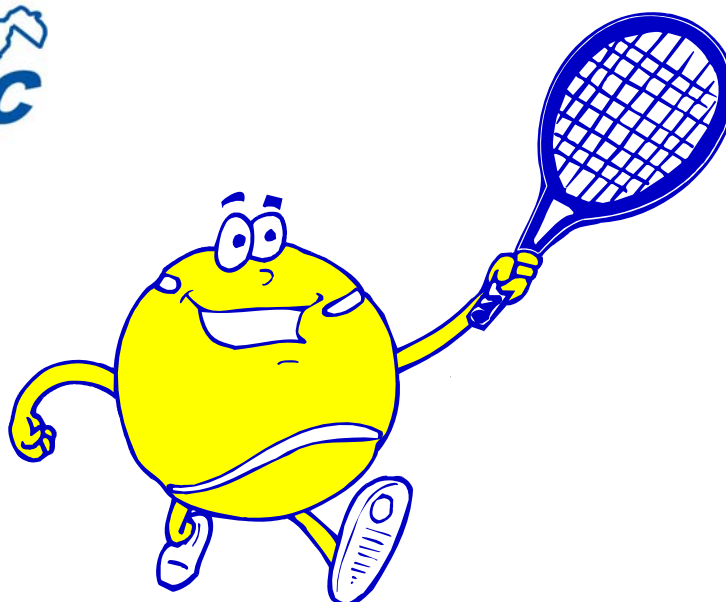


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TENNIS MANUAL

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WVSSAC Tennis Manual

I. PURPOSE

A. Purpose of Manual

It will serve as a guide to administrators, coaches, and tournament directors and will assist in providing greater consistency in high school tennis throughout the State of West Virginia. The regulations in the manual shall be considered as official interpretations unless the schools are notified of a change. Please also refer to the February Interscholastic and USTA Rule Book for additional rules and regulations.

It is recommended that coaches have a pre-season meeting for parents and players to inform them of proper tennis etiquette, team rules and regulations, and appropriate WVSSAC rules and regulations.

II. ELIGIBILITY RULES

All principals, athletic directors, and coaches are urged to read the WVSSAC Rules and Regulations Handbook (www.wvssac.org) and the instructions in this manual thoroughly. Coaches of each team have the responsibility to instruct student athletes as to the USTA and WVSSAC rules and regulations. If eligibility of a player is questionable, the coach shall consult with the school principal. The principal is responsible for enforcing all regulations and determining eligibility.

III. COACHES' RESPONSIBILITIES AND REGULATIONS

- A. Good sportsmanship and citizenship is a priority of the WVSSAC. It is the coach's responsibility to maintain control of the players and the match. Many times, coaches attribute poor behavior to the "heat of competition." Poor behavior is never acceptable regardless of the reason. If the coach observes unacceptable behavior, it is his/her responsibility to take appropriate action to remedy this situation.

Misconduct of Players and Jurisdiction - If misconduct occurs, the opposing coach shall first consult the coach of the player in question. If that coach fails to issue appropriate sanctions, the opposing coach may issue appropriate sanction. A Special Report should then be completed and mailed to the WVSSAC office.

- B. Supervision of Players and Spectators

WVSSAC rules and regulations hold a school responsible, both at home and away, for the conduct of its players, students, coaches, and spectators. Coaches are required to supervise their players. Coaches must lead by example in respecting others, school property, and other facilities.

If a coach is the head coach for both the boys' and girls' teams and the matches are played at two different sites, must both sites be supervised? Yes, both sites must be supervised by the tennis coach, a professional representative from each school or the authorized certified coach employed as the school's tennis coach by the Board of Education. This representative may be the principal, the athletic director, another coach of the school who is a professional employee of the school or another professional employee from that school such as a teacher or guidance counselor.

May Team A's coach serve as the supervisor for both Team A and Team B? No. Each school must have appropriate supervision of its students.

- C. Coaches or individuals officially representing a school shall be present with their teams during all play. Coaches shall accompany their teams or individual player(s), and, if the coach leaves, the team or individual shall be disqualified.
- D. If you only have one coach and your regional/state is at two sites, you must provide an additional coach to travel to the other site as needed. This will allow the other teams play to progress through the tournament.
- E. Coaches shall present themselves in professional attire suitable for a school representative. Coaches shall be attired in white, gray, black, khaki, or school colors. The coach's shirt/top shall display the school name and/or logo.
- F. Coaches are required to be on site 30 minutes prior to the start of the match.**
- G. During a match, the coach's role is restricted to that of a passive observer with no involvement of any kind except for designated coaching times.**
- H. A coach may coach his/her players only during the 90-second change-over at the end of odd games and during the 10 minute rest period for split set matches. No break will be taken between the first and second set.

May a coach praise a player during a match (not during a change-over)? YES. Remember, there is a distinct difference between coaching and praise. Praise is acceptable; coaching is not.
May a coach coach during a tie-breaker? NO.

- I. Only the school tennis coach employed by that school system may coach and only in a manner which does not interfere with the play on adjoining courts. This coaching should occur only at the times indicated above. **During interscholastic tennis matches, coaching by individual tennis professionals is prohibited. If coaching by tennis professionals occurs, the player will be disqualified and the tennis professional will be required to leave the area/facility immediately.**

During a match, may the tennis coach receive coaching instructions from the tennis professional and then relay the instructions to the player at the change-over or during the rest period for split sets? NO. The coach has been employed by the county board of education to serve as the coach. Coaches who violate this rule will be disqualified from the match/tournament and the next match/tournament.

- J. Any individual coaching illegally or giving hand signals will be required to leave the area/facility immediately and the player will be disqualified.
- K. During regular season play, the coach from the home school will be considered the match director and will be responsible for the enforcement of all rules, regulations, and codes of conduct. In the event that a match is played at a neutral site, the school who made initial contact to schedule the contest shall be designated as the home school.
- L. Authorized (whether paid or not) coaches are required to follow all the same rules and regulations as the Board approved contracted/employed coach.**

IV. SEASON REGULATIONS

- A. Tennis rules published by the United States Tennis Association are the official rules for all interscholastic competition unless otherwise modified by the WVSSAC.
- B. Organized high school team practice will begin on Monday of Week 35 (Standardized Calendar) and the first contest may be played on Wednesday of Week 37. There shall be one season for tennis in junior high school either fall or spring; however, the season selected shall be no longer than 12 weeks.

- C. The tennis season for individuals will end with tournament elimination. The high school team regular season will end on Saturday of Week 44.
- D. In a regular season match, the home team is responsible for providing the game balls. If play is on a neutral site, coaches are responsible for deciding who will provide balls.
- E. The tennis format of 4-3 will be used in all high school matches in West Virginia. If West Virginia schools play out-of-state opponents, they may play the same format as the home school. In any match, extra players may play as exhibition; however, points are not awarded to the team score.

The format for a high school tennis match is 4 singles and 3 doubles. May a junior high program alter this format due to lack of players? For example, may a junior high match consist of 4 singles and 2 doubles? Junior high tennis programs should make every attempt to use the same format as high schools. If 6 players are interested in playing, then the 4-3 format should be followed. This means coaches should not “out” players because they do not want to use the 4-3 format. In the case of insufficient players, schools may decide to follow a different format for the match; however, it shall be mutually agreed upon when the match is scheduled.

- F. Participants are required to be in school uniform for all regular season and tournament play. It is the responsibility of the match/tournament director and match officials to enforce these regulations and the decision of the official is the final decision.

All uniform complaints must be registered before the start of the match. Coaches are required to complete and submit the Request for Ruling Report to the tournament director. During the regular season, the ruling will be made by the host administration (in the absence of trained officials). It will be the responsibility of the tournament director (regionals) to make the ruling. At the state tournament, the responsibility will lie with the tournament director and WVSSAC administrative staff.

