

**NEO REGIONAL
CROSS COUNTRY TOURNAMENT
BOARDMAN HIGH SCHOOL**

RACE DAY INSTRUCTIONS TO COACHES

1. **Please check your packet for the following materials:**
 - a. The assigned bib number & 2 chips for each contestant
 - b. A list of starting line assignments
 - c. An envelope with 4 pins for each contestant's number
 - d. One Coach's Tag with Race Schedule
 - e. Appeal Procedure & Appeal Form
 - f. Competitor Substitution Form
 - g. Map of the 5K cross country course
 - h. Instructions for State Qualifiers & Verification Form
 - i. Instructions for wearing chips
2. **OHSAA State Expense Forms Are Not Required.**
3. **Contestant Numbers:** Numbers must be securely fastened to the **FRONT** of each contestant's jersey. The placement should be approximately 9" to 12" below the shoulders with **four pins** so that the number will not flop. **Athletes who compete with a wrong number will be disqualified. (Rule 9.6.5)**
4. **Contestant Chips:** A contestant chip must be securely fastened to **each** shoe. The numbers on both chips must match the contestant's assigned bib number. **Athletes who compete with incorrect chips will be disqualified. (Rule 9.6.5)**
5. **Starting Line Procedures: Runners must report promptly to the Starting Line Clerk when the calls are made over the P.A.**
 - a. All races will begin at the assigned time. The start of a race will not be delayed for runners who have not been checked in by the Clerk.
 - b. The **Starting Line Area** will be cleared of all coaches, managers, and others except contestants and officials **5 minutes** prior to the start of each race. A designated area **15 yards** behind the start is provided for coaches and managers to assemble before the start.
 - c. **Numbered Clothing Barrels** for each starting position will be provided. Athletes will be given a final instruction to "Remove their warm-ups and place them in the barrel." These barrels will be transported by meet officials to an area located outside the fence around the Finish Area.
 - d. **Regional Starting Procedure:**

Step #1-Starter will be positioned well in front of the runners on a ladder. Assistant starters will be positioned at each end of the starting line. The Referee will be positioned 100 meters from the starting line for recall in the event of a fall by competitors.

Step #2-Starter will give a brief and concise review of the starting commands and procedures with competitors.

Step #3-Starter will held gun and red flag parallel to the ground and give one long blast of the whistle. This is the signal for the runners to step up to, but not touch the starting line and become motionless.

Step #4-When all runners are set and motionless and recall starters signal with a white flag, the gun is fired and at the same time, the red flag is motioned downward, indicating the start of the race.
6. **Finish Line Procedures:** Inform your athletes of the Finish Procedure we use at Boardman so that they are aware of what will take place as they cross the Finish Line.
 - a. **Regional Finish Procedure-THE OFFICIAL FINISH FOR EACH CONTESTANT IS WHEN THE TORSO** (not the chip fastened to each shoe) crosses the Finish Line. (Rule 5.8.1) **Three Finish Lynx cameras** are used to determine the official order of finish.

NOTE: The entire finish area including the Bull Pen behind the finish line are part of the Competition area. Therefore, the use of inappropriate language and behavior or the removal of a jersey in this area will result in DISQUALIFICATION.

7. **The Orange Fenced Areas and Areas Enclosed in Pennant Flags** lining the approach to the Finish Line and the additional fenced areas at the end of the Finish Chute is provided for **finishers of the race, officials and authorized race staff only**. Drink and medical treatment, if necessary, will be there. This area is **out-of-bounds** for coaches, non-competing teammates, parents and spectators. Security personnel will be stationed here for enforcement and are authorized to escort from the premises those not complying with this policy.

8. **Appeals Procedure:** Follow the instructions on filing an appeal included in your packet. An OHSAA Appeal Form is included in your packet.

9. **Course Markings:** Red Poles designate left turns. Ground Signs label 1K, 2K, 3K, and 4K
 Blue Poles designate straight ahead 1 mile and 2 miles.
 Yellow Poles designate right turns.

10. Time Schedule	Race	# Teams In Race	Qualifying Teams	Qualifying Individuals*
11:00 am	D-III Girls	16	4	16
11:45 am	D-II Girls	16	4	16
12:30 pm	D-I Girls	16	4	16
1:30 pm	D-III Boys	16	4	16
2:15 pm	D-II Boys	16	4	16
3:00 pm	D-I Boys	16	4	16

***Individuals:** Each boys and girls Regional Tournament will qualify individuals to the State Tournament based on a formula of four individuals for each qualifying team. For example: If four teams qualify, those individuals not on a qualifying team who finish in the top 16 (4 x 4) will qualify to the State Meet next Saturday. Runners who finish 17th place and higher do not qualify for the State Tournament.

11. Regional Awards

1st Place Team	Regional Championship Trophy 8 Gold Medals 1 Gold Medal - Coach
2nd Place Team	Regional Runner-up Trophy 8 Silver Medals 1 Silver Medal - Coach
Individuals	1st Place Gold Medal 2nd Place Silver Medal 3rd-16th Places Bronze Medals - Numbered 3 - 16 Places

On behalf of the OHSAA and the NEO District Board let me congratulate you and your runners for their accomplishments this season. Good luck in today's Regional Tournament!

*Dave Pavlansky
 Regional Tournament Manager*