the State Tournament. There **WILL NOT** be a secured space for storage. Neither the Target Center nor the MSHSL shall be responsible for lost or stolen items.
- 4. DVD's:** DVD's of the 2018 MSHSL State Girls Dance Team Tournament will be available. A DVD order form is available on the Administrative side of the League Website or through your Coaches Clipboard on the League Website. Please complete the order form and submit it as directed. Hand held video cameras are permitted, but tripods may not be used.
- 5. Academic Excellence:** The MSHSL is delighted to be able to display the winners of the MADT Academic Excellence Award. Information was sent to your attention by MADT, and your response to her initiates the listing of your team on the scoreboard. If you have questions about this award process, you should contact MADT.
- 6. Food Concessions:** A variety of concessions will be available in the Dressing Area and throughout the Target Center during this two-day event. The concession selections are the responsibility of the Target Center. **Participants/teams are not allowed to bring food or beverages into the building.**
- 7. Souvenir Programs and T-shirts:** Programs identifying the Dance Teams, order of performance and other such information will be available for sale at the tournament. In addition, t-shirts identifying MSHSL Dance Team tournament will be on sale.

Tournament T-shirts	\$18.00
Tournament Program	\$5.00

Buses/Parking

Team buses must enter the Target Center entrance (just off 1st Avenue, on 7th Street) to drop off teams. The team and the coach (es) should follow the signs to the Registration Area. The MSHSL does not provide passes for bus drivers, but will allow bus drivers to enter the pass gate at no charge, with proper identification. Loading procedures will be the same as for unloading, enter and load inside of the building. **PLEASE REFER TO THE BUS PARKING INFORMATION LOCATED ON THE LEAGUE WEBSITE.**

Fan Buses: IMPORTANT - SEE BUS PARKING INFORMATION LOCATED ON THE LEAGUE WEBSITE.

Coaches Registration Procedure at the Tournament Site

- All Dancers **MUST** proceed to the pass gate with their coach (es). All registration will take place at the registration table located at the pass gate. After initial registration, personnel will assist you to the upper concourse level.
- Those arriving from the hotels should enter the Target Center through the skyway. Proceed to the stairway located at the Administrative Office and go down to floor level. That is the location of the pass gate. Teams who leave the Target Center and return must re-enter through this pass gate.

3. **PLEASE NOTE:** Dance Teams have an official squad: the number of dancers who actually compete, plus 6 alternates (max.), up to two student managers (not extra dancers); and up to three coaches. This is the number that will be admitted to the tournament and who will receive awards. **Additional coaches may be with the team but cannot coach when their team is competing.**

Coaches and dancers not part of the official squad will be admitted with the team but the school will be charged for cost of admission, which will be deducted from the schools tournament reimbursement. This will be reported to the school A.D. The extra coaches and dancers should be listed on the "Extra Coaches & Dancers" Form that is to be turned in at Registration and **must be signed by the Head Coach and A.D.** These extra coaches and dancers will be given wristbands which allow them access to dressing areas and the arena floor. **Extra team members traveling with the team should NOT purchase tickets. These extra team members may not be in uniform and may not be on the arena floor.**

Official squad members and extra coaches may be in the extra chairs on the arena floor while your team competes and may also be on the floor when those advancing to the finals are announced. Only the official squad may be on the floor during the awards presentation. **Extra coaches may be on the arena floor but NOT ON THE COURT when the final results are announced and may not step forward and receive a medal as a part of the awards presentation. They may join teams after trophies have been presented.**

4. Chaperones, parents, etc. who ride the bus will not be admitted at the pass gate. They must have a ticket and enter at the main entrance on 1st Avenue. Gates open at 10:50 a.m.
5. **PLEASE NOTE:** The schedule for registration for your class. **DO NOT** arrive prior to this time. You will be allowed to enter but you will not be allowed to proceed to the dressing area until the time your class is scheduled. **Teams should plan to arrive approximately 30 minutes prior to their marking time.**
6. Teams and coaches must register each day.
7. The coach will receive the correct number of wristbands for the dance team members and coach (es) as indicated on the official squad list you submitted to the League Office. Wristbands are your admission into the tournament and are used for security purposes. Wristbands **MUST** be worn throughout the entire day. Dance teams will only be admitted to the competition at no charge during the day they actually compete. If teams choose to attend the tournament during a day when they do not compete, they must purchase a ticket at the box office. **Absolutely no admittance** will be allowed to the dressing area without proper wristband identification.