Players must wear proper tennis attire in all tournament matches. Appropriate tennis attire is defined as clothing specifically manufactured for tennis wear in the school's colors. In addition, the clothing specifically manufactured for tennis wear is to be worn as designed. The school's official uniform includes shirt, shorts/skirts, pants, visible undergarments, socks, caps, and head wear. The following uniform regulations will be in effect:

1. At the start of a regular season match, the tennis uniform must be an identical top for all players and a similar (same style and color) bottom. **The school name or logo must be present on the identical top/dress.** For tournaments, all team members must be attired in a team uniform. In doubles play, both players must wear the same color bottom throughout the match. Both the top and bottom must be in school colors. Any outer clothing worn by tennis players must be in school colors, white or light gray. In doubles, the outer garment must be the same predominant school color. If any changes are made in the uniform during the match(es), the change must be to a school designated and identified school uniform. It is the player's responsibility to have extra team apparel in the event of changes whether the change be by personal desire or emergency (blood, etc.).

May a tennis player change shirts during competition? YES, however, the change must still be a school uniform displaying school logo and colors. In doubles, both players would have to change to the same shirt.

The tennis uniform must be an identical top for all players and a similar bottom. At what point in the match does this have to be the case? At the start of regular season matches, all players must be in identical top and similar (same style and color) bottom. For tournaments, all team members must be attired in a team uniform.

May tennis players wear basketball shorts as part of the uniform? NO. The Tennis Manual clearly states that tennis players must wear clothing specifically manufactured for tennis wear.

If there a regulation as to how long tennis shorts may be? NO; however, basketball shorts and other shorts dropping far below the knee are not manufactured for tennis wear and would, therefore, be unacceptable.

May a tennis player accept a tee-shirt while playing in a tournament? Only if the tee-shirt was received by all participants as part of the entry fee/registration.

If one girl wears a skirt, may another team member wear shorts? No. The bottom must be similar - same style and color (unless permission is granted by the WVSSAC for religious or medical reasons).

2. Tennis white and light gray will be acceptable colors. If a white or gray uniform is used, the school logo/name and colors must be present. For example, if the school colors are navy and gold, the navy and gold school logo may be displayed on a white or light gray shirt.
- 3. All player's mid-drifts must be covered.**
4. Sleeve Lengths - For individual players, uniform sleeve lengths may vary. However, sleeve length of each individual player shall be approximately the same length and shall not be ragged, frayed, rolled, folded or slit. **The sleeve must have a finished edge.**
5. Any outer clothing worn (eg. warm ups, sweat pants, etc., due to weather conditions) must be in school colors. In doubles, the outer garment must be the same predominant school color.
- 6. Undergarments - Undergarments (sports bras, boxers, etc.,) may not be visible. The uniform must completely cover all undergarments. Undergarments (spandex shorts, tights, etc.,) must be the same color, white, or gray as the uniform top or bottom (depending on the location of the undergarment). Sports bras are not allowed as the uniform top.**
7. Hats/Caps - If hats are worn by team members, they must be in the school color, white, or gray. Bandanas are not allowed. In doubles, both players need not wear a hat. However, if players choose to wear hats, both hats must be the same color. The bill of the hat must be worn as designed.

May players wear hats? The hats must be a school color, white, or gray. The hats may not display any logo/advertisement other than that specified in Item 8. Also, players have the option as to whether or not they wear the hat. Just because one player is wearing a hat does not mean that all players must wear a hat. However, regardless of the number of players wearing hats, the hats must be the same school color.

8. Lettering or logo (see exception for manufacturers' logo) must pertain to the school name. Tennis related sport pictures or designs (tennis balls, racquets, net, player, etc.,) are allowed on the uniform top. These pictures and designs are also allowed on the uniform bottom but are limited to the lower front corner of the pant leg or skirt/dress.

Manufacturers' logos larger than 2-1/4 square inches are not permitted on any part of the uniform. In addition, no dimension of the logo may exceed 2-1/4 inches.

May a tennis player wear clothing displaying a manufacturer logo (i.e. Nike Tee-shirt, Reebok)? Tennis players are only allowed to wear school uniforms. The school's official uniform (including shirt, shorts/skirts, pants, visible undergarments, socks, caps, and head wear, excluding headbands) may bear only a single manufacturer's logo (partial or whole) or trademark that does not exceed 2-1/4 square inches or 2-1/4 inches in one dimension.

9. If headbands or sweatbands are worn, they must be unadorned and of a single color; the color must be a school color, white, or light gray.

- 10. Socks are part of the uniform: socks may be white, gray or school colors. In doubles, socks of the two players must be similar (same style and color).** A footie may be worn as a sock. For an individual player, both socks must be the same color and style.
11. Jewelry - There are no jewelry regulations; however, coaches are responsible for insuring that safety considerations determine what jewelry may be worn.
12. The tennis match may not begin until the participating team members are properly attired. If the start of the match is delayed due to apparel problems, the players in improper attire will be assessed the appropriate penalties for lateness. The USTA Point Penalty System for lateness will be used. (More than 15 minutes and the match is defaulted).
- “Lateness” Penalties
- a) Five (5) minutes or less - loss of toss plus 1 game.
 - b) Five (5) to ten (10) minutes - loss of toss plus 2 games.
 - c) Ten (10) to fifteen (15) minutes - loss of toss plus 3 games.
 - d) More than fifteen (15) minutes - default.
13. Regular Season: If players are inappropriately attired, the coaches may mutually consent to play the match; however, both coaches must submit a Special Report to the WVSSAC.
14. Tournament Play - During tournament play, players will receive only one unpenalized warning for the entire tournament when inappropriately attired. Subsequent warnings will be treated as second and third offenses of code violations.

The dress code is to be enforced by the match/tournament director and officials. Failure to comply will result in a player being denied the right to begin warm-ups until he/she complies. A participant shall never be in the vicinity of the tennis courts without being dressed in the designated school attire. Bicycle pants or tights are not to be worn unless they are part of the school uniform and all players are wearing like uniforms.

May tennis players wear sunglasses while playing a match? Yes, but only if they are worn to deflect the sun’s rays.

- G. Individuals may qualify for the Regional Tournament if they have a coach and their schools team has participated in six matches at that position and provided they are otherwise eligible.
- H. Teams playing within their regional, for seeding purposes, must play the position by the individual six times. When playing inside your region and a player does not show up, the team may choose to default or play an exhibition match that will not count towards regional seeding. When playing outside of your region and a player does not show up, the team may choose to default or move the players up.
- I. A team match shall consist of 4 points out of 7 (3 doubles, 4 singles). Schools competing with less than 3 members will count the individual matches, but the contest will not count as a team match.
- J. A high school tennis team is permitted to compete in 22 matches exclusive of regional and state contests.

The rules state that a high school tennis team may only schedule 22 matches. Is this matches or dates? Only 22 matches may be scheduled. A school can, however, schedule more than one match per day.

For how many matches does a tournament count? Dual, triangular, and quadrangular matches count as one. Matches in which five or more schools participate count as two.

How many times may a team compete in one day? The USTA does recommend limits as to how many times a day a player may play. The tournament director may extend if necessary. With high school tennis, it is obvious that a player will need to play several times a day in order to

keep out -of-school time to a minimum. One must remember to use good judgment when making these decisions.

K. Junior High School and Middle Schools

1. Junior high teams will be permitted 16 matches.
2. There shall be one season for tennis in junior high/middle school, either fall or spring. For junior high/middle school teams, no specific starting week is specified; however, the season selected shall be no longer than 12 weeks.
3. A student is permitted to play in only one tennis season per school year.

