



## Oregon School Activities Association

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# 2020 SEASON 1 PLAN BOOK – TENNIS

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## OSAA COMPETITION GUIDELINES

- [OHA Sector Guidance – Indoor Recreation and Indoor Fitness Establishments](#)
- [OHA Sector Guidance – Outdoor Recreation and Outdoor Fitness Establishments](#)
- Guidance for K-12 School Sports are now based on a county's COVID-19 risk level (lower, moderate, high, extreme). **Guidelines for K-12 School Sports is no longer tied to a school's instructional model.**
- **Interscholastic competitions are permitted but may not involve more than two schools.**

Competitions between member schools are allowed in outdoor activities. During Season 1, ~~14 playing dates~~ **10 playing dates** for tennis are allowed.

## SEASON 1 DATES

First Practice Date ..... August 31  
First Contest Date ..... After **five** days of practice  
Season 1 Cutoff Date ..... **February 21**

## COVID-19 REQUIREMENTS AND CONSIDERATIONS

### 1. CONTACT TRACING

- Record participant and visitor information, date and time of recreation. If there is a positive COVID-19 case associated with the recreation, public health officials may need the school to provide this information for a contact tracing investigation. Unless otherwise required, this information may be destroyed after 60 days from the session date.
- Screen participants and visitors prior to start of the outdoor recreation such as asking:
  - 1) Have you had a new or worsening cough?
  - 2) Have you had a fever?
  - 3) Have you had shortness of breath?
  - 4) Have you been in close contact with anyone with these symptoms or anyone who has been diagnosed with COVID-19 in the past 14 days?
  - 5) If the participant or visitor responds "yes" to any of the screening questions, ask them to return home and wait to return to the facility until all symptoms, including fever have been resolved for at least 24 hours without medication, or at least 14 days after contact with a person with a cough, fever, or diagnosed with COVID-19.
- Strongly encourage a participant or visitor exhibiting symptoms of illness to immediately leave the facility and not return until at least 24 hours after symptoms have resolved without medication.
- Strongly encourage participants or visitors at higher risk for severe COVID-19 complications (persons over age 65 or with underlying medical conditions) to continue to stay home to reduce their risk of exposure.

### 2. CLEANING AND DISINFECTION

- Thoroughly clean all areas and use disinfectants that are included on the [EPA List N: Disinfectants for Coronavirus \(COVID-19\)](#) for the SARS-CoV-2 virus that causes COVID-19.
- As applicable, require individuals to wipe down all equipment (e.g., balls, weights, machines, etc.) immediately before and after each use with a disinfectant that is included on the EPA-approved products for the SARS-CoV-2 virus that causes COVID-

19. A solution of 70%-95% alcohol content is also acceptable.

- C. Frequently clean and disinfect high-traffic areas and commonly touched surfaces. Encourage individuals to bring their own hand sanitizer for personal use.
- D. Any equipment such as weight benches, athletic pads, etc., having holes with exposed foam should be covered.
- E. Encourage handwashing and provide handwashing stations and/or hand sanitizer in and around the premises.
- F. Thoroughly clean restrooms at least twice daily and ensure adequate sanitary supplies (e.g., soap, toilet paper, 60-95% alcohol content hand sanitizer) throughout the day. Consider using a “one-in-one-out” policy, where only one individual is permitted within the restroom at one time.
- G. Appropriate clothing / shoes should be worn at all times to minimize sweat from transmitting onto equipment / surfaces.
- H. Students must be encouraged to shower and wash their workout clothing immediately upon returning to home.

### 3. **OPERATIONS**

- A. Review and implement [OHS Statewide Reopening Guidance - Masks, Face Coverings, Face Shields](#) – ensuring all individuals are complying.
- B. A mask, face covering or face shield is not required when it is not feasible, such as when swimming or when taking a shower. The face covering is meant to protect other people in case you are infected. People can spread COVID-19 to others even if they do not feel sick.
- C. Ensure that any outside spaces meet the definition for “outdoor”. **If the space does not meet the definition of outdoor, then it’s considered indoor and therefore must comply with the requirements and guidance for indoor recreation.**
- D. “Outdoor” means any open-air space including any space which may have a temporary or fixed cover (e.g. awning or roof) and at least seventy-five percent of the square footage of its sides open for airflow.
- E. Post [clear signs](#) listing COVID-19 symptoms, asking individuals with symptoms to stay home, and listing who to contact if they need assistance.
- F. Post [clear signs](#) about the mask and face covering requirements.
- G. Use [signs](#) to encourage physical distancing throughout facility, including but not limited to reception areas, locker rooms, and near shared equipment areas.
- H. Establish one-way traffic flow, where possible. Use signs to direct one-way flow of traffic.
- I. Provide handwashing stations or hand sanitizer (60-95% alcohol content) throughout the facility for individuals.
- J. Strongly encourage individuals to bring their own filled water bottles and hygiene supplies (including hand sanitizer).
- K. INDOORS: Ensure that ventilation systems operate properly. Increase air circulation and ventilation as much as possible by opening windows and doors. In indoor spaces, fans should only be used when windows or doors are open to the outdoors in order to circulate indoor and outdoor air. Do not open windows and doors if doing so poses a safety risk.

### 4. **LOCKER ROOMS**

- A. Develop and implement a plan to limit the number of individuals using showers and changing rooms at the same time in order to keep at least six feet of physical distance between people.
- B. Ensure that the locker room does not exceed maximum occupancy. Use the total square footage of the locker room to determine the maximum occupancy of the locker room based on a minimum of 35 square feet per person.

### 5. **DISTANCING AND OCCUPANCY** – [Sector Risk Level Guidance Chart](#)

- A. Limit maximum capacity based on the designated level of risk for the county in which the recreation is located.
  - 1) [Maximum Gathering Size](#) includes participants, coaches, officials, event staff and spectators.
  - 2) [Indoor – Maximum Occupancy Definition](#). The maximum occupancy permitted by law, or if the maximum occupancy is unknown the capacity equivalent to:
    - a) For 75% capacity: 86 square feet of space per person.
    - b) For 50% capacity: 120 square feet of space per person.
    - c) For 25% capacity: 240 square feet of space per person.

d) \*Includes gyms, indoor K-12 Sports, indoor collegiate sports, indoor fitness organizations, indoor recreational sports, indoor pools.

3) **Outdoor Definition.** Any open-air space including any space which may have a temporary or fixed cover (e.g., awning or roof) and at least **50%** of the square footage of its sides open for airflow ***such that open sides are not adjacent to each other.***

a) \*\*Includes outdoor gyms, outdoor fitness organizations, outdoor K-12 Sports, outdoor collegiate sports, outdoor recreational sports, outdoor pools, outdoor parks and hiking trails, outdoor campgrounds.

