

**2011 - 2012**



**Soccer  
Officials  
Packet**

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**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.**

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**Due date is June 15, 2012 for all sports. A return verification card for your registration form was included in the rule books that were mailed to officials. If you wish verification of receipt of the Registration Form, return the verification card with postage when you send in your Registration Form.**

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## 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

Football-Soccer-Volleyball-July 25-August 8, 2011

Part II Test Window

Football-Soccer-Volleyball-August 15-August 29, 2011

Deadline for Self Nomination Forms-Online

Football – September 23, 2011

Soccer – September 23, 2011

Volleyball – October 14, 2011

Deadline For Game Reports-Online

Due Date is December 1, 2011

Final Deadline for Games Reports Online

With a \$25.00 late fee

Football-Soccer-Volleyball – December 31, 2011 at midnight

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



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## BULLETIN

**TO:** SOCCER OFFICIALS  
**FROM:** Butch Powell, Assistant Executive Director  
**DATE:** JUNE - 2011

### Important Reminders:

1. **The Interpreters Clinic will be held at the WVSSAC office on July 31, 2011 at 9:00 am. Each local board must be represented at this clinic for members of that board to be considered to work post season matches.**
2. Each official is required to attend one of the WVSSAC sponsored rules clinics to be eligible to officiate the 2011 season unless he/she attended the Interpreters Clinic (See Additional Option For Clinic Attendance, Item L. Clinic Attendance of the Officials Handbook), which is found on our Web Site.
3. All officials **must** join a local board.
4. Officials must attend **four (4)** local board meetings. To receive max points you must attend 8 local meetings.
5. The Part II Examination is mandatory for all registered officials to be eligible for **2012-13** registration. The Part II Examination will be taken on line – see index.
6. Introductory cards are being provided for your use to give to coaches for the ratings of all varsity matches. These were mailed to each registered official with the rule books.
7. **Be reminded to notify this office of any address change.**
8. It is your obligation and responsibility to understand the contents, and deadline dates, etc. of the WVSSAC Officials Handbook found on our website.
9. All officials must submit game report on line by December 1 to receive credit for matches worked – online submission only.

### READ ↓

10. **\*Points will be given for Game Reports provided they are timely posted. The report must be posted on or before the due date of December 1, 2011. Late Game Reports will be accepted and points credited if posted within 30 (Thirty) days from December 1, 2011 date. Once you contact Roberta Newton and you send in your late fee of \$25.00 and it is received Roberta will contact you and let you know when you can post your games reports. You have until January 1, 2012 to complete this. Credit for Game reports will not be given after the January 1 deadline date.**
11. Official's Tournament Nomination is due September 23, 2011, for Class I officials. To be considered for a state tournament assignment. Must be submitted on line only-see Index.
12. Special Reports are to be submitted online.

**2011-2012**  
**SOCCER RULES CLINICS**

<u>DATE</u>	<u>LOCATION</u>	<u>TIME</u>	<u>COORDINATOR</u>
July 27	Wheeling Park H. S.	6:00 p.m.	Dwaine Rodgers
July 28	Huntington H. S.	6:00 p.m.	Bruce Senior
July 31	Interpreters' Clinic WVSSAC Office	9:00 a.m.	Butch Powell
July 31	Parkersburg South H. S.	4:00 p.m.	Rick Leach
Aug. 1	Woodrow Wilson H. S. Beckley	6:00 p.m.	Eric Dillon
Aug. 2	Capital H. S.	6:00 p.m.	Clinton Giles
Aug. 4	East Fairmont H. S.	6:00 p.m.	Dave Nuzum
Aug. 5	Hedgesville H. S.	6:00 p.m.	Ron Allen
Aug. 6	Frankfort H. S.	10:30 a.m.	Kevin Shupe
Aug. 10	*WVSSAC Office *Make-up Clinic - \$10.00 Fee	5:30 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.***



# 2011-2012 Soccer Program

Wilson.

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

The Soccer Coaches Committee met at the WVSSAC office at 10:00 a.m. on Wednesday, December 15, 2010.

