



# Kansas State High School Activities Association

## 2018 CROSS COUNTRY ANNOUNCEMENTS

601 SW Commerce Place, Topeka, KS 66615 | Phone: 785-273-5329 | Fax: 785-271-0236 | [www.kshsaa.org](http://www.kshsaa.org)

Francine Martin, Cross Country Administrator; [fmartin@kshsaa.org](mailto:fmartin@kshsaa.org)

### Important Dates

**Regional Entry Fee** due August 16

**Exam Answers** due August 28

**Regional Entries** submitted online October 15

**Regional Meets** October 20

**State Meets** October 27

### Required Exam

High school and middle school boys and girls cross country coaches are required to complete an open book exam covering KSHSAA and NFHS rules. Test questions are included in the back of the announcement sheet. Answers must be submitted online. Directions on how to log in and submit answers are included. The test will be available from July 30 - August 28.

### Heat Acclimatization Policy

#### Rule 30-1-8

**Art. 8:** Beginning Monday of SCW #7 (August 13, 2018) the following practice rules apply to football, boys and girls cross country, boys soccer, girls volleyball, girls gymnastics, girls tennis and girls golf:

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

### Regional Cross Country Meets

- Race Distances:** The race distance for boys and girls at regional and state meets will be a 5K. During the regular season schools hosting events may choose to use other distances.  
  
Meet directors may choose to have shorter race distances, early in the season, for heat acclimatization purposes.
- Host Sites:** If your school is interested in hosting a cross country regional (your class and/or other classes) please notify Francine Martin ([fmartin@kshsaa.org](mailto:fmartin@kshsaa.org)) by August 17.
- Regional Assignments:** Assignments will be posted at [www.kshsaa.org](http://www.kshsaa.org) within a week after classifications are released. Schools indicating they wish to be assigned to a regional on ADM-1 and paying the \$60 entry fee will receive a regional assignment.
- Regional Entry Forms:** Entries for regional cross country will be submitted online. Coaches will log on to the KSHSAA website and enter up to 10 runners. Entries are due by noon on Monday, October 15. No additions will be allowed after this time. Substitutions are permitted only with KSHSAA approval for injury or illness and none will be approved after Wednesday, October 17.
- Regional Cross Country Meets:** Regional meets will be held on October 20. Meet sites will be determined after classifications are released September 26. Regional cross country meets will start in the morning.
- Regional Starters:** All starters used in regional meets must have been registered with the KSHSAA for the 2018 track season.
- Practice on Course:** Coaches must contact regional managers about possibly practicing on the course prior to the meet. Some courses may not be available for practice.
- Eligibility of Runners:** In order to compete in the regional cross country meet a runner must be a member of the squad for a majority of the season (*Rule 30-2-2*).
- Cooperative Teams:** Teams that run as a cooperative team during the regular season must separate for postseason competition (regional and state), and each runner will represent their own school.
- Meet Results:** All regional meets will use Hy-Tek to score the meet and to submit state qualifiers to the state managers.
- Rosters for State Meet:** Rosters submitted for the regional meet may be changed prior to the state meet.

---

## Regional Cross Country Meets

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

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

There will be nine schools assigned to each regional.

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

- **Criteria to Qualify for the State Meet:**

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

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

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

### Class 1A

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

- **Class 1A Criteria to Qualify for the State Meet:**

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

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

- A. Review and count those runners in top 10 who are not members of a qualifying team.
- B. IF only one (1) of the top 10 runners is from a non-qualifying team, identify the next six runners also not a member of the top four (state qualifying) teams.

C. IF two (2) of the top 10 runners are from non-qualifying teams, identify the next five runners also not members of top four (state qualifying) teams.

D. IF three (3) of the top 10 runners are from non-qualifying teams, identify the next four runners also not members of top four (state qualifying) teams.

E. IF four (4) of the top 10 runners are from non-qualifying teams, identify the three runners also not members of top four (state qualifying) teams.

F. IF five (5) of the top 10 runners are from non-qualifying teams, identify the two runners also not members of top four (state qualifying) teams.