- B. Ensure that physical distancing of at least six feet between individuals is maintained at all times.
- C. Consider holding recreation outdoors if it can be done safely, when it does not violate any local ordinances, and when participants and instructors can maintain six feet of physical distance.
- D. As applicable, limit exercise equipment stations to those located at least six feet apart. If equipment cannot be moved to facilitate physical distancing, it must be blocked from being used.
- E. As applicable, space out player equipment to prevent players from coming into direct contact with one another.
- F. Assign a physical distancing monitor to ensure compliance with all distancing requirements, including at entrances, exits, restrooms and any other area where people may gather.
- G. Develop a plan to limit the number of individuals admitted so that six feet of physical distancing can be maintained.
- H. Prohibit parties from congregating in parking lots for periods longer than reasonable to retrieve/return gear and enter/exit vehicles.
- I. Stagger arrival and departure times for individuals to minimize congregating at entrances, exits and restrooms to follow required physical distancing requirements.
- J. Encourage one-way flow with marked entrances and exits, but do not block egress for fire exits. Use signs to direct one-way flow of traffic.
- K. Assign designated areas for individuals, when not participating, to ensure physical distancing is maintained.
- L. When multiple events occur at the same sports complex/venue at the same time, operators are required to:
  - 1) Ensure staff, participants and spectators do not share space, including but not limited to restrooms, hallways, concession stands.
  - 2) Clean and sanitize commonly touched surfaces, such as door handles, between subsequent events.
  - 3) Ensure that high-traffic areas such as entrances, exits, check-in tables, restrooms and concession areas, are cleaned and sanitized between subsequent events.
  - 4) If staff, participants and spectators at the same event share a restroom, leave entrance/exit doors open, if possible, and ensure that commonly touched surfaces such as stall door handles and faucets are regularly cleaned and sanitized.

## 6. **TRAINING AND PLAYING**

- A. Statewide, masks or face coverings are required to be worn by all individuals at all times, even while participating in activities. "Face covering" means a cloth, polypropylene, paper or other face coverings that covers the nose and the mouth and that rests snugly above the nose, below the mouth and on the sides of the face.
  - 1) Coaches, players, trainers and spectators are required to
    - a) Wear a mask or face covering at all times when indoors and outdoors.
    - b) Ensure that there is only the minimal or medium contact among participants during the contest (i.e., field, court, etc.)
    - c) Sideline participants (i.e., team bench, dugout, etc.) must maintain six feet of physical distance between individuals at all times.
- B. Consider conducting workouts in "pods" of students working out together weekly. Smaller pods can be utilized for weight training.
- C. Free weight exercises that require a spotter cannot be conducted while honoring physical distancing norms. Safety measures in all form must be strictly enforced in the weight room.
- D. Ensure that there is only the minimal or medium contact among participants needed to play the game.

- E. Prohibit handshakes, high fives, fist/elbow bumps, chest bumps and group celebrations.
- F. Encourage players to use only their own equipment when feasible. Avoid or minimize equipment sharing, when feasible.
- G. Some critical equipment may not be available to each player. When it is necessary to share critical or limited equipment, all surfaces of each piece of shared equipment must be cleaned and disinfected frequently, as appropriate for the sport (e.g. between players, sets, periods, or games). Use disinfectants that are included on the [EPA List N: Disinfectants for Coronavirus \(COVID-19\)](#) for the SARS-CoV-2 virus that causes COVID-19.
- H. Clean all equipment that directly contacts the head, face and hands with extra attention and detail.
- I. Allow only trainers, coaches and players to attend practices to ensure physical distancing and prevent people from gathering.
- J. Schedule enough time between practices and games so all people from a previous practice can leave the premises before the next group enters. This minimizes gathering at entrances, exits and restrooms while providing sufficient time to sanitize the facilities/equipment.
- K. Require individuals to enter the premises through a designated entrance and exit through a designated exit. Do not block fire exits.
- L. Encourage staff, players and spectators to stay outside of the premises (e.g. in vehicles) until scheduled practice or play time. This allows people to leave the premises before entering and minimizes gathering.

**7. TRAVEL – [OHA Statewide Guidance \(Recommendations\) for Travel](#)**

- A. Limit exposure to those outside the travel unit during transit:
- B. All members of a travel unit including drivers, if on a bus or in a car, must wear a mask, face shield or face covering and ensure a minimum of three feet between passengers within the travel unit.
- C. Limit travel to those who have been in regular contact and are considered essential personnel (i.e., athletes, coaches, medical staff).
- D. Document the names of all passengers including the driver, along with the date and time of the trip and the vehicle number/license, if applicable.
- E. Allow drivers to transport multiple travel units if wearing a mask and sanitizing hands before and after each driving each group. Vehicles must be cleaned between transport of each travel unit following [transportation guidelines](#).
- F. To the extent possible, self-quarantine for 14 days upon return to Oregon if the individual has traveled out of state for recreational purposes or as part of an athletic traveling team.
- G. To the extent possible, travel and play the same day to avoid overnight stays, when feasible. For overnight stays or same-day travel, prepackaged meals or room service should be considered. If restaurant dining is the only option, consider take-out food or outdoor eating as alternatives.

## **OSAA TENNIS GUIDELINES**

- 1. Masks shall be worn at all times by all individuals in attendance.
- 2. Physical distancing measures shall be in place at all times other than when engaged in competition.
- 3. Sportsmanship is a key component, while physical contact of handshakes, fist-bumps, etc., are not allowed teams are encouraged to acknowledge their opponents in pregame and postgame rituals with a physical distance observance of the team's choosing.
- 4. It is recommended that physical distancing is maintained during practice drills and conditioning.
- 5. Time between matches is critical for sanitation. If matches take place indoors, it is suggested that at least one hour is allowed between matches to ensure the air is circulated appropriately and sanitation processes can take place for cleaning the equipment properly.
- 6. Practice caution with the tennis balls and avoid letting the participants touch them.
- 7. Try to restrict balls to a particular group, court or day of the week. One idea is to label them with a permanent marker.
- 8. Consider spraying tennis balls briefly with a [disinfectant spray](#) at the conclusion of play.

## 2020 USTA TENNIS RULES

*The OSAA has adopted the same policy for golf and tennis as the NFHS did for the other spring sports. Competition for golf and tennis in the spring of 2021 will be administered and officiated utilizing the 2019 Rules of Golf and the 2020 Rules of Tennis.*

Order an Official Rules of Tennis from the [OSAA Corner Store](#) or contact the OSAA (503.682.6722) for more information.

For more information about USTA Tennis Rules, visit <http://www.usta.com>.

Requests for rule interpretations or explanations should be directed to the OSAA. The USTA will assist in answering rules questions from the state associations whenever called upon.

## OSAA ADOPTED TENNIS RULES AND INTERPRETATIONS

*The 2020 USTA Official Rules of Tennis will be used with the following clarifications:*

1. USTA Rules will govern play. All rules, such as foot faults, will be enforced.
2. A contestant may enter in one event, i.e., either Singles or Doubles.
3. It is recommended that players from the same school be dressed similarly. If any wording, other than the school name, appears on a player's uniform, it shall be no larger than 2-1/4 inches square. Players with inappropriate attire will not be permitted to participate and may be subject to delay of match penalties per USTA rules.

## OSAA TENNIS POLICIES

**Effective during Association Year, outside the designated OSAA sport season.**

1. [PRACTICE LIMITATION RULE \(6A, 5A Pilot\)](#) SUSPENDED for Season 1 (August 31, 2020 – **February 21, 2021**)
2. [PRACTICE LIMITATION RULE](#) SUSPENDED for Season 1 (August 31, 2020 – **February 21, 2021**)

**Effective First Practice Date through End of HS Season.**

1. [PRACTICE MODEL](#) (OSAA Handbook, Executive Board Policies) **(Revised Summer 2020)**

Schools and students are required to adhere to the following practice model.

