

# **2024 IGHSAU SOCCER MANUAL**

## **REGULAR SEASON MATCHES ALLOWED**

17

### **FIRST PRACTICE DATE**

March 11

### **FIRST COMPETITION DATE**

March 25

### **REGIONAL DATES**

Class 1A: May 13, May 15, May 21, May 23

Class 2A: May 17, May 21, May 23

Class 3A: May 17, May 21, May 23

### **STATE DATES**

May 28, May 30, June 1, 2024

### **STATE TOURNAMENT SITE**

Cownie Soccer Complex, Des Moines

### **STATE TOURNAMENT MANAGER**

Iowa Girls' High School Athletic Union

Gary Ross, IGHSAU Soccer Administrator

Email [gross@ighsau.org](mailto:gross@ighsau.org) (515) 401-1835

### **SOCCER ADVISORY COMMITTEE**

**Rod Wiebers, Chair, ADM**

**Heather Currans, Gilbert**

**Ann Larew, Regina**

**Sara Nessa, MOC-Floyd Valley**

**Stephanie Jorgensen, Carroll**

**Allison Sanyi, Bettendorf**

**Sarah Curry, Official**

## PURPOSE OF THIS MANUAL

All rules and regulations in this manual apply specifically to play in IGHSAU-sanctioned Regional and State Tournament competition. To ensure players become familiar with these rules prior to IGHSAU-sanctioned tournament competition, all rules and regulations in this manual are encouraged to be utilized during regular season play.

## TOURNAMENT MANAGERS

Please become familiar with tournament administration policies and procedures when hosting regional contests for the IGHSAU. **DO NOT postpone or reschedule any tournament contests without first contacting the IGHSAU.** If your school is selected as a host site for a tournament contest, it is the responsibility of the tournament manager to contact all schools that will be competing at your site with contest details (time, facility information, directions, etc.).

The host school shall provide an atmosphere of neutrality. The host team shall not have special intros/music or preferential treatment because it is their home field. Both teams shall be introduced in the same fashion. This includes the public address announcer's delivery.

## IGHSAU WEBSITE

All tournament information, including a copy of this manual, tournament site information, Regional match scores from across the state and other pertinent information can be found on the IGHSAU website ([www.ighsau.org](http://www.ighsau.org)) throughout the season and postseason. Information will also be provided on the IGHSAU Twitter Account (@ighsau).

## STATE TOURNAMENT ASSIGNMENTS

The 2024 State Tournament line drawings will be completed and made available on the IGHSAU website after the Regional final matches.

## RULES OF PLAY

2023-24 National Federation (NFHS) Rules with the following Iowa Adaptations will be utilized during the regular season and during tournament play.

**Official Tournament Ball:** The host site shall provide a minimum of three game balls. The Spalding TF 5000 will be the official ball for IGHSAU tournament play.

**Number of Officials:** Three officials will be assigned to all IGHSAU Regional and State Tournaments. At least two officials must be used for a varsity match during the season and at least one official must be used for a non-varsity match during the season.

**Scoreboard:** A scoreboard, when available, shall be used as the official timing device for the entire match. Availability is determined by the host administration. If no scoreboard is available, the referee shall serve as the official timekeeper.

**Victory Margin:** The match shall be declared completed when one team has a lead of 10 goals at halftime or later in the match. Again, this margin of victory rule does not apply prior to completion of the first half of play.

**Overtime:** A regulation tied varsity match will have two, 10-minute sudden victory overtime periods. Ties are not an option at the varsity level. (Exception: a match that has completed one half and suspended due to weather/injury/facility, may now be recognized as a complete match even if it ends in a tie). Overtimes must be played in any varsity match. In a Saturday regular season tournament, if the score is tied in regulation, you should proceed directly to the penalty kicks. Overtimes in non-varsity matches are not contested. If the score is still tied, a penalty kick playoff shall occur.

**Team Benches:** Team benches shall be on the same side of the playing field during IGHS AU sponsored tournament matches. Bench assignment during the regular season is local prerogative. Coach and substitution areas need to be clearly marked.

