

**2011 - 2012**



**Basketball I  
Officials  
Packet**

## BASKETBALL OFFICIALS TABLE OF CONTENTS

How to sign onto WVSSAC and enter in Password and E-mail address .....	3
How to sign onto Arbiter and take the Part I and Part II Exam .....	3
Part I and Part II Exam - Tournament Nomination and Game Report Dates .....	4
Basketball Officials Bulletin .....	5
Basketball rules clinic dates & locations. ....	6
<b>Attendance at the WVSSAC sponsored rules clinic is a requirement to officiate the 2011 season. (see Additional Option for Clinic Attendance in your Officials' Handbook) located on our website.</b>	
2011-12 Basketball Interscholastic .....	7
2012-13 Officials' Registration Form .....	12
<b>Due date is June 15, 2012 for all sports. A return verification card for your Registration was mailed with the Rule Book. If you wish verification of receipt of the Registration Form, return the verification card with postage when you send in your Registration Form.</b>	
Yearly Requirements .....	13
Officials' Handbook Index.....	14
Individual Coaches Ratings Print-out Form .....	15
Bench Clearing Rule .....	16
Body Fluid Policy .....	17
Concussion in Sports – What You Need to Know .....	19
Return to Play – Protocol .....	20

## My Officials' Packet! Where is it?

1. Go to [www.wvssac.org](http://www.wvssac.org)
2. On the SSAC homepage look on the left side of the screen. Locate and click on the link Officials
3. Once the Officials page opens look for Officials Packets and click on the sport. Example: Football Officials Packet

## How Do I Login To The Officials' Management Page?

1. Login to the WVSSAC Website: [www.wvssac.org](http://www.wvssac.org)
2. Go to Admin Login (Located in the right-hand corner)
3. Go to Officials Login Click Here
4. Type in your Registration Number-Ex. AG1963 (No spaces, dashes or hyphens)
5. Type in your Password (Your password is your zip code for your initial/first time login)
6. Select Sport from the drop down box
7. Click on Continue
8. You will be prompted to change your password. Write it down and use it the next time you login to the SSAC website as an official
9. You will then be prompted to enter your e-mail address
10. You are now on the Officials Management Page

**NOTE:** Before you attempt to login to the Arbiter Hub (WV Central Hub Site) you must have completed the instructions listed above. **The upload to Arbiter Sports (WV Central Hub) is not instantaneous. After you have completed the instructions above, you must wait to be uploaded to the WV Central Hub Site.**

If you have more than one account (local board associations, other states, etc) with Arbiter Sports **YOU** must make sure the e-mail address and password you have entered in as an official for the WVSSAC is the same to prevent log in errors on the WV Central Hub site for your test.

## How to Log In to the WV Central Hub Site:

1. Login to the WVSSAC Website: [www.wvssac.org](http://www.wvssac.org)
2. Go to Admin Login (Located in the right-hand corner)
3. Go to Officials' Login Click Here
4. Type in your Registration Number Ex. AG1963 (No spaces, dashes or hyphens)
5. Type in your Password. (Use the password you created. Passwords are case sensitive)
6. Select Sport from the drop down box. Click on Continue
7. You are now on the Officials Management page for the WVSSAC
8. Then click on Arbiter Hub
9. Go to the Sign In Area (Located in the upper right-hand corner)
10. Enter your email address and password
11. Click Go (You will then be asked to choose which organization you want to sign into)
12. Choose Organization-WV Central Hub
13. Choose Account Type-Central Hub
14. Click on the Testing Tab
15. Look under Open Test
16. Find the appropriate test
17. Click on Take Test

**DO'S and DON'TS:**

**DO** read, follow and understand the instructions before you log in to the WVSSAC and/or WV Central Hub site on Arbiter Sports!

**DO** write down your password after you change it. They are case sensitive!

**DON'T PROCRASTINATE!**

**DON'T** use Auto Complete to remember passwords. All passwords are reset each year!

**DON'T** share your email address with other officials!

**REMEMBER:**

If you are having difficulty in logging into the WVSSAC site as an Official or the WV Central Hub site with Arbiter Sports please contact Roberta Newton or Alice Goodwin and have your instructions available.

**Part I Test Window**

Basketball-Wrestling-November 7, 2011 till November 21, 2011

Swim – October 10, 2011 till October 31, 2011

**Part II Test Window**

Basketball-Wrestling – November 28, 2011 till December 12, 2011

Swim – No Part II Test

**Deadline For Self Nomination Forms-Online**

Basketball – August 1, 2011 till December 30, 2011

Wrestling – August 1, 2011 till December 30, 2011

Swim – August 1, 2011 till February 1, 2012

**Deadline For Game Reports-Online**

Basketball-Wrestling – April 1, 2012

Swim – No Game Reports Due

**Note:** Failure to take Part I – Loss of 5 points on classification scale

Failure to take Part II – Suspension the following season

# WEST VIRGINIA SECONDARY SCHOOL ACTIVITIES COMMISSION



2875 Staunton Turnpike, Parkersburg, WV 26104-7219

TELEPHONE: 304-485-5494  
FAX NUMBER: 304-428-5431

E-MAIL: [wvssac@wvssac.org](mailto:wvssac@wvssac.org)  
WEB SITE: [www.wvssac.org](http://www.wvssac.org)



## BULLETIN

TO: **BASKETBALL OFFICIALS**  
FROM: Butch Powell, Assistant Executive Director  
DATE: September 2011  
SUBJECT: 2011-12 Basketball Season

### *Enclosed you will find:*

1. 2011-12 Rule Book, Case Book, and *Officials Manual 2011-2012*. The *Handbook* was a two year book last year. Therefore, you **will not** receive another copy this year. If you wish to purchase a copy of the Simplified and Illustrated Book, the cost will be **\$7.00 plus 1.00 postage if you want it mailed**. Please send check or money order in advance. You can pick up a copy at the state rules clinic from Butch Powell.
2. Basketball rules clinic dates & locations. Attendance at the WVSSAC sponsored rules clinic is a requirement to officiate the 2011-12 season. (see Additional Option for Clinic Attendance, Item L. Clinic Attendance of the Officials' Handbook). **The Officials' Handbook is found on our web site.**
3. Basketball Part II Test is Taken on the Arbiter Web Site.
4. 2012-13 REGISTRATION FORM. **Due on or before June 15, 2012, for all sports.**
5. Bench-Clearing Rule.
6. **ATTENTION OFFICIALS!**: you can register for the 2012-13 season anytime after you receive this packet up to the due date of June 15, 2012.
7. A return card FOR YOUR REGISTRATION is enclosed IN YOUR PACKET THAT WAS SENT TO YOU. This card will not be sent back to you if it do not have a stamp.
8. (20) Introductory Cards.

