Championship
Operations
Packet
# 2019 Field Hockey Championship Operations Packet

## Table of Contents

Contact Information ........................................................................................................................................... 3
  - Field Hockey Committee .......................................................................................................................... 3
  - NYSPHSAA Staff ................................................................................................................................. 3
Welcome Letter .................................................................................................................................................. 4
Checklist .......................................................................................................................................................... 5
Tournament Information ....................................................................................................................................... 6
  - Championship Dates ............................................................................................................................ 6
  - Championship Site ............................................................................................................................... 6
  - Admission & Ticket Sales ...................................................................................................................... 6
  - Advanced Sale ...................................................................................................................................... 6
CP Sportswear – Official NYSPHSAA Merchandiser ......................................................................................... 6
School Gate Lists/ID Badges .......................................................................................................................... 6
Submitting Team Roster/Photo ....................................................................................................................... 7
Team Hotel ....................................................................................................................................................... 8
  - Breakfast ............................................................................................................................................... 8
  - Championship Banquet ......................................................................................................................... 8
Team Supervision ......................................................................................................................................... 9
Transportation ................................................................................................................................................ 9
Practice .......................................................................................................................................................... 9
Coaches Meeting .......................................................................................................................................... 9
Championship Format ..................................................................................................................................... 9
  - Pregame Schedule/Home Team ............................................................................................................ 10
  - Finals Schedule/Home Team: .............................................................................................................. 10
Uniforms ....................................................................................................................................................... 10
  - Pregame Procedure ............................................................................................................................. 10
  - Post-Game Protocol ............................................................................................................................. 11
Athletic Trainer .............................................................................................................................................. 11
Press .............................................................................................................................................................. 11
Broadcasting/Streaming ................................................................................................................................. 11
Crowd Control ............................................................................................................................................... 12
Protests and Appeals .................................................................................................................................... 12
Awards .......................................................................................................................................................... 12
  - Sportsmanship Awards ....................................................................................................................... 12
Officials ....................................................................................................................................................... 13
Overtime Procedure .................................................................................................................................... 14
Roster Form ................................................................................................................................................ 18
Field Hockey Championship Hotel/Banquet Registration Form ................................................................ 19
## Contact Information

### Field Hockey Committee

<table>
<thead>
<tr>
<th>Section</th>
<th>Coordinator</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>Bev Hooper</td>