- C. **All other sports** (Cheerleading, Swimming, Wrestling, Basketball, Dance/Drill, Golf, Tennis, Track & Field, Baseball, Softball)
  - 1) All practices shall allow for water breaks and general acclimatization to hot and/or humid weather. Ample amounts of water should always be available and a student's access to water should not be restricted. In addition, all practices shall follow the fundamentals set forth in the NFHS's Heat Acclimatization and Heat Illness Prevention Position Statement. While the risk of heat illness is greatly dependent upon weather conditions, the fundamentals in the NFHS's Heat Acclimatization and Heat Illness Prevention Position Statement promote safety and diminish injury risk in any setting.
  - 2) Students may participate in multiple practice sessions per day, but not on consecutive days. **Multiple practice sessions per day are prohibited for the 2020-2021 school year.**
    - a) Single Practice Session. No single practice session shall be longer than three hours, including warm-up and cool down. On days with a single practice session, students are limited to a maximum of one hour of weight training either before or after practice but not both.
  - 3) A student may not practice or participate in a contest for more than six consecutive days without a rest day. A rest day must be complete rest – no organized team physical activity is allowed. Travel is allowed on a rest day.
  - 4) **A student shall become eligible to participate in a jamboree or interscholastic contest/meet/competition after completing a minimum of ~~nine~~ five days of actual practice.**

1. Q. Can the one-hour weight training session allowed on single practice days be conducted both prior to practice and after practice if players only participate in one of the weight training sessions?
  - A. Yes, multiple one-hour weight training sessions may be held but individual players are limited to participation in a single session.

2. **Q.** Is the one-hour weight training session allowed on single practice days required to be “immediately” prior to and after the practice?  
**A.** No, the training session does not have to immediately precede or follow the scheduled practice.
3. **Q.** Is the one-hour weight training session allowed on single practice days also allowed on multiple practice days?  
**A.** No, weight training conducted on multiple practice days counts toward the daily five-hour practice limit.
4. **Q.** On single practice days may coaches conduct classroom-training sessions that would involve no physical activity?  
**A.** Yes, classroom instruction that requires no physical activity is allowed and does not count towards the daily five-hour practice limit.
5. **Q.** Is classroom instruction with no physical activity allowed during the required three-hour recovery period between multiple practices?  
**A.** Yes, classroom instruction that requires no physical activity is allowed during the recovery period.
6. **Q.** A team plans to conduct multiple practices on a single day but wants to reduce the length of each practice to 90 minutes. Can the team reduce the required recovery time of three hours between practice sessions because they have used less than the maximum practice time allowed?  
**A.** No, the three-hour recovery period between practices is required regardless of practice length.
7. **Q.** Are multiple practices on a single day required for all Fall teams?  
**A.** No, teams are not required to have multiple practices on a single day. If multiple practices are conducted, the second practice of the first two multiple practices days is a teaching session only.
8. **Q.** What is the definition of a “teaching session”?  
**A.** During a teaching session, the intensity, duration, and pace of all practice components shall be modified from a normal practice session. The focus of a teaching session should be directed at developing skills fundamental to the sport at a significantly reduced pace. In Football, light contact with bags is allowed but Live Action situations are prohibited. Practice components in all activities intended to develop skills while conditioning the athlete at the same time are not allowed. Coaches are encouraged to use this “teaching session” to address offensive and defensive strategies, skill development drills and other types of team building activities that do not involve conditioning.
9. **Q.** How do you calculate practice time for multiple sport athletes participating in more than one Fall sport?  
**A.** Practice hours are cumulative. On a single practice day, the three-hour practice limit may be split between the two sports but the total practice time, including any breaks, must fit within the three-hour limit. On a multiple practice day, the daily five-hour practice limit may be split between the two sports, but all required recovery periods must be implemented. Any participation for a fraction of a half hour counts as a half hour towards the daily practice limit.
10. **Q.** If Fall multiple sport athletes practice one hour with the Football team and two hours with the Soccer team are they required to have a recovery period between the two practices?  
**A.** No, this is considered to be one three-hour practice and no recovery period is required. If the combined practice time, including any breaks, exceeds three hours then a three-hour recovery is required.
11. **Q.** May a team practice for 2 hours, take a 30-minute break, and resume for 1 hour?  
**A.** No, this would constitute a violation. Teams may not exceed the maximum practice time of three hours, including all breaks within the schedule.
12. **Q.** In football, are 7-on-7 drills permissible during teaching sessions?  
**A.** Yes, provided that they comply with the foregoing “teaching session” requirements.

2. **PARTICIPATION LIMITATIONS** (OSAA Handbook, Participation Limitations, Tennis)

(Revised Summer 2020)

- A. **Team.** A school team shall not compete in more than ~~16 playing dates~~ ~~14 playing dates~~ **10 playing dates** at each level of competition, exclusive of the varsity district tournament and state championships. Any time a student participates representing **their** school, it shall count toward the school’s team limitation.  
  
Teams with limited players (no more than two) may fill open slots in a match between two other schools’ teams. The match shall count as only one playing date for all teams concerned.
- B. **Individual.** A student shall not compete in more than ~~16 playing dates~~ ~~14 playing dates~~ **10 playing dates**, exclusive of the varsity district tournament and state championships. Additionally, a student shall not compete in more than three sets per day in a dual match format. **A varsity player may play one set or pro-set against a junior varsity player provided they complete their varsity match in straight sets.**

C. **Double Duals and Tournaments.**

- 1) A maximum of ~~eight playing dates~~ ~~six playing dates~~ **five playing dates** may be multiple matches in the form of double duals or tournaments.
- 2) A one-day tournament shall count as one playing date for the team. A two-day tournament shall count as two playing dates for the team.
- 3) In a double dual or tournament format, an individual may compete in a maximum of six sets per day.
- 4) In double dual play which involves three team competing in a dual format against each other in one day, a student may participate in multiple levels of play. In addition, a student may compete in both doubles and singles competitions on the same day, but not against the same school. The student may only participate in two matches or a maximum of six sets during ad double dual competition.
- 5) In tournament play, a student may participate in only one level of competition.

3. **INTERRUPTED CONTESTS** (OSAA Handbook, Executive Board Policies)

(Revised Fall 2015)

Following is the policy concerning interrupted athletic contests. **NOTE:** For state championship final games, the OSAA staff shall take jurisdiction and make any decisions rather than the schools involved.

- I. **Tennis.** Match shall be continued from point of interruption. **NOTE:** Previous set(s), game(s), score of game and previous occupancy of courts shall hold unless teams mutually agree otherwise or there are athletic district rules that apply.

## **OSAA GENERAL POLICIES**

1. **ADVERSE WEATHER CONDITIONS / AREA-WIDE EMERGENCY PROCEDURES** (OSAA Handbook, Executive Board Policies) (May 2020)

***There may be times in the interest of minimizing risk due to adverse weather conditions and/or a clear area-wide emergency that it becomes necessary to postpone, cancel, and/or reschedule regular season or postseason events. The intent of this policy is to outline procedures and policies to provide guidance to OSAA member schools when such conditions impact an event.***

A. **Regular Season Events.**

- 1) ***Administrators have the responsibility to define and communicate contingency plans in the event of adverse weather conditions and/or a clear area-wide emergency. A stepwise progression that places emphasis on minimizing risk for athletes, coaches, contest staff, spectators, and contest officials will be used to help guide decision makers on the appropriate course of action.***
- 2) ***The following steps shall be taken:***
  - a) **Suspend the Event:** ***NFHS rules allow officials to “delay” or “suspend” any contest where factors may endanger the participants. At no time may officials “terminate” a contest between schools unless administrators or representatives from each school mutually agree to end the contest. If the participating schools involved mutually agree to end the game the contest will be considered complete. Officials should use the following guidelines when choosing to suspend a contest:***

| <b><i>Starting Time of the Event</i></b> | <b><i>8am to 12pm</i></b> | <b><i>12:01pm to 3:30pm</i></b> | <b><i>3:31pm to 6pm</i></b> | <b><i>After 6pm</i></b> |
|------------------------------------------|---------------------------|---------------------------------|-----------------------------|-------------------------|
| <b><i>Maximum Suspension</i></b>         | <b><i>3 hours</i></b>     | <b><i>2 hours</i></b>           | <b><i>1.5 hours</i></b>     | <b><i>1 hour</i></b>    |