### *Important Reminders:*

1. Part I Examination – On LINE - SEE INSTRUCTIONS.
2. Part II Examination is mandatory for all officials who expect to register the following year. The Part II examination is taken on the ARBITER WEB SITE. Please follow instructions enclosed in this packet.
3. Class III officials will not officiate varsity interscholastic games in **football, girls' or boys' basketball**.
4. All player-coach ejection's, bench decorum violations, and unsportsmanlike violations must be reported ON LINE to WVSSAC within 24 hours (HS, JV, and MS).
5. Varsity officials are reminded to print their name in both scorebooks.
6. The WVSSAC will fund each official's membership in the National Federation Interscholastic Officials Association (NFIOA). We will forward your registration and address to the National Federation. We should be notified immediately of any change of address. All basketball officials are required to attend the WVSSAC rules clinics. ***See Clinic Bulletin for dates and locations.***

If we can be of service to you at anytime, please do not hesitate to write or call us.

BP:rmn  
Enclosures

**2011-2012  
BOYS' & GIRLS' BASKETBALL RULES CLINICS**

<u>DATE</u>	<u>LOCATION</u>	<u>TIME</u>	<u>COORDINATOR</u>
Oct. 9	Interpreters' Clinic Parkersburg (WVSSAC)	9:00 a.m.	Butch Powell
Oct. 9	Parkersburg South H. S.	4:00 p.m.	Rick Leach
Oct. 10	Woodrow Wilson H. S.	6:00 p.m.	Eric Dillon
Oct. 11	Hampshire H. S.	6:30 p.m.	Erino Leone
Oct. 12	Hedgesville H. S.	6:00 p.m.	Ron Allen
Oct. 17	Logan H. S.	6:00 p.m.	Roger Gertz
Oct. 18	Capital H.S. - Charleston	6:00 p.m.	Clinton Giles
Oct. 19	Huntington H. S.	6:00 p.m.	Bruce Senior
Oct. 24	Wheeling Park H. S.	6:30 p.m.	Dwaine Rodgers
Oct. 25	Liberty (H) H.S., Clarksburg	6:00 p.m.	Steve Gibson
Nov. 2	*WVSSAC Office *Make-up Clinic - \$10.00 Fee	6:00 p.m.	Butch Powell

**SCHOOLS:** The **Head Coach** shall be **required** to attend any sports rules clinics which are sponsored by this Commission in his/her coaching assignment. Schools failing to have a head coaching position filled at the time of the clinic will be required to have a school representative present at the rules clinic. An individual can only represent one school unless he/she is head coach at both schools. In a 9-12 school, both the varsity and 9th grade coach are required to attend. Failure to have a representative at one of the above clinics will result in a \$50.00 fine.

***The clinic attendance requirement will not be granted if the coach or representative is late in excess of 10 minutes.***



ALL TOURNAMENT DIRECTORS ARE REMINDED TO READ THE DIRECTOR'S MANUAL ONLINE BEFORE ANY PREPARATIONS ARE MADE FOR A TOURNAMENT. The necessary forms or reports that must be filed with the WVSSAC office can be found with the instructions for each sport.

2011-12 HIGH SCHOOL		
	GIRLS	BOYS
Season Starts:	November 7	November 14
1st Contest Held	November 29	December 6
Sectional	February 20-25	Feb. 27-Mar. 3
Regional	Feb. 28-Mar. 1	March 6-8
State	March 7-10	March 14-17

  

2011-12 MIDDLE SCHOOL / 9TH GRADE TEAM		
	GIRLS	BOYS
Season Starts	October 31	November 7
1st Contest Held	November 23	November 30
Season Ends	February 18	February 25

## GENERAL INFORMATION

- A. Attention is called to the importance of checking the bleachers to avoid overcrowding. This is a serious matter, and schools are urged to carefully check the bleachers to ascertain that they are in good condition and well supported. Every effort should be made to ensure that no concerted swaying movement of fans is permitted. Above everything else, do not overcrowd the bleachers and do not permit crowding in the exits and aisles. It is important that doors leading from the gymnasium be unlocked and unchained so that a quick exit could be made if necessary. High school tournaments have a good safety record in West Virginia. Let's keep the record untarnished.
- B. A space should be provided at the officials' tables for the following priorities in this order:
  1. The Official Timer.
  2. The Official Scorer (It is recommended that the official scorer wear a black striped garment and that his location be clearly marked.)
  3. An Assistant Timer may be used.
  4. Space for the scorer from each of the two participating teams at a place as near the Official Scorer as possible.
  5. Media representative if space is available.
- C. **Basketball Schedules MUST be online before the season begins and UPDATED weekly. When participating in a tournament the name of the school should be submitted. Failure to do so will result in \$50.00 fine.**
- D. **Schools wishing to recognize Cancer Awareness Week may do so the first full week of February.**

## II. RULES AND REGULATIONS

- A. In Sectional, Regional or State Competition, each team may dress up to fifteen (15) players.
- B. It is recommended that the "Home Team" occupy the bench to the RIGHT of the official scorer as one normally faces the playing floor, whereas the "Visiting Team" should occupy the bench to the LEFT of the official scorer. Benches shall be located from the hash mark to the end line. **The HOME TEAM must wear white uniforms and the VISITING TEAM must wear dark.**
- C. Practice on a tournament site floor (sectional, regional, or state) prior to the tournament is permitted prior to the completion of the last regular season contest. However, if the tournament site is the home school of one of the participants, that team may practice on the site floor excluding the three hours prior to the start of the game. The game director is to enforce the rule.

- D. The warm-up for regional and state tournament games shall be limited to twenty (20) minutes. Should teams desire to return to dressing room, it must be during the 20 minute warm-up period. Each team will warm-up before each game at the basket and court opposite its bench.
- E. Teams will be required to take both sets of uniforms to sectional, regional, and state tournaments.
- F. The official basketball to be used on all sectional, regional, and state tournament games is the Wilson Evolution.

## III. TOURNAMENTS

### A. Sectional Tournament

Girls - Feb. 20, 2012 (Fri. Wk 33) - Feb. 25, 2012 (Sat. Wk 34)

Boys- Feb. 27, 2012 (Fri. Wk 34) - Mar. 3, 2012 (Sat. Wk 35)

1. **Regional Coordinator** will be assigned by WVSSAC. Pre-tournament meeting to be held by November 7, 2011 (Monday Week 19). It is recommended principal, athletic director and head coaches of both girls and boys basketball be in attendance. Trophies will be sent to the Regional Coordinator.
2. Concerns to be discussed at this meeting include: Tournament dates, sites, admission prices, officials, distribution of profit or loss and game administrators.
3. **Site Administrator** will coordinate activities at the game site and will arrange ticket sales, security, provide game ball, scorebook, pay officials and complete financial report and return to WVSSAC.
4. Seeding Procedure - Ballots will be faxed to Girls' Head Coach on February 8, 2012 (Wednesday Week 32) and **MUST** be returned by **NOON** February 13, 2012 (Monday Week 33). Ballots will be faxed to Boys' Head Coach on February 15, 2012 (Wednesday Week 33) and **MUST** be returned by **NOON** February 20, 2012 (Monday Week 34).