**Yellow Card:** A player receiving a yellow card is required to leave the match for a period of five consecutive minutes. The penalty will carry over from the first half to the second half and from the second half to the first overtime. The penalty would also carry over from the first overtime to the second overtime period. If a player receives a yellow card in the second overtime, the player is now allowed to return to the field if there is time remaining after they have sat for five minutes. If the match goes to penalty kicks, the player is eligible to kick PK's. However, if a player receives a yellow card with less than five minutes remaining in the second overtime, the player is NOT eligible for PK's in the shootout. A coach sending an ineligible player to the touch line for substitution will receive a caution (yellow card). A player may not enter the match until the next substitution opportunity for her team.

**Ejections:** When a player or coach is ejected from a competition, the State Office must be notified and the Ejection Form must be filed with the State office the following day. Ejection forms may be found in the "Forms" section under the Coaches & Administrators tab. An ejected coach must leave from an area within sight and sound of the officials. Failure to do so results in forfeiture. An ejected player may remain on the team bench under direct supervision of the coach.

### **VISITOR/HOME TEAM ASSIGNMENT**

In all tournament play, the top team on the bracket shall be declared the home team. The bottom team on the bracket shall be the visiting team.

## **REGIONAL SCORE REPORTING**

To report regional scores, log into Bound and enter the score on your Bound page (as done during regular season). Scores must be entered immediately following the conclusion of the regional contest. Regional brackets and scores will be updated on the IGHS AU website automatically after the score is entered. If you are having trouble entering scores in Bound, please text your scores to Jason Eslinger (515-240-7649).

## **REGIONAL ADMISSION PRICES**

Ticket price during regional tournament play is \$6 for adults and students (K-12). **Do not charge for children who are not yet in kindergarten.**

If a team is eliminated prior to the final game of a tournament, team personnel (when properly accompanied by the coach) may attend without charge subsequent sessions of the Regional Tournament at that site only.

## **TOURNAMENT REGULATIONS/ROSTER**

The tournament roster is found online on Bound in the IGHS AU section under Soccer. Each athletic director must complete and submit the team roster to their tournament manager 48 hours in advance. Do not send the roster to the State Office. The tournament manager will use the roster as follows:

1. As a team admission roster (only 22 may be in uniform) not to exceed 28 total in the team party (including managers, coaches, trainers etc.). Do not add parents, coaches' spouses or children, or non-team personnel to this list. The roster form should include only those personnel with a specific game-day or school-related responsibility. It shall be the responsibility of each participating school to make certain that its roster form is complete. Keep a copy of the tournament roster form to forward to the tournament manager of each site where your team is assigned.
2. Admission to the tournament site will be made strictly from the roster form. The tournament manager will use the form as a data sheet to prepare the program prior to the tournament. Coaches may change the personnel on this form for each date of competition.

If you are assigned to a tournament that consists of more than one site, it is necessary you send a checklist to the tournament manager of each site where your team may play.

A maximum of 22 players may be in the uniform of the respective team and on the bench, playing field or premises. Violation is forfeiture of the contest. The personnel of the 22 players may be changed from one game to the next but may never exceed a total of 22 per game.

## **PASS GATE ADMISSION**

The player entries to all tournaments shall be limited to 22 players from each school and 28 total members in the team party on the floor and bench area before and during any regional and state tournament contests. Any of the 22 players may be changed from one tournament contest to another (anyone other than the 22 players/substitutes on the bench or in the bench area shall be in street clothing). Coaches and their teams shall be admitted free of charge at any contest in the region in which they are assigned - regardless whether they drew a bye, have been eliminated, are scouting, etc. Team members must be accompanied by the coach and must enter together.

One bus driver may be admitted free of charge, in addition to those individuals listed on the tournament roster form.

Cheerleaders, when in uniform, are admitted free only during the session in which their team plays. A maximum of six cheerleaders in uniform will be allowed on the field. A team mascot will be admitted in addition to the six cheerleaders.

## **ADMINISTRATORS ADMISSION**

Administrators (and guest) who hold IGHSAU/IHSAA administrator passes will be admitted to Regional contests and State Tournament contests for the session in which their school is playing. Administrators (and guest) must enter through the pass gate and show photo identification. At least one administrator is expected to be present to supervise their own crowd.