Parents and friends will **NOT** be allowed backstage or in the dressing area on the 2nd level. **Parents riding on your bus will need to purchase a ticket (\$16 for a reserved seat through the school) or a \$14 general admission ticket at box office and enter through the public entrances along with other spectators. Coaches, be sure to explain this security policy to your dancers, school personnel and dancers' parents.**

Tournament Prices ("In-and-Out Privileges")

Adult: \$14.00 per day (\$16.00 reserved seating purchased through the school)

Student: \$9.00 per day (\$16.00 reserved seating purchased through the school)

8. Coaches will receive a folder containing a map of the arena, a schedule for the day, and other necessary information.
9. The coach must verify and sign the data sheet for the announcer at the Registration Table.
10. The coach must verify the song list for the cable company at the Registration Table.

11. **UNIFORM CHECK** will occur in the main entrance to the Suites (Suite level) at 10:45 a.m. each day. Uniform Check is optional. If you want your uniform to be checked you must make this request at registration. If you choose to have your uniform checked, please be sure to have one dancer in FULL UNIFORM present at the time listed above. A superior judge will approve your uniform or tell you why the uniform does not meet the rulebook requirements. A team who requests a uniform check and is not at the main entrance to the Suites at 10:45 waives its' right to a uniform check.
12. **MUSIC:** Coaches MUST submit a high-quality performance CD. Only CD's (standard Compact Disc format only) will be accepted. CD's must be clearly marked with school name, event entered, Class (A, AA, AAA) and music length. **Each disc must have only ONE track on it. Any disc with more than one track will NOT be accepted!** Each CD must be in a standard hard sided "jewel case" also labeled with the school's name and event.

* Due to compatibility and reliability reasons music must not be submitted on re-recordable "CDRW" discs.

Variable CD equipment will be used in both Marking and Competition. After the sound/speed check your CD will be submitted to the marking attendants.

Music not picked up at the end of the Tournament will only be returned by request made to the Tournament Director and at the team's expense. Coaches must have an additional copy (CD) available quickly during the actual competition event. The Tournament Committee will take every precaution to ensure the safety of all music but will not accept responsibility for damage or loss.

Tournament Day Details

1. **Coaches' Meetings:** There will not be a coaches' meeting. Information regarding the way teams will line up to be introduced for the preliminaries, finals, and other pertinent information is included in this information packet. Be sure to review this information.
2. **Dressing Room Assignments, Vandalism and Dressing Room Clean Up:** All dressing areas will be on the 2nd Deck Concourse. A separate elevator will be available to only the dancers going to and from the Competition Floor Level; access will also be available via escalators. All dressing rooms will be approximately 10' deep by 20'-25' long. Each team will be assigned a dressing room each day of the tournament competition. Your area will have chairs and a coat rack. You will be able to stay in your dressing area for the entire day. Coaches, please remind your dancers that the dressing areas are small and that they should bring a minimum number of items for the day(s). It is important to keep the aisles between the dressing rooms clear so there can be a safe walkway for teams to move back and forth to their dressing room. Keeping your dressing area clean and free from vandalism is the responsibility of every coach and dance team participating in the competition.

Each line will be provided with a trash bag at the registration area. Each line is expected to clean up its assigned area and deposit the trash bag in the area assigned. The areas will be monitored, and violations will be reported to the school administrator of your school's team(s). **A charge of \$100 will be assessed to your school if your area requires special attention from the MSHSL staff or the Target Center. The League shall make that determination.**

3. **Music Table:** CD testing will be done during your assigned marking time. Please take your performance CD (and practice backup CD) with you to your practice/marketing time. The same variable speed equipment will be used in marking as will be used during the competition. After you have determined the performance speed, indicate that speed on the appropriate form to give to the sound technician along with your performance CD. Your CD MUST be turned in at this time. **THERE WILL BE NO OTHER SOUND CHECK!** Be sure to check your CD from the beginning to end before coming to State! **Each team must have a representative at the music table during the performance. The music will not begin unless there is someone present to give volume instructions, etc.** If your team performs to the judges who are seated on the side of the arena, which is opposite from the main sound table, you will have access to a headset to communicate your music needs to the sound technician. The alternate sound table will have personnel to assist you as needed.