Junior high/middle school teams should be allowed to participate in interscholastic contests even if a player must play both a singles match and a doubles match. This allows for a team with as few as six team members to participate in a match with 4 singles matches and 3 doubles matches. Although it is recommended to use as many participants as possible, schools with a low number of participants should not be penalized for using a team member in both singles and doubles.

4. Junior high and middle school players and coaches are required to follow all uniform and conduct rules.

L. Match Suspension Guidelines *These guidelines were adopted by the WVSSAC Board of Directors in June 1997.

1. When weather poses a threat, match management should consult with contest officials (when available) about steps to be followed if conditions worsen.
2. When suspending an outdoor contest, match management shall follow these guidelines.
 - a) Lightning necessitates that contests be suspended. The occurrence of lightning is not subject to interpretation or discussion — *lightning is lightning*.
 - b) Severe weather in the form of rain or snow may make the field unplayable, creating a safety concern.
3. When a contest is suspended, the home school administration shall attempt to arrange for the security of all participants.
 - a) Contestants and support personnel shall be moved to appropriate indoor facilities.
 - b) When lightning is observed and the contest is suspended, contestants shall not return to the courts until lightning has been absent from the local sky for a minimum of 15 minutes.
 - c) Spectators shall be advised of the action being taken and to seek shelter. (Some hosts may be able to offer shelter to spectators but are not required to do so.)
4. In considering resumption of competition, the following steps should be followed.
 - a) Suspension for contests scheduled for 10:00 a.m. to 3:00 p.m. should not exceed three hours. Delays for contests scheduled for 3:01 p.m. to 6:59 p.m. should not exceed one and one half hour. Delays for contests scheduled for 7:00 p.m. or after should not exceed one hour. A postponed contest should be rescheduled on a date/time mutually agreed to by the schools involved.
 - b) A decision to resume the contest within the time frame must be made by the officials who will consult the home team administration and visiting school administration present at the contest.
 - c) The home school is responsible for facilities and will be given priority consideration in the final decision if there is not consensus among the three parties.
 - d) The final decision shall consider liability, safety and conditions of facilities as well as future schedules, need to play the contest and finally the quality of all other options.

M. Two tennis scrimmages with another high school are permitted for high school teams. Junior high teams are permitted one (1) scrimmage.

When may teams scrimmage? Two tennis scrimmages with another high school may be conducted with the following conditions: after 7 days of practice; prior to the first match; no team score is kept; players may be switched between singles and doubles at the discretion of the coaches.

Who may a team scrimmage? Teams may only scrimmage a same level school team. High school vs. high school; junior high vs. junior high.

N. Warmups

1. The players will have a 10 minute warmup. The recommended warmup is 8 minutes hitting practice and 2 minutes serving practice.
2. The players must take all their practice serves during the designated warmup time.
3. **Warm-Up Procedures - Players shall warm-up against their opponent(s) not their team members.**

O. Substitutions During Team Matches (Regular Season) **Non Regional Play Only**

1. Both county contracted coaches must be present 30 minutes prior to start time of the match.
2. **Prior to play, each coach must give his/her complete line-up for singles and doubles to the opposing coach.**

3. A coach may make substitutions between matches before the individual match begins. Substitutions are only allowed for injury or illness or if the match has been decided.

4. In all instances of substitutions for regular season play, the coach must use the following substitution procedure:
 - a) Singles - If the coach removes a player from the line-up, all players lower in the line-up will move up to fill the vacant spot in the line-up.

If an athlete is playing at the #1 position and gets hurt, what happens? If the injury occurs during the regular season, then all players in the line up shall be moved up, and the alternate inserted in the appropriate slot according to the ladder positioning.

- b) A player removed from the line-up for substitution may return to the line-up for the next match but only to the position he/she vacated. All other players will return to their original positions.
- c) Doubles - If the coach removes one member of a doubles team from the line-up, he/she must place the alternate in the vacated spot, and the team remains in the same position. If the coach removes both members of a doubles team, then the lower teams will move up to fill the vacant position, and the alternate pair becomes the #3 team.

If an accident occurs and a player is unable to continue immediately, is there any limit to the time during which play may be suspended? If a player suffers an accidental injury during a match, he/she may request and receive a one-time three minute time out for that injury. The player must request the time out between the time of the visible accident and the end of the next change-over. At the player's request, the director may do one of the following:

- 1) continue play until a doctor, trainer, or designated person is present at the end of an even game or change-over with three-minute period starting at that time.
- 2) stop play and delay the commencement of the accidental injury time-out until the doctor or trainer arrives and is able to treat the player. If more than 15 minutes should elapse between the time play was stopped and the resumption of play, the player shall be penalized under the Point Penalty system. **TIME BEGINS WHEN TREATMENT IS RECEIVED.**

- 3) **No coaching is allowed during an injury time-out.**
- 4) **One three-minute injury time-out is allowed for cramping. Refer to pp. 118-119 in Friend-At Court.**

Head Trauma Guidelines - The WVSSAC Sports Medicine Committee warns against an athlete returning to participation after a concussion and suggests athletes not return to play on the same day. Furthermore, following a concussion diagnosed by a physician, the athlete should wait one week to prevent Second Impact Syndrome (S.I.S.). The athlete should be free of signs and symptoms of head trauma for one week.

P. Alternates (Regular Season) Regional Play

1. In order to enter regional play, the position must have been played in at least six matches and the individual must play the position six times.
2. When playing teams inside your region and a player doesn't show or is injured, the team must choose to default or play an exhibition match that will not count towards regional seeding. However, it does count for scoring the regular season match and towards the athletes overall record.

Q. Protests (Rule 127-3-15)

1. The protest of a game, disqualification or ejection will not be allowed. Accordingly, the Board of Directors is not allowed to order contests to be replayed or ejections to be reconsidered.

Questions related to a match must be submitted within ten (10) minutes of the conclusion of the match. The coach must submit the Request for Ruling Form to the tournament director. The ruling of the tournament director, WVSSAC staff, or tournament official will be the final ruling. Incomplete Ruling Requests will not be honored.

All teams and players are reminded that only coaches may approach the Tournament Director.

At no time is a parent allowed to approach the tournament director.

If a scoring problem occurs or a player requires an official, the player shall go to the center of the court and raise his/her racquet to get an official's attention.

V. TEAM COMPETITION (Regular Season)

- A. When two teams are sponsored by a school (boys and girls), the girls must compete against girls, boys against boys. If a school sponsors one co-educational team, that team must participate as a boys' team.

If a school has a sufficient number of players, may it sponsor two junior varsity teams? YES; however, each player may only play 22 matches.

- B. Each team match will consist of 7 separate matches: 4 singles and 3 doubles.
- C. Players may play both singles and doubles, but it is not mandatory that they do so.
- D. In singles, each player is to play according to ladder position, i.e., the best player at #1, the next best at #2, and so on down the line-up to #4.

What is the procedure if a coach suspects stacking? That coach should submit a Special Report to the WVSSAC. The WVSSAC will request a written report from the reported school and the request may include the written submission of the school's challenge procedures. Establishment of a Challenge Procedure is a coach's decision; however, if a Challenge Procedure is used, it must be a written procedure which is distributed to all players at the beginning of the season.

When must a Special Report be submitted? Special Reports must be submitted for any violations of WVSSAC rules. All conduct warnings, loss of games, and disqualifications must be submitted.

- E. In doubles, players shall be placed on doubles teams according to a ladder position; i.e., the best two doubles players at #1 doubles, the next two doubles players at #2 doubles, and so on for #3 doubles.