- b) **Modify the Event:** ***NFHS rules in most sports and activities allow for modifications to timing and structure if necessary, with mutual agreement of participating schools, to address factors that may endanger the participants.***
- c) **Reschedule the Event:** ***When situations arise involving a suspension of play and the participating schools cannot reach mutual agreement on ending the contest, the following steps shall be taken:***
  - (1) ***Convene a meeting between representatives from participating teams***
  - (2) ***Review and record contest details up to the point of suspension***
  - (3) ***Review each of the following options***

| Option                                                                                                                | Implication                                                                                | Contest Result                   |
|-----------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|----------------------------------|
| Schools agree to reschedule contest during the current game week (i.e. Friday game, continued on Saturday or Sunday). | See Executive Board Policy, "Interrupted Contests" procedures for specific sport/activity. | Upon conclusion result is final. |
| Schools agree to reschedule contest during a future game week (i.e. Friday game, continued on following Tuesday).     | See Executive Board Policy, "Interrupted Contests" procedures for specific sport/activity. | Upon conclusion result is final. |
| Schools cannot reach agreement on when to reschedule contest.                                                         | Contest is suspended.                                                                      | No Result.                       |

- d) **Cancel the Event:** Cancelling the contest is not an option if the cancellation has a bearing on advancing a team(s) to the final site.

**B. OSAA Final Site Events.**

- 1) A culminating event shall be defined as the event(s) conducted at the final site only. Early round contests and district qualifying should tournaments follow the stepwise progression listed in part A.
- 2) School personnel have the responsibility of making alternative travel plans to final sites based upon adverse weather forecasts and any other pertinent information. It shall be the responsibility of the participating school(s) to notify the OSAA Executive Director or OSAA staff designee if the school is having difficulty traveling to the final site and may not arrive in time for the scheduled event(s) due to adverse weather conditions or a clear area-wide emergency.

**C. Championship Final Site Specifics.**

- 1) If a team/individual is unable to arrive at a final site for their scheduled competition due to adverse weather conditions or a clear area-wide emergency, that team/individual will be allowed to participate in their scheduled event provided they arrive at the site and are able to compete on the day of their scheduled event. In this situation the OSAA Executive Director or OSAA staff designee, shall adjust the schedule of the event for the purpose of allowing maximum participation for all qualified schools when these conditions are present. If the team/individual is unable to arrive to compete on the day of their event, and NFHS playing rules allow the modification, a forfeit is recorded and that team/individual shall move into the consolation bracket or be dropped from competition, whichever is applicable to the event.
- 2) When the number of teams/individuals unable to reach the final site for their scheduled event due to adverse weather conditions or a clear area-wide emergency exceeds 25% of those participating, the OSAA Executive Director or OSAA staff designee, shall consider postponement or cancellation of all or part of the event. An alternative schedule shall be determined by OSAA Executive Director or OSAA staff designee. Should the need arise for the schedule of a final site to be altered the next available date, including Sunday, will be used.
- 3) For the purpose of this policy, the TOTAL number of teams/individuals scheduled to attend the final site for that classification shall be the number used from which to obtain the percentage of those needed, regardless of the total number of classifications scheduled to attend the event.
- 4) Note: For the purpose of this policy, when the percentage used results in a number that is not a whole number, the number shall be rounded up to the next whole number. For example, if a tournament is being held for 30 teams, 25% of the total would be 7.5 which would be rounded up to 8.

**D. Procedures to Follow If Contests at The Final Site Are Rescheduled.**

- 1) The OSAA Executive Director or OSAA staff designee has the final authority on final site contest rescheduling.
- 2) If contests are rescheduled on the same day as originally scheduled but at a different site, the semifinal and championship contests will be scheduled at the same time or later than originally scheduled.
- 3) Time between contests may be shortened. Example: If contests were originally scheduled at two-hour intervals, they may be rescheduled at one and one half-hour intervals.
- 4) Individuals/teams shall be granted a minimum of 20 minutes for rest between contests.
- 5) Whenever possible, contests played on the final day of the tournament shall be scheduled to allow individuals/teams to return to their home community that day.
- 6) If during the last scheduled day at the final site, contests are unable to be restarted requiring postponement overnight, only those individuals/teams still in contention for the championship will continue play. Individuals/teams not in

*contention for the championship shall be awarded a tie for the highest placing that could have been earned if postponement had not been necessary.*

- E. *Ticket revenue will not be refunded in the event the schedule and/or day(s) of the event are changed due to adverse weather conditions or a clear area-wide emergency.*

2. **AIR QUALITY GUIDELINES** (OSAA Handbook, Executive Board Policies)

(May 2018)

These guidelines, created in consultation with the Oregon Health Authority (OHA), provide a default policy to those responsible for sharing duties for making decisions concerning the cancellation, suspension and/or restarting of practices and contests based on poor air quality.

- A. **Designate Personnel:** Given the random behavior of wind and air currents, air quality may change quickly. Schools shall designate someone who will monitor the air quality prior to and during outdoor activities. While typically due to wildfires, schools need to also consider non-wildfire situations if the air quality is unhealthy.
- B. **Areas with Air Reporting Stations:** The Air Quality Index (AQI) should be monitored throughout the day, and during an event, to have the best data possible to make informed decisions about conducting practices and competitions. School personnel shall review the AQI information for all regions throughout the state on either the Oregon Department of Environmental Quality (DEQ) website at <https://oraqi.deq.state.or.us/home/map>, the Oregon DEQ app "OregonAir", or on the Environmental Protection Agency (EPA) Air Now website at [https://airnow.gov/index.cfm?action=airnow.local\\_state&stateid=38](https://airnow.gov/index.cfm?action=airnow.local_state&stateid=38) to determine if action is necessary (see chart below). Schools shall regularly review the AQI throughout events to assess deteriorating conditions.
- C. **Areas without Air Reporting Stations:** Given the random behavior of factors related to the calculation of the AQI levels in different areas of the state (wind speed and direction) member schools not near a reporting station should consult with local state and/or federal authorities to help determine the AQI level in your specific area. If air monitoring equipment is not available, member schools should utilize the 5-3-1 Visibility Index to determine air quality.
- 1) 5-3-1 Visibility Index: Making visual observations using the 5-3-1 Visibility Index is a simple way to estimate air quality and know what precautions to take. While this method can be useful, you should always use caution and avoid going outside if visibility is limited, especially if you are sensitive to smoke.
- (a) Determine the limit of your visual range by looking for distant targets or familiar landmarks such as mountains, mesas, hills, or buildings at known distances. The visual range is that point at which these targets are no longer visible. As a rule of thumb: If you can clearly see the outlines of individual trees on the horizon it is generally less than five miles away. It is highly recommended that schools use pre-determined landmarks that were established on a clear day to determine their visual range.
- (b) Ideally, the viewing of any distant targets should be made with the sun behind you. Looking into the sun or at an angle increases the ability of sunlight to reflect off of the smoke, thus making the visibility estimate less reliable.
- (c) Be aware that conditions may change rapidly and always use the more conservative of multiple metrics (AQI, 5-3-1 Visibility Index, etc.).
- D. **Act:** This chart will help determine the action needed based on the air quality in your area.