## **REGIONAL TOURNAMENT TICKETS**

### **TOURNAMENT TICKETS & REPORT FORM--UPDATE**

○ Tickets – Host schools must use Bound for online ticket sales for all IGHSAU Regional games. Bound setups all postseason games and provides a link for each school. Bound files a report directly with the IGHSAU and has the ticket money passed directly on to the IGHSAU. To set up the ticketing program with Bound, please contact Michael Kemp [michael@varsitybound.com](mailto:michael@varsitybound.com).

Regional ticket price is \$6 (before online fees) for each round of the tournament for everyone kindergarten-age and older. We realize a limited number of fans may still need a cash option, and we ask that ADs use discretion at the gate as has been done in the past. In addition, schools have been provided card readers for the credit card option.

## **PASS OUT TICKETS**

Please try to avoid pass-out tickets. In the event that it is necessary to give pass-out tickets, it is suggested that a rubber stamp or marker be used to mark the back of a person's hand. One bus driver may be admitted, along with those individuals listed on the tournament checklist.

## **PRACTICE & WARM-UP SESSIONS**

Visiting teams are not allowed to practice at any site they have been assigned to play within ten days of the start of Regional tournaments.

The home team is permitted to have regular practice at its facility prior to hosting a Regional match the same night. However, the floor shall be cleared at least 90 minutes prior to the first match of the evening.

### **PRE-MATCH SCHEDULE**

Every effort shall be made to have the teams involved in the following game ready for play by the printed starting time but not before that time.

The following warm-up schedule shall be used during IGHSAU Regional tournament play. For a 6:00 p.m. match, start the 20-minute warm-up at 5:33 p.m.:

60:00 prior to start time of match	Teams <i>may</i> warm-up on field
20:00 minimum warm-up time	Teams warm-up on field
10:00 prior to start time of match	Captains/Coaches meeting (time may vary)
Clock hits 00:00 (5:53 p.m.)	
5 minutes prior to scheduled start time	Player/Coach Intros (5-min. allowance)
2 minutes prior to scheduled start time	National Anthem (2-min. allowance)

Begin play promptly as scheduled. Announce the time and location of subsequent Regional tournament play if available.

For a double header, if the 6:00 p.m. match is completed early, play of the second match should begin at the scheduled start time published in the pairings. If the first match goes long, the second match should be started as soon as possible, provided that proper warm-up time is allowed.

### **IN CASE OF WEATHER DELAY**

It is the responsibility of the host institution, up until the moment the game begins, to judge whether or not the condition of the field, the elements and other conditions affecting the safety of the field of play allow for a safe game to begin. Once the game begins and until it ends, the determination of whether or not a game may be safely continued shall be made by the referee (with consult of the host supervising administrator).

In the event a game must be rescheduled, it shall be played the following day. Contact Gary Ross immediately (Direct office line: 515-401-1842 or cell: 515-975-3729) if a game must be rescheduled.

Should a weather postponement be needed, contact the teams involved for the particular day immediately in addition to notifying all three officials. This may prevent unnecessary traveling.

If the event your game is suspended because of conditions that make it impossible to continue play:

By NFHS Rule (7-1-3, p. 37): the head referee shall declare it an official game if one complete half or more of the game has been played. If less than one-half of the game has been played, the game may be rescheduled ... from the suspension of play according state association adoption.

### **NATIONAL ANTHEM AND MUSICAL ENTERTAINMENT**

A United States flag shall be displayed at the facility. The National Anthem shall be played prior to the match (before the initial match if you have multiple matches). Players are expected to conduct themselves in a quiet and attentive manner until the Anthem is fully completed.

**Any live presentation of the Anthem involving more than 12 individuals requires prior approval of the IGSAU.**

Use of recorded music over the host amplifying system at any Regional tournament. The music supplied by the host school can be played only prior to the match, during halftime and following the match (not during time-outs), with the understanding that any participating school shall be given the courtesy of having its school song presented. Please use proper judgment regarding the lyrics or content of music played. A visiting team shall not bring its individual music to the playing area.

Live pep bands are permitted. Both teams will be permitted to bring their pep bands, but all band members **MUST** purchase a ticket. **Free admission to pep band members from either school is NOT permitted.** Pep bands may play during pregame, halftime and postgame. When multiple pep bands are present, band directors shall coordinate with each other which band plays at which time.

### **RECOGNIZING OUTSTANDING ACHIEVEMENT**

A player, coach, or team that achieves an outstanding mark during or upon completion of your tournament contest may be recognized at the conclusion of the contest. It is **NOT** permissible for them to be recognized anytime during the match, during a timeout, or between sets.

