

2016

GEORGIA HIGH SCHOOL ASSOCIATION

CROSS COUNTRY



CROSS COUNTRY COACHES' HANDBOOK

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2016 GHSA Cross Country Coaches' Handbook

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2016 GHSAA Cross Country Dates and Deadlines

- Monday, August 1, 2016Earliest Date for Cross Country Practice
- Monday, August 8, 2016Earliest Date for Cross Country Meet
- Saturday, October 21, 2016**INITIAL** Deadline for electronic submission of Region/Area rosters on GHSAA MIS site (<https://app.ghsa.net/node>) Changes to rosters may be made until the deadline established by each Region or Area, prior to the beginning of Region / Area Meet competition.
- Saturday, October 29, 2016Deadline to complete Region/Area Meets
- Monday, October 31, 2016**9 am** Deadline for electronic submission of Region/Area RESULTS on GHSAA MIS site (<https://app.ghsa.net/node>).
- Monday, October 31, 2016**5 pm** Deadline for Head Coaches of State Meet qualifying teams to confirm projected seven (7) runners at state meet (<https://app.ghsa.net/node>)
- Friday-Saturday, November 4-5, 2016State Meet in Carrollton, GA
(<http://www.ghsa.net/ghsa-state-cross-country-championships>)

Schedule

Friday, November 4, 2016

9:00 am Boys 1A Private
9:45 am Girls 1A Private
10:30 am Boys 7A
11:15 am Girls 7A
12 noon Boys 2A
12:45 pm Girls 2A

Saturday, November 5, 2016

8:00 am Boys 3A
8:45 am Girls 3A
9:30 am Boys 4A
10:15 am Girls 4A
11:00 am Boys 6A
11:45 am Girls 6A
12:30 pm Boys 5A
1:15 pm Girls 5A
2:00 pm Boys 1A Public
2:45 pm Girls 1A Public



2016 GHSA Cross Country Protocol and Procedures

Excerpts from 2016-17 GHSA Constitution (Pp. 67-68)
(<http://www.ghsa.net/constitution#cross-country>):

GENERAL INFORMATION

- C. All GHSA Cross Country meets will be run in accordance with the rules as published in the National Federation Track and Field and Cross Country Rule Book with any exceptions as may be found in this section.
- D. The maximum number of competition dates in Cross Country shall be 10, exclusive of region and state competitions.
 - 1. It is permissible for coaches to use "split squads" during the regular season. However, the use of split squads will count as two (2) of that school's maximum allowed competitions.
 - 2. Any meets involving eight (8) or more schools must be approved by the GHSA Executive Director in accordance with the process found in By-Law 2.64.
 - 3. No individual athlete may compete in more than one (1) race per day.
- E. All competitors shall have legal uniforms in compliance with GHSA and NFHS uniform rules.
- F. Beginning and ending dates for practice and competition can be found at the front of this publication.
 - 1. There will be no interscholastic practices in Cross Country.
 - 2. Athletes may run in non-GHSA events as long as they do not represent their school, do not wear the school uniform, and are not coached at the event by their high school coach ("unattached runner").
 - 3. The following items are not allowed during competition:
 - (a) jewelry
 - (b) hair beads of any type
 - (c) sunglasses (**Note:** Prescription sunglasses are permitted if accompanied by a Physician's note stating that the eye wear is necessary for competition.)
 - (d) Electronic devices

REGION/AREA COMPETITION

- B. The initial team roster of twelve (12) participants must be submitted **electronically** to the GHSA MIS site no later than October 21, 2016. (Posting entries on sites other than the GHSA MIS site does not fulfill GHSA requirements). Changes to the roster may be made until the deadline established by each region or area.
 - 1. Coaches are to list runners in priority order: the top seven (7), then the selected five (5) alternates.
 - 2. Region Secretaries will be able to download their region's schools' rosters after this submission.
- C.
 - 1. Four (4) teams in each Region (classes 2A through 6A) will advance to the State Meet. In Class 7A, the top six (6) teams from each Area will advance to the State Meet. If one region in a 7A Area advances all six teams to fill the state slots, then the highest-finishing team from the other region in that Area will also advance. In Class A public and private, the top four (4) teams from each Area will qualify for the State Meet.
 - a. All qualifiers must be determined by Saturday, October 29, 2016 (All Classes).
 - b. Area/Region qualifiers must be sent by **electronic submission** to the GHSA MIS site within 48 hours of the completion of the Area/Region Meet; but not later than 9:00 a.m., on Monday, October 31, 2016.
 - 2. The first six (6) individual finishers from each region/area will qualify for the State Meet regardless of whether they are a member of a qualifying team. In Class 7A, the top 12 individuals qualify for the State Meet regardless of whether they are a member of a qualifying team.
- D. Cross Country rosters should list twelve (12) contestants. No replacements may be made in the list submitted to the Region Meet Director. Any seven (7) of the twelve (12) may run in the Region/Area or State.