Players' placement in the doubles need not correspond to their singles placement. For example, the #1 and #2 Singles players need not be the #1 Doubles team.

- F. Both singles and doubles should be played in a team match. Only weather conditions or emergencies shall be cause to cancel doubles play.

Is there an order for playing order of singles and doubles? The recommended order of play would be singles first with the doubles to follow. Many times, however, situations arise where changing the order of play will facilitate play for everyone. Coaches can then mutually agree to employ the best format possible. If mutual agreement cannot be reached, the recommended order of play shall be used.

- G. It is recommended that singles play occur first, followed by doubles play. However, coaches may mutually agree prior to the match to reverse the order. However, regardless of the order (singles vs. doubles) the positions must be played in order. (Singles 1, 2, 3, 4; Doubles 1, 2, 3).

VI. INDIVIDUAL COMPETITION (Regular Season)

- A. Any number of individuals may compete in tennis. Matches should be scheduled for as many players as the school can field. If less than 3 individuals are available to participate, the matches will count for individuals, but the contest will not count as a team match.
- B. A school, no matter how many participants, must still play players in order of ability. Example: If a school has 3 players, they would be put in rank order. The best player would play #1, second best #2, and third best #3.
- C. **Establishment of a Challenge Procedure is a coach's decision; however, if a Challenge Procedure is used, it must be a written procedure which is distributed to all players at the beginning of the season.**
- D. For an individual team member to be eligible for high school regional competition, the position must have been played in at least six team matches, and the individual must be otherwise eligible.
- E. A school with more than 1 player may also participate in doubles.

VII. TEAM AND INDIVIDUAL SCORING IN REGULAR SEASON MATCHES

- A. Regular season matches will be pro-sets (8 games-with a 12 point tie breaker at 8 games all).
- B. Six Game Pro Sets - There is no provision for a six game pro set. If a six game pro set match is played, the match will not count in the season record and the match is forfeited.
- C. NO-AD scoring may be used if time or space is a problem.
 - 1. The USTA has approved a variation of the conventional scoring system for the purpose of shortening the duration of a tennis match. It is called "no-ad scoring" and is precisely what the name implies. No-ad scoring may NOT be used in regional tournament play.

What is the policy on no-ad vs. regular scoring? Regular Season - Both coaches must mutually agree. If mutual agreement cannot be established, regular scoring will be used. Regional Play - No ad scoring may be used at the discretion of the regional tournament director only. State Tournament - Scoring decisions will be made by the WVSSAC.

2. Singles or Doubles: A game is won by the first player or team to win 4 points; that is, if the score goes to 3-points-all (or deuce), the next point decides the game. There is no "advantage" point. Receiver decides to which court the service is delivered on 7th point.
- D. In a dual match, 1 point is scored for an individual or doubles team win. A match is won by the team with the greatest number of points. Example match scores: 4-3, 5-2, 7-0, 6-1.
- E. If during regular season play, after four matches have been completed and due to inclement weather, the match must be cancelled, the match shall count as completed.
- F. Tiebreaker Method-The 12-point Method shall be used.
 1. The ILTF - sanctioned 7-or-12 point tiebreaker
Singles: Generally, this procedure goes into effect when games reach 6-all in any set (Regular Season Play 8-all). If it is Player A's turn to serve the 13th game, he serves first point from right court; Player B serves Points 2 and 3, starting in left court; Player A serves Points 4 and 5, also starting in left court. B serves 6th (left) and players change ends. B serves 7th (R); A serves 8th and 9th (L and R); B serves 10th and 11th (L and R); A serves 12th (L). The first player to win 7 points wins the set at 7-6 or 9-8. If the points reach 6-all, players change ends again and continue in the same pattern, changing ends after every six points, until one player leads by two points; whereupon, he wins the set 7-6. The players "change for one" to start the next set, with Player A as the receiver.
 2. Doubles: (A and B vs. C and D) follows the same pattern, with partners, preserving the sequence of their serving, as the service alternates from team to team. A serves the first point (R); C serves Points 2 and 3 (L and R); B serves Points 4 and 5 (L and R); D serves Point 6 (L), and, after teams change ends, continue in the same pattern until one team gets a two point lead. The teams "change for one" at start of the next set, with Team A and B as the receiver.
 3. No coaching is allowed during the Tiebreaker.
- G. Time Violations: Time violations occur when a player takes more than 20 seconds between points or takes more than 90 seconds on changeovers. A warning shall be given for the first violation. Subsequent delays shall be penalized by a point loss for each violation, with no accumulation.

VIII. ON COURT RULES FOR PLAYERS

- A. If a player has any doubt as to whether a ball is in or out, the player must give the opponent the benefit of the doubt and play the ball as good. The player should not play a "let."
- B. It is the player's obligation to call all balls on his/her side, to help the opponent make calls when the opponent requests it, and to call against himself/herself (with the exception of a first service) any ball that he/she clearly sees out on the opponent's side of the net. This is a player's obligation to be met without assistance from the coach.
- C. Any "out" or "let" call should be made instantaneously (i.e., made before either an opponent has hit the return or the return has gone out of play); otherwise, the ball continues in play.
- D. Players shall not enlist the aid of spectators or coaches in making line calls. If a player feels that he/she is consistently receiving incorrect calls, a line judge should be requested. This request should be made to the tournament director or one of the coaches in charge of the match. Coaches should then seek the aid of a trained WVSSAC official; if none is present, the coach should seek the assistance

of a knowledgeable, impartial observer to make the calls. Please note that a line judge will only become involved when there is a question. Otherwise, the players will continue to make their own calls.

Whose responsibility is it to request a line judge? This is the player's responsibility; however, during the 90 second change over, the coach may advise the player to request a line judge. The request should be made to the coach of the match/tournament director.

Is the line judge a passive judge? Is the foot fault judge a passive judge? The line judge is a passive judge and only intervenes when requested. The foot fault judge is an active judge who calls foot faults as they occur.

Is a roving official/court monitor a line or foot fault judge? A roving official/court monitor is neither; the official is only a preventive official. The official does not become a line or foot fault judge unless requested to do so by a player.

Who may be a line judge? First, try to find a WVSSAC trained official. In the absence of trained officials, try to find a knowledgeable, impartial person. If neither is present, both coaches should serve as line judges.

- E. If a player calls a ball out and then realizes it was good, the player shall correct the call.
- F. To avoid controversy over the score, the server shall announce the set score before starting a game and the game score (e.g., thirty-forty) prior to serving each point.

If a scoring problem occurs or a player requires an official, the player shall go to the center of the court and raise the racquet to get an official's attention.

- G. If players cannot agree on the score, they may go back to the last score on which there was agreement and resume play from that point. Once the players have left the court, they may not return to replay.
- H. Players shall not stall, taunt, sulk, complain, or practice gamesmanship. Examples of gamesmanship include chest butting, screaming, making annoying sounds, etc.
- I. Players shall wait until the players on another court have completed a point before retrieving or returning a ball.

IX. CODE OF CONDUCT FOR PLAYERS/COACHES/SPECTATORS: GOOD SPORTSMANSHIP

- A. The WVSSAC sets high standards for the behavior of both coaches and athletes. Not only is it important to follow all of the rules of a sport, but it is equally important to represent the school in a manner that exhibits courtesy and respect to everyone involved.

Sportsmanship is of the utmost importance and all behaviors must reflect the importance of good sportsmanship. One of the priority goals of interscholastic athletics is to educate students to become good citizens and to follow all rules and regulations.