| Air Quality Index (AQI) | 5-3-1 Visibility Index | Required Actions for Outdoor Activities                                                                                                                                                                                                                                                                                                 |
|-------------------------|------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 51 -100                 | 5-15 Miles             | Athletes with asthma should have rescue inhalers readily available and pretreat before exercise or as directed by their healthcare provider. All athletes with respiratory illness, asthma, lung or heart disease should monitor symptoms and reduce/cease activity if symptoms arise. Increase rest periods as needed.                 |
| 101 -150                | 3-5 Miles              | Because they involve strenuous activity for prolonged periods of time, all outdoor activities (practice and competition) shall be canceled or moved to an area with a lower AQI. Move practices indoors, if available. Be aware that, depending on a venue's ventilation system, indoor air quality levels can approach outdoor levels. |

|          |           |                                                                                                                                                                                                                                                                                                                                         |
|----------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 151 -200 | 1-3 Miles | Because they involve strenuous activity for prolonged periods of time, all outdoor activities (practice and competition) shall be canceled or moved to an area with a lower AQI. Move practices indoors, if available. Be aware that, depending on a venue's ventilation system, indoor air quality levels can approach outdoor levels. |
| >200     | 1 Mile    | Because they involve strenuous activity for prolonged periods of time, all outdoor activities (practice and competition) shall be canceled or moved to an area with a lower AQI. Move practices indoors, if available. Be aware that, depending on a venue's ventilation system, indoor air quality levels can approach outdoor levels. |

E. **Additional Resources:** Schools may also refer to OHA's fact sheet regarding School Outdoor Activities During Wildfire Events at <https://apps.state.or.us/Forms/Served/Ie8815h.pdf>. NOTE: While OHA's guidelines do allow for light outdoor activities in the orange level, the intensity and duration of high school practices/competitions are not considered light activity.

3. **ATTACHED AND UNATTACHED COMPETITION / EXHIBITION** (OSAA Handbook, Executive Board Policies) (Revised August 2012)

Following is the policy regarding attached and unattached competition:

- A high school team shall not compete against an unattached team (e.g., club team).
- Students representing a high school shall not compete against unattached individuals.
- Students shall not represent a high school and participate in a competition or exhibition as unattached on the same day at the same venue/facility.

4. **CERTIFICATION – ATHLETIC DIRECTORS AND COACHES** <http://www.osaa.org/coaches/requirements> (Revised Spring 2019)

Athletic directors and coaches shall achieve certification in the following areas prior to assuming duties as an athletic director or coach. The high school principal shall be held accountable for verifying that athletic directors and coaches have been certified. **EXCEPTION:** Any emergency exception to an OSAA requirement must be authorized in writing by the OSAA.

- NFHS Fundamentals of Coaching.** The OSAA requires that athletic directors and coaches must achieve a passing score on the test included with the NFHS Fundamentals of Coaching course. This is a one-time requirement.
- Concussion Recognition and Management Training.** The OSAA and Oregon State Law ([ORS 336.485](#)) requires that athletic directors and coaches receive training to learn how to recognize the symptoms of a concussion and how to seek proper medical treatment for a person suspected of having a concussion. The NFHS's Concussion in Sports free course satisfies this requirement. This training is required annually.
- NFHS Heat Illness Prevention.** The OSAA requires that athletic directors and coaches must achieve a passing score on the test included with the NFHS's Heat Illness Prevention free course. This training is required once every four years.
- Anabolic Steroids and Performance-Enhancing Substances Training.** The OSAA and Oregon State Law ([ORS 342.726](#)) require that athletic directors and coaches receive training on identifying the components of anabolic steroid abuse and use and prevention strategies for the use of performance-enhancing substances. This training is required once every four years.
- Spirit Safety Clinic (Cheerleading and Dance/Drill Coaches Only).** The OSAA requires that any cheerleading or dance/drill coach receive spirit safety training by achieving a passing score on the test included with the OSAA's online Spirit Safety Clinic. This training is required annually.
- Heads Up Football Certification.** The OSAA requires that any football coach complete the USA Football Heads Up Certification prior to assuming coaching duties and to recertify annually prior to the beginning of each Association year. Additionally, each member school sponsoring football is required to identify a Player Safety Coach. Each Player Safety Coach is required to attend an in-person clinic biennially prior to the start of the Association year that is conducted by a USA Football Master Trainer in preparation for implementing and overseeing the primary components of Heads Up Football at their school.

- Q.** Does certification through the American Sport Education Program (ASEP) satisfy the requirement in [Rule 1.4](#)?  
**A.** Yes, so long as the athletic director or coach was certified through ASEP prior to August 1, 2007. Thereafter, only the NFHS Coach Education Program "Fundamentals of Coaching" will satisfy this requirement unless an exception is granted in writing by the OSAA.
- Q.** When must a coach be certified?  
**A.** All coaches must be certified prior to assuming coaching duties unless an emergency exception is authorized in writing by the OSAA. This includes cheerleading coaches, dance/drill coaches and choreographers at schools that do not participate in competitions.

3. **Q.** Is certification required of volunteer coaches?  
**A.** Yes.
4. **Q.** Must a “guest” coach be certified?  
**A.** No, but if the coach has contact with students more than three times in a sport season, the coach shall no longer be considered a “guest” and must be certified. A non-certified “guest” coach may not serve as a coach at a contest.
5. **Q.** May a school bring in alumni or other non-high school personnel to scrimmage with teams or individuals as “guest coaches” if those personnel are limited to student contact on no more than three occasions during the sport season?  
**A.** No. The “guest coach” exception is intended to allow a limited number of visits by a guest instructor; it is NOT intended to allow coaches to bring in coaches or players to participate in drills or scrimmages against teams or individuals. Any attempt to circumvent the Participation Limitations by calling practice participants “guest coaches” would be a violation of OSAA rules.
6. **Q.** In individual sports, may a parent or non-certified coach accompany a participant to a contest as the school representative if that person is an authorized representative of the principal?  
**A.** Yes, but the authorized representative may not coach the participant unless specific permission has been granted in writing by the Executive Director.
7. **Q.** Does the OSAA require high school coaches to have current first aid certification?  
**A.** No. However, coaches should check with their athletic directors as most high schools have this as a requirement.
8. **Q.** What is required of a Player Safety Coach (PSC) during the year they attend an in-person PSC clinic in order to be Heads Up Football certified?  
**A.** Coaches attending an in-person PSC clinic are required to complete the following online courses in order to be Heads Up Football certified: Concussion Recognition and Training; Heat Illness Prevention.
9. **Q.** What is required of every football coach, including previously certified PSC coaches, not attending an in-person PSC clinic in order to be Heads Up Football certified?  
**A.** Every football coach, including previously certified PSC coaches, not attending an in-person PSC clinic is required to complete the following online courses in order to be Heads Up Football certified: Concussion Recognition and Training; Heat Illness Prevention; Blocking and Defeating Blocks, Shoulder Tackling & Equipment Fitting; Sudden Cardiac Arrest.