Ballots will include the names of **ALL** schools in the Region. They **MUST** be returned to **BOTH** Regional Coordinators who will separate the schools into appropriate brackets involving teams in Section 1 and Section 2.

**Failure to return ballot will result in school receiving no revenue from the gate receipts of tournament.**

**Each school will have one of the highest and lowest ratings eliminated.**

**Principal and Head Coach must sign the Ballot before returning to Regional Coordinators.**

5. Officials named to work Sectional Tournaments shall be Class I or Class II.
6. All Sectional Girls' Tournament games will take precedent over boys' rescheduled regular season games played at the same site.
7. Should those responsible fail to agree by simple majority on the site for a Sectional Tournament, the Executive Director may, if requested to do so by the Regional Coordinator, set the site or assign officials for the tournament.
8. Sectional Tournaments in all three classes must be concluded by February 25, 2012, for Girls' Basketball and by March 3, 2012, for Boys' Basketball.
9. **It is recommended that ALL Sectional Tournaments end on Friday leaving Saturday as a make-up.**

### B. REGIONAL TOURNAMENT

Class	Girls (Wk. 35)	Boys (Wk.36)
AAA	February 28	March 6
A	February 29	March 7
AA	March 1	March 8



1. **Regional Coordinator** will distribute tickets, game ball and trophy to tournament site in his half of regional.
2. Regional games will be played at the home site of the winning school during Sectional Tournament play. The winning school will be the **HOME TEAM**, wearing white uniforms, sitting to right of official score keeper and recognized on score board. The runner up from Section 1 will play at the winner school in Section 2 and the runner up in Section 2 visiting the winner school in Section 1.
3. Seating requirements are as follows: Boys - AAA 1000, AA 900, A 700 and Girls - AAA 700, AA 600, A 400. **If a school does not qualify to host, they must select the next closest approved site.**
4. **Site Administrator** will coordinate activities at the game site and will arrange ticket sales, security, provide game ball, scorebook, and complete financial report and return to WVSSAC along with a check for the proceeds after expenses.
5. **Game officials will be assigned and paid by the WVSSAC.**
6. Tickets will be sent to the Regional Coordinator and made available to both schools if requested to sale in advance. Do not use any other tickets unless those supplied by the WVSSAC is exhausted.  
**Admission** - Advance sale prices for student tickets shall be \$5.00 each. The price of all tickets purchased at the gate shall be \$7.00.
7. Visiting schools requesting advanced tickets from the Regional Coordinator **MUST** contact the host school by **12:00 NOON on the day of the game** to inform the Site Administrator of the number of tickets sold in advance. **Failure to do so will require the visiting school to purchase all unsold tickets. Unsold tickets and proceeds from advance sale of tickets must be delivered to the host school ONE HOUR before game time.**
8. **No Pass-Outs are allowed. If you are in - you are in. If you leave, you must pay to reenter**
9. **Awards and Programs** - A plaque for the winning team of each Regional Tournament will be furnished by the WVSSAC and will be shipped to the director prior to the tournament from the supplier. Other awards or trophies are not approved. BB&T representatives should be contacted to assist in presenting awards.
10. **Team Expense for Regionals** - Refer to Reimbursement Schedule.
11. **Game Officials and Game Ball** - Game officials will be assigned by the WVSSAC office and paid by the Board of Directors.  
The game ball (**Wilson Evolution**) for the finals of each Regional Tournament will be provided by the WVSSAC and will be mailed to the regional coordinator prior to the tournament date. At the conclusion of the tournament, it shall be presented to the winning team.
12. **Broadcasting** - Broadcast fees for any single regional tournament game are as follows: AAA schools-\$ 150.00; AA schools - \$125.00; A schools-\$ 100.00, payable to the director in advance. In the event broadcast space is limited, the director shall make assignment on the "first come, first served" basis. Some radio stations may want to tape a certain game and feed it to their listeners at a later date. The fee for taping a game is \$75.00 paid in advance.

#### C. STATE TOURNAMENT

1. The 2012 **Girls' Basketball** Tournament shall be played at the **Charleston Civic Center on March 7-10, 2012**. Mr. Bill Gillispie will serve as Director. The 2012 **Boys' Basketball** Tournament shall be played at the **Charleston Civic Center on March 14-17, 2012**. Mr. Lynn Stalnaker will serve as Director.

2. **TEAM EXPENSE FOR STATE:** Refer to Reimbursement Schedule Online
3. Each school, prior to the tournament, shall receive a ticket that will admit fifteen (15) cheerleaders, chaperones, drivers, etc.
4. **HOUSING:** The WVSSAC and the hotels of Charleston that accommodate those state qualifying teams understand the problems that can arise in keeping high school students overnight. Therefore, they need your cooperation by providing adequate supervision and establishing guidelines for those representing your school. See Reimbursement online
  - The decision of what hotel a school will be staying will be decided by a random draw at the pre-tournament meeting.
  - Bring your rooming list filled out with only those individuals entitled to stay at the school rate as listed above with their position listed, i.e. player, coach, cheerleader, principal, athletic director, etc.
  - **Therefore, if a school decides to house part of their school representatives on their own at a different establishment, you may not get the WVSSAC comp rooms or rate and may lose your privilege of being entitled to be in the "draw" or to any rooms provided by the WVSSAC.**  
Please cooperate with these guidelines to allow us to provide first class accommodations.
5. Prior to the tournament each school shall receive from the Secondary School Activities Commission one "team pass" that will admit the coach, assistants, managers and the team not to exceed 20. Upon entering the gymnasium, the coach shall present this pass and identify players as they enter.
6. **In accordance with Rule 2-2-1 Note "A state association may permit game or replay officials to use a replay monitor during the state championship series contest to determine if a try for goal at the expiration of time in the fourth quarter or any overtime period (0:00 on the game clock) should be counted and if so, determine if it is a two or a three point goal." The Board of Directors has approved the following state adoption:**  
**In the final championship game in each of the three classes for boys and girls basketball where a replay video monitor is available, the call on the court will stand unless there is clear and convincing evidence on a replay that the call should be revised. All game officials will participate in the review, if it is used, and the referee will have the responsibility of the final decision.**
7. **A time out at or near the four minute mark may be called prior to the shooting of the first free throw if requested by broad cast media.**
8. Network radio and television are allowed five (5) one-minute media timeouts per game including one in the first, second and third periods and two in the fourth period. If a coach calls a timeout prior to the four minute mark in a period the media timeout would be triggered. If a coach calls a 20-second timeout, the media timeout will still be taken and the team will be charged with a 20-second timeout. The media timeout will be called on the first dead ball occurring under 4-minutes on the game clock. If a shooting foul occurs on the dead ball, foul shots will be taken after the timeout is complete.