G. IF six (6) of the top 10 runners are from non-qualifying teams, identify the one runner also not a member of a top four (state qualifying) team.

## State Cross Country Meets

- **Date: October 27, 2018**

This is an ACT testing date. Students who may have a conflict with the state meet should plan to complete the ACT test on a different date. There are multiple ACT testing dates available.

- **Pass Gate:** School superintendents, principals and athletic directors will be listed at the pass gate near the entrance and will be admitted free.

- **State Entry Form:** CC-3 and CC-4 must be submitted to the state manager by noon on Monday, October 22.

- **State Entry Fee:** The state entry fee is \$8.00 per individual qualifier. The entry fee for a team who qualifies is \$50. A copy of CC-3 and CC-4 and the entry fee check must be mailed to the KSHSAA.

A qualifying team may list ten runners on the roster; only seven runners may run in the meet. In Classes 2A, 3A, 4A, 5A, 6A, five runners will be scored. In Class 1A, four runners will be scored. Other runners will be used for tiebreaking purposes.

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

### Classes 3A, 5A, 6A – State Site & Schedule

- Lawrence – Rim Rock Farm (five miles northwest of Lawrence). The meet manager is Steve Heffernan from Lawrence-Free State High School. Information concerning the meet can be obtained by going to [www.freestaterunning.com](http://www.freestaterunning.com).

- Saturday, October 27, 2018

10:00 a.m.---5A Boys

10:35 a.m.---3A Girls

11:10 a.m.---6A Boys

11:45 a.m.---5A Girls

12:20 p.m.---3A Boys

12:55 p.m.---6A Girls

- Ticket Prices:  
Due to a parking charge required by Kansas Athletics, the prices at Lawrence will be \$9 for adults and \$7 for students grades K-12. The additional dollar on KSHSAA ticket prices goes directly to Kansas Athletics. The KSHSAA generates no additional revenue from this surcharge for parking.

### **Classes 1A, 2A, 4A – State Site and Schedule**

- Wamego High School will again host the 2018 Class 1A, 2A, 4A meet at the Wamego Country Club golf course. The meet manager is Dennis Charbonneau, Wamego High School Athletic Director. Information concerning the meet can be obtained by going to [www.usd320.com/HighSchool/Activities/CrossCountry/State.aspx](http://www.usd320.com/HighSchool/Activities/CrossCountry/State.aspx)
- Saturday, October 27, 2018
  - 10:00 a.m.---2A Boys
  - 10:35 a.m.---1A Girls
  - 11:10 a.m.---4A Boys
  - 11:45 a.m.---2A Girls
  - 12:20 p.m.---1A Boys
  - 12:55 p.m.---4A Girls
- Ticket Prices:
  - Students grades K-12 - \$6.00
  - Adults - \$8.00

## **KSHSAA Rules**

### **Rule 22 - Outside Competition**

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

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

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

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

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

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

### **Rule 34 - Cross Country**

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

**Art. 1:** No member school shall participate in a meet until it has had (14) days of training.

- a. Each athlete shall participate in 9 days of practice with the team prior to participating in a meet, (*see Rule 30-1-8 a-e, Season of Activities*).

#### **Section 2: Senior High Regulations**

**Art. 1:** Practice shall not begin prior to Monday of Standardized Calendar Week #7 (August 13, 2018) and shall terminate with the state meet.

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

- a. Schools are encouraged to schedule as many quadrangular or smaller meets as possible. It is recommended these meets start after school hours.
- b. On those days when schooltime is used, only two competitions may start prior to 3 p.m. C.T.

#### **Section 3: Middle/Junior High School Regulations**

**Art. 1:** No student shall participate in more than seven (7) meets during a season. EXCEPTION: Ninth grade students in junior high schools shall be permitted to compete in the same number of athletic competitions as ninth graders in senior high schools.

