



2024 MHSAA GIRLS VOLLEYBALL

**THIS IS THE COMPETING SCHOOL
GUIDE FOR COMPETITION AT
SEMIFINAL AND
FINAL MATCHES.**

2024 TOURNAMENT DATES:

Quarterfinals: Nov. 19

Semifinals: Nov. 21 & 22

Finals: Nov. 23

COACHES SHOULD BE AWARE OF THE FOLLOWING:

1. **SHIRTS MUST BE WORN BY ALL SPECTATORS AND CHEER SECTIONS AT ALL INDOOR MHSAA TOURNAMENT VENUES** (by Representative Council Action May 2003).
2. **IMAGING DEVICES OF ANY KIND ARE NOT TO BE USED IN LOCKER ROOMS DURING MHSAA TOURNAMENTS.**

Recent advancements in the technology of cellular phones equipped with digital cameras capable of transmitting images have caused some national concern.

Privacy issues are involved as still or video images can be transmitted instantly, stored and possibly used without the permission of the individual for posting on the internet or in other areas. The small size of some of these telephones, as well as the fact that many students and adults rely upon them for daily communication creates additional problems.

Beyond personal privacy, transmitting images from team locker areas could complicate efforts at promoting good sportsmanship and increase inappropriate acts of gamesmanship.

We are alerting MHSAA Tournament Managers and Member Schools of this potential problem. The approach at MHSAA tournaments will be: **CELL PHONES AND CAMERAS OF ANY KIND ARE NOT TO BE USED IN LOCKER ROOMS DURING MHSAA TOURNAMENTS.**

If a tournament manager or athletic director discovers that someone has possibly **transmitted or photographed material that is not intended for outside viewing**, managers and athletic directors should:

1. Obtain and record identification information the person responsible in the event that images are later discovered.
2. Inform the head coach or athletic director of the school involved as soon as possible.
3. Record pertinent facts such as date, team, location, time, etc.
4. Local district policy should govern if police are to be called.

Congratulations on your team's accomplishments this season. We hope you are enjoying the success of your program while advancing in the tournament series. We have enclosed a few reminders in hopes of eliminating any confusion at the tournament site.

1. To enter the facility - Use the arena entrance near the Bus Drop-Off on Hamblin Ave, directly across from the Full Blast parking lot.
2. Upon entering the facility, you will see a Team Check-In Table inside the glass doors. A team host will escort the team to its assigned locker room.
3. Your locker room will not be available until the start time of the match immediately before your match (i.e., for 6:30 p.m. match the locker room will not be available until 4:30 p.m.); it could vary depending on length of matches.
4. Warm-up court - A warm-up court will be provided one hour prior to your match at Full Blast (across the street). Your host will escort you to the facility. Balls will be provided.
5. Pre-match warm-ups at MHSAA tournaments will be 20 minutes in length, broken down to include 4 minutes with each team on one half of the court (no volleyballs are to cross over the net). Then the home team has 4 minutes, the visiting team has 4 minutes, the home team 4 minutes, and the visiting team 4 minutes.
6. Spectators - Please share this information with administration, staff, student body and spectators:
NO shakers or Pon Poms on sticks
NO signs with sticks are allowed (this includes run-through banners).
NO noisemakers - this includes paper bags to pop, air horns, whistles, thunder sticks, etc.
NO swords, spears, etc. as part of your mascot/nickname.
NO laser lights will be permitted in the facility.
NO school flags on poles.

Spectators may not stand long periods of time unless they are in their assigned endzone.

-- All spectators must wear shirts that cover the torso - bare chests are prohibited. --

7. Warm-up balls on the main court will be provided.

INTRODUCTIONS:

1. All players will stand on baseline of their respective court. Announcer will introduce team designated as visitor first, then the home team. As the name and number of each athlete is read, the athlete may wave, step forward, etc., but will stay on end line. Student-athletes will not shake hands with coaches, referees, or line judges. Spectators will not be allowed on the main floor for the introductions.
2. No throwing balls, t-shirts, etc. into the stands as part of the introduction. (See attached)

2024 GIRLS VOLLEYBALL FINAL INFORMATION

Semifinal and Final Tournament BRACKETS showing pairings appear on the MHSAA Web site.
First team listed is Home Team – Team on top of bracket is Home Team

SEMIFINAL AND FINAL TOURNAMENT SITE

Battle Creek - Kellogg Arena

1. HOTELS --

A. Participating Teams -

Teams advancing to the semifinals and finals must send [this Finals Housing Form](#) to the Calhoun County CVB to secure hotel rooms. This must be completed by Wednesday morning at 10:00 am. If a team uses another property, the same reimbursement will be used once we receive written verification of your stay. (Allowable reimbursement will be provided for up to 15 players.)