STATE MEET:

- A. The State Cross Country Meet for all classifications will be held at Carrollton High School on Friday, November 4 and Saturday, November 5, 2016.
 - 1. There will be a \$5.00 admission fee for all spectators.
 - 2. The Meet Director will be Craig Musselwhite, Carrollton HS. 770-832-2120, ext. 632; Fax: 770-214-2079.
 - 3. Awards will be presented at the conclusion of each classification.

The running order will be as follows:

Friday, November 4, 2016

9:00 am	Boys 1A Private	11:15 am	Girls 7A
9:45 am	Girls 1A Private	12 noon	Boys 2A
10:30 am	Boys 7A	12:45 pm	Girls 2A

Saturday, November 5, 2016

8:00 am	Boys 3A	11:45 am	Girls 6A
8:45 am	Girls 3A	12:30 pm	Boys 5A
9:30 am	Boys 4A	1:15 pm	Girls 5A
10:15 am	Girls 4A	2:00 pm	Boys 1A Public
11:00 am	Boys 6A	2:45 pm	Girls 1A Public

- B. A minimum of five (5) and a maximum of seven (7) entrants are allowed for each team that qualified.
 - 1. The first five (5) finishers for each team will count for the total team score.
 - 2. Each team must begin and end the competition with a minimum of five (5) runners. If, for any reason, a qualifying team does not have five (5) runners, that team will not be allowed to compete in the State Meet.
 - 3. Each member of a qualifying team, as well as individual qualifiers from each region, are considered to be in contention for individual honors.



2016 GHSA Cross Country Use of GHSA MIS site



The GHSA Cross Country MIS site is accessed through the
“Affiliate Login” at the top of the GHSA website.



The GHSA MIS site (<http://app.ghsa.net/>) **MUST** be used for:

- **Electronic submission of Area/Region Rosters**
 - Each member school's AD has been issued login credentials for submission of each school's Area/Region Roster.
 - The **initial** team roster of twelve (12) participants must be submitted **electronically** to the GHSA MIS site no later than **October 21, 2016**. (Posting entries/rosters on sites other than the GHSA MIS site does NOT fulfill GHSA requirements).
 - Changes to the roster may be made until the **DEADLINE** established by each Region or Area.
 - Changes to the roster may NOT be made after the scratch meeting (if held) or after the Region / Area Meet competition begins.
 - Each Area Coordinator / Region Secretary will be issued login credentials for downloading/printing School Rosters.
- **Electronic submission of Area/Region Meet Results**
 - Each Area Coordinator / Region Secretary will be issued login credentials for submission of Area/Region Meet Results. **Deadline is 9am on Monday, October 31.**
 - Area/Region Coordinators / Region Secretaries (or designees) must not only submit results on the MIS site but **ALSO** edit/correct Area/Region entries (rosters) for each school on the MIS site to reflect any changes (scratches/additions/replacements) made at the Scratch Meeting (if held).
- **Electronic Confirmation of State Meet Qualifying Team Participants**
 - Each member school's AD has been issued login credentials for Confirmation of State Meet Qualifying Team Rosters.
 - After Area/Region RESULTS have been submitted electronically, coaches of each **Qualifying Team** must “confirm” their team's expected seven runners in the State Meet. If the original submitted roster is unchanged, coaches simply confirm the original list. If coaches anticipate a CHANGE in their top seven (7) runners for the State Meet, they should “reorder” and “confirm” their updated roster so that the Top Seven roster members are those who **ARE EXPECTED** to compete at the State Meet. **Deadline is 5pm on Monday, October 31, 2016.**