1. Ultimate responsibility for the enforcement of all rules and codes lies with the coach.
 2. Serious infractions or failure to enforce rules should be reported to the WVSSAC using the Special Report Form.
 3. Upon receipt of a Special Report, the WVSSAC will discuss the report with the involved personnel of each school.
- B. From the beginning of the match, play must be continuous. Attempts to stall or to extend rest periods for the purpose of recovering from a loss of physical condition are clearly illegal.

Honest Effort Rule: A player cannot default a match to save energy for another match or default to gain an advantage by not playing. If a student does not adhere to this rule, he/she will be disqualified from the match/tournament.

- C. Intentional distractions that interfere with an opponent's concentration or effort to play the ball are against the rules.
- D. Spectators, including parents, friends, and coaches, are welcome to watch and enjoy matches. Their role, however, is clearly restricted to that of passive observers with no involvement of any kind during the match. **They shall remain at least 10 feet from the court fence.**

During a match, the coach's role is restricted to that of a passive observer with no involvement of any kind except for designated coaching times.

During a match, may parents/spectators lean over the fence, pass drinks to players, etc.? NO.

How do we control spectators? Most inappropriate situations with spectators can be prevented if a coach will take time to talk to parents at a "required-attendance" pre-season meeting. Many violations occur merely because people do not know the rules. If a violation does occur, the home team is the game administration and shall act accordingly. Visiting coaches shall assist by speaking to the fan(s) who is beginning to get out of hand. WVSSAC Special Report Forms should be used to report any violations of unsportsmanlike conduct.

- E. Players are expected to put forth a full and honest effort regardless of the score or expected outcome.
- F. Players are expected to maintain full control over their emotions and the resulting behavior throughout the match.
- G. Conduct unbecoming players and coaches will result in their being removed from the court and current match forfeited. Players who use abusive or profane language, throw rackets, slam tennis balls in anger, use obscene hand or body gestures, yell, are otherwise distracting to other players, or in any way show disrespect for the dignity of their team, opponents, coaches, spectators, or official shall be penalized as follows:
 - 1. Any one offense, if deemed serious enough, may cause disqualification. If a player is disqualified at any level of a match or tournament, the player will be disqualified for the entire match or tournament. For example, if a player is disqualified in a singles match, the player may not participate in any doubles play.
 - 2. Any player exhibiting poor sportsmanship on or off the court may be penalized.

FIRST OFFENSE:

Warning from match/tournament director or coach

SECOND OFFENSE:

Loss of Game

THIRD OFFENSE:

Forfeiture of the current match being played and the player shall be ineligible to participate in the next two regularly scheduled contests at that level of competition.

If a singles player is disqualified, the player is disqualified from that contest, the entire tournament, and the next two regularly scheduled contests at that level.

In doubles, if one of the two players has conduct violations, the doubles team is disqualified from that match, the rest of the tournament, and the next two regularly scheduled contests. In the event that a doubles team is disqualified, the tournament director and official will assume the responsibility of mutually determining if both members of the team should receive the disqualification penalty of complete elimination from the tournament at both the doubles and singles levels. If it is mutually agreed that one of the players did in no way contribute to the violation, that player may continue in a singles position for the rest of the tournament.

Special Note: If a coach is disqualified from a match, the coach is disqualified from the entire contest/tournament. Additionally, the coach must vacate the confines of the facility and is to have no further communication with players. The coach is also disqualified from the next two regularly scheduled contests at that level.

Who is responsible for disciplining a player? Enforcement of all rules is the responsibility of the match/tournament director. That player's coach, under the direction of the match director, is responsible for administering the appropriate discipline.

If the coach does not discipline his/her player, may the other coach assume the responsibility? Yes. If misconduct occurs, the coach should first consult the coach of the player in question. If that coach fails to issue appropriate sanctions, the other coach may issue appropriate sanction. A Special Report should then be completed and mailed to the WVSSAC office.

If a player is ejected at the singles level, what happens to the doubles team of which the player was a member? The appropriate substitution would be made.

Would expletives such as "Oh God" or "Jesus" be considered as unsportsmanlike conduct and would they constitute a warning? YES, any expletive or any reference to a deity would be considered unsportsmanlike.

- H. Harassment of Players Prohibited: Team members and their spectators shall not harass opposing team players. Harassment directed at individual match is first assessed a warning, next a loss of game and finally default.
- I. Bathroom Breaks: A player must ask an official for a designated "bathroom break". The official may refuse this request if he determines that the player is resorting to gamesmanship. WVSSAC will allow reasonable time for bathroom breaks and should take them on a 90-second changeover or Set Break.

X. TENNIS ETIQUETTE

- A. Applauding a good play is always in order. Applauding an error is never in order. Any person who takes it upon himself/herself to berate opponents or make himself/herself conspicuous by razzing the teams or individuals shall be requested to leave the court area.
- B. Players must be neat in dress and wear the proper tennis clothing. See pages 8, 9, and 10 of this manual.
- C. Players must carry a spare racket. If a racket breaks, players are not allowed a delay to find a replacement and must continue with the spare racket he/she has courtside. Delay would be called if there was a delay in excess of 25 seconds. Refer to pages 49 and 96 of Friend at Court.

D. The server shall announce the set score prior to the first serve of the game and the game score prior to serving each point.

- E. Returning a service that is obviously out (accompanied by an out call) is a form of rudeness.
- F. Returning a first serve that is obviously out without an out call in an attempt to catch an opponent off guard is cheating.
- G. Any ball that cannot be called out is presumed to have been good; a player cannot claim a let on the basis that the player did not see a ball.

XI. TOURNAMENT RULES AND REGULATIONS

- A. Playing And Ranking Players According to Ability

1. Players **MUST** be played according to their ranking and ability when compared to other players on their team. Any maneuvering or stacking of positions is cheating. Any violation of this will result in the entire team being eliminated from the tournament. In other words, a team's best player must play in the Number 1 singles position, the second best in the 2nd position, and so on for four singles positions. There are no exceptions. All coaches, when sending in their rosters, must personally sign the form attesting to the fact that players are placed in the above specified order.
2. The unwritten rules of tennis stress that players must be played according to their ability. This is an ethical situation that has been left to the integrity of the coach. So-called "stacking" or maneuvering positions is cheating and should not exist.

In tournament play, specifically regionals, what happens if stacking is suspected after the match has begun? It should immediately be reported to the tournament director by the completion of a Request for Ruling Form. The director will investigate and deal with the situation if possible. If the director is unable to make a determination, the Request for Ruling will be submitted to the WVSSAC. However, to avoid this problem, if a coach questions a line-up, this should be addressed at the Regional seed meeting. If coaches feel there is an impropriety in a team's line-up, they may request a postponement of the regional meeting until the WVSSAC makes an evaluation.

3. No profane language, throwing of rackets, or unsportsmanlike conduct will be permitted. A player guilty of such will be warned once. The second violation will result in loss of a game, and a third violation will result in elimination from the match and/or tournament and ineligibility for the next two regularly scheduled contests at that level.
4. Players and coaches must be at the courts ready to play at least 30 minutes in advance of match. Those scheduled for first matches each day must be ready to start play at these times. Any warm-up desired must be taken **BEFORE** this starting time (in tournament play). Officials will use stop watch to monitor warm-up and serve times.
5. In the event of a disagreement, the tournament director's decision shall be final and binding.
6. In the event of rain or weather that delays matches, the director shall have the right to provide for shorter matches. No-ad scoring is not allowed in regional or state tournaments.

B. Alternates: (Tournament Play)

1. Regional and State Competitions are individual competitions. Prior to the beginning of any doubles play, alternates (doubles) who were listed on the Entry Form may be used only in case of illness or injury and only in the position of the unavailable player. The regional director reserves the right to request medical verification (physician, nurse practitioner, athletic trainer).