*Teams will not be reimbursed for rooms used after the tournament is complete.

B. Spectator Housing -

A list of hotels and numbers for parents and spectators can be found at www.battlecreekvisitors.org

2. MILEAGE –

Transportation allowance will begin after the 75 mile deductible for one-way mileage.

76-100 miles	\$1 mile
101-150 miles	\$1.50 mile
151-250 miles	\$2 mile
251-350 miles	\$2.50 mile
351 & over	\$3 mile

3. Per Diem – for a maximum of 15 individuals on the date of competition

\$3 breakfast

\$4 lunch

\$6 dinner

Schools will pay their own expenses while at the Tournament Center. An allowance of \$100 per day will be paid to each school for the number of days its team competes in the Final Tournament, in addition to the mileage allowance, (one way), a flat lodging fee of \$500 a night, per night for teams that are more than 75 miles from the tournament city, and the necessary meals per day (\$13 maximum) for a maximum of 15 individuals.

Any housing requests, other than the evening of the semifinal match, must be pre-approved.

After the completion of the tournament, the MHSAA will send a check to the participating schools (per above allowances) to help defray the cost of the event.

4. WARM-UP COURT—The MHSAA will not schedule or provide a warm-up court for practice other than one hour before the scheduled match time. Any practice scheduled by a competing school must take place off the site of Kellogg Arena.

5. TICKETS – All tickets will be digital, and sold via GoFan. There will be NO on-site cash sales.

2024 GIRLS VOLLEYBALL FINAL TOURNAMENT SERIES

MATCH TIMES FOR THE SEMIFINAL TOURNAMENT ARE AS FOLLOWS:

SESSION 1 - Two Division 4 matches (12 and 2:00 p.m.) Thursday

SESSION 2 - Two Division 1 matches (4:30 and 6:30 p.m.) Thursday

SESSION 3 - Two Division 3 matches (12 and 2:00 p.m.) Friday

SESSION 4 - Two Division 2 matches (4:30 and 6:30 p.m.) Friday

MATCH TIMES FOR THE FINAL TOURNAMENT ARE AS FOLLOWS:

Saturday, Nov. 23, 2024

Division 4 – 10 am

Division 1 – noon

Division 3 – 2:30 pm

Division 2 – 4:30 pm

6. CHAPERONES ADMISSIONS -- Participating teams will check in at the table located in the front lobby. Chaperones from participating schools must email the chaperone pass request form to Kellogg Arena to reserve tickets for entry into the facility (see form enclosed). Chaperones must sit or stand in the end zone with their student group.
7. GAME BALL - The official game ball for all Regional, Quarterfinals, Semifinal and Final matches will be the Baden Perfection®. The balls are furnished by Baden.
8. TEAM BENCH PERSONNEL – Each team is allowed a maximum of 15 players and no more than 20 people total in the party. All others will not be allowed in the team bench area.
9. TEAM STATISTICIAN - Your team statistician is considered a part of your bench personnel and will not be allowed to sit at the official scoring table.
10. TRAINERS—Trainers will be available at Semi-Final and Final matches. Schools may bring their own trainer, but make sure the host management is aware of and introduced to this person.
11. MEMBERS OF DEFEATED TEAMS -- Teams defeated in the Semifinals **must continue to use the Finalist Pass** if they plan to watch additional matches. If members of your team lose the pass, you will need to purchase a ticket for entry. Coaches and team members must enter as a group with this form, or they will be charged admission as spectators.
12. TIMEOUTS—Because the Final matches will be televised, all timeouts called by teams and those timeouts between games will be controlled by scorer's table personnel. The Finals protocols may be followed during Semifinal matches. Teams will be provided a written statement detailing the time-out protocols upon their arrival at the Finals site.
13. MEDIA INTERVIEWS -- Following each semifinal and final match, coaches and a few players will be interviewed by media and press. You will be notified of the area designated for interviews. Please make yourself available at this area within 15 minutes after your match.
14. FILMS/VIDEOTAPING -- The Final Championship matches will be televised live. Competing schools may video their matches with one camera in the area reserved for that purpose. The individual filming the match needs proper credentials.
15. FLASH CAMERAS -- The use of cameras with flash is prohibited.
16. SOUVENIR PROGRAMS -- Schools should purchase the number needed for their team. The MHSAA will send complimentary programs to schools only if there is a surplus.