The committee reviewed the soccer program in the August Interscholastic and approved the following:

### 2011 High School Soccer Dates:

<b>Season Starts:</b>	<b>Mon. of Wk. 5</b>	<b>August 1</b>
<b>1st Contest May Be Held</b>	<b>Fri. of Wk. 7</b>	<b>August 19</b>
<b>Sectional</b>	<b>Week 16</b>	<b>October 17-22</b>
<b>Regional - Final - AAA</b>	<b>Week 17</b>	<b>Oct. 25</b>
<b>Regional - Final - AA/A</b>	<b>Week 17</b>	<b>Oct. 27</b>
<b>State</b>	<b>Week 18</b>	<b>November 4-5</b>

### Middle School/9th Grade Dates:

<b>Season Starts</b>	<b>Mon. of Wk. 6</b>	<b>August 8</b>
<b>1st Contest May Be Held</b>	<b>Mon. of Wk. 10</b>	<b>September 5</b>
<b>Season Ends</b>	<b>Sat. of Wk. 17</b>	<b>October 29</b>

## I. GENERAL INFORMATION:

- The State Tournament will be held at YMCA Youth Sports Complex, Beckley; Evert Mills, Asst. Principal and Dave Laraba, Woodrow Wilson High School will serve as Co-Tournament Directors.
- The Wilson H8005 Optima Soccer Ball will be the official tournament ball.
- Supervision and Security - It was strongly recommended that proper administrative supervision and protection for game officials be provided at the home site.**
- All sectional and regional tournament games will use three (3) officials. A fourth official will be used in the State Tournament. Regular season will use diagonal system or dual system.
- Officials should carry two (2) shirts approved by the State Association to insure that the colors contrast with the players. The traditional officials uniform is appropriate. Other accepted jerseys for officials are NISOA gold or orange or USSFS gold, black, or red. Officials working a contest must be wearing the same uniform.
- The host school shall provide a score table and scorekeeper, and at least 2 ball holders shall be used for all contests. The committee recommends that officials turn in a Special Report when the table and scorekeeper are not provided.**

## II. RULES AND REGULATIONS:

- Regular season games will not play overtime. An exception may be made for a regular season tournament, which requires a winner to be determined for normal tournament progression. (Game will be recorded as a tie.) The following procedure may be used during a regular season tournament:**
  - In a game tied after the end of regulation there will be a five minute intermission and a coin toss shall be held as in Rule 5-2-2-d**
  - A sudden victory 10 minute overtime period will be played. If at the end of the first overtime period, the score remains tied, a second sudden victory 10 minute overtime will be played. Teams will switch ends at the end of the first overtime period. A two minute break will occur between the overtime periods.**
  - If a tie still exists after the two 10 minute overtimes, a kick from the mark will occur as described in the tie-breaking procedure in the NFHS rule book.**
- Suspended Game Rule** - As per NFHS rules, a game suspended after completion of one complete half or more shall be an official game. If less than one-half of the game has been played, the game shall be restarted from the suspension of play.
- A team roster is to be presented to the official before the start of the

game. This roster is to have names of all members of the team including coaches, players, managers, etc. **Only those members listed on this roster are permitted in the team bench area.** Violation will result in "yellow card" for unsportsmanlike conduct. If there is no fence, a barrier or marking must be put around the entire field at least 10 feet from playing surface. This is mandatory for Sectional, Regional, and State Tournaments. The head coach is responsible for all people in the bench area.

- Red and Yellow Cards - Player receiving a red card shall be ejected and one receiving yellow/red cards will be disqualified. Ejection will be for reasons as given in Rule 12-8-3 and that player will be suspended as provided by WVSSAC Ejection Policy. A disqualified player will not be subject to the WVSSAC Ejection Policy. Coaches cannot get disqualified, but they can get ejected.