On the entry forms, must the alternates be listed in order of ability? Yes, and they are to be substituted accordingly.

2. If an alternate plays in the first round of doubles play in regionals and the team advances in regionals or to state, the "original" partner may not return to the team. The alternate becomes the partner for the tournament(s).
3. If a qualifier to the State Tournament is unable to participate, no substitution may be made. This regulation applies to singles and doubles and will result in a forfeit.
4. If a member of a doubles qualifying team (State Tournament) is unable to participate due to illness or injury, no substitution may be made. The match must be forfeited.

C. Injury/Participation Procedure at WVSSAC Championship Events - Medical personnel (athletic trainers) will have the jurisdiction concerning the return of a player to competition after an injury. If a parent refuses to follow the determination of the authorized person, a release form must be signed.

D. Forfeits And Defaults

1. If, after an individual match begins, a forfeit occurs due to illness, injury, or penalty for misconduct, the games and set won by the forfeiting team shall stand and count.
2. Honest Effort Rule: A player cannot default a match to save energy for another match or default to gain an advantage by not playing. If a student does not adhere to this rule, he/she will be disqualified from the tournament.
3. In all other matches, if a default occurs before the individual match begins, then the tournament director shall record the score as 6-0 or 8-0.

XII. TENNIS TOURNAMENT STRUCTURE

A. Regional Tournament

In order to avoid conflicts, coaches should notify players on the first day of the season of the Regional Tournament dates. Regional directors will determine the date(s) which are best considering time and facilities and notify schools as soon as possible.

1. Tournament Structure

- a) This competition is divided into AAA and AA-A classifications with boys and girls competitions.
- b) In order for an individual to compete in the regional tournament, the individual's school team must have participated in a minimum of six (6) interscholastic tennis matches at that position and the individual must play that position 6 times.
- c) The regional tournament will be a flighted tournament (all first seeds will play all other first seeds, all second seeds will play all other second seeds, etc.) Each school in the region will send one entry for each position.
- d) Due to insufficient numbers, some schools cannot field a girls' and boys' team; therefore, girls in regular season compete as part of the boys' team. However, regional and state tournaments are individual competitions, and each gender must compete in its respective gender competition. In addition, individuals in this particular situation must play in the appropriate top position(s).
- e) Each flight should have four seeds to allow the best players to reach the semi-finals and finals. **All teams** shall make every effort to play all other teams in the region. Coaches are required to bring match forms to the seeding meeting. Failure to bring the Match Report Form to coaches meeting may result in loss of seeding. Should a conflict arise and the coach is unable to provide the report, the decision will be left up to the regional director. The seeding committee will use the following criteria in priority order:

- | | |
|-----------------------------|---------------------------------|
| 1. head to head competition | 3. strength of opponents played |
| 2. common opponents | 4. season record |

After the top four players are seeded or placed, the remaining players should be entered in a blind draw. **The blind draw players are to be placed on the draw sheet from top to bottom. Coaches may not choose brackets in the blind draw; the draw placement of players goes straight down the draw sheet.**

For regional seeding, is it required that all teams play each other twice? NO. It is highly recommended that teams play each other twice for the purpose of seeding players in the individual singles and doubles draw. Failure to play schools twice could make these decisions difficult.

2. Entry Information

- a) The Regional Tennis Entry Form must be received by the WVSSAC office by the designated

date. A copy should also be mailed to the regional tournament director. **This form must be signed by the principal and coach.**

1. The Seeding Meeting line-up must coincide with the Entry Form line-up regardless of the date of the meeting.
 2. Failure to submit the Entry Form by this date will result in the assessment of a \$50.00 fine. **The fine must be paid prior to the first day of the Regional Tournament.**
 3. **If a school's Regional Entry Form (21 and 22) is not received by April 30, 2009 12:00 noon, the players will not be considered for the seeding of the top four. All players of the late submission school will be placed in the blind draw.**
 - b) Once the Entry Form has been submitted, but prior to the beginning of any doubles play for the tournament, alternates for doubles may be used only in case of illness or injury and only in the position of the unavailable player. The alternate must have been listed on the Entry Form. If an individual is unable to complete the tournament once it has begun, the player must forfeit.
 - c) Match Report Form - Copies must be taken to the Regional Coaches' Seeding Meeting.
3. Tournament Information for Coaches & Director:

The Regional Director will schedule a Coaches' Meeting no later than April 9. Regional Director must send completed form to WVSSAC by April 9th (T5). Tournament directors should notify coaches at least two weeks in advance of the Regional Coaches' Meeting. If a coach fails to attend the Regional Coaches' Meeting, all of that school's players will be placed in the blind draw. Coaches must complete Regional Seeding Form T4 and send it to their Regional Director by April 1st.

- a) Regional sites and directors are printed in The Interscholastic.
- b) It is recommended that tournament directors make "weather" provisions to secure indoor accommodations with the cost assessed to the individual schools from gate receipts.
- c) Regional directors are asked, whenever possible, to schedule regional play after school or on Saturday. Only if time and facilities are a problem should school time be used.
- d) For regional play, coaches shall make no scheduling or lodging commitments without the approval of the school principal.
- e) All Regional Tournament Directors are to secure trained officials to monitor court behavior and foot faults. Roving officials/court monitors will be trained at the State Rules Clinics. Regional Tournament Directors are asked to secure one of these trained officials for each court. If trained officials are not available, Tennis Coaches' Committee members and tennis knowledgeable individuals shall be chosen first when assigning officials at the regional level. All officials will be attired in such a way that they are easily recognizable. Hopefully, all officials will wear similar tops. Additionally, all officials shall be attentive; no chairs are allowed on the court.

<p>If score is 30 - 40 and players are serving from the wrong court, should the official stop play and correct? YES and all points played count.</p>

- f) Regional tournament participants are to supply their own balls.
- g) Admission should be charged to help defray the costs of the tournament (supplies, workers, director's fee, indoor court fees, etc.) The prices will be: \$5.00 - Adults; \$4.00 - Students.

4. Singles Competition

- a) The WVSSAC Entry Form will be binding. No substitutions will be allowed once the draw has been completed. A player unable to compete must forfeit.

If a singles entry must forfeit, what is listed on draw sheet - forfeit or player's name? Player's name because circumstances may change and player may be available/eligible to play by the time of the match.

- b) Four players shall be seeded. All other player positions will be determined by blind draw with **the names entered on the draw sheet from top to bottom.**
- c) This will be a flighted tournament. (This means that all number one seeds will compete against the other number one seeds; all number two seeds will compete against the other number two seeds, etc.,)
- d) The number of qualifiers advancing to the State Tournament is based on the position played. They are as follows:
 - a) Number One Position - Four qualifiers
 - b) Number Two Position - Three qualifiers
 - c) Number Three Position - Two qualifiers
 - d) Number Four Position - One qualifier
- e) All rounds will be 8 game pro-sets; no-ad scoring may not be used. Maximum rest time between sets is 30 minutes; the amount of rest time is left to the discretion of the tournament director.
- f) A student must complete the qualifying tournament to be eligible to compete at the next level.
- g) Each position of the tournament will be played all the way out to determine points for team competition. **The only exception to this will be at #1 and #2 singles and #1 doubles which are played to determine the third and fourth qualifiers; no team points are awarded for any consolation matches at any position.**