#### Ticket Information

9. The following information pertains to the types and prices of tickets for the State Tournament. There will be three games during each of the first six sessions and one game in the final session.



Tournament booklets are priced as follows:

Principals	\$56.00	Coaches	\$56.00
Students	\$48.00	Other Adults	\$64.00

At the pre-tournament meeting at the SSAC office the Sunday immediately preceding tournament play, the principal or his representative will be given a supply of student tickets to enable the students to be admitted at a reduced price.

Upon arrival at the State Tournament site, a financial report with the proceeds shall be given to Box Office Manager, Charleston Civic Center.

Tickets may be secured for the first session in which a team plays, or they may be purchased for the two or three sessions in which a team may play. Student tickets are priced at \$6.00 per session if purchased through the school. Adult tickets are \$9.00 reserved, \$8.00 general admission.

Should a team win its first game, the principal or his representative may secure tickets for his students and patrons for their second game at the site. It is the obligation of the principal or athletic director to purchase these tickets and distribute them to those ordering them.

**The Board of Directors has restricted the sale of tournament tickets at reduced prices as follows:**

<b>Class AAA</b>	<b>high schools</b>	-	<b>10 tickets</b>
<b>Class AA</b>	<b>high schools</b>	-	<b>8 tickets</b>
<b>Class A</b>	<b>high schools</b>	-	<b>8 tickets</b>
	<b>middle schools</b>	-	<b>6 tickets</b>
	<b>7-12 schools</b>	-	<b>10 tickets</b>

There is no limit of adult tickets a school may order at a cost of \$64.00.

These orders (see order form in August Interscholastic) must reach Box Office Manager, Charleston Civic Center, not later than February 1. Orders at reduced prices will not be filled after this date. Phone: 1-304-345-7469.

**Sponsorship and Rights:** The WVSSAC is the sponsoring organization for all state tournaments. The WVSSAC reserves all rights in regard to the management of these tournaments, the sale of any items at the tournament site, and any audio or visual reproductions of the events. Any sale, distribution or reproduction of clothing, souvenirs, pictures or other items without the expressed written consent of the WVSSAC is strictly prohibited. Pictures for media or school yearbooks are to be used for these purposes only.

**BROADCASTING - STATE TOURNAMENT**

- 10. Information concerning all broadcasting and TV rights, live or delayed, may be obtained from Charleston Civic Center, phone 1-304-345-1500.

**SEEDING - STATE TOURNAMENT**

**Method:**

- ✓ Each coach upon winning the sectional tournament will be sent a ballot by fax on Monday of the regional tournament week. Schools advancing to the regional tournament will be listed on the ballot by classification. Class AAA schools will receive a ballot with only AAA schools listed and so on.
- ✓ Coaches will NOT rank their own school, however, they will rank the remaining fifteen (15) schools.
- ✓ A ranking of one (1) will indicate the highest rating while a fifteen (15) will indicate the lowest rating possible. A school will receive from 1 to 15 points based upon each rating they receive. Each school will have one of their highest and one of their lowest ratings eliminated.

- ✓ No ballot will be accepted if received after NOON on Tuesday of the regional tournament week.
- ✓ After all ballots are received and points accumulated, schools winning the regional tournament will be placed in the appropriate brackets. Of the eight winning schools, the school with the lowest accumulated point total will receive the number 1 seed and seeding will continue until all brackets are filled.

<b>Example -- Points Accumulated</b>	<b>Regional Result</b>	<b>Seeding</b>
School A -- 20 total points	Won	1
School B -- 27 total points	Won	2
School C -- 37 total points	Lost	_____
School D -- 48 total points	Won	3
School E -- 57 total points	Lost	_____
School F -- 63 total points	Won	4

- ✓ If two or more teams are tied, the following criteria will be used to resolve the tie:
  1. Head to Head Competition
  2. Total Number of Wins in Classification or Above
  3. Total Number of Wins
  4. Toss of Coin

Highest seeded team will be the Home Team.

<b>Session I</b>	<b>Wednesday</b>		<b>Game</b>
9:30 a.m.	3 vs 6	AA	1
11:15 a.m.	2 vs 7	AAA	2
1:00 p.m.	2 vs 7	AA	3
<b>Session II</b>	<b>Wednesday</b>		
5:30 p.m.	1 vs 8	AA	4
7:15 p.m.	1 vs 8	AAA	5
9:00 p.m.	4 vs 5	AA	6
<b>Session III</b>	<b>Thursday</b>		
9:30 a.m.	3 vs 6	A	7
11:15 a.m.	4 vs 5	AAA	8
1:00 p.m.	2 vs 7	A	9
<b>Session IV</b>	<b>Thursday</b>		
5:30 p.m.	1 vs 8	A	10
7:15 p.m.	3 vs 6	AAA	11
9:00 p.m.	4 vs 5	A	12
<b>Session V</b>	<b>Friday</b>		
9:30 a.m.	Winner Game 1 vs Winner Game 3	AA	
11:15 a.m.	Winner Game 7 vs Winner Game 9	A	
1:00 p.m.	Winner Game 4 vs Winner Game 6	AA	
<b>Session VI</b>	<b>Friday</b>		
5:30 p.m.	Winner Game 5 vs Winner Game 8	AAA	
7:15 p.m.	Winner Game 10 vs Winner Game 12	A	
9:00 p.m.	Winner Game 2 vs Winner Game 11	AAA	
<b>Session VII</b>	<b>Saturday</b>		
12:00 p.m.	Championship Final	AA	
2:30 p.m.	Championship Final	A	
<b>Session VIII</b>	<b>Saturday</b>		
7:15 p.m.	Championship Final	AAA	



**GIRLS' AND BOYS' BASKETBALL  
SECTIONAL AND REGIONAL TOURNAMENT SERIES**

All games to start at 7:00 p.m.