## III. TOURNAMENTS:

### A. Points of Emphasis

- Uniforms: The home team shall wear white or light colored shirts and socks, and the visiting team shall wear dark shirts and socks.** Both socks shall be the same color but not necessarily the color of the shirt. If other visible apparel is worn under the uniform, it shall be of the same color. All team members do not have to wear the additional apparel. Shin Guards are mandatory for regular season and tournaments and should be fully covered by the socks.
- For games tied at end of regulation, the Tournament Progression Procedure outlined in the NF Rules will be used for all Sectional, Regional, and State play.**
- Warm-up Period: A twenty-five minute warm-up period shall be provided for all tournament games.
- With 5 minutes remaining on the 25 minute warm-up, captains, coaches and officials will hold pre-game conference.
- Coin Toss: Prior to warm-up, the officials will call team captains together for the coin toss. Visiting team will call the toss.
- Game Ball: Balls will be sent to regional and state directors to be used in the regional and state tournaments.
- Team Admittance and Passes: Twenty-two players and five staff personnel will be admitted at the pass gate by a typewritten list certified by the high school principal. Only these listed people will be permitted on the sideline or in the bench area at the regional and state level of competition.
- Pass-Outs: No pass-outs will be given at any game site.
- Signs: Refer to Spectator Support Information published in The Interscholastic.
- Radio/Press/Photographers: All requests for space shall be directed to the Tournament Director. Proper credentials must be presented for admission at pass gate.
- Televisions: Television requests for sectionals shall be directed to the Tournament Director. Television requests for Regional or State matches shall be directed to the WVSSAC office.
- Filming or Videotaping: Videotaping or filming of a tournament contest is permitted under the guidelines of the tournament director.
- Cheerleaders - Each school must submit a list of cheerleaders not to exceed 15 members to the Tournament Director. No arrangements have been made for housing or reimbursement for travel.
- Admission Prices: Sectional admission prices will be established by the respective schools.
- Awards:
  - Sectional:** (1) Plaque to Champions - Sectional
  - Regional:** (1) Plaque to Champions - Regional
  - State:** Team - (1) Trophy - Champions  
(1) Trophy - Runner-up  
Individual - (27) Individual plaques - Champions  
(27) Individual plaques - Runner-up



**B. Sectional**

1. **The bold printed school will serve as temporary chairman for the purpose of calling a meeting of those listed in that section. Temporary chairman should be sure all teams can attend meeting.** The temporary chairman will serve until a tournament director is named by the group. This meeting shall be called as early in the season as possible. It will be the group's responsibility to do the following:
  - a. Select director.
  - b. Select playing site(s). Regular season game supervision is to be given strong consideration when choosing sectional and regional sites.
  - c. Announce pairings, dates, times, etc. (afternoon games start by 2:30 if no lights on field)
  - d. Select officials (Class I or II only for sectional play)
  - e. Tournament officials for regional/state will be assigned by the WVSSAC office.
  - f. Insure administrative supervision for each game.
  - g. Submit Form So 1 from Director's Manual.
2. Team Picture-Program Material: Material for the official **state** souvenir program must be submitted within 24 hours of winning the Sectional. Refer to information in Coach's Packet.
3. Admission Price: Sectional admission prices will be established by the respective schools

The following sectional/regional alignment and sites will be used in the 2011 soccer season.

**Sectional Tournament - October 17-22, 2011**

**AAA Boys' Soccer**

**Region I**

- Section 1: **University**, Morgantown, Brooke, Wheeling Park, John Marshall
- Section 2: **Preston**, Fairmont Senior, North Marion, East Fairmont

**Region II**

- Section 1: **Elkins**, Lewis County, Robert C. Byrd, Bridgeport, Buckhannon-Upshur
- Section 2: **Martinsburg**, Hedgesville, Washington, Hampshire, Musselman, Jefferson

**Region III**

- Section 1: **St. Albans**, Nitro, Capital, South Charleston, George Washington
- Section 2: **Greenbrier East**, Riverside, Nicholas County, Woodrow Wilson, Princeton

**Region IV**

- Section 1: **Winfield**, Ripley, Parkersburg, Parkersburg South
- Section 2: **Huntington**, Spring Valley, Hurricane, Cabell Midland, Lincoln County