NOTE: The rule book specifically limits teams to only having 3 coaches in the competition area. This includes the sound table, alternative sound table, **and area in the stands behind either sound table.**

4. **Order of Competition:** The Dance Team Tournament will be a two-sided format for AA & AAA. It is very important that your team enters from and exits to the appropriate sides of the arena. Please study the line-up map so that you will know where to enter as well as exit.

If the team next scheduled to compete is not in the “chute” and ready to go, the competition will proceed without them, and they will be disqualified. Be prepared. Please remind your dancers to enter the performance area as soon as the announcer says, “in the hole. . .”

There will also be a volunteer at the chute entrance to help with your order of competition. On Friday and Saturday Class A will compete first and Class AA and AAA will compete in a two-sided format. Class A will compete first in the finals followed by Class AA and Class AAA in a two-sided format.

5. **Double Sided Competition:** During the 2018 state tournament, the following classes will face the **MAIN SOUND TABLE** (team bench area of the arena, Sections 129-133) while performing:

Friday, February 16	Jazz A & AA
Saturday, February 17	High Kick A & AA

The following classes/divisions will face the **ALTERNATE SIDE** (media table side of the arena, Sections 109-113) while performing:

Friday, February 16	Jazz AAA
Saturday, February 17	High Kick AAA

6. **Practice/Marking/Sound Check:** ALL marking/sound checks will take place on the main arena floor in the morning, prior to the first competition.

You must be in the “chute” (on-deck) on the arena level at your designated time. If you fail to appear at that time you will NOT be rescheduled. Remember to take your performance CD to practice with you. A variable speed CD deck, which will be used during your performance, will be available. **You may check your performance CD during this practice time for desired speed during performance. This will be your only sound check. Your performance will be timed.** Your time will be provided after your marking time. Note that we will not count kicks during the marking time.

Time is extremely tight. You are limited to your scheduled time. We will strictly follow the attached schedule.

NOTE: The final determination of the number of kicks and of timing will be assessed by trained judging personnel during competition.

In the past, the League has been charged for the repainting of the walls outside the marking room. Dancers had used the walls to “stretch out,” and there were scuffmarks in several places. **Please make sure your dancers respect the building and “stretch out” in appropriate places. Teams will be charged for repairs if this or similar problems occur.**

PLEASE NOTE: Due to the marking procedures each team will have several hours of “dead time”, plan for how to use this time. The dressing areas are small, and areas in the arena where teams go will be limited, so plan accordingly.

7. **Seating:** AFTER MARKING TIMES, HAVE BEEN COMPLETED, THE ARENA WILL BE CLEARED PRIOR TO THE GATES OPENING.

Seating for Non-Dancing Team Members when performing: A special area will be set aside for non-dancing team members where they can sit – only when their team is performing. This information will be part of your registration packet. **There will only be space for up to 10 (6 alternates (max.), 2 managers and 2 coaches) to sit in this area. No more than 10 will be allowed to sit in this area.**

Seating for Dance Teams when not performing: All dancers must stay on the 2nd deck from where they can watch other teams perform. Dancers are not allowed in the lower level seating area during prelims.

8. **National Anthem:** Only the Class A teams will be introduced prior to the National Anthem, at approximately 11:20. The AA and AAA teams will be introduced prior to the start of their competition at approximately 1:50. The head coach and up to four captains (or other team **reps**) must report to the chute area. At approximately the times listed above, you will march out onto the floor in single file, in reverse order of performance. Each class will have two adjacent lines. Following the Anthem (which will be played prior to Class A only) coaches and captains will shake hands with others in your class as a gesture of good sportsmanship. Following the handshake, you will file off the court on the opposite end of the arena except the schools that are performing the first two routines. Those two teams shall file out the same way you entered so that you can continue your preparation. Note that prior to the AA/AAA competition there will not be a National Anthem. Teams will be introduced and then shake hands.
9. **Gathering Area:** Each team will be assigned to a gathering area in advance of your performance. Only this team may be in the assigned area at this time. Teams will go from gathering areas directly to “on-deck” and in the “chute area”. Dancers and coaches are allowed on the competition floor level **ONLY** when assigned.