**Class AAA**

**Region I**

**Jeff Bailey - University High School - 291-9274**

Section 1 Wheeling Park, John Marshall, Brooke, University, Morgantown

**Frank Moore - Marion County Board of Education - 367-2100 Ext. 26**

Section 2 North Marion, Fairmont Senior, East Fairmont, Preston

**Region II**

**Steve Campbell - Musselman High School - 229-1950**

Section 1 Jefferson, Washington, Musselman, Hedgesville, Martinsburg, Hampshire

**Matt DeMotto - Bridgeport High School - 842-3693**

Section 2 Bridgeport, Robert C. Byrd, Elkins, Buckhannon-Upshur, Lewis County

**Region III**

**Rick Leach - Parkersburg South High School - 420-9617**

Section 1 George Washington, Parkersburg, Parkersburg South, Capital, Ripley

**Bill Dobbins - Nicholas County High School - 872-2141**

Section 2 Woodrow Wilson, Nicholas County, Princeton, Greenbrier East, Riverside

**Region IV**

**Tom Osborne - South Charleston High School - 766-0352**

Section 1 St. Albans, Nitro, South Charleston, Winfield, Hurricane

**Bruce Senior - Huntington High School - 528-6415**

Section 2 Logan, Lincoln County, Spring Valley, Huntington, Cabell Midland

**Class AA**

**Region I**

**Brian Castilow - Magnolia High School - 455-1990**

Section 1 Oak Glen, Weir, Tyler Consolidated, Magnolia

**Don Williams, Roane County High School - 927-6420**

Section 2 Ritchie County, Roane County, Ravenswood, Pt. Pleasant

**Region II**

**Ken Griffith - Keyser High School - 788-4230**

Section 1 Berkeley Springs, Frankfort, Keyser, Petersburg

**Lynn Stalnaker - Braxton County High School - 765-7331**

Section 2 Lincoln, Liberty (H), Braxton County, Webster County, Philip Barbour, Grafton

**Region III**

**Deanna Massey - Shady Spring High School - 256-4647**

Section 1 Shady Spring, Liberty R, Independence, Westside, Wyoming East, Oak Hill

**Mark Godfrey - PikeView High School - 384-7586**

Section 2 Summers County, PikeView, James Monroe, Mt. View, Bluefield, Greenbrier West, River View

**Region IV**

**Matt Riggs- Sherman High School - 837-7529**

Section 1 Sissonville, Poca, Sherman, Clay County, Herbert Hoover

**Josh Brumfield - Scott High School - 369-3011**

Section 2 Chapmanville, Scott, Tolsia, Wayne, Tug Valley, Mingo Central

**Class A**

**Region I**

**Jon Kendrick - Madonna High School - 723-0545**

Section 1 Wheeling Central, Bishop Donahue, Madonna, Cameron, Hundred, Valley (W)

**Tim Davis - Calhoun County High School - 354-6148**

Section 2 Parkersburg Catholic, Williamstown, St. Marys, Wirt County, Calhoun County, Gilmer County, Paden City

**Region II**

**Brad Jett - South Harrison High School - 745-3315**

Section 1 Clay-Battelle, Trinity, Notre Dame, South Harrison, Doddridge County, Tygarts Valley

**Jamie Tallman - Union High School - 693-7612**

Section 2 Pendleton County, Tucker County, Harman, East Hardy, Moorefield, Paw Paw, Union, WV School/Deaf

**Region III**

**Lee Loy - Valley High School - 442-8284**

Section 1 Richwood, Pocahontas County, Midland Trail, Valley (F)

**Mark Page - Montcalm High School - 589-3719**

Section 2 Fayetteville, Greater Beckley, Montcalm, Meadow Bridge

**Region IV**

**Brad Knell - Buffalo High School - 937-2661**

Section 1 Wahama, Hannan, St. Joseph, Buffalo

**Bill Gillispie - Charleston Catholic High School - 342-8415**

Section 2 Man, Van, Charleston Catholic



## 2011-2012 BASKETBALL RULES CHANGES

- 1-3-1** The center restraining circle specifications were changed to permit a minimum of a ¼-inch-wide single line but a line no wider than 2-inches to designate the outer edge of the circle. Contrasting colored-floor areas are still permissible.
- 3-5-3 New** The specifications regarding arm compression sleeves were changed to require the item to be white, black, beige or a single solid school color, be the same color for each team member and have only a single manufacturer's logo that does not exceed 2 ¼ square inches. Arm compression sleeves must still be worn for medical purposes.
- 4-12-1, 4-12-2 & 4-12-6** Several definitions were changed to reflect that team control will now exist during a throw-in when the thrower-in has the ball at his/her disposal. The change primarily affects how foul penalties will be administered.

### 2011-12 MAJOR EDITORIAL CHANGES 1-11-2, 3

Updated specifications were added to the basket-ring rules. A note was also added recommending that basket rings be inspected for rules compliance.

**2-2-4 New Note** A note was added clarifying the administrative responsibilities of game officials through the completion of required reports.

**3-4-1c New Note** A new note was added recommending that the visiting team's dark jersey be the darker of the school's color scheme or black.

**3-5-1 New Note** A new note was added authorizing state associations to grant exceptions to NFHS playing rules for participants with disabilities, special needs and/or extenuating circumstances.

**4-19-3** The definition of an intentional foul was clarified and reorganized.

**5-11 & 12** The sections related to charged time-outs were consolidated and reorganized. Section 5-12 became unnecessary and was deleted.

**6-4-3e, g & Note** Alternating-possession throw-in situations were clarified.

**8-6-2, 8-6-3 New, 8-7** The penalty administration for when single fouls occur as part of a multiple free-throw situation and when a double foul occurs as part of a multiple free-throw situation was clarified. Based on these editorial changes, Section 8-7 became unnecessary and was deleted.

**9-2-10 Penalty 4** Clarified that when an opponent contacts the thrower-in, an intentional foul shall be charged to the offender.

### 2011-12 POINTS OF EMPHASIS

1. Sporting Behavior
2. Guidelines for Teaching and Officiating
3. Injury Data and Prevention

### 2011-13 MAJOR MECHANICS CHANGES

**2.2.2.C.6 New** Crew of Two Only: The Trail will mirror the Lead's stop-and start-clock (chop) signal to ensure proper court coverage.

**2.4.4.B.4 3.4.4.B.4** A visible signal (point to the table) was added to indicate when the timer should start the clock on a time-out.

### 2011-13 MECHANICS POINTS OF EMPHASIS

1. Reporting Area
2. Proper Signaling
3. Substitutions
4. Game Awareness
5. Fight Situation Protocol

Requests for basketball rule interpretations or explanations should be directed to the state association responsible for the high school basketball program in your state. The NFHS will assist in answering rules questions from state associations whenever called upon.