**AA / A Boys' Soccer**

**Region I**

- Section 1: **Weir**, Oak Glen, Wheeling Central
- Section 2: **Magnolia**, Trinity, Tyler Consolidated

**Region II**

- Section 1: **Philip Barbour**, Notre Dame, South Harrison, Lincoln, Liberty (H), Grafton
- Section 2: **Frankfort**, Pendleton County, Petersburg, Keyser, Berkeley Springs

**Region III**

- Section 1: **Pocahontas County**, Oak Hill, Shady Spring, Independence
- Section 2: **James Monroe**, Bluefield, PikeView, **Midland Trail**, **Mingo Central (New)**

**Region IV**

- Section 1: **Ravenswood**, Parkersburg Catholic, Williamstown, St. Mary's, **Pt. Pleasant**
- Section 2: **St. Joseph**, Sissonville, Charleston Catholic, Scott, **Herbert Hoover (Note Changes in Alignment)**

**AAA Girls' Soccer**

**Region I**

- Section 1: **University**, Morgantown, Brooke, Wheeling Park, John Marshall
- Section 2: **Preston**, Fairmont Senior, North Marion, East Fairmont

**Region II**

- Section 1: **Elkins**, Lewis County, Robert C. Byrd, Bridgeport, Buckhannon-Upshur
- Section 2: **Martinsburg**, Hedgesville, Washington, Hampshire, Musselman, Jefferson

**Region III**

- Section 1: **St. Albans**, Nitro, Capital, South Charleston, George Washington
- Section 2: **Greenbrier East**, Riverside, Nicholas County, Woodrow Wilson, Princeton

**Region IV**

- Section 1: **Winfield**, Ripley, Parkersburg, Parkersburg South
- Section 2: **Huntington**, Spring Valley, Hurricane, Cabell Midland, Lincoln County

**AA / A Girls' Soccer**

**Region I**

- Section 1: **Weir**, Oak Glen, Madonna
- Section 2: **Magnolia**, Tyler Consolidated, Wheeling Central

**Region II**

- Section 1: **South Harrison**, Liberty (H), Grafton, Philip Barbour, Lincoln
- Section 2: **Keyser**, Berkeley Springs, Frankfort, Petersburg

**Region III**

- Section 1: **Pocahontas County**, Oak Hill, Shady Spring, Midland Trail
- Section 2: **Wyoming East**, James Monroe, Bluefield, PikeView, **Mingo Central (New)**

**Region IV**

- Section 1: **Ravenswood**, Sissonville, Pt. Pleasant
- Section 2: **Poca**, Charleston Catholic, St. Joseph, Herbert Hoover

**C. Regional**

1. Practice sessions on the regional sites: There will be no practice at any regional site unless the event is being held on the field of one of the participating schools.
2. In finals:
  - AAA boys will start at 5:30 p.m. and girls will begin 30 minutes immediately following the first game.**
  - AA/A girls will start at 5:30 p.m. and boys will begin 30 minutes immediately following the first game.**
  - This will rotate each year.**
3. Admission Price: Regional admission price shall be \$5.00 (students) and \$6.00 (adults)
  - When 2 games are played at the same site, only one admission fee should be charged.**
4. **A home field will be determined by playing the majority of home games at the site.**





**Regional Tournaments - AAA Boys and Girls Soccer**

**Tuesday, October 25, 2011**

**Boys 5:30 PM - Girls 30 Minutes Later**

**Winner Section 2 - Home Team**

**Region I**

Location: University High School

Director: Jeff Bailey, AD

**Region II**

Location: Martinsburg High School

Director: Greg Reed, AD

**Region III**

Location: Greenbrier East High School

Director: Brian Miluk, AD

**Region IV**

Location: Ripley High School

Director: Jim Frashier, AD

**Regional Tournaments - AA/A Girls and Boys Soccer**

**Thursday, October 27, 2011**

**Girls 5:30 PM - Boys 30 Minutes Later**

**Winner Section 2 - Home Team**

**Region I**

Location: Wheeling Park High School

Director: Dwaine Rodgers, AD

**Region II**

Location: Keyser High School

Director: Ken Griffith, AD

**Region III**

Location: Greenbrier East High School

Director: Brian Miluk, AD

**Region IV**

Location: Pt. Pleasant High School

Director: Kerri Lewis, AD

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.