2016 GHSA CROSS COUNTRY STATE MEET COACHES INSTRUCTIONS



- 4 -

1. Course Preview, Practice and Early Packet Pickup Times:
 - a. **Thursday, November 3, 2106: 3:30-5:30pm** – Course open for preview and practice **ONLY** for participants in Friday's races.
 - i. Early packet pickup available and replacements on roster Declaration Forms accepted
 - b. **Friday, November 4, 2016: 3:30-5:30pm** – Course open for preview and practice for participants in Saturday's races. The Course is **CLOSED** on Friday after the conclusion of Friday's races until 3:30pm in order for Meet Management to re-mark and re-condition the Course.
 - i. Early packet pickup available and replacements on roster Declaration Forms accepted
- NOTE: Coaches and teams MUST adhere to the published times for which the course is open for preview and practice. The Carrollton Greenbelt is adjacent to the Carrollton Elementary School campus for practice. NO teams or individual athletes competing on Friday, November 4 will be allowed on the course on Thursday, November 3 other than during the published 3:30-5:30pm time. NO teams or individual athletes competing on Saturday, November 5 will be allowed on the course on Friday, November 4 other than during the published 3:30-5:30pm time.**
2. Bib #'s / timing tags will be assigned **ONLY** to the seven (7) runners, who have been "confirmed" by each Qualifying Team coach. Athletes must wear assigned numbers, unaltered and clearly visible.
 3. On Race Day, Qualifying Team coaches may make necessary changes for the seven athletes who actually compete by using a Declaration Form (example on next page) to "finalize" any REPLACEMENTS for the original seven "confirmed" runners. The Declaration Form is submitted to Meet Management at the packet pick-up table (**Deadline is 30 minutes before each race start time**). If there are **NO CHANGES**, the form does NOT need to be completed. Follow instructions on the declaration form for making changes and complete the form before you leave the check-in area. Please make every effort to submit the correct names of the seven who **WILL** race so that race results are accurate.
 4. Before leaving the check-in table, carefully review your entry list and be sure you have the correct bib numbers and the two timing tags attached to the bib that correspond to each athlete's name. Take only enough shoe ties for your runners. You will need four ties for each runner; two on each shoe.
 5. When you get back to your team area, please distribute the bib number and the two tags that are attached to the assigned runners. The bib number must be attached, unaltered, to the front of the uniform top. Make sure your runners attach the timing tags by following the instructions below. Improper attachment may result in the tag(s) falling off and your runner not being counted. Be sure to place one timing tag on each shoe. If you place two timing tags on one shoe, the mat may fail to read the tag(s).

Step 1	Step 2	Step 3
Thread the wire ties under your shoelaces	Thread the IPICO Sport Tag onto the wire ties	Secure the IPICO Sport Tag by twisting the wires ties firmly together
		

6. The timing tags will be removed by meet officials in the finish area. If your runner fails to have his/her timing tags removed and returned, your school will be charged for any missing tags.
7. Please check the order of finish and team scores on the posted results board or on line at ptgrouponline.com.



GHSAA State XC Meet - 11/5/2016
Hosted by Carrollton High School
State Meet Course in Carrollton, Ga.
Declaration Form - Boys AAA



INSTRUCTIONS FOR ATTACHING BIB #'S AND TAGS ARE ON THE INFORMATION SHEET

Each Qualifying Team has been issued seven (7) BIB #'s and two tags per athlete per BIB #.

IF any of the top seven athletes are NOT RUNNING, and will be REPLACED by an alternate, please circle "Replaced" for that/those athlete(s) NOT RUNNING.

For the REPLACEMENT athlete(s), circle "Replacement" and ALSO write the BIB# of the athlete(s) being REPLACED on the line provided before "Replacement".

Athlete Name	BIB #	Status	
Qualifying Team	EXAMPLE		
1. RUNNER #1	2583	Confirmed	Replaced
2. RUNNER #2	2584	Confirmed	Replaced
3. RUNNER #3	2585	Confirmed	Replaced
4. RUNNER #4	2586	Confirmed	Replaced
5. RUNNER #5	2587	Confirmed	Replaced
6. RUNNER #6	2588	Confirmed	Replaced
7. RUNNER #7	2589	Confirmed	Replaced
8. ALTERNATE #1	<u>2584</u>	Replacement	
9. ALTERNATE #2	<u>2587</u>	Replacement	
10. ALTERNATE #3	<u> </u>	Replacement	
11. ALTERNATE #4	<u> </u>	Replacement	
12. ALTERNATE #5	<u> </u>	Replacement	