**Art. 2:** The maximum distance by grade level shall be:

- 7th grade — 2 miles (3200m)
- 8th grade — 2 miles (3200m)
- 9th grade — same as senior high school

1. **KSHSAA Executive Board** policy relative to *tobacco products and other chemical use* states: “Coaches, directors/sponsors/coaches aides, and contest officials are *prohibited* from using tobacco products, alcoholic beverages or illegal drugs while directly involved in interscholastic activities.”
2. **KSHSAA RULE 10:** Only certified coaches (certified in compliance with standards established by the State Board of Education) or coaches aides (through application and approval from the KSHSAA) are allowed to work with teams. No volunteers may coach or assist with any coaching duties, with an exception provided for individuals who are certified staff employed by the member school district.
3. **Middle School Cross Country:** Middle school students who are not members of a middle school cross country team may not participate in school sponsored cross country meets as “unattached” runners because their school does not have a middle school program. KSHSAA Bylaw Article I indicates that member schools may only participate against other member schools. Schools which do not have a middle school cross country team may not allow 7th and 8th graders to practice with the high school team. Schools

hosting meets may not allow students who are not members of a school team to participate in their meet. A school may choose to have a “fun run or all comers run” prior to or after the school sponsored interscholastic races. If a “fun run” is offered, anyone who is not a member of the school team could be given the opportunity to participate. This may include parents, community members and students who are not part of a school cross country team. KSHSAA catastrophic insurance would not cover participants in a race of this type.

## Uniform & Equipment Information

### **Competitor’s Uniform – NFHS Rule 8-6**

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

**Art. 1** Each competitor’s uniform shall meet all requirements and restrictions as presented in Rules 4-3-1 and 4-3-2, Competitor’s Uniform in Track and Field and Cross Country.

**Art. 2** A competitor shall wear the assigned contestant number and/or computerized transponders/chips during competition. The number and/or transponders/chips shall be worn, unaltered, for purposes of official timing and place finish.

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

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

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

### **NFHS Rules 4-3-1 & 4-3-2**

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

- a. Each competitor shall wear shoes on both feet.
  1. The shoes shall have an upper and definitely recognizable sole and heel.
  2. The (shoe) upper must be designed so that it can be fastened securely to the foot.
  3. In cross country, the sole and heel may contain grooves, ridges or track spikes which are no longer than 1 inch.
  4. The use of slippers or socks does not meet the requirements of the rule.
- b. Each competitor shall wear a school-issued or school-approved full-length track top or one-piece uniform.
  1. When numbers are used, each competitor shall wear his/her assigned, unaltered contestant number.
  2. The top or one-piece uniform may have school identification and the top may have the competitor’s name.
  3. The top shall not be knotted or have a knot-like protrusion.
  4. A single manufacturer’s logo/trademark/reference, no more than 2¼ square inches with no dimension more than 2¼ inches, is permitted on the top or one-piece uniform.
  5. One American flag, not to exceed 2 inches by 3 inches, may be worn or occupy space on each item of uniform apparel. By state association adoption, to allow for special occasions, commemorative or memorial patches, not to exceed 4 square inches, may be worn on the uniform without compromising its integrity.
  6. Bare midribs tops are not allowed.
  7. The top must hang below or be tucked into the waistband of the uniform bottom when the competitor is standing upright.
  8. Any visible garment(s) worn underneath the uniform top must be unadorned and of a single, solid color. As per NFHS rules, a single, visible manufacturer’s logo and/or single school name or insignia no more than 2¼ inches are permitted on the undergarment. Visible items worn under both the top and the bottom do not have to be the same color.

#### **Notes:**

1. If more than one visible garment is worn under the uniform top, all must be the same color.
2. A visible garment worn under the uniform top displaying contrasting stitching to the single, solid color of the undergarment and functions as the actual seam for the undergarment’s construction is legal.
- c. Each competitor shall wear a school-issued or school-approved track bottom or one-piece uniform.
  1. The bottom or one-piece uniform may have the school identification.
  2. Loose-fitting, boxer-type bottoms or compression-style bottom are permitted for boys and girls. Closed-leg briefs are acceptable for girls.
  3. French or high-cut apparel shall not be worn in lieu of the uniform bottom.
  4. The waistband of a competitor’s bottom shall be worn above the hips.
  5. A single manufacturer’s logo/trademark/reference, no more than 2¼ square inches with no dimension more than 2¼ inches, is permitted on the bottom or one-piece uniform.
  6. One American flag, not to exceed 2 inches by 3 inches, may be worn or occupy space on each item of uniform apparel. By state association adoption, to allow for special occasions, commemorative or memorial patches, not to exceed 4 square inches, may be worn on the uniform without compromising its integrity.