5. Doubles Competition

- a) All doubles teams may enter. Best four teams shall be seeded. All other teams shall be entered into blind draw. Names shall be placed on the draw sheet from top to bottom. No mixed doubles.
- b) This is a flighted tournament. (All number one teams compete against all other number one teams; all number two teams compete against all other number two teams, and all number three teams compete against all other number three teams.)
- c) After the submission of the Entry Form but prior to the beginning of any doubles play for the tournament, alternates may be used only in case of injury or illness as properly verified (see p.19) and only in the position of the unavailable player. The alternate must have been listed as an alternate on the Entry Form. Alternates must be listed in order of ability and substituted accordingly. If injury or illness occurs after the tournament begins, the individual(s) will have to forfeit. Medical verification may be requested by the tournament director.
- d) If an alternate plays in the first round of doubles play in regionals and the team advances in regionals or to state, the "original" partner may not return to the team. The alternate becomes the partner for the tournament(s).
- e) The number of qualifiers advancing to the State Tournament is based on the position played. The number of qualifiers are as follows:

- a) Number One Position - Three qualifiers
 - b) Number Two Position - Two qualifiers
 - c) Number Three Position - One qualifier
- f) All rounds will be 8 game pro-sets; no-ad scoring may not be used. Rest time between sets is 30 minutes maximum (tournament director discretion).

g) A student must complete the qualifying tournament to be eligible to compete at the next level.

h) Each position of the tournament will be played all the way out to determine points for team competition. The only exception to this will be at #1 and #2 singles and #1 doubles which are played to determine the third and fourth qualifier; no team points are awarded for any consolation matches at any position.

6. Team Awards

A regional team plaque (boys and girls) will be presented for each class. Team winner will be determined by points received by qualifying for each round of the regional tournament. Each round of qualification will award one point (per qualifier, per school). Therefore, each position will be played to determine order of finish. For example, for the #1 position, play will continue until 1st, 2nd, 3rd, and 4th place finishers are determined. In the event of a tie, the following will be considered: number of champions, semi-final finish at any flight, quarter-final finish at any flight and finish at opening round prior to quarter finals.

If a player or doubles qualifier receives a bye, the next round determines the points. If the individual(s) wins, two points are awarded (1 for the bye and 1 for the win). If the individual(s) loses, no points are awarded.

A point is awarded for a forfeit.

Bye gets 2 points if player wins the first match scheduled to play. If the match is a forfeit or default, does Bye still get two points? YES

In the event of a team tie, the tie will be broken in the following order: number of champions, semi-final finish at any flight, quarter-final finish at any flight, and finish at round (opening round) prior to quarter-finals.

B. State Tournament

1. General Information

- a) State Tournament will be Thursday through Saturday Week 45. Admission will be \$8.00 for adults and \$7.00 for students. All-Session Passes may also be purchased.
- b) The WVSSAC will supply Wilson tennis balls. Wilson tennis balls will be used for all State Tournament matches. **The WVSSAC will not provide a new can of balls for the 3rd set; this is the responsibility of the coaches involved in play.**
- c) Player's Responsibility - Although some food and drink concessions are available for purchase, it is the responsibility of each player to provide his/her own food and drink supplies.
- d) Coaches of state qualifiers must be present at the Coaches' meeting. Failure of the coach to attend the meeting or to send a school-appointed professional representative will result in disqualification of the qualifiers.

- e) Coach's Responsibility - If play is moved indoors, it is the coach's responsibility to assign an adult to supervise behavior of players and spectators and to provide for cleanliness of the area.
- f) The State Tennis Tournament will use court monitors and USTA court/chair officials assigned by the WVSSAC. These individuals will be responsible for dress, sportsmanship, on-court behavior, and rules enforcement.

The USTA official will serve primarily as an observer and preventive measure to eliminate rule violations or conflicts; the chair/on-court official will be responsible for calls. The court monitor will be responsible for verifying players' uniforms, calling lines if requested, etc.

- g) This will be a flighted tournament. All number one players (teams) will play all other number one players (teams), all number two players (teams) will play all other number two players (teams), etc.
- h) Seeding of state qualifiers will be based upon order of finish at the regional tournament. Regional pairings would vary each year and with each position.
- i) Both the singles and doubles competition will be divided into AAA and AA-A classifications.

2. Singles Competition

- a) Final two rounds will be 8 game pro-sets. Semi-final and final rounds will be 2 of 3 sets.

May a school introduce a new can of balls for the third set? The only time this situation should occur is during tournament play. The rules leave this decision to the discretion of the tournament director if mutually agreed upon by both players. Requests for introduction of a new can must be made prior to the start of the third set. The requesting team is responsible for supplying the new can. (This is the same for Doubles play.)

- b) Regular scoring will be used; no-ad scoring may not be used.
- c) At no point will substitutes be used for injury or illness. If a player is unable to play, it will result in a forfeit.
- d) Players and coaches must be at the courts at least 30 minutes prior to each match. Players shall report immediately on the first call. The contracted coach or principal designee must report with the player to the tournament director on the first call unless the coach is supervising another player on court.

3. Doubles

- a) Final two rounds will be 8 game pro-sets. Semi-final and final rounds will be 2 of 3 sets.
- b) Regular scoring will be used; no-ad scoring may not be used.
- c) No substitutions will be allowed. If one or both members of a doubles team is unable to compete, then the team must default.
- d) Players and coaches must be at courts 30 minutes prior to each match. Players shall report immediately on the first call.

4. Team Championship

- a) A boys' team winner and a girls' team winner will be determined for each classification (AAA and AA-A).

- b) Winners will be determined by cumulative points.
- c) Each individual or doubles qualifier will receive one point for a win in each round.
- d) If a player or doubles qualifier receives a bye, the next round determines the points. If the individual(s) wins, two points are awarded (1 for the bye and 1 for the win). If the individual(s) loses, no points are awarded.
- e) A point is awarded for a forfeit.

In the event of a team tie, the tie will be broken in the following order: number of champions, semi-final finish at any flight, quarter-final finish at any flight, and finish at round (opening round) prior to quarter-finals.

- 5. Awards
 - 1) Winner and Runner-Up Singles at each position.
 - 2) Winner and Runner-Up Doubles at each position.
 - 3) Team Winner and Runner-Up trophy.
- 6. **NOTE:** Reimbursement will end with tournament elimination for each player.
- 7. State Tournament Regional Draw will be the same for each column below.

1st singles	2nd singles	3rd singles
4th singles	2nd doubles	1st doubles
3rd doubles		

The WVSSAC will determine the draw and release it after the Regional Tournament.

XIII. MISCELLANEOUS INTERPRETATIONS

Electronic Devices

Coaches, players, and officials are not allowed to have cell phones or pagers while they are on-court.

Tobacco

Is there a policy for tobacco or tobacco-like products? Use and the presence of tobacco or tobacco-like products are prohibited. Any coach or player violating this regulation will automatically be disqualified from the contest. WV State Department of Education regulations prohibit the use of tobacco by all participants and all spectators at interscholastic events.

Videotaping

Is videotaping of contests allowed (particularly if this is for the purpose of scouting)? This is an ethical question. Videotaping is not prohibited; however, arrangements should be made with the match administration. Realizing that videotaping is an ethical issue, coaches should act appropriately.

School tennis programs are a group of students representing their schools. They have responsibilities as members of a school team. There are some important considerations in this responsibility:

- 1) Dress in school uniform.
- 2) Respect the coach and be willing to do what is best for the team.
- 3) Represent the school positively by displaying good sportsmanship.
- 4) Be aware of abilities of opponents. All players have not had the same opportunities.
- 5) Encourage your team members in competition but not at the cost of interfering with the match. Tennis is still a game of quiet concentration and etiquette. Students should be competing on skill not “gamesmanship.”
- 6) Call lines fairly and honestly. We do not use officials in all tennis matches. Therefore, honest integrity is a major responsibility of a high school tennis player. When a ball lands close to a line and you are not sure, give your opponent the benefit.
- 7) Foot faulting is breaking a rule; you must contact the ball before the foot touches the base-line or inside of the court. Are you guilty of foot faulting? If you are, you are cheating.