2. Expenses: Refer to Reimbursement Schedule in the Entry Form Book.

3. Admission Price: State admission price shall be \$7.00 (students) and \$8.00 (adults).

**Site:** YMCA Youth Sports Complex, Beckley

**Directors:** Eric Dillon, AD, Woodrow Wilson High School

Dave Laraba, Woodrow Wilson High School

**Date:** November 4-5, 2011

**Friday – November 4 (Pairings) – Semi Finals**

\* Home Team

AAA - Cline Field

AA / A - Carter Field

**Session 1 (Boys)**

Game 1 - 10:00 AM - R1\* vs R2

Game 2 - 30 min. - R3\* vs R4

**(Girls)**

Game 1 - 9:30 AM - R1\* vs R2

Game 2 - 30 min. - R3\* vs R4

**Session 2 (Girls)**

Game 1 - 5:00 PM - R1\* vs R2

Game 2 - 30 min. - R3\* vs R4

**(Boys)**

Game 1 - 4:30 PM - R1\* vs R2

Game 2 - 30 min. - R3\* vs R4

**Saturday - November 5 - Finals**

AAA Cline Field

AA / A - Carter Field

**(Boys)**

Game 1

10:30 AM - Winner G1 vs G2\*

**(Girls)**

45 minutes - Winner G1 vs G2\*

**(Girls)**

11:00 AM - Winner G1 vs G2\*

**(Boys)**

45 minutes - Winner G1 vs G2\*

**SITES CANNOT BE CHANGED WITHOUT WVSSAC APPROVAL**

**D. State Tournament - November 4-5, 2011**

1. **Sponsorship and Rights:** The WVSSAC is the sponsoring organization for all state tournaments. The WVSSAC reserves

**Pairings For Future Years**

2012	2013	2014
1 - 3	1 - 4	1 - 2
4 - 2	2 - 3	3 - 4

**2011-2012 SOCCER RULES REVISIONS**

- 3-1-3 Each team shall submit a team roster, containing the first and last names and numbers of all players, all bench personnel and all coaches, to the officials at least five minutes prior to the start of the contest. The game shall not begin until this is complete. Players, bench personnel and coaches may be added to the roster after the start of play. Goalkeepers may have two numbers listed on the roster, a goalkeeper's number and a field player's number.
  - 4-1-1i3 The jersey of the goalkeeper shall be distinctly different from that of any teammate or opponent, except the other goalkeeper. The shorts or pants and socks of the goalkeeper are not required to be the same color as his/her teammates, but must comply with 4-1-1f.
  - 4-1-3(new) It is recommended that substitutes wear distinguishing pinnies when warming up outside of the team area.
  - 4-3 Each head coach shall be responsible for ensuring that each of his/her players is properly and legally equipped. (See Rules Book for full rule)
  - 12-8-1f A player, coach or bench personnel shall be cautioned (yellow card) for: (new 10,11,12)
    - a. entering or leaving the field of play (except through the normal course of play) without the permission of an official;
    - b. persistent infringement of any of the rules of the game;
    - c. objecting by word of mouth or action to any decision given by an official (dissent);
    - d. any incidental use of vulgar or profane language;
    - e. any use of video or audio communication with players or other persons to assist in coaching during the game or any intervals.
    - f. unsporting conduct, including, but not limited to:
      - 1) coaching outside the team area; 2) unnecessary delay; 3) holding a shirt, short, etc.; 4) deliberate verbal tactics; 5) encroachment; 6) deliberate handball to stop an attack; 7) deliberate tactical foul; 8) faking an injury; 9) simulating a foul; 10) player who displays reckless play; 11) illegally equipped player, per 4.3; 12) any delayed, excessive or prolonged act(s) by which a player(s) attempts to focus attention upon himself/herself and/or prohibits a timely restart of the game.
  - 18-1-1ff **RECKLESS PLAY** - A player has acted with complete disregard of the danger to, or consequences for, the opponent. A player who displays reckless play shall be cautioned.
- NFHS Official Soccer Signals The NFHS Officials Soccer Signals have been modified to add "Goal" as an official signal.