No radios, boom boxes, CD players or other devices will be allowed in the Dressing Area. Individual headphones are allowed. Restricted items will be confiscated and kept in the administrative area until the completion of the tournament.

10. **Competition Floor:** The floor in the Target Center is larger than most high school basketball courts. The court is 50' wide (same as a high school court) but is 94' long. This is 10' longer than a high school floor. The extra 5' on each side of mid court is between the center circle and the free throw circle. Plan accordingly. Volleyball floor markings will be placed on the floor.

Please remind your dancers to WALK onto the floor. All dancers must WALK off the floor following their competition.

11. **Routine Requirements:** All dance teams will be timed to assure that routines are within the appropriate time limit. Reminder that High Kick routines and Jazz routines now have the same limits:

	<u>Minimum time limit</u>	<u>Maximum time limit</u>
High Kick and Jazz	2 ½ minutes	3 minutes

A stopwatch will be started with the first beat of the music and will be stopped with the pose at the end of the routine. REMINDER - There shall be no choreographed entrances or exits. The dancers must WALK on to the gym floor and WALK off the floor after their pose.

Penalties will be assessed for time, entrance and exit violations per the MSHSL Dance Team Rule Book.

12. **Judges Selection/Assignments and Judges Area:** The judges, who work at the State Tournament, have been carefully selected by a committee appointed by the MSHSL. Only those judges who have applied to work at the state tournament are considered. The ratings by coaches play an important role in this selection process, along with previous tournament and overall judging experience, and geographical representation. Also, except in unusual situations, a judge may not work at the State Tournament for more than three consecutive years, before they must sit out for at least one year before returning. The system is carefully structured to ensure the best judges for State, will still providing a fair and equitable system for judges.

The same panel of judges will work both the prelims and finals. Judges will not discuss their scores until after the completion of finals.

- 13. Judging Procedures:** It is important that coaches understand the process that will be used to tabulate preliminary and final scores at the state tournament. Therefore, the following procedure will be employed. The same scoring procedures used for the preliminary competition will be used for the finals.
- a. Each judge will determine a numeric point total for each team. Once this score has been submitted to the tab room, the official MAY NOT change the score, except in the case where a judge incorrectly transposes a score(s).
 - b. The tab room will convert the judge's score into an individual ranking of the teams in each classification for each judge.
 - c. In the rank column, the two (2) highest and one (1) lowest numbers from the eight (8) judges will be dropped. Therefore, the ranks of five (5) judges will be used to determine the team rankings.
 - d. The scores from all teams in each of the three (3) classifications (Class A, Class AA, and Class AAA) will be ranked in numeric order per each classification.
 - e. **Tie-breaker:** All ties will be broken using the tie breaking procedure as outlined in the current Dance Team Rule Book, Rule 4-3-4, pg. 14.
 - f. Prior to the announcement of the finalists, the Meet Referee and the Tabulation Room Official will review and sign off on the Judges Ranking/Tabulation sheet.

PLEASE REVIEW THE INFORMATION IN THIS MAILING REGARDING THE WAY YOUR TEAMS WILL LINE UP AND BE INTRODUCED.

- g. Following the announcement of the teams that qualify for the final competition, all teams will receive complete results and team rankings at the end of prelims. Non-qualifying team coaches may receive their music and Participation Plaques at the Tournament Headquarters.
- h. Coaches may review their scoring packets to see if an error may have occurred in tabulating their team score. You will have **30 minutes** from the time the packets are ready for distribution to submit an inquiry to the Tabulation Official for review by the Tabulation Official, the Meet Referee and the Tournament Director.
- i. All scores will be considered to be final scores if no inquiry has been submitted to the Tabulation Official during the **30-minute** review period. If an error has occurred, the Tabulation Official, Meet Referee and Tournament Director shall make the necessary adjustment for the preliminary and final placement of teams.
- j. A complete ranking of both preliminary and final scores will be available following the finals for each class. You may pick them up at the Tournament Headquarters or you can call Amanda at the League office (763-560-2262) following the tournament to request a copy.