These are just a few of the areas we need to work on to develop a positive, educational program for our tennis teams.

At the Regional and State Tournaments, we will use “roving officials.” Practice following all the rules in regular season so you will be able to enjoy and compete in the tournament without concern of changing skills or techniques at the tournament level. The way to prevent trouble is to do things right and according to the rules the entire season.

Tennis is a great competitive sport. Let’s work to make our state program even better.



OFFICIALS' DUTIES

The WVSSAC will use roving/court monitors and chair/on-court officials. The on-court official will serve primarily as an observer and will use preventive officiating to eliminate rule violations or conflicts. The chair/on-court official will be responsible for calls. The roving/court monitor will be responsible for reviewing player apparel, calling lines if requested, etc.

WVSSAC tennis officials will enforce all USTA and WVSSAC Rules and Regulations. Specific responsibilities of the officials include:

- Calling Foot Faults
- Issuing Point Penalties
- Enforcing 10 minute warm-up times
- Enforcing all time limits

We will follow the USTA Code of Conduct, Interscholastic Rules of Conduct, and WVSSAC Tennis Conduct Policy, regarding conduct on and off the court. Conduct relative to ball abuse, language, actions of players, coaches, and spectators will be monitored. As an official:

1. It is your responsibility to enforce all rules strictly. Be fair and consistent with all calls on both sides. If you are looking for something on one side of the court, make sure that you also look for it on the opposing side.
2. You are a representative of the WVSSAC and a role model to all students involved. Officials shall be neat in dress and appearance and shall exhibit exemplary behavior and language.
3. Exercise discretion when calling foot faults or dealing with any infractions so as not to disturb neighboring courts.
4. Enforce 10 minute warm-up time limit. Notify players when they have 2 minutes remaining. **Remember to bring stop watches.**
5. Help resolve scoring disputes by using the best judgment. The following options are listed in order of preference.
 - a. Counting all points and games agreed on by the players with only the disputed points or games being replayed;
 - b. Playing from a score mutually agreeable to the players; and
 - c. Deciding the score by a coin toss.
6. Control spectators/media.

Applauding a good play is always in order. Applauding an error is NEVER in order. Any person who takes it upon himself/herself to berate opponents or make himself/herself conspicuous by razzing the teams shall be requested to leave the court area.

Do not allow spectators to stand closer than 10 feet from the court fence.

Do not allow photographers or reporters on court (indoor or outdoor) during warm-up or play.
7. Enforce the point penalty system.
 - a. Conduct unbecoming players and coaches will result in their being removed from the court and current match forfeited. Players who use abusive or profane language, throw rackets or slam the tennis ball in anger, use obscene hand or body gestures, yell or are otherwise distracting to other players, or in any way show disrespect for the dignity of their team opponents, coaches, spectators or meet official shall be penalized as follows:
 - FIRST OFFENSE:** Warning from official or director
 - SECOND OFFENSE:** Loss of game
 - THIRD OFFENSE:** Forfeiture of the current match being played and disqualification from the tournament (match)Penalties may be issued for misconduct on and off the court. Any one offense, if deemed serious enough, may cause disqualification. If a player is disqualified at any level of a match or tournament, he/she will be disqualified for the entire match or tournament. If a player is disqualified in a singles match, the player may not participate in any doubles play.
8. Players who yell in a manner that would disturb an adjoining court, whether it is occupied or not, are guilty of a violation.
9. If assigned more than one court, avoid staying on one court and officiate all courts uniformly.
10. Help resolve on-court disputes according to "The Code."
11. Allow any player to call a let.
12. Enforce the dress code. Make sure all players are properly dressed before allowing them to begin warm-up.
 - a. A school's official uniform includes shirts, shorts/skirts, pants, visible undergarments, socks, caps, and head wear. Refer to The Interscholastic for specific regulations.

- b. At the start of a regular season match, the tennis uniform must be an IDENTICAL top for all players and a similar (same style and color) bottom. The school name or logo must be present on the identical top/dress. In tournaments, players must be attired in a team uniform. In doubles play, both players must wear the same color bottom throughout the match. Both the top and bottom must be in school colors, white or gray.
 - c. Sleeve Lengths - For teams, uniform sleeve lengths may vary. However, sleeve length of each individual player shall be approximately the same length and shall not be ragged, frayed, rolled, folded or slit. The sleeve must have a finished edge.
 - d. Any outer clothing worn by tennis players must be in school colors. In doubles, the outer garment must be the same predominant school color.
 - e. Undergarments - Undergarments (sports bras, boxers, etc.,) may not be visible. The uniform must completely cover all undergarments. **Undergarments (spandex shorts, tights, etc.,) must be the same color, white, or gray as the uniform top or bottom (depending on the location of the undergarment). Sports bras are not allowed as the uniform top.**
 - f. Tennis white or light gray are permitted, but the school colors and logo must be present.
 - g. If any changes are made in the uniform during the match(es), the change must be to a school designated and identified school uniform.
 - h. Hats - If hats are worn by team members, they must be in the school color, white, or gray. Bandanas are not allowed. In doubles, both players need not wear a hat. However, if players choose to wear hats, both hats must be the same color. The bill of the hat must be worn as designed.
 - i. Lettering or logo (see # j for exception) must pertain to the school name. Tennis related sport pictures or designs (tennis balls, racquets, net, player, etc.,) are allowed on the uniform top. These pictures and designs are also allowed on the uniform bottom but are limited to the lower front corner of the pant leg or skirt/dress.
 - j. Manufacturer's logos larger than 2-1/4 square inches are not permitted on any part of the uniform. In addition, no dimension of the logo may exceed 2-1/4 inches.
 - k. Headbands or sweatbands must be unadorned and of a single color; the color must be a school color, white, or gray.
 - l. Socks are part of the uniform; socks may be white, gray or school colors. In doubles, socks of the two players must be similar (same style and color). An individual player's socks must be identical (same color/style). A footie may be worn as a sock.
 - m. If a player is dressed inappropriately, he or she shall not be allowed to begin warm-ups. The following penalties for lateness should then be assessed:
 - 1. Five minutes or less -- loss of toss plus 1 game.
 - 2. Five to 10 minutes -- loss of toss plus 2 games.
 - 3. Ten to 15 minutes -- loss of toss plus 3 games.
 - 4. More than 15 minutes -- default.
 - n. Regular Season: If players are inappropriately attired, the coaches may mutually consent to play the match; however, both coaches must submit a Special Report.
13. Officials should review the WVSSAC Tennis Manual and USTA Friend at Court very carefully before officiating a match. Particular emphasis should be directed to these sections: On Court Rules, Code of Conduct, and Tennis Etiquette.

PART 4 -- "THE CODE" HIGHLIGHTS OF "THE CODE"

- A. The code is not an antidote for willful cheating; instead, it constitutes a way for honest players to employ the same approach to various situations so that neither takes advantage of the other.
- B. The oldest tradition in tennis is to give your opponent the benefit of the doubt; this means that any ball that cannot be called out with surety is presumed to be good and continues in play.
- C. All players should cooperate to attain accuracy in making line calls.
- D. No point should be replayed because a player is not sure whether a ball was in or out.
- E. Any call of out or let must be made instantaneously; otherwise, the ball continues in play.
- F. Don't practice the "two-chance" option.
- G. Don't enlist the aid of a spectator in making a call.
- H. Don't stall, sulk, complain or practice unethical gamesmanship. Instead, conduct yourself in such fashion as to make the match fun for all participants.
- I. No system of rules will cover every specific situation, but following the principles of The Code should by extrapolation provide a solution for any problem.

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