7. Any visible garment(s) worn underneath the uniform bottom and extending below the knees shall be unadorned and of a single, solid color. As per NFHS rules, a single, visible manufacturer's logo and/or single school name or insignia no more than 2¼ inches are permitted on the undergarment. Visible items worn under both the top and the bottom do not have to be the same color.

**Notes:**

1. If more than one visible garment, which extends below the knees, is worn under the uniform bottom, all must be the same color.
2. A visible garment worn under the uniform bottom displaying contrasting stitching to the single, solid color of the undergarment and functions as the actual seam for the undergarment's construction is legal.

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

- a. Each team member shall wear the same color and design of school uniform although the length of the bottom or one-piece uniform may vary.
- b. Any visible garment(s) worn by two or more relay team members or cross country team members underneath the uniform top and/or underneath the uniform bottom, extending below the knees, shall be unadorned and of the same single, solid color, but not necessarily the same length.

**Note:** Visible items worn under both the top and the bottom do not have to be the same color.

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

**Disqualification - NFHS Rule 8-7**

A competitor is disqualified who:

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

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

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

**NOTE:** Every attempt should be made for the appropriate health care professionals to make these decisions as to assistance.

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

**Additional Uniform Information**

1. Races will not be delayed in order to permit competitors to comply with uniform rules.
2. School uniforms should show evidence of conforming to the color and design of uniforms worn by teammates.
3. If the starter, referee or any other meet official detects an illegal uniform prior to the start of competition, it is good practice in preventative officiating to call this to the attention of the contestant. Races and/or trials should not be delayed so an athlete may be in compliance.
4. The responsibility to be in proper uniform is that of the coach and athlete. This includes proper display of contestant numbers.
5. By KSHSAA policy, school issued spandex shorts may be worn by either boys or girls. If any competitors are wearing school issued spandex shorts or one-piece uniforms, the inseam length of the shorts must be a minimum of 2 inches. Girls may wear either closed-leg briefs or school issued spandex shorts with an inseam of 2 inches or more.
6. Boxer underwear showing below the bottom is unacceptable.
7. Sports bras are not considered visible undergarments. Removal of a team jersey by competitors, leaving only a sports bra, is a violation of NFHS rules.
8. Stocking caps: In the event of inclement weather (cold, wet), stocking caps may be worn during competition (provided the games committee has not established a policy against the wearing of these items). If worn, all team members must wear the same color stocking hat or head band. By KSHSAA policy, visors and baseball style hats may not be worn during competition by any competitor.
9. Sunglasses: Unless prohibited or restricted by the games committee, sunglasses may be worn during competition. Sunglasses may not be adorned and the frames must be of a single, solid color.
10. Gloves: In the event of inclement weather (cold, wet), unless prohibited by the games committee, gloves may be worn during competition unless otherwise prohibited by NFHS rules. If worn, all team members must wear the same color gloves.

**Jewelry**

1. NFHS rules no longer prohibit jewelry from being worn during cross country competitions. The wearing of jewelry presents little risk of injury to either the competitor or opponents. The meet referee may direct the athlete and coach that an item is to be removed if not properly secured or has a high probability to damage equipment.
  - Coaches may prohibit their athletes from wearing jewelry.

2. Excessive safety pins on the jersey are not permitted.
3. Unadorned devices, such as bobby pins, barrettes and hair clips, no longer than 2 inches, may be worn to control a competitor's hair.
4. Watches may be worn during competition.
5. GPS watches are not legal and are considered an aid. The GPS is a receiver and provides information which the runner is responsible for as part of the competition and thus it aids in performance.