## 2010 - 2011 State Basketball Champions

### Girls

**Class AAA**  
North Marion High School

**Class AA**  
Summers County High School

**Class A**  
St. Joseph Central High School



### Boys

**Class AAA**  
George Washington High School

**Class AA**  
Oak Hill High School

**Class A**  
Madonna High School

# WEST VIRGINIA SECONDARY SCHOOL ACTIVITIES COMMISSION



2875 Staunton Turnpike, Parkersburg, WV 26104-7219

TELEPHONE: 304-485-5494  
FAX NUMBER: 304-428-5431

E-MAIL: [wvssac@wvssac.org](mailto:wvssac@wvssac.org)  
WEB SITE: [www.wvssac.org](http://www.wvssac.org)



## 2012-2013 Registration Form

Please Print Legibly

**\*\*Required Information**

**\*\*Registration Number:** \_\_\_\_\_

**\*\*Social Security Number:** \_\_\_\_\_

**\*\*Name:** \_\_\_\_\_

**\*\*Address:** \_\_\_\_\_

**\*\*City/State/Zip:** \_\_\_\_\_

**\*\*Home Phone:** \_\_\_\_\_ **\*\*Cell Phone:** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

**\*\*Select Sport: (Please complete one registration form per sport)**

_____ Football	\$42	_____ Volleyball	\$36
_____ Basketball	\$42	_____ Baseball	\$36
_____ Wrestling	\$42	_____ Softball	\$36
_____ Soccer	\$36	_____ Swim	\$32
_____ Track	\$32	_____ Tennis	No Charge

**Inactive Registration: List Sport Here** \_\_\_\_\_ **\$10 Fee**

**Total Enclosed**    \$ \_\_\_\_\_                      **Check#**                      \_\_\_\_\_

**Make Check/Money Order Payable To:    WVSSAC    Registration fee is Non-Refundable.**

**Registration Form & Payment Are Due: June 15<sup>th</sup> of Each Year.**

**If Postmarked After June 15<sup>th</sup>, Please Include A \$25 Late Fee. This Includes Inactive Registrations As Well. Registrations will not be accepted after the Make-Up Clinic of the sport for which you are registering.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

# WEST VIRGINIA SECONDARY SCHOOL ACTIVITIES COMMISSION

2875 Staunton Turnpike, Parkersburg, WV 26104-7219

TELEPHONE: 304-485-5494  
FAX NUMBER: 304-428-5431

E-MAIL: [wvssac@wvssac.org](mailto:wvssac@wvssac.org)  
WEB SITE: [www.wvssac.org](http://www.wvssac.org)



## BULLETIN

### YEARLY REQUIREMENTS FOR REGISTERED OFFICIALS

1. **MUST BE A** CURRENTLY REGISTERED OFFICIAL AND **MUST BELONG** TO A LOCAL BOARD, IN ORDER TO OFFICIATE ANY SPORT. (NO OFFICIAL MAY OFFICIATE UNTIL REGISTRATION IS COMPLETE.
2. **MUST ATTEND** THE WVSSAC SPONSORED RULES CLINIC IN THE SPORT FOR WHICH HE/SHE IS REGISTERED. FAILURE TO ATTEND THE STATE CLINIC WILL CAUSE YOU TO FORFEIT REGISTRATION FEES AND SUSPEND YOU THE CURRENT SEASON IN THAT SPORT.
3. ATTEND A **MINIMUM** OF FOUR (4) LOCAL BOARD MEETINGS. FAILURE TO ATTEND THE MIMIMUM MEETINGS WILL RESULT IN SUSPENSION FOR THE NEXT FOLLOWING SEASON IN THAT SPORT.
4. **MUST TAKE NF PART I TEST ONLINE.**
5. **MUST TAKE** THE NF PART II EXAM. FAILURE TO TAKE THE PART II EXAM WILL RESULT IN SUSPENSION FOR THE FOLLOWING SEASON IN THAT SPORT.
6. **MUST SUBMIT** GAME REPORTS BY THE SPECIFIED DATES AS LISTED ON THE BACK OF THE GAME REPORTS, IN THE OFFICIALS HANDBOOK, AND IN YOUR SPORT BULLETIN.

**WEST VIRGINIA SECONDARY SCHOOL ACTIVITIES COMMISSION  
OFFICIALS' HANDBOOK**

**Index**

**NOTE: It is the responsibility of every official to know the rules set forth by this office that are contained in the Officials' Handbook and to abide by those rules.**

<b>IV. GENERAL REQUIREMENTS .....</b>	<b>12</b>
Local Board/Registrations .....	12
Age .....	13
Character .....	13
WVSSAC Registration Date .....	13
Registration Fees .....	13
Late Fee .....	13
Physical Exam .....	14
Leave of Absence/Inactive .....	14
Membership Transfer .....	15
Rules .....	15
Reinstatement .....	16
Clinic Attendance .....	17
Testing .....	17
Officiating Rules .....	18
Tournament Assignments .....	18
Uniform .....	19
Classification and Promotional Scale of Officials .....	21
<b>V. REPORTS TO BE FILED BY OFFICIALS .....</b>	<b>22</b>
Special Reports .....	22
Officials' Rating by Coaches .....	23
Coaches Rating of Officials' .....	23
Needs Improvement .....	23
<b>VI. GAME CONTRACTS .....</b>	<b>23</b>
<b>VII. OFFICIATING FEES .....</b>	<b>24</b>
<b>VIII. NON-WVSSAC ORGANIZATIONS .....</b>	<b>24</b>
<b>IX. FORMING A NEW OFFICIALS' BOARD .....</b>	<b>24</b>
<b>STATE LAW / ASSAULT AND BATTERY .....</b>	<b>25</b>

# WEST VIRGINIA SECONDARY SCHOOL ACTIVITIES COMMISSION

2875 Staunton Turnpike, Parkersburg, WV 26104-7219



TELEPHONE: 304-485-5494  
FAX NUMBER: 304-428-5431

E-MAIL: [wvssac@wvssac.org](mailto:wvssac@wvssac.org)  
WEB SITE: [www.wvssac.org](http://www.wvssac.org)



## BULLETIN

TO: ALL OFFICIAL'S  
DATE: 2011-12 SPORT SEASON  
SUBJECT: INDIVIDUAL PRINT-OUT

Use this form when requesting your individual coaches ratings.

**NOTE: YOU MUST SUPPLY US WITH A SELF ADDRESSED STAMPED ENVELOPE TO RECEIVE YOUR END OF SEASON COACHES RATINGS.**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

SPORT: \_\_\_\_\_

REGISTRATION NUMBER: \_\_\_\_\_

YEAR: 2011-12 SPORT SEASON

## (Ejection Rule / Bench Clearing)

## 127-4-3 Code for Interscholastic Athletics

3.7. *Statement of Policy.* Insofar as unsportsmanlike actions by students, school administrators, officials, coaches, faculty members, and spectators are concerned, the identical items under the Sportsmanship Rule along with the following guides will be referred to by the WVSSAC:

3.7.1. The school whose coach behaves in a manner likely to have adverse influence on the attitudes of students or spectators may be provided with the choice of taking disciplinary action against that coach or having the entire school disciplined by the WVSSAC.