17. CROWD CONTROL –The responsibility for crowd control rests with the staff of the participating school. The athletic director or designated representative(s) is expected to encourage team support and good sportsmanship from all spectators. Vulgar language, remarks regarding race or gender, physical intimidation, or other unsporting conduct should not be tolerated. Should the first referee notice or be notified that there is a problem whereby the crowd is affecting playing conditions on the court, the following procedures are followed:
-The first referee temporarily suspends play.
-The first referee instructs the second referee to communicate the problem to the AD/chaperone.

Should a major incident occur, particularly if spectators should invade the playing area, the first referee must suspend the match and ask the school administration to re-establish civility and respect.

18. LOCKER ROOM PRIVACY POLICY -- Using devices of any kind to capture or transmit images is strictly prohibited in locker rooms, dressing areas, training rooms, weigh-in rooms, showers, restrooms, or other areas where there is an expectation of privacy during MHSAA tournament events. Tournament managers or athletic directors that discover such use should move immediately to have the device removed and inform the head coach or athletic director of the identity and nature of the activity of the person involved.

19. YOUTH PROTECTION POLICY -- During the MHSAA Tournament events, the MHSAA expects all designated managers, volunteer or paid staff assisting in the event, officials or any other personnel to follow local school district policy and state statute regarding the mandatory reporting of child abuse, bullying, hazing and sexual harassment. A report of such activity shall be made to legal authorities and to the MHSAA Executive Director or his designee.

20. MEDICAL EMERGENCY POLICY -- Host school Tournament Managers should follow all local school district policies regarding medical emergencies for participating athletes, coaches, student and adult spectators for competition conducted in school facilities. It is advised that AED devices be readily available during tournament competition. In addition:

- Trainers are an allowed expense and encouraged, but not required
- All MHSAA concussion protocols will be followed.
- MHSAA policy on tornado watches and warnings shall be followed.
- MHSAA policy on managing heat and humidity shall be followed.

When MHSAA tournament contests are conducted at non-school facilities, plans should be developed for the following needs and/or circumstances:

- Student, coach and spectator shelter for outdoor events
- Host facility emergency equipment such as AED's, fire escape, etc.
- Emergency communications, i.e. phone numbers, school administration contact
- Coordination with facility management regarding evacuation, first aid, on-site responsibilities
- Medical transport or first responder contact procedures
- Proximity/directions of nearest medical facility

21. TOBACCO AND ALCOHOL POLICY -- Use of alcohol or tobacco, including e-cigarettes or other smoking devices, is prohibited at MHSAA tournament events by players, coaches and spectators. Managers should stress in coaches meetings that they are not to use tobacco at the tournament venue.

22. CONCUSSION PROTOCOLS -- Any athlete who exhibits signs, symptoms, or behaviors consistent with a concussion (such as loss of consciousness, headache, dizziness, confusion, or balance problems) shall be immediately removed from the contest and shall not return to play until cleared by an appropriate health care professional.” The language above, which appears in all National Federation sports rule books, reflects a strengthening of rules regarding the safety of athletes suspected of having a concussion. This language reflects an increasing focus on safety and acknowledges that the vast majority of concussions do not involve a loss of consciousness. This protocol is intended to provide the mechanics to follow during the course of contests when an athlete sustains an apparent concussion.