Following the final competition in each class, the head coach from the team in the finals will receive the scoring packet at the Registration Table. Steps 8 and 9 above should be followed. Any final determinations regarding the scoring, ranking and awards shall be made by the Tournament Director with input from the Tabulation Official and Superior Judge(s).

- 14. Awards and Medals:** Medals will be awarded to each member of the Official Squad, student manager(s), and up to 3 coaches as identified on the roster information provided by the school. Certificates of Participation will be awarded to each participant, student manager and **up to 3 coaches.** State Participation Certificates will be mailed to you from the MSHSL Office and should arrive the week following the State Tournament. Trophies and medals will be awarded at the completion of each final session.

PLEASE NOTE: Only the Official Squad (including alternates), student managers, and up to 3 coaches are will receive awards. Your school may choose to order medals for you or for additional dancers. Your Activities Director may do so by completing the Team Medal Order Form on the Administrative Side of the League Website and sending it to Yvonne Walsh at the League Office.

All-Tournament Team: There will be a Wells Fargo All-Tournament Team. Each school may nominate two dancers for the award. Those nominated from the six schools that qualify for the Finals will be named to the All-Tournament Team. Those awards will be presented as part of the awards program for each class. Please note the separate form and instructions for making your All-Tournament Team nominations. This form must be turned in at Registration.

15. Award Presentation and Announcement of Teams: All coaches in attendance with the team may be on the floor when finalists are announced.

All coaches may also be on the floor and line-up with their team for the awards presentation after finals. When the place winners are announced, after a brief celebration, they will line up at center court (vertically). Three coaches may line up with the team at this time. **Extra coaches may join the team after the trophies have been presented.** Dancers must line up in alphabetical order. As each individual team member is introduced they will step forward to meet the person presenting the awards. During this time coaches are to stay in line with their dancers and **are not** hug dancers as they receive their medals. After the dancers have received their medals, the three coaches who are members of the official squad will also receive their medals, by stepping forward to the presenter when their name is announced.

All participants appearing on the competition floor for team introductions and/or awards must be dressed in the school's official dance team uniform or dressed uniformly in team sweatsuits or school-approved team attire.

16. Meeting Dancers after Finals: Due to congestion issues in previous years, we request that you meet your dancers in the following locations in the lower concourse after the finals: Atrium located near section 106, or the "bumpout" by the windows located near section 116.

Performance Injury Procedure

The League will provide a trainer for on-the-site medical attention.

If a dancer is bleeding or if there is an injury before the team enters the competition floor, a physician or trainer **MUST** examine the dancer in question. The team whose member has been injured will be moved into the final competition slot and all other teams will be moved forward. If a dancer has been injured before her team moves to the competition floor, a trainer or physician must affirm that said dancer may compete in the preliminary or final competition.

In an extreme instance when a dancer is injured or unable to continue the competition, the adult at the music table, who is responsible for that line, may make the decision to terminate the music and the competition. The team will then immediately exit the floor. The next team in order of competition will be called to the floor. No scores will be recorded for the unfinished performance. The team that terminated its competition will be placed in the last competition position for that class and must compete without the dancer(s) who could not continue. If this team advances to the finals, the injured or sick dancer may compete with her team if a trainer or physician has examined the dancer and affirms that she may compete. Judging for the competition will begin with the first beat of the music with no reference to the unfinished performance noted in any of the judges' scores. If the injured dancer then competes and is re-injured, the team (1) must complete its routine and will be judged accordingly or (2) they may choose to terminate their competition and withdraw from the final round.

The Superior Judge has the authority to stop a routine for the above reasons or any other reason not specifically covered by the rules.

Questions?

If you have any questions about the State Girls Dance Team Tournament, please call Bob Madison or Amanda Johnson at the MSHSL office, 763-560-2262. Or e-mail Bob – bmadison@mshsl.org or Amanda – arjohnson@mshsl.org.