3.7.2. Any student who in protest lays hands or attempts to lay hands upon an official may be declared ineligible by the principal or by the WVSSAC for up to one year. Any student who strikes an opponent, coach, or a spectator during or following an athletic event may be declared ineligible by the principal or the WVSSAC for a specified period of time up to one year, depending on the seriousness of the act.

3.7.3. Any coach, student, or bench personnel ejected by an official will be suspended for the remainder of the game, match, meet or contest. They will also face suspension in additional contest(s); the suspension will be assessed based upon ten (10) percent of the allowed regular season contests for each sport. Any tenth of a percentage from .1 to .4 will be a suspension equal to the whole number of the percent. Any tenth from .5 to .9 will be an additional contest added to the whole number. The suspension will include the number of indicated contests in that sport and at that level and all other sport contests in the interim at any level. A second ejection will result in the doubling of the suspension assessed for the first ejection. If they are ejected for a third time during the same sport season, the individual will be suspended from participating or coaching for 365 calendar days from the date of ejection.

a. Any coach, player or bench personnel who has been ejected shall not be permitted to attend any contest(s) during said suspension. He/she shall not be affiliated with the team in any capacity. This would include but not be limited to transportation to or from the contest, meeting with the team before, during or after said contest. He/she is not permitted to be in sight or sound of said contest venue. Regular practice or team meetings not affiliated with a contest are permitted.

b. If suspensions are imposed to a student or bench personnel at the end of the sport season and no contest remains, the suspension is carried over to that particular sport until the next school year. In the case of a senior student, the penalty will continue to the next WVSSAC sponsored sport.

c. Any coach suspension that cannot be enforced during the sport season in which the ejection occurs will be enforced at the beginning of the next season of that same sport.

3.7.4. In case of spectators physically molesting an official, administrator, coach, or student, the school may be given one of two options: 1) file charges against the offender (s) or 2) accept discipline from the WVSSAC. Any person found guilty of W.Va. Code §61-2-15(a) Assault, Battery on Athletic Officials, while these individuals are working or as a result of working an athletic contest, shall be banned from all WVSSAC athletic events for a minimum of 365 days from the date of being found guilty. The school filing charges shall notify the WVSSAC of the incident and outcome of any legal action.

3.7.5. The school that does not lend complete cooperation in the host school's effort to promote the spirit of good sportsmanship may be disciplined by the WVSSAC.

3.7.6. A coach may be considered as committing unsportsmanlike conduct if they make degrading remarks about officials during or after a game either on the field of play, from the bench, or through any public news media, argues with officials, or goes through motions indicating dislike for a decision, protests the decision and actions of officials pertaining to the game during and after the contest, or detains the official on the field of play following a game to request a ruling or explanation of some phase of the game. If a coach feels he/she has a legitimate criticism of a penalty call or a request for a rule interpretation, such criticism or request should be made in the privacy of the coach's office or the official's quarters and should be made in a courteous manner.

3.7.7. A student or team attendant shall not leave the bench area, team box area, or their designated off-field area during a game or contest other than during that time permitted by game or contest rules. A coach shall not leave the bench area, team box area, or the designated off-field area during a game or contest other than during that time permitted by game or contest rules unless a student altercation is taking place and the official requests assistance. Violation of this rule shall cause the coach, student, or team attendant to be immediately ejected from the contest, team penalized according to game or contest rules and that coach, student, or team attendant will not be eligible to participate in the next contest as outlined in §127-4-2.3.

3.8. Procedure. Unsportsmanship action must be reported in detail to the WVSSAC. A copy of the complaint must also be filed with the principal of the school involved. Each principal involved shall report such information or answers to the report as they deem appropriate. Upon receipt of all reports, the Executive Director and/or the Board of Directors of the WVSSAC shall investigate and adjudicate such reports in accordance with the powers afforded in §127-1-8.6 and 8.7 and §127-1-12.2 and 12.3 of the Constitution. Penalties up to and including suspension of member schools may be made in accordance with §127-4.

3.9. The following defines the different types of disciplinary action which may be assessed for violation of any WVSSAC rule by a member school, administrator, coach, athlete or contest official:

3.9.1. *Warning.* A warning may be given by the Executive Director or Assistant Executive Director. It is official notice that an inexcusable, unethical, or unsportsmanship action has occurred, is a matter of record, and that such an occurrence must not be repeated.

3.9.2. *Probation.* Probation is a much more severe type of warning and may be expressed two ways: 1) a school, coach, student, or team attendant on probation is told that further violations will lead to a fine or suspension; and/or 2) a school on probation is on conditional WVSSAC membership but may engage in its regular schedule, sanctioned events, and all WVSSAC tournament play, providing a program is filed with the Executive Director of the WVSSAC indicating measures to be taken to alleviate this problem which caused the school to be placed on probation.

3.9.3. *Suspension.* A school/coach suspended from the WVSSAC may not meet in interscholastic competition of any kind with a WVSSAC member school or a school that is a member of another state associated with the National Federation of State High School Associations.

3.9.4. *Fine.* A fine may be levied by the Executive Director. It may be levied in addition to a warning, probation, or suspension.

3.10. *Appeals.* All cases involving disciplinary action against member schools, coaches, students, team attendants, or officials may be protested in accordance with §127 6.



**WEST VIRGINIA SECONDARY SCHOOL ACTIVITIES COMMISSION  
2875 STAUNTONTURNPIKE, PARKERSBURG, WV 26104**

## **BODY FLUID HANDLING PROCEDURES**

### **PURPOSE**

The West Virginia Secondary School Activities Commission has adopted this policy in an effort to minimize the possibility of transmission of any infectious disease during a high school athletic practice or contest. The policy primarily addresses blood-borne pathogens such as Hepatitis B virus and the Human Immunodeficiency Virus (HIV). However, it also discusses common-sense precautions against the spread of less serious contagions such as the Influenza virus and the Common Cold virus. Much of this policy has been written with contact sports such as football, wrestling, and basketball in mind. However, it is applicable for all sports.

### **BLOOD-BORNE PATHOGENS**

Blood-Borne pathogens such as Hepatitis B and HIV are serious infectious diseases which are present in blood as well as other bodily fluids; such as semen, vaginal secretions and breast milk. While there are a number of other such blood-borne diseases, Hepatitis B and HIV are the most commonly known.

Hepatitis B is a virus which results in a dangerous inflammation of the liver. Its victims suffer long-term consequences and reoccurrences, and the disease can be deadly if not treated. HIV is the virus that causes Acquired Immunodeficiency Syndrome (AIDS), which weakens the immune system, thus making a person susceptible to infections their immune systems would normally fight off.