1. The officials will have no role in determining concussion other than the obvious one where a player is either unconscious or apparently unconscious. Officials will merely point out to a coach that a player is apparently injured and advise that the player should be examined by a health care professional for an exact determination of the extent of injury.
2. If it is confirmed by the school's designated health care professional that the student did not sustain a concussion, the head coach may so advise the officials during an appropriate stoppage of play and the athlete may reenter competition pursuant to the contest rules.
3. Otherwise, if competition continues while the athlete is withheld for an apparent concussion, that athlete may not be returned to competition that day but is subject to the return to play protocol.
 - a. The clearance may not be on the same date on which the athlete was removed from play.
 - b. Only an M.D., D.O., Physician's Assistant or Nurse Practitioner may clear the individual to return to activity.
 - c. The clearance must be in writing and must be unconditional. It is not sufficient that the M.D., D.O., Physician's Assistant or Nurse Practitioner has approved the student to begin a return-to-play progression. The medical examiner must approve the student's return to unrestricted activity.
 - d. Individual school, districts and leagues may have more stringent requirements and protocols including but not limited to mandatory periods of inactivity, screening and post-concussion testing prior to the written clearance for return to activity.
4. Following the contest, an Officials Report shall be filed with a removed player's school and the MHSAA if the situation was brought to the officials' attention.
5. Member schools are required to complete and submit the forms designated by the MHSAA to record and track head injury events in all levels of all sports.
6. In cases where an assigned MHSAA tournament physician (MD/DO/PA/NP) is present, his or her decision to not allow an athlete to return to activity may not be overruled.

23. UNMANNED AERIAL VEHICLE (DRONE) POLICY -- The use of unmanned aerial vehicles ("UAV"), also known as drones, is prohibited for any purpose by any persons at MHSAA tournament venues. Tournament management shall refuse admission or entry to anyone attempting to use a UAV; and if necessary, tournament management shall remove anyone attempting to use a UAV and/or confiscate the UAV until the event has been completed. For purposes of this policy, a UAV is any aircraft without a human pilot aboard the device.

An exception to this policy may be made in specific cases for MHSAA broadcast partners, provided the management of the tournament facility permits the presence of UAVs for broadcast purposes under the control of the MHSAA.

CONTACT INFORMATION -- Team managers desiring further information may contact:

ANDI OSTERS, Assistant Director
Michigan High School Athletic Association
Telephone: 517-332-5046
andi@mhsaa.com

JAY GLADSTONE
Calhoun County Convention & Visitors Bureau
Telephone: 269-420-5973
jay@battlecreekvisitors.org

TV TIMEOUT PROCEDURE:

During the tournament, the following time-out procedure will be used. Please make sure that this is communicated to officials and coaches.

1. We will take the full three (3) minutes between each set. The teams are not to return to the floor until the end of the three minutes and the 2nd referee signals them to return.
2. All timeouts of each set will be 60 seconds in length. The teams will be notified at 60 seconds and they will return to the floor. This will be signaled from the scorer's table.

QUARTERFINAL SITES:

Per Representative Council Action: Allow to change a Quarterfinal site if either team (not requiring both teams) has inordinate travel (140 miles or more one way). Staff will select an alternate site if an appropriate site is available. (This will not alter the opportunity for staff to also change sites when the venue is not located between the two opposing schools, is significantly distant from one or both schools, but is less than 140 miles away from either school one way.)

NOTE: The MHSAA reserves the right to relocate a Quarterfinal Volleyball site if a qualifying Regional winner will be playing its Quarterfinal game on its home floor or if travel is inordinate for both teams.

Pre-Match Protocol Procedure

At least 20 minutes should be on the clock and the clock should be running:

20 – 16 min. Shared time on the court, no volleyballs crossing the net.

16 – 12 min. Home team takes the court.

12 – 08 min. Visiting team takes the court.

08 – 04 min. Home team takes the court.

04 – 00 min. Visiting team takes the court.