Responsibility for Participating Teams, Students and Spectators

School Representative. The MSHSL Official Handbook, 409.00, provides that contesting teams or individual contestants shall be accompanied by a member(s) of the school's administration, faculty or coaching staff. The school representative shall be responsible to act on behalf of the member school. School officials will be held responsible for the proper conduct of teams, team members, students and home spectators regardless of where the contest is being held. This includes 3rd place games.

****School Administrative Representatives must report to the Tournament Director or Game Manager at the main scorer's table at the start of warm ups to coordinate plans for crowd control.** Each school will be held responsible for all damages, breakage, etc. caused by their team or spectators.

Student/Spectator Conduct/Supervision. Each participating school must designate persons from their school to serve as crowd control supervisors or chaperones. Each supervisor or chaperone should wear an identification (*badge, pin, shirt or jacket*) that will be recognizable to the students and to the tournament security and ushers. This will coordinate crowd control between school supervisors and tournament personnel. Crowd control personnel are not considered official team personnel and must either purchase a ticket or the A.D. can give them one of the 4 comp. tickets that they receive and do crowd control from the stands.

Announcements should be made at a general assembly reminding your students that cheering your team, having fun, and good sportsmanship are all a part of being involved in the state tournament. Students should not become part of any act that is disrespectful of other players or would endanger any of the athletes participating in the games. (See Responsibility for Spectator Conduct under League News on the Administrative side of our website, www.mshsl.org)

Spectator Conduct/Security Policies

Responsibility for Spectator Conduct

In order to elevate standards of sportsmanship and encourage the growth of responsible citizenship among the students, member schools, fans and school personnel, the MSHSL held a Sportsmanship Summit and asked student participants to identify behavior expectations they felt should be in place at every school event.

These minimum behavior expectations provide a foundation upon which member schools, conferences, administrative regions and the League's Board of Directors can build specific guidelines for activities under their control.

MSHSL Bylaw 409, **RESPONSIBILITY FOR PARTICIPATING TEAMS, STUDENTS AND SPECTATORS**, speaks to this issue, directly, and Bylaw 409-2 specifically states that, **"School officials shall be held responsible for the proper conduct of teams, team members, students and home spectators regardless of where the contest is being held."**

In all MSHSL activities, each participating school shall designate a person or persons from that school to serve as crowd control supervisors or chaperones. MSHSL tournament staff may require school administrators to contact the tournament manager prior to the start of the tournament game so that they can be immediately contacted to respond to behavioral issues regarding their team members, students and/or spectators at the tournament site. Each supervisor or chaperone should be immediately identifiable to the students and to the tournament site ushers and other security personnel. This will help to coordinate crowd control between school supervisors and tournament site personnel.

SECURITY/SPECTATOR POLICIES

The following policies will be enforced in order to ensure a safe and respectful environment during the State Tournaments:

- Guests are not allowed to bring backpacks, duffel bags drawstring bags briefcases shoulder bags or laptops.
 - Exceptions
 - If MSHSL sells branded bags, they will be allowed
 - Purses and items specifically serving as a diaper bag will be allowed
- All persons and items, including coats, purses diaper bags, etc. are subject to search at the entrance.
- Patrons will be required to return all prohibited items to their vehicles, hotel rooms or homes.
- In/out privileges: In and out allowed. Hand Stamp and ticket stub will allow re-entry.
- Participants/Team RE-entry Policy: Individual participants and/or teams will be admitted to all sessions. They must be checked in at the Pass Gate at all times. Media must have proper credentials
- Respect the American Flag and the National Anthem
- The use of appropriate language is expected at all times. Profanity, negative chants, booing, trash talking, name calling, personal attacks, or other acts of disrespect are unacceptable and must be immediately addressed by school and/or tournament administrators.
- Respect the game/contest. Under no conditions shall anyone other than the members of the official squad enter the playing surface. No one may interfere with the contest in any way.
- No firearms, explosives or other weapons
- No outside food and drinks including cans cooler and other containers. Notify security if there is a medical need.
- No confetti; balloons; bottles cans; rolls of toilet paper; newspapers, artificial noisemakers, including: cowbells, sirens, megaphones, whistles, thunder sticks, drums, air horns, other types of bells; sticks of any kind, knitting needles, laser lights or strobe lights, etc.
- No items with commercial slogans or identification are allowed.
- No person or group may distribute the following materials in the facility without advance written permission of the Minnesota State High School League including, but not limited to flyers, newspapers, memorabilia, or promotional materials for other events or activities.
- No promotional items may be sold or distributed in or around the facility unless approved by the MSHSL.
- Spectators may bring in personal cameras and personal, hand-held video cameras. Spectators are not allowed to bring in tripods of any kind, which includes monopods and selfie-sticks.
- Hand-held signs (no larger than 18" X 24"), which do not obstruct the view of others, will be permitted provided they are in good taste. Signs not in good taste will be removed. Message boards, white boards, or other similar items are not allowed. Signs may not be attached to the facility.
- Oversized flags or banners are not permitted. Large signs requiring two people to hold or signs on sticks of any kind are not permitted.
- All spectators must wear shirts that cover their torso. Students without shirts or students wearing shirts that are vulgar, obscene, or demeaning will be removed from the tournament venue.