### **Hair Decorations/Adornments**

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

While participating in competition, it is permissible for a student to use in their hair for a functional purpose the following:

- Ribbon or yarn of any single solid color (length such that it is not "flowing" – 3 inches or less in length).
- If multiple functional rubber bands, ribbons, yarn are used in the hair, they must be of the same color.
- A "scrunchie" (device intended to hold hair in place while in competition which is composed of an elastic material covered with cloth or a cloth-like material) of a single solid color.
- Any ribbon, rubber band, yarn, cloth or cloth-like material worn in the hair must have a functional purpose, i.e., to hold the hair in place while in competition.
- Unadorned devices (such as barrettes, bobby pins, clips, combs, no longer than 2 inches) may be worn in the hair. Beaded items worn in the hair are illegal.
- Participants will not be allowed to wear feather hair extensions (latest trend in adding style and texture to hair), tensile, etc., in their hair during practice and competition. This is considered "ADORNMENT" and is not permitted by NFHS and KSHSAA rule. All KSHSAA sports codes are consistent; feathering will not be permitted during any activities under NFHS rule jurisdiction.

## **Sports Medicine & Safety**

The sports medicine and safety section of the KSHSAA website has information concerning the following topics: hot weather tips; concussion information; lightning safety information; heat and hydration information and a link to the NFHS sports medicine website which contains much more health related information.

### **Statement on Performance Enhancing Drugs and Nutritional Supplements**

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

or nutritional supplement, as defined by the World Anti-Doping Agency, for the purposes of performance-enhancement.

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

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

### **Heat Acclimatization**

Heat stroke is the leading cause of death in athletes during warm weather months. Heat stroke and other heat illnesses **are preventable** by following these guidelines:

#### **1. Emergency Action Plan**

Have an emergency action plan in place that addresses heat emergencies. Be sure the entire emergency action plan is rehearsed and reviewed with everyone involved, including local EMS personnel **BEFORE** practice begins in August.

#### **2. Proper acclimatization**

Have a formal training plan in place for your runners which incorporates a gradual increase in training volume and intensity over the first 1-2 weeks of practice. Research indicates the first five days of practice are when athletes are most susceptible to heat illness. It is during this period necessary physiologic adaptations are taking place in the body to better handle exercise stress in a hot/humid environment. During this time only single workouts per day are recommended and total workout time should not exceed 2-3 hours per day.

#### **3. Know your at-risk athletes**

Runners with a previous history of exertional heat illness, are sickle cell trait positive, are unfit or are recovering from a recent illness are more susceptible to heat illness. These runners need to be monitored closely and adjustments may need to be made to their training programs.

#### **4. Heat policy**

Every school should have a policy in place with mandatory activity modifications based on the current heat index or wet bulb globe temperature. The heat index or wet bulb globe temperature needs to be obtained **at the workout site** prior to any warm weather practice or race. Refer to the KSHSAA website for a heat index chart indicating risk levels based on the heat index reading.

#### **5. Cooling area**

An area should be designated where your runners can cool down and rest. This could be an area of shade, a canopy or easy access to an air-conditioned facility.

---

**During warm weather workouts, a cold tub should be located in this cooling area.** The tub should be large enough to submerge someone up to their torso in a seated position with the water temperature between 45-60 degrees. Any time heat stroke is suspected, rapid cooling in the cold tub should immediately take place. Current best practices recommend rapid onsite cooling **before** emergency transport to a hospital. This procedure should be reviewed and rehearsed with your local emergency medical personnel.

#### 6. Hydration

Runners should have unrestricted access to water. Schedule frequent hydration breaks—do not allow your runners to wait to feel thirsty. Water is the best hydration choice. Sports drinks with low sodium and carbohydrate levels are also good options. **Avoid energy drinks, soda, fruit juices, carbonated beverages and caffeine.**

**7. Never promote or provide nutritional supplements or energy drinks to your runners.** Use of these items should never be encouraged, but during times of extreme heat these substances can be even more dangerous to an athlete.