**Points of Emphasis**

- 1. Concussion Management
- 2. Elbows
- 3. Player Equipment
- 4. Handling
- 5. Online Education

**Major Editorial Changes**

- 1-4-1 If used on a football field, the front of the portable goals shall be at least 2 yards in front of the base of the existing football goalposts.
- 3-3-1c2 A player, including the goalkeeper, who is injured and attended to on the field or who is deemed injured by the referee shall leave the field and may be replaced.
- 3-6-1 Change Section 6 title to Excessive Player Changes
- 4.1-1 RULING; Legal. Striped jerseys are permissible for the visiting team as long as the predominant color is dark. Jerseys with equal sized stripes, that have both dark and white stripes, do not have a predominant dark color and would be illegal.
- 4-2-1f knee braces which are altered from the manufacturer's original design/production. Knee braces that are unaltered are legal and do not require any additional padding;
- 4-2-1g ankle braces which are altered from the manufacturer's original design/production. Non-metal ankle braces that are unaltered are legal and may be work outside a sock. Ankle braces of metal or unyielding material that are unaltered are legal if covered by a sock.
- 4-2-1h (new) helmets, hats, caps or visors.
- 4-2-5 All permissible artificial limbs must be padded with a closed-cell, slow recovery foam padding no less than a 1/2-inch thick.
- 5-3-2e Have the authority to suspend play or terminate the game whenever the elements, spectators or other causes require; (7-1-3)
- 5.3.2 RULING: in (a), (b) and (c), no winner is declared by the official and all conditions regarding the incident shall be reported to the proper authorities in writing. (5-4-1)
- 6-3-2a verify that each team's complete roster (first and last name and number of each player and substitute) is submitted at least five minutes prior to the kick-off.
- 12.8.3 RULING: Illegal in (a) or (b) and the offending player is disqualified for serious foul play whether or not a goal is subsequently scored. Penalty in (a) will be a direct free kick and in (b) a penalty kick unless a goal was scored, in which case a kick off will be the restart.

# WEST VIRGINIA SECONDARY SCHOOL ACTIVITIES COMMISSION

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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.**

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# WEST VIRGINIA SECONDARY SCHOOL ACTIVITIES COMMISSION

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## 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.



## **NFHS GUIDELINES ON HANDLING CONTESTS DURING LIGHTNING DISTURBANCES**

### **National Federation of State High School Associations (NFHS) Sports Medicine Advisory Committee (SMAC)**

The purpose of these guidelines is to provide a default policy to those responsible for making decisions concerning the suspension and restarting of contests based on the presence of lightning. The preferred sources from which to request such a policy for your facility would include your state high school association and the nearest office of the National Weather Service.

#### **Proactive Planning**

1. Assign staff to monitor local weather conditions before and during events.
2. Develop an evacuation plan, including identification of appropriate nearby shelters.
3. Develop criteria for suspension and resumption of play:
  - a. When thunder is heard, or a cloud-to-ground lightning bolt is seen, the thunderstorm is close enough to strike your location with lightning. Suspend play and take shelter immediately.
  - b. Thirty-minute rule. Once play has been suspended, wait at least 30 minutes after the last thunder is heard or flash of lightning is witnessed prior to resuming play.
  - c. Any subsequent thunder or lightning after the beginning of the 30 minute count, reset the clock and another 30 minute count should begin.
4. Hold periodic reviews for appropriate personnel.

For more detailed information, refer to the "Guidelines for Lightning Safety" section contained in the NFHS Sports Medicine Handbook.

**Reviewed and Approved in October 2010**



**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 contacts 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