5. **CONCUSSION MANAGEMENT** (OSAA Handbook, Executive Board Policies)

(Revised Summer 2020)

**(Medical Release – Return to Participation Following a Concussion)**

**(Medical Release – Return to Learn Following a Concussion)**

A. **Member School’s Responsibilities** (Max’s Law, [ORS 336.485](#), [OAR 581-022-0421](#)) (Jenna’s Law, [ORS 417.875](#)) (**Qualified Health Care Professional**, [ORS 336.490](#))

- 1) **Suspected or Diagnosed Concussion.** Any athlete who exhibits signs, symptoms or behaviors consistent with a concussion following an observed or suspected blow to the head or body, or who has been diagnosed with a concussion, shall not be permitted to return to that athletic contest or practice, or any other athletic contest or practice on that same day. In schools which have the services of an athletic trainer **licensed** by the Oregon Board of Athletic Trainers, that athletic trainer may determine that an athlete has not exhibited signs, symptoms or behaviors consistent with a concussion, and has not suffered a concussion, and return the athlete to play. Athletic trainers may also work in consultation with **a Qualified Health Care Professional** (see below) in determining when an athlete is able to return to play following a concussion.
- 2) **Return to Participation.** Until an athlete who has suffered a concussion is no longer experiencing signs, symptoms, or behaviors consistent with a concussion, and a medical release form signed by **a Qualified Health Care Professional** is obtained, the athlete shall not be permitted to return to athletic activity. **As of July 1, 2020, [ORS 336.490](#) requires athletes be cleared by one of these Oregon Qualified Healthcare Professionals: Medical Doctor (MD), Osteopathic Doctor (DO), Chiropractic Doctor (DC), Naturopathic Doctor (ND), Nurse Practitioner (NP), Physician Assistant (PA), Physical Therapist (PT), Occupational Therapist (OT) or Psychologist who is licensed or registered under the laws of Oregon. Before signing any RTP forms, except for MD and DO signers, course completion certificates from the Oregon Concussion Return-To-Play Education must be obtained by all DC, ND, PT and OT and, after July 1, 2021, by all NP, PA and Psychologists.**
- 3) **Private Schools Only.** [\(Concussion-Private School Informed Consent\)](#)

On an annual basis prior to participation, private schools shall require each **athlete** and at least one parent or legal guardian of the **athlete** to sign the Concussion – Private School Informed Consent form acknowledging the receipt of information regarding symptoms and warning signs of concussions. Private schools shall maintain a copy of each **athlete’s** signed form on file for review at any time by OSAA staff.

B. **Official's Responsibilities.**

An official shall remove **an athlete** from a contest when that **athlete** exhibits signs, symptoms or behaviors consistent with a concussion due to an observed or suspected blow to the head or body. The official shall document and notify the head coach or **their** designee making sure that the head coach or designee understands that the **athlete** is being removed for exhibiting signs, symptoms or behaviors consistent with a concussion as opposed to behavior, a non-concussive injury or other reasons. The official is not responsible for evaluation or management of the **athlete** after **they are** removed from play. The official does not need written permission for **an athlete** to return nor does the official need to verify the credentials of the **Qualified Health Care Professional** who has cleared the **athlete** to return. The responsibility of further evaluating and managing the symptomatic **athlete** falls upon the school and **an** appropriate **Qualified Health Care Professional**.

6. **HEAT INDEX** (OSAA Handbook, Executive Board Policies) ([Heat Index Calculator](#)) ([Heat Index Record](#)) (Fall 2014)

Schools shall monitor the Heat Index for their geographic area prior to practices. Outlined below are the steps that each member school shall take in order to implement this policy. NOTE: Indoor activities where air conditioning is available are not bound by this policy.

- A. **Subscribe.** Athletic directors and coaches shall subscribe to OSAA Heat Index Notifications at <http://www.osaa.org/heat-index>. An OSAA Heat Index Alert is generated for areas where the forecasted high temperature and relative humidity indicate a forecasted heat index that may require practice modifications. Only those areas that have a forecasted heat index of 95 or higher receive alerts. Notifications are sent daily via e-mail and/or SMS to subscribers.
- B. **Designate.** Schools shall designate someone who will take the necessary steps to determine and record the heat index for your geographic area within one hour of the start of each team's practice. This is only necessary on days when the school receives an OSAA Heat Index Alert. Depending on practice schedules, it is possible that the designated person will have to record the heat index multiple times on the same day.
- C. **Calculate.** Within one hour of the start of each team's practice on days when the school receives an OSAA Heat Index Alert, the designated person shall utilize the OSAA Heat Index Calculator to determine the actual heat index.
- D. **Record.** If the actual heat index is 95 or higher, the designated person shall record it using the OSAA Heat Index Record or by printing out a copy to be kept at the school for inspection at the request of the OSAA. A separate record shall be kept for each fall sport at each level. Practice modifications, as necessary, shall also be recorded. If the actual heat index is less than 95, no action is needed.
- E. **Act.** If the actual heat index is 95 or higher, activity should be altered and/or eliminated using the following guidelines:
  - 1) **95° to 99° Heat Index** – OSAA Recommendation: Consider postponing practice to later in the day.
    - a) Maximum of five hours of practice.
    - b) Practice length a maximum of three hours.
    - c) Mandatory three-hour recovery period between practices.
    - d) Contact sports and activities with additional equipment - helmets and other possible equipment removed if not involved in contact or necessary for safety.
    - e) Provide ample amounts of water.
    - f) Water shall always be available and athletes should be able to take in as much water as they desire.
    - g) Watch/monitor athletes for necessary action.
  - 2) **100° to 104° Heat Index** – OSAA Recommendation: Postpone practice to later in the day.
    - a) Maximum of five hours of practice.
    - b) Practice length a maximum of three hours.
    - c) Mandatory three-hour recovery period between practices.
    - d) Alter uniform by removing items if possible - allow for changes to dry t-shirts and shorts.
    - e) Contact sports and activities with additional equipment - helmets and other possible equipment removed if not involved in contact or necessary for safety.
    - f) Reduce time of planned outside activity as well as indoor activity if air conditioning is unavailable.
    - g) Provide ample amounts of water.

- h) Water shall always be available and athletes should be able to take in as much water as they desire.
- i) Watch/monitor athletes for necessary action.
- 3) Above 104° Heat Index – OSAA Recommendation: Stop all outside activity in practice and/or play and stop all inside activity if air conditioning is unavailable.

7. **LIGHTNING SAFETY GUIDELINES** (OSAA Handbook, Executive Board Policies)

(Revised Fall 2018)

**NFHS Position Statements & Guidelines**

A. These guidelines provide a default policy to those responsible or sharing duties for making decisions concerning the suspension and restarting of practices and contests based on the presence of lightning or thunder.

B. **Proactive Planning:**

- 1) Assign staff to monitor local weather conditions before and during practices and contests.
  - 2) Develop an evacuation plan, including identification of appropriate nearby safe areas and determine the amount of time needed to get everyone to a designated safe area.
    - a) A designated safer place is a substantial building with plumbing and wiring where people live or work, such as a school, gymnasium or library. An alternate safer place for the threat of lightning is a fully enclosed (not convertible or soft top) metal car or school bus.
  - 3) Develop criteria for suspension and resumption of play:
    - a) When thunder is heard or a cloud-to-ground lightning bolt is seen\*, the leading edge of the thunderstorm is close enough to strike your location with lightning. Suspend play for at least 30 minutes and vacate the outdoor activity to the previously designated safer location immediately.
    - b) Thirty-minute Rule. Once play has been suspended, wait at least 30 minutes after the last thunder is heard or lightning is witnessed\* prior to resuming play.
    - c) Any subsequent thunder or lightning\* after the beginning of the 30-minute count will reset the clock and another 30-minute count should begin.
    - d) When lightning detection devices or mobile phone apps are available, this technology could be used to assist in making a decision to suspend play if a lightning strike is noted to be within 10 miles of the event location. However, you should never depend on the reliability of these devices and, thus, hearing thunder or seeing lightning\* should always take precedence over information from a mobile app or lightning detection device.
- \*At night under certain atmospheric conditions, lightning flashes may be seen from distant storms. In these cases, it may be safe to continue an event. If no thunder can be heard and the flashes are low on the horizon, the storm may not pose a threat. Independently verified lightning detection information would help eliminate any uncertainty.
- 4) Review annually with all administrators, coaches and game personnel and train all personnel.
  - 5) Inform student-athletes of the lightning policy at start of season.