2016 GHSA Cross Country Uniform Rules Clarification



- Each team member shall wear the same color and design of school uniform. If undergarments are worn by two (2) or more team members, all undergarments must be of the same color and design, but not necessarily of the same length.
- The GHSA has opted to continue the requirement that **ALL VISIBLE UNDERGARMENTS** must be **UNADORNED** and of a **SINGLE, SOLID** color – if the athlete wears more than one (1) layer of undergarments, all must be of the same color.
- Undergarments having a waistband with multiple logos/references of the manufacturer are **NOT** legal as uniform bottoms.
- Undergarment tops and/or bottoms do not have to be the same color.
- Any **OTHER** clothing items (socks, head wear, sleeves, gloves etc.) are **NOT** considered part of the uniform.
- Gloves are permitted.
- The GHSA has opted to **PROHIBIT** the wearing of jewelry and hair beads of any kind during competition.
- The wearing of jewelry, hair beads, sunglasses (without a doctor's note) and use of wristwatches with GPS capability during competition is **ILLEGAL**. The penalty for each of these violations is **DISQUALIFICATION**.
- The ultimate responsibility for uniform compliance lies with the coach. Coaches should inspect any/all garments competitors wear to make sure they are in compliance with GHSA and NFHS uniforms rules. On the next page is a Uniform Guidelines document.

While Uniform rules are quite specific, there is always some gray area open to interpretation by meet officials. Coaches should anticipate the strictest interpretation of the rules that their team may encounter. As the season begins, make sure your athletes thoroughly understand the rules governing jewelry and uniforms. Even though many of the early small meets may not strictly enforce these rules, impress upon your athletes the importance of being in compliance anyway. Prevent a pattern of competing while violating these rules even if there are no apparent consequences for doing so. As important meets approach, reaffirm that all athletes are fully aware of, and in compliance with the rules. Again, try to anticipate the strictest interpretation and prepare accordingly.

NFHS and GHSA penalty for illegal uniform:

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



GHSA Cross Country Jewelry and Uniform Rules / Guidelines



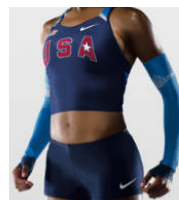
The following items are not allowed during GHSA Cross Country competition:

- (a) jewelry
- (b) hair beads of any type
- (c) sunglasses (**Note:** Prescription sunglasses are permitted if accompanied by a Physician's note stating that the eye wear is necessary for competition.)
- (d) Electronic devices, including GPS devices)
- (e) Medical alert medals are not considered jewelry. The alert should be visible. When the medal is attached:
 1. to a bracelet made of metal or an unyielding material, it shall be taped to the body.
 2. to a bracelet made of a pliable material, it is not required to be taped to the body.
 3. to a necklace, it shall be taped to the body.
- (f) Religious medals are not considered jewelry and must be worn under the uniform and taped to the body.
- (g) Hair control devices, such as bobby pins, barrettes and hair clips, no longer than 2 inches, may be worn to control a competitor's hair.

Typical Examples of Illegal / Legal Uniforms



ILLEGAL
One-piece Uniforms with multiple manufacturer logos / references.



ILLEGAL
Uniform Top
"bare midriff"



ILLEGAL
Uniform Bottoms
"French or High Cut"



LEGAL
"Closed-Leg" Women's Brief **Uniform Bottoms**



ILLEGAL
Uniform Bottoms with decorative waistbands and multiple manufacturer logos / references.



ILLEGAL
Uniform Bottoms with decorative waistbands and crotch outline / opening



LEGAL
Uniform Bottoms single manufacturer logo, no crotch outline or opening, no decorative waistband.



ILLEGAL
ALL Undergarments are **NOT** of a single (same) color.



ILLEGAL
Uniform Bottoms with decorative waistbands, multiple manufacturer logos, crotch outline



LEGAL
Uniform Bottoms with single manufacturer logo, NO decorative waistband or crotch outline

NOTE: The ultimate responsibility to have each competitor compliant with jewelry and uniform rules is with the coach. Coaches should inspect any/all garments that competitors wear to **ENSURE** that they are in compliance with the GHSA & NFHS Jewelry and Uniform Rules!!