The precise risk of HIV transmission during exposure of open wounds or mucous membranes such as the eyes, ears, nose, and mouth to contaminated blood is not known. However, evidence would suggest it is extremely low. In fact, the possibility of contracting HIV in this manner is much less than the possibility of contracting Hepatitis B and other blood-borne viral infections.

Therefore, student athletes, coaches, and officials must understand that while it is possible for HIV to be transmitted by blood from one individual to another through an open wound or a mucous membrane, the probability is very low. However, since the chance of this occurring is not zero, the appropriate precautions should be taken to ensure no transmission can occur.

### **PRECAUTIONS AGAINST TRANSMISSION OF BLOOD-BORNE PATHOGENS**

The proper handling of body fluid spills should be a concern of teachers, coaches, officials, and student athletes. All concerned individuals must be aware that any time there is blood and/or other body fluids present, there is the possibility of an infectious disease being present. However this possibility can be nearly eliminated if the following precautions are observed.

#### **General Procedures:**

- 1) Wear latex or vinyl disposable exam gloves before making contact with body fluids during care, treatment, and cleaning procedures.
- 2) Discard gloves after each use.
- 3) Wash hands after handling any body fluids, whether or not gloves are worn.
- 4) Discard disposal items in plastic lined containers with lids. Close bags and discard daily.
- 5) Do not reuse plastic bags.
- 6) Use disposable items to handle body fluids whenever possible.
- 7) Use paper towels to pick up and discard any solid waste materials such as vomitus and feces.

### Procedures for Activities:

- 1) All athletes must cover any open wound.
- 2) Student athletes should treat and cover their own wounds whenever possible.
- 3) When administering first aid, disposable rubber gloves should be worn. A different pair of gloves should be worn for each treatment administered.
- 4) If an individual gets someone else's blood on his/her skin, the area should be washed with soap and water and wipe the area with disinfectant, such as isopropyl alcohol.
- 5) If a student athlete begins to bleed during activity, play must be stopped, the student athlete who is injured removed, and any potentially contaminated surfaces cleaned using a disinfectant. The surface should be wiped with clean water.
- 6) Any student athlete that is removed must have the wound covered and the bleeding stopped, prior to returning to contest.
- 7) Any individual who has treated a wound or cleaned a contaminated surface should wash his/her hands with soap and warm water.
- 8) A student athlete should take a shower using a liberal amount of soap and warm water following the contest.
- 9) Towels, which are used by athletes, coaches, or officials should not be used to clean off any potentially contaminated surfaces.
- 10) All soiled linens such as towels and uniforms should be washed in hot water and in a detergent containing bleach, if possible.
- 11) If a coach or an official gets blood on them they should first wash the area with warm water and soap, and then wipe the area with a disinfectant such as isopropyl alcohol.
- 12) All coaches, athletes, and officials should practice good hygiene. Towels, cups, and water bottles should not be shared.
- 13) Keeping locker rooms and other areas well ventilated and clean can also help in preventing other air-borne contagions from being transmitted.

### REFERENCES

St. Joseph's Hospital, Sports Medicine Staff, Parkersburg, WV.  
West Virginia Chapter of the American Academy of Family Physicians, Sports Medicine Committee.  
"Blood-Borne Pathogens in the Health Care of the Athlete," The First Aider, Fall 1992, Vol. 62, No.1.  
"Infectious Disease Policy of the Florida High School Activities Association." 8-8-92.  
"Routine for Handling Body Fluids," Michigan High School Association.

### Policy Adopted by the Board of Directors

The WVSSAC strongly recommends that all coaches/officials complete the free NFHS Concussion Course at [www.nfhslearn.com](http://www.nfhslearn.com)

# Concussion in Sports - What You Need to Know

## Ordering Information at [www.nfhslearn.com](http://www.nfhslearn.com)



### Steps to access the FREE course:

1. Go to [www.nfhslearn.com](http://www.nfhslearn.com)
2. Sign in with your e-mail and password if you have previously registered.
3. If you need to register, it will only take a couple of minutes. All users at [www.nfhslearn.com](http://www.nfhslearn.com) must be registered with a unique e-mail address and password.
4. Toward the upper left-hand part of the screen, you will see the “Click to Access This Free Course” for “**Concussion in Sports — What You Need to Know.**”
5. You can order licenses as an individual to take the course yourself OR you can purchase courses in bulk if you intend to distribute the courses to others (there is a limit of 99 licenses per any one order).
6. Note: You will need to click on “Save” once you have put the course(s) in your cart and before you can proceed to Checkout.
7. As you go through the process you will see that you are using the “purchasing process” that is standard for NFHS Coach Education courses. You are not being charged anything for the Concussion courses. You do have the ability to order other courses at the same time, and you will be asked for payment for those.
8. You can then start the course if you ordered as an individual or begin distributing the licenses if you ordered in bulk.
9. If necessary, refer to the form regarding distributing bulk licenses. It can be found in the Locker Room at [www.nfhslearn.com](http://www.nfhslearn.com).

**The online concussion course is offered at no cost to the user.** Once you have finished, you will be added to the database as having completed the course. The name of the individual completing the course will appear in the “Coach Search” feature as having completed this course along with any other courses completed at [www.nfhslearn.com](http://www.nfhslearn.com).



# WVSSAC

## Return to Play (RTP) Protocol

An athlete removed from a contest that shows signs/symptoms of a concussion shall be immediately evaluated by an appropriate health care professional. If no appropriate health care professional is available, the athlete shall not be allowed to RTP.

When the athlete is evaluated by the appropriate health care professional, if it is determined the athlete has suffered a concussion, the athlete shall not be permitted to RTP the same day as the concussion. If it is determined by the appropriate health care professional that the athlete did not suffer a concussion, the athlete may be returned to play as deemed appropriate by the health care professional.

RTP shall be delayed until athlete is asymptomatic and has undergone a progression of tests to determine if they are able to RTP.

The progression shall follow: (Neuro-cognitive testing is recommended if deemed appropriate by the appropriate health care professional.)

- No activity with complete physical and cognitive rest
- Light aerobic exercise (less than 70% of maximum heart rate)
- Sport specific exercise (drills specific to the athlete's sport)
- Non-contact training drills (more intense sport drills with no contact from other players)
- Full contact practice (following medical clearance)
- Return to Play (normal game play)

If any symptoms occur during the progression, the athlete should drop back to the previous level and try to complete that level after 24 hour rest period.

## Appropriate Health Care Professional

- Medical Doctor (MD)
- Doctor of Osteopathy (DO)
- Doctor of Chiropractic (DC)
- Advanced Registered Nurse Practitioner (ARNP)
- Physician Assistant (PA-C)
- Registered Certified Athletic Trainers (ATC/R)

Approved Board of Directors 5/06/10

rk:Sports Medicine/Return to Play