8. **NON-DISCRIMINATION POLICY** (OSAA Handbook, Executive Board Policies)

**(Complaint Form)**

(Revised July 2019)

- A. The Oregon School Activities Association does not discriminate on the basis of race, color, religion, sex, sexual orientation, national origin, marital status, age or disability in the performance of its authorized functions, and encourages its member schools, school personnel, participants and spectators to adopt and follow the same policy.
- B. A claim of discrimination against a member school shall be brought directly to the member school of concern.
- C. Any party that believes **they** have been subjected to an incident involving discrimination or discriminatory harassment at an OSAA sanctioned event, may submit a written complaint through the online complaint process provided on the OSAA website. When the coaches, players students, staff or spectators of any members school engage in discriminatory behaviors, or act in a manner disruptive to the school environment, or cause disorder or infliction of damage to persons or property in connection with any festival, meet, contest or championship sanctioned by the Association, the Executive Board may treat such acts as a violation by the school of the Rules of the Association. See Rule 3, "Contests – Sportsmanship – Crowd Control" for additional information.

9. **SHARED FACILITIES** (OSAA Handbook, Executive Board Policies)

**(Shared Facility Request)**

(Fall 2015)

Member schools are permitted to share practice and/or competition facilities with other teams with prior approval from the OSAA. Schools requesting a shared facility are required to submit a "Shared Facility Request" for approval prior to the facility

being utilized by different groups at the same time. This policy prohibits practice or competition to or between groups approved to share a facility. It is recommended that each team have their own coaching staff and that staggered practice times be utilized when possible.

**Rule 3 – Contests – Sportsmanship – Crowd Control** (OSAA Handbook, Rules)

- 3.1. The arrangement of all festivals, meets, contests or championships is the responsibility of the superintendent, assistant superintendent or high school principal, subject to the Regulations of the Association.
- 3.2. When a festival, meet, contest or championship is in progress, the National Federation of State High School Associations (NFHS) rules governing such activities shall apply, except for specific deviations as approved by the Executive Board.
- 3.3. ***Sportsmanship Responsibility.*** The high school ***administration***, coach and other responsible officials of each member school shall take all reasonable measures to ensure that the school's coaches, players, students and ***spectators*** maintain a sportsmanlike attitude ***at*** all events so that events may be conducted without unreasonable danger or disorder. All cheers, comments and actions shall be in direct support of one's team. ***Discriminatory harassment and bullying behavior will not be tolerated. Discrimination is defined as (OAR 581-021-0045(1)(a) "any act that unreasonably differentiates treatment, intended or unintended, or any act that is fair in form but discriminatory in operation, either of which is based on age, disability, national origin, race, color, marital status, religion, sex, and sexual orientation." Harassing conduct may take many forms, including verbal acts and name-calling; graphic and written statements, which include use of cell phones or the Internet; or other conduct that may be physically threatening, harmful, or humiliating. Examples include but are not limited to hazing, intimidation, taunting, bullying, cyberbullying or menacing another, or engaging in behavior deemed by the member school to endanger the safety or well-being of students, employees, self or others. Harassment does not have to include intent to harm, be directed at a specific target, or involve repeated incidents. Harassment creates a hostile environment when the conduct is sufficiently severe, pervasive or persistent, so as to interfere with or limit the ability to participate in or benefit from the services, activities, or opportunities offered by a school. This includes the use of, or engagement in, abusive verbal expression or physical conduct, especially if that conduct interferes with the performance of students, staff, event officials or sponsors of interscholastic activities.***
- 3.4. ***Spectator Conduct.*** The following expectations regarding spectator conduct at all OSAA sanctioned events, including regular and post season competition, are provided. Those violating or threatening to violate the following Association rules or site management spectator conduct expectations, may be ejected from the premises, issued a trespass citation, excluded from sanctioned activities temporarily or permanently and/or referred to law enforcement officials.
  - 3.4.1. ***All cheers, comments and actions shall be in direct support of one's team. No cheers, comments or actions shall be directed at one's opponent or at contest officials. Some examples of unacceptable conduct include but are not limited to disrespecting players by name, number or position; negative cheers or chants; throwing objects on the playing surface; use of derogatory or racially explicit language; discriminatory harassment or conduct that creates a hostile environment that is disruptive to the educational environment.***
  - 3.4.2. ***Spectators shall not be permitted to use vulgar/offensive or racially/culturally insensitive language or engage in any racially/culturally insensitive action.***
- 3.5. ***Complaint Process.*** The OSAA will sanction schools whom it has found negligent in the duties of reasonably protecting those involved in interscholastic activities from derogatory or inappropriate names, insults, verbal assaults, profanity, ridicule or engaging in behavior deemed by the member school to endanger the safety or well-being of students, employees, self or others.
  - 3.5.1. ***OSAA will acknowledge receipt of the complaint within 48 hours.***
  - 3.5.2. ***OSAA may prioritize the investigation of complaints based on information received.***
  - 3.5.3. ***Complaints deemed to be employee or student discipline matters only shall be returned to the complainant. Matters of employment and/or employee discipline which can best be resolved through the school district's complaint process include but are not limited to playing time, team level assignments (Varsity/JV), assignment of a student to a specific coach, equipment use, or dissatisfaction with a contract or payment term. Matters of student discipline which can best be resolved through the school district's complaint process include but are not limited to academic eligibility, drug/alcohol use, playing time or playing position, specific workout requirements, or dissatisfaction with a calendar, schedule or event location.***
  - 3.5.4. ***Complaints must include the complainant's name and contact information (phone and email or mailing address). Anonymous complaints shall not be considered.***

3.5.5. *Every effort will be made to complete the investigation process within 30 days; however, should the investigation require more time, a 30-day status update shall be provided.*

3.5.6. *To assist in investigation of the complaint, complainants are asked to note the following:*

(a) *Complaints are only accepted on the official online form and each section of the Complaint Form must be completed. (Complaint Form)*

(b) *Complaints which are determined to be outside the scope of the OSAA will be returned to the complainant via the contact address provided. See Rule 3.5.3 for guidance.*

(c) *Whenever possible, provide first-hand accounts, with names and contact information of witnesses.*

3.6. **Sportsmanship Violations/Penalties.** When the coaches, players, students, staff or *spectators* of any member school engage in unsportsmanlike conduct, ***discriminatory harassing behaviors, act in a manner disruptive to the school environment, or cause*** disorder or infliction of damage to persons or property in connection with any festival, meet, contest or championship sponsored by this Association, the Executive Board may treat such acts as a violation by the school of the Rules of the Association ***and the school shall be subject to penalty. Penalties may vary depending on the actions taken by the school and/or school district during and after the event as it relates to trespassing spectators involved, removing players/coaches from the team for a period of time, requiring additional education/training, etc. Upon a ruling by the Executive Director or by the Executive Board the member school may be subject to probation, mandatory appearance before the Executive Board, required plan of action, forfeitures, fines, lack of institutional control penalties, suspension of membership or expulsion from the Association as determined by the Executive Board. The Executive Director or the Executive Board may determine that no penalties are necessary when an incident has been handled appropriately and in a timely fashion by the school and/or district.***

1. Q. Is the host school exclusively responsible for crowd control?

A. No. While the host school for any activity must assume a primary responsibility for the physical management of the activity, including providing for crowd control, this is a mutual responsibility. The visiting school also must take such measures as are necessary to ensure proper behavior on the part of its own students and fans.