Management and/or the MSHSL reserves the right to amend this list at any time, to ensure the safety of our guests and employees.

THANK YOU for supporting our student athletes and fine arts participants and for providing a positive environment in which educational activities are conducted.

Sportsmanship

Appropriate behavior is expected during the competition. We encourage YOU to demonstrate the fundamentals of good sportsmanship to all of your dancers, fans and parents. School officials are expected to exercise every possible control of student groups transported to the tournament. **GOOD SPORTSMANSHIP BEGINS AT THE COACHING LEVEL.** The Target Center and the MSHSL DO NOT allow any signs, banners, balloons, air horns, or other noisemakers, etc. in the arena. Spectators may not be on the performance floor or anywhere “backstage”



EMERGENCY MEDICAL PROCEDURES

Emergency Medical Procedures During MSHSL Tournaments

The League staff plays an important role in support of the tournament physician and athletic trainer. In most cases the physician/athletic trainer will manage the injury without assistance from the tournament staff.

In the event of a serious injury, the following measures should be taken.

Examination of the Injured Athlete

Every effort should be made to give the physician/athletic trainer and athlete privacy during the examination. If possible, the examination should take place in the training room or locker room away from the media and spectators. The Tournament Directors shall notify the parents/school representative (coach/assistant coach/administrator, etc.) and consult on an appropriate course of action to be followed in the care of the injured athlete.

Evacuation to a Hospital

Non-Life Threatening: In the event that it is necessary to evacuate the athlete to a hospital the parents should be consulted to determine the hospital of choice and the method of transportation (ambulance or private vehicle). If the parents are not present, the athlete should be transported by ambulance and accompanied by a representative from that school.

Life Threatening: In a life-threatening situation the athlete will be evacuated to the nearest hospital emergency room by ambulance. Every effort should be made to contact and inform the parents and or school representative of the action taken by the tournament medical team. The athlete should be accompanied by a parent or school representative (coach/assistant coach, administrator, etc.)

Return to Play

An injured athlete must have a Physician's written approval to return to play. Tournament physicians may approve an athlete's return to play. **When teams or individuals transfer care to their team or personal physician, the final decision regarding return to play will be that of the Minnesota State High School League Tournament Physician.**

Section Post Season Medical Protocol

Local sites

Tournament Manager coordinates medical coverage.

- All athletic trainers must be registered with the MN Board of Medical Practice.
- Region or Section assigned medical staff should coordinate medical coverage with participating school medical staff.
 - It is the responsibility of the school to verify any medical staff and their credentials (to determine scope of practice) who the school wants to be involved in injury management during a Region or Section event. All other medical staff will not be allowed in competition area.
 - Participating school medical staff will be allowed on competition surface if an injury occurs.
- In all situations, the official Region or Section medical staff will be the first responders to any injury situation.
- If there is a conflict in the management of injury, the Region or Section assigned medical staff has jurisdiction.
- A parent/relative of a participating athlete may not manage the injury or determine return to play status, but will instead retain standard parent/spectator rights.
- The final decision regarding return to play will be that of the official Region/Section medical staff.

MSHSL Sponsored Venues

Athletic training and physician coverage secured through service agreement.

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