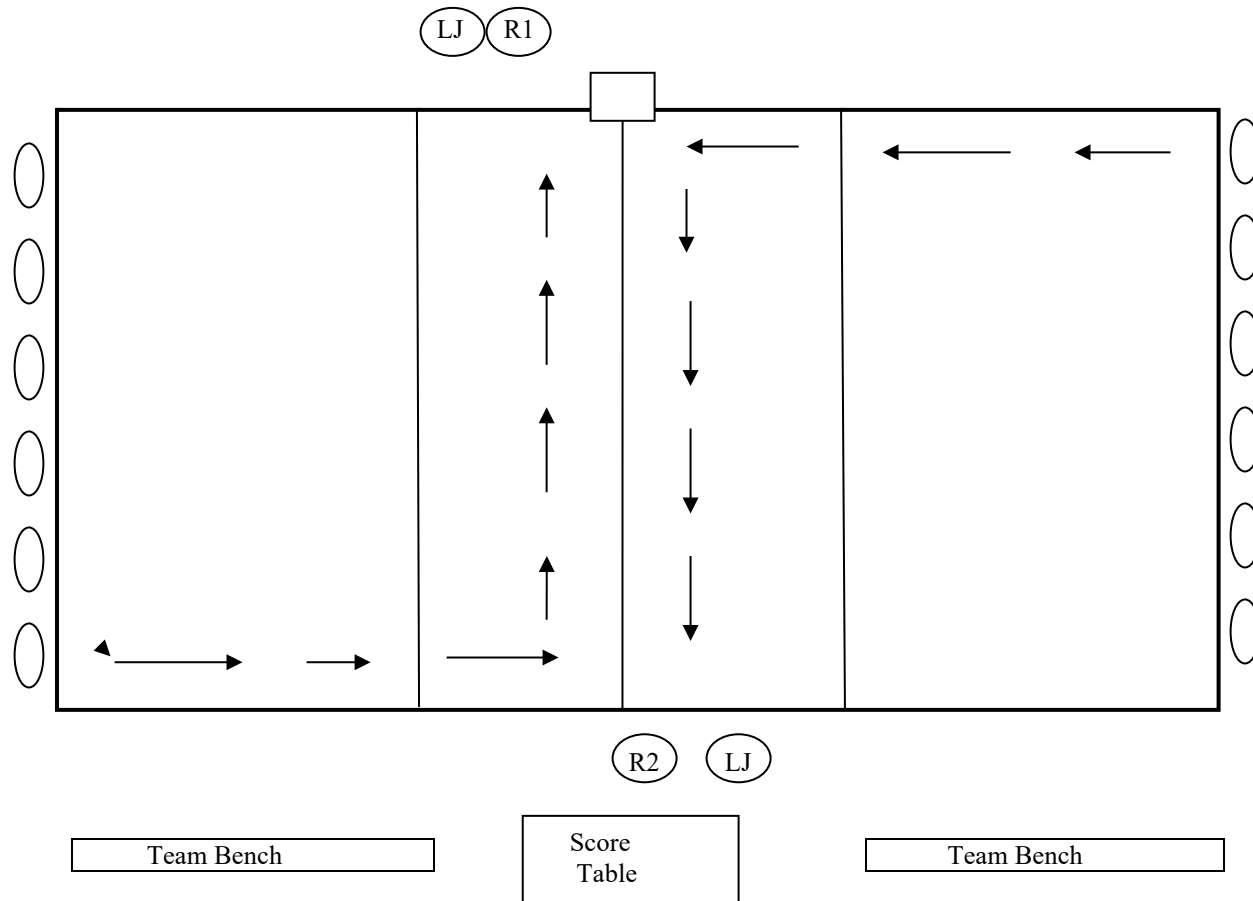
Immediately after timed warm-ups, teams report to the appropriate end line.

Pre-match activities then begin:

National Anthem

Introduction of players

After introductions and the National anthem, R1 whistles and motions (first) the captains and then the rest of the team, to the net. After the handshake, the non-players go to the team bench. The starters go to their respective places on the court. Then the R2 checks the lineups for each team (from the lineup card). The libero (if used) is then motioned onto the court by the R2.





TIME SCHEDULE

The first match of each day will begin at the scheduled time. All other matches will begin after teams have had a 20-minute warm up on the competition court.

The Star Spangled Banner will be played prior to the first match of each class. (For example: prior to match #1 of Class C and match #1 of Class B).

TEAM INTRODUCTIONS

After warm up time has expired, the uniformed players will line up on their respective end line. The announcer will introduce the visitors first (bottom line of bracket), then the home team.

During the anthem and player introductions, the first referee and the line judge working on the R1's sideline will stand to the right of the R1's platform. The second referee and the line judge working on the R2's sideline will stand to the right on the net pole on the R2's side.

Prior to **first match** of the day – teams may be on the floor one hour prior to the posted time.

With 27 minutes prior to match time, the warm up will begin (20 minutes on the clock).