2. Q. May home team schools display signs and/or banners at their home venues?

A. Yes, home team schools may display “permanent” signs and/or banners that are positive / supportive at their home venues. Examples are welcome signs, in-season rosters, league banners, league / state championship banners and sportsmanship banners.

3. Q. Are “run through” signs allowed?

A. Yes, so long as the message is positive/supportive.

4. Q. May visiting schools bring signs and/or banners to hang at the host school’s venue?

A. No.

5. Q. ***May spectators have signs at events?***

A. ***Spectators are not permitted to have signs or banners larger than 8-1/2 x 11 inches. “Fathead” type items are considered signs and shall not be larger than 8-1/2 x 11 inches. Spectators are required to wear shirts.***

6. Q. ***May a spectator have an artificial noisemaker?***

A. ***No, spectators are not permitted to have artificial noisemakers. Some examples of artificial noisemakers are Thunder Stix, cowbells, clappers and air horns.***

7. Q. May a school use an artificial noisemaker at specific times during athletic events?

A. In limited cases, yes. An example of an allowable use of artificial noisemakers by a school would be the firing of a cannon or the ringing of a bell after a touchdown is scored.

8. Q. May spectators use small, handheld megaphones?

A. Yes, ***provided they are not electric.*** Only cheerleaders are allowed to use large megaphones. Neither cheerleaders nor spectators may use megaphones for banging on the floor or bleachers.

9. Q. What are some examples of cheers that do not encourage a positive atmosphere?

A. Any yell that is intended to antagonize an opponent detracts from a positive atmosphere. “Air Ball! Air Ball!” booing, “You! You! You!”, or “You Got Swatted!” are examples of yells that will not encourage a positive atmosphere. Conversely, a positive atmosphere is created when fans focus on positive yells in support of their team, rather than on negative yells attacking their team’s opponents. ***Spectators shall not turn their heads or hold up newspapers during team introductions, or jeer at cheerleaders during opposing team introductions.***

10. Q. May students stand on the bottom row of the bleachers?  
A. Yes, but when they sit down, they must be seated on the second row.
11. Q. May students cheer during serves in volleyball and free throws in basketball?  
A. Yes, so long as they are just “making noise” and not specifically addressing a contest official or an individual player from the opposing team.
12. Q. May a school use balloons at an athletic event?  
A. Yes, a host school may use balloons for decoration. However, fans may not have balloons, and balloons may not be placed by the school in any manner that would block spectator viewing.
13. Q. May a school use balloons at a state championship final site?  
A. No.
14. Q. May spectators have oversized foam fingers at athletic events?  
A. Yes, they are allowed so long as they are not blocking spectator viewing.
15. Q. Is the host school exclusively responsible for crowd control?  
A. No. While the host school for any activity must assume a primary responsibility for the physical management of the activity, including providing for crowd control, this is a mutual responsibility. The visiting school also must take such measures as are necessary to insure proper behavior on the part of its own students and fans.
16. Q. May home team schools display signs and/or banners at their home venues?  
A. Yes, home team schools may display “permanent” signs and/or banners that are positive / supportive at their home venues. Examples are welcome signs, in-season rosters, league banners, league / state championship banners and sportsmanship banners.
17. Q. Are “run through” signs allowed?  
A. Yes, so long as the message is positive/supportive.
18. Q. May visiting schools bring signs and/or banners to hang at the host school’s venue?  
A. No.
19. Q. ***May spectators have signs at events?***  
A. ***Spectators are not permitted to have signs or banners larger than 8-1/2 x 11 inches. “Fathead” type items are considered signs and shall not be larger than 8-1/2 x 11 inches. Spectators are required to wear shirts.***
20. Q. ***May a spectator have an artificial noisemaker?***  
A. ***No, spectators are not permitted to have artificial noisemakers. Some examples of artificial noisemakers are Thunder Stix, cowbells, clappers and air horns.***
21. Q. May a school use an artificial noisemaker at specific times during athletic events?  
A. In limited cases, yes. An example of an allowable use of artificial noisemakers by a school would be the firing of a cannon or the ringing of a bell after a touchdown is scored.
22. Q. May spectators use small, handheld megaphones?  
A. Yes, ***provided they are not electric***. Only cheerleaders are allowed to use large megaphones. Neither cheerleaders nor spectators may use megaphones for banging on the floor or bleachers.
23. Q. What are some examples of cheers that do not encourage a positive atmosphere?  
A. Any yell that is intended to antagonize an opponent detracts from a positive atmosphere. “Air Ball! Air Ball!” booing, “You! You! You!”, or “You Got Swatted!” are examples of yells that will not encourage a positive atmosphere. Conversely, a positive atmosphere is created when fans focus on positive yells in support of their team, rather than on negative yells attacking their team’s opponents. ***Spectators shall not turn their heads or hold up newspapers during team introductions, or jeer at cheerleaders during opposing team introductions.***
24. Q. May students stand on the bottom row of the bleachers?  
A. Yes, but when they sit down, they must be seated on the second row.
25. Q. May students cheer during serves in volleyball and free throws in basketball?  
A. Yes, so long as they are just “making noise” and not specifically addressing a contest official or an individual player from the opposing team.
26. Q. May a school use balloons at an athletic event?  
A. Yes, a host school may use balloons for decoration. However, fans may not have balloons, and balloons may not be placed by the school in any manner that would block spectator viewing.

**27. Q.** May a school use balloons at a state championship final site?

**A.** No.

**28. Q.** May spectators have oversized foam fingers at athletic events?

**A.** Yes, they are allowed so long as they are not blocking spectator viewing.

**Rule 7 – Out-of-Season and Non-School Activities** (*OSAA Handbook, Rules*)

**7.1.** Out-of-season festivals, meets, contests or championships shall not be permitted during the school year involving member schools of this Association unless special authorization is given by the Executive Board.

**7.2.** A member school or official representative of a member school shall not participate, either directly or indirectly, in the promotion, management, supervision, player selection, coaching or officiating of an all-star contest involving high school students during the Association year.

**7.3.** No member school or official representative of a member school shall condition participation in high school athletics on participation in non-school athletic events or workouts, including, but not limited to camps, leagues, and any form of organized out-of-season or summer competition. Further, no member school may give consideration to such participation when determining membership on, or participation in, high school competitive athletics.

**1. Q.** May a coach require participation on a non-school team including summer teams or use participation on a non-school team as a factor in selecting members of a school team or allowing full participation in team activities?

**A.** No to both questions. Participation on a non-school team is a personal choice of the student and ***their*** parents and may not be required or even considered when selecting school team members or allowing full participation in team activities.

**2. Q.** May a coach require participation in out-of-season or summer workouts as a factor in selecting members of a school team or allowing full participation in team activities?

**A.** No.