### **SPECTATOR GUIDANCE**

All spectators at state-sponsored volleyball tournaments shall wear shoes and a shirt which shall extend to the waist area. No one shall be admitted who is wearing a full mask (hidden identity). Face paints are allowed.

Each host site is responsible for determining seating arrangements for fans. It is expected that fair and equitable seating is provided to all teams competing.

It is highly recommended that student sections not be directly behind the opposing team's bench. If possible, please consider placing students on the side opposite the team benches. If students are seated behind team benches, proper supervision is a must!

If it is necessary to re-arrange seating for any reason, please do so during a timeout or between sets.

With the understanding that a tournament soccer match is held as a part of the educational institution, the Board of Directors of the Iowa Girls' High School Athletic Union has adopted the following policies. It is the expectation that the host site enforces rules regarding unacceptable behavior below. Any of the following actions will result in ejection of the offender from the premises:

- **Disrespectful conduct, including profanity, obscene gestures or comments, offensive remarks of a sexual nature, or other actions that demean individuals or the event.**
- **Throwing articles onto the contest area.**



- **Entering the contest area in protest or celebration.**
- **Physical confrontation involving contest officials, coaches/directors, contestants, or spectators.**
- **Spectator interference with the event.**
- **Use of a “laser light” pen.**

Use of artificial noisemakers (airhorns, cowbells, keys, thunder sticks, megaphones, etc.) signs, or banners is prohibited. (First offence = Warning. Subsequent offence = Ejection.)

Chants or cheers directed at the opponent. (First offence = Warning. Subsequent offence = Ejection.)

Please notify the IGHSAU if any spectator is ejected from the facility including the name of the spectator. A procedure has been established to assist officials and administrators when spectator conduct becomes a problem.

1. The administrator in charge for the evening shall meet with the officials when they arrive on-site 45 minutes prior to scheduled game time. The administrator should identify his/her location during the contest so the officials know where to locate the administrator if the need arises. If no administrator is available, the HOST COACH shall be deemed in charge.
2. If a problem arises during the match, the official shall stop play, notify the tournament manager of the problem, and shall inform the tournament manager of the remedy needed (could include asking for direct supervision of the area, warning issued by the tournament manager, or ejection from the facility). The match shall not re-start until the problem is properly addressed.

Host match management is responsible for all spectators, regardless which school the spectator is supporting. At no time are match officials to address spectators directly. Any necessary communication shall come from the tournament manager in charge.

### **POST-GAME PROTOCOL**

No one (fans, parents, spectators) shall be allowed on the playing field immediately at the conclusion of the game. The host school is responsible for keeping the field safe for both teams and the officials and preventing anyone from coming on to the field. However, each school administration is ultimately responsible for the behavior and conduct of their spectators and students.

The host school shall make the following PA announcement at least twice prior to the completion of each game:

*“At the request of the Iowa Girls’ High School Athletic Union, no one is allowed on the playing field immediately at the conclusion of this game. Please allow the players of both teams and the officials to exit the field safely.”*

## **BANNERS & DISPLAYS**

**The use of balloons, banners, signs, placards, Fatheads, confetti, etc. are prohibited.** Additionally, objects which could provide a safety concern (pom-poms on sticks, fake swords, etc.) are prohibited, as are any artificial noisemakers (e.g. airhorns, thunder sticks, megaphones, cowbells, etc.). Excluded from this rule are permanent wall displays or signs used for general administration of the tournament. Uniformed cheerleaders may use signs, cards and megaphones to lead cheers, but may not use banners. Instruct the ticket takers to not allow anyone to bring signs, banners, or noisemakers into the facility.

Permitted items: miniature pom-poms not attached to a stick, rally towels (14"x14"), foam fingers and face and body paint.

Signage that has been displayed during the regular season is permitted to remain on display, however no new signage can be added in support of the home team prior to hosting Regional competitions.

This rule shall apply to the State Tournament as well.

## **ALCOHOL AND TOBACCO POLICY**

No alcohol or tobacco is to be sold or consumed on the grounds of any State Tournament venue leased or provided to the Athletic Union for the purpose of conducting a state championship. Section 123.46 of the Iowa Code states: A person shall not possess or consume alcoholic liquors, wine or beer on public school property or while attending a public or private school-related function. A person shall not be intoxicated or simulate intoxication in a public place. A person violating this subsection is guilty of a simple misdemeanor.