20-MINUTE BREAKDOWN

1st 4 minutes:

Shared court – no balls over net.

2nd 4 minutes:

Home team on court.

3rd 4 minutes:

Visitor team has entire floor.

4th 4 minutes:

Home team on court.

5th 4 minutes:

Visitor team has entire floor.

Horn Sounds:

Players will go to the end line for introductions (if 1st match of class – the National Anthem will be played). After the National Anthem, R1 whistles and motions (first) the captains and then the rest of the team to the net. After the handshake, the non-players go to the team bench. The starters go to their respective position on the court. Then the R2 checks the line ups for each team (from the lineup card). The libero (if used) is then motioned onto the court by the R2.

2024 VOLLEYBALL SEMIFINALS - CHAPERONS

Volleyball Chaperon Tickets

BATTLE CREEK-KELLOGG ARENA

Admit 1. _____
(Name)

Admit 2. _____
(Name)

Admit 3. _____
(Name)

Admit 4. _____
(Name)

Admit 5. _____
(Name)

Admit 6. _____
(Name)

Admit 7. _____
(Name)

Admit 8. _____
(Name)

Admit 9. _____
(Name)

Admit 10. _____
(Name)

(Signed) _____ from: _____
(Principal) (City) (School)

The above individuals will have tickets left at the ticket window for entrance into their school match.

RESPONSIBILITIES OF SCHOOL CHAPERON PERSONNEL

1. Pregame -- Make yourself visible, obvious to your fans. Identify with your students.
2. **Chaperons must be in front of or standing with their cheering section.** Student fans are seated in the end zone of the court.
3. Chaperons are to be leaders - not cheerleaders. Encourage your students to cheer for your team, not belittle the opponent. Be conscious of fans that are prone to be over enthusiastic, those that may move onto the court. Intervene by talking with them.
4. Do everything you can to discourage your fans from moving onto the court after the match.
5. The MHSAA appreciates your help and concern for the sport of volleyball and good conduct on the part of all fans. Good luck and enjoy the match.

Email to: Jay Gladstone (Calhoun County CVB – jay@battlecreekvisitors.org).
Your email must be received **by noon** on the day of your team competition.

Tickets will be available for pick up at the team table
in the lobby of the arena.

2024 VOLLEYBALL FINALS - CHAPERONS

Volleyball Chaperon Tickets

BATTLE CREEK-KELLOGG ARENA

Admit 1. _____
(Name)
Admit 2. _____
(Name)
Admit 3. _____
(Name)
Admit 4. _____
(Name)
Admit 5. _____
(Name)

Admit 6. _____
(Name)
Admit 7. _____
(Name)
Admit 8. _____
(Name)
Admit 9. _____
(Name)
Admit 10. _____
(Name)

(Signed) _____ from: _____
(Principal) (City) (School)

The above individuals will have tickets left at the ticket window for entrance into their school's match.

RESPONSIBILITIES OF SCHOOL CHAPERON PERSONNEL

1. Pregame -- Make yourself visible, obvious to your fans. Identify with your students.
2. **Chaperons are to be in front of their cheering section.** Student fans are seated in the end zone of the court.
3. Chaperons are to be leaders - not cheerleaders. Encourage your students to cheer for your team, not belittle the opponent. Be conscious of fans who are prone to be over-enthusiastic, those who may move onto the court. Intervene by talking with them.
4. Do everything you can to discourage your fans from moving onto the court after the match.
5. The MHSAA appreciates your help and concern for the sport of volleyball and good conduct on the part of all fans. Good luck and enjoy the match.

Email to: Jay Gladstone (Calhoun County CVB – jay@battlecreekvisitors.org).
Your email must be received **by noon** on the day of your team competition.

Tickets will be available for pick up at the team table
in the lobby of the arena.

STUDENTS * SPECTATORS * TEAMS

**STAND UP TO CHEER AN
EXCITING PLAY...BUT, PROLONGED
STANDING IN SEATING AREAS AND/OR
STANDING ON SEATS WILL NOT BE
PERMITTED AT KELLOGG ARENA.**

**BE MINDFUL OF THE SIGHT
LINES OF OTHERS.**

**STUDENTS MAY STAND IN THE ENDZONE
STUDENT SECTIONS**

(PLEASE REPRODUCE AND POST)