### Miscellaneous

- 1. Rule 4-6-5h (note) - Atomizer** – If a cross country competitor's condition is verified by a physician and the doctor has prescribed this medication, it would not be considered an illegal aid as long as a physician's statement documenting the need of the athlete to use a prescription during competition is presented to the meet director/referee prior to the beginning of the meet. (Note: Without a doctor's statement, the athlete may only use the inhaler prior to and after competition.)
- 2. Rule 8-7 - Drinks on Course** – Meet management may have water available for all contestants. Rule 8-7d (note) indicates that providing liquids during competition is not considered to be an aid or assistance provided it does not interfere with other competitors.
- 3. Rule 4-3-1-b-5** permits an American Flag, not to exceed 2 inches by 3 inches, to be worn. A commemorative or memorial patch, not to exceed 4 square inches, may be worn on the uniform top or bottom. The KSHSAA requires that schools must request in writing permission from the KSHSAA to wear a commemorative or memorial patch.
- 4. Coaches Meeting: Rule 3-4-8** – Prior to the start of the meet, the head coach shall be responsible for verifying to the meet director that all his/her competitors are properly equipped (uniform and equipment) in compliance with these rules. Any questions regarding legality shall be resolved prior to the start of the meet. For KSHSAA events, a properly completed "Sportsmanship & Uniform Card" is to be turned in. Coaches will verify that team members will be expected to exhibit good sportsmanship and will comply with all NFHS and KSHSAA rules. Blank forms may be printed by going to the cross country page on the KSHSAA website. Prior to the meet, coaches and meet personnel are to be advised of any special concerns or rules in an effort to prevent disqualifications, and to review special circumstances, procedures and information pertaining to

the meet, particularly how the individual qualifiers are determined.

- 5. Lightning Information** – Information concerning lightning safety may be located on the KSHSAA website by clicking on sports medicine and safety.
- 6. State Team Medals** – If your team needs to order additional medals, a school administrator may place an order by emailing the KSHSAA at [bunruh@kshsaa.org](mailto:bunruh@kshsaa.org). Please indicate the number of medals needed and the KSHSAA will send an authorization letter so you may purchase additional medals.

#### **KSHSAA regulations during the school year outside the season of sport/activity:**

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

## Online Cross Country Regional Entry Instructions

All schools are required to submit their regional cross country entries ONLINE!

The KSHSAA will provide regional managers their meet file electronically containing all entries.

**The online entry system will be available October 8 at 8 a.m. ALL REGIONAL ENTRIES MUST BE SUBMITTED ONLINE BY NOON ON OCTOBER 15.**

### **To submit online entries:**

1. Cross Country coaches should login to the KSHSAA website with their school's User ID and COACH password.
  2. Once logged in, select the CC-1 (girls) or CC-2 (boys) link at the top of the page.
  3. Athletic directors can access the online entry section by logging in with their administrator password and selecting CC-1 or CC-2 form in the October menu of the Entry Forms section of the website.
  4. Once you have opened the entry form, select your runners in the spaces provided. You can select up to 10 runners. **ONLY STUDENTS ENTERED ON YOUR SCHOOL'S ONLINE ELIGIBILITY LIST ARE AVAILABLE FOR SELECTION.**
  5. Be sure to enter both your girls (CC-1) and your boys (CC-2) rosters.
  6. When finished, click the Submit Entries button.
  7. You can generate your CC-1/CC-2 reports after entering your runners. Fax these forms to your regional manager. The managers will use these to double-check your entries.
  8. Changes can be made to your online entries until the noon deadline on October 15. If you make any changes, be sure to re-submit your entries and fax or email your updated forms to the regional manager.
  9. To remove a runner from your entries, simply select the blank field at the top of the drop-down list.
- Please contact Francine Martin ([fmartin@kshsaa.org](mailto:fmartin@kshsaa.org)) or Melissa Thompson ([mthompson@kshsaa.org](mailto:mthompson@kshsaa.org)) at 785-273-5329 with any online entry questions.

## Kansas State High School Activities Association Cross Country - SPORTSMANSHIP & LEGAL UNIFORM MESSAGE

The NFHS and the KSHSAA require sports officials to enforce sportsmanship rules for coaches and contestants. Acts meant to demean or embarrass opposing contestants, teams, spectators and officials are not consistent with expected ideals of interscholastic education and competition and will be not tolerated.

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

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

Verify by signing below that your contestants are legally equipped and uniformed according to NFHS and KSHSAA rules and will compete in a sportsmanlike manner.

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

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

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

**This card must be turned in per outlined procedure.**



---

## ONLINE EXAM & RULES MEETING INSTRUCTIONS COACHES & SPONSORS

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

▪ **DESKTOP (PC & MAC) USERS:**

**OPTION #1:**

1. Go directly to <http://oncore.kshsaa.org> (**Note: This is a different website than last year!**)
2. Login to the site with your User Name and Password:
  - **User Name** = coachfirstname@coachlastname@KSS#### (e.g., Jimmy@Jones@KSS####). The first name and last name spelling must match exactly to the spelling in the online KSHSAA directory.
  - **Password** = KSHSAA website password
3. Once logged in you will see a list of sports/activities you currently belong to. Select the activity.
4. Select the requirement you are wanting to work on.

**OPTION #2:**

1. Go to [www.kshsaa.org](http://www.kshsaa.org) and under the Schools tab, **login with your school's User ID and Coach/Sponsor Password.**
  2. Be sure to login with your name spelled EXACTLY as listed in the KSHSAA online directory.
  3. Click on the Exams & Online Meetings link at the top of the page.
  4. Click **Take Exam** (online exam) or **Open** (online rules meeting).
  5. Select the desktop user option (if using a mobile device follow the instructions below).
  6. When the OnCore website opens, login with your User Name and Password:
    - **User Name** = coachfirstname@coachlastname@KSS#### (e.g., Jimmy@Jones@KSS####). The first name and last name spelling must match exactly to the spelling in the online KSHSAA directory.
    - **Password** = KSHSAA website password
  7. Once logged in you will see a list of sports/activities you currently belong to. Select the activity.
  8. Select the requirement you are wanting to work on.
- \* **Mac desktop users running version 10.7 or higher:** You may choose to use the <http://oncore.kshsaa.org> website OR you may use the app found in your Mac App Store by searching for and installing the OnCore application.
- \* **Windows 10 users:** You may choose to use the <http://oncore.kshsaa.org> website OR you may use the app found in your Microsoft Store by searching for and installing the OnCore application.
- \* **Windows Surface Pro tablet or Chrome Book users should follow the desktop instructions above.**

▪ **MOBILE DEVICE USERS:**

- **Beginning in 2018, online exams and rules meetings are using the OnCore app instead of the InfoWave app. The InfoWave app will no longer work.**
- The OnCore app is free to install on any mobile device.
- To install the OnCore app, follow these instructions:
  1. For Android device users, go to your Google Play Store and search for **OnCore By Century** and install the application on your mobile device.
  2. For iPad or iPhone users go to your App Store and search for **OnCore Mobile** and install the application on your mobile device.
  3. For Windows mobile device users, go to your Microsoft Store and search for **OnCore** and install the application on your mobile device.
  4. Once loaded on your device, open the OnCore application and login with your Username and Password.
  5. Once OnCore is open you will see a list of activities you coach/sponsor. Select the appropriate activity and the requirement you are wanting to work on.

---

**PLEASE NOTE:**

- You **ARE NOT** required to complete any of the online requirements in one session. No matter which device you use, you can leave the exam or rules meeting as many times as you like and return to continue. The requirement will pick up where you left off.
- You may print your certificate of attendance (online rules meeting) or exam answers by returning to the KSHSAA website.
- If you are a coach and an official in the same sport, you will need to contact the KSHSAA office to receive online exam and/or rules meeting credit as an official.
- If you are a high school AND middle/junior high school coach/sponsor in the same activity, you will need to contact the KSHSAA office to receive online exam and/or rules meeting credit for both schools.