## **PETS/ANIMALS PROHIBITED**

No pets are permitted at events sanctioned by the IGHS AU. Any person with a pet will be asked to leave. This policy shall comply with the provisions of Iowa Code 216c in that such a person with a disability or person training an assisted animal has the right to be accompanied by a service dog or an assisted animal under control. The person is liable for damage done to any premises or facility by a service dog or assisted animal.

## **PLAYER BENCH OCCUPANTS**

During a match, the player bench may be occupied by the eligible substitutes, coach, assistant coach, qualified team managers, team statisticians and scorekeeper, team trainer or physician and chaperone.

## **REGIONAL TOURNAMENT OFFICIALS**

Contest officials are contracted by the IGHSAU. The IGHSAU will contact you with your officials once they have accepted their assignments. All information regarding the name of officials assigned is confidential and for the knowledge of the tournament manager only. All information regarding the name of officials assigned is confidential and for the knowledge of the tournament manager only. Officials are required to sign the scorebook of each team prior to the match.

The officials are instructed to arrive at least 45 minutes prior to match time.

### **ROOM FOR OFFICIALS**

Please provide a private room which the officials may occupy during the course of the contest.

This room should be available to them as a dressing room as well as a lounging room during halftime. Visitors must be excluded from the officials' room during the entire tournament. Tournament officials must have privacy. Again, NO ONE is allowed in the official's private room.

**Your cooperation in this matter will assure you of a better officiated tournament and the officials will also appreciate it.**

### **PRESS ACCOMMODATIONS**

We ask that all regional hosts be as accommodating as possible to members of the media that are covering IGHSAU Regional tournaments. Press outlets have been advised to directly contact the Tournament Manager of a site from which they wish to broadcast Regional games.

Media are not obligated to inquire through the State Administrative Office nor is the Tournament Manager obligated to acquire sanction from the State Administrative Office. This provision applies to Regional Tournament coverage.

### **LIVE VIDEO STREAMING**

**Media outlets and interested schools or individuals may apply to the IGHSAU regarding video broadcasting access at select postseason lead-up events while following procedures required for access. Live streaming policies, fees and application are located on the IGHSAU website ([ighsau.org](http://ighsau.org)).**

## **PHOTOGRAPHY**

Only official press photographers may be alongside the field during the contest. Any amateur photographers must pay admission to the contest and are not allowed at field side. These rules apply equally to television stations using video cameras.

## **VIDEOTAPING**

Paying spectators, including those scouting for other teams, are not restricted from videotaping if the video equipment is handheld or on a monopod. A tripod may be used if located on the ground and does not hinder any spectator's view. Tournament managers are not to make special arrangements for seating or electrical hook-ups for spectators trying to film or videotape. No supplemental lighting is permitted.

If an area is usually set aside for videotaping by the competing schools, such is also permitted during tournament play, and supplemental power and tripods may be used in this area only.

## **CHARITABLE CONTRIBUTIONS & SOLICITATIONS**

No fund-raising solicitations, etc. will be permitted within the contest area. All raffles, bake sales, booster club sales, etc. must take place outside the contest area at IGHS AU-sponsored tournament games.

## **TOURNAMENT AWARDS**

A banner, medals, large Ticket Punched sign and individual signs for Regional champions will be sent directly to the athletic director of the host school, which are to be presented at the Regional final site. There will also be an information packet for the State qualifying coach/athletic director sent with the Regional banner.

## **SOUVENIR PROGRAMS**

Host schools may furnish official programs for their site either on a gratis or sales basis and may retain any profits derived from the sale thereof. Fans and guest teams appreciate the use of the official programs.

## **STATE TOURNAMENT PROGRAM INFORMATION**

State tournament program information is available online in the Soccer section under the Coaches & Administrator tab on the IGHS AU website. Team photographs are to be emailed by 9:00 a.m. to Heidi Reed at [heidireed@ighsau.org](mailto:heidireed@ighsau.org) the morning following your team qualifying for the regional finals. All program information (stats, game schedules, etc.) should be updated by noon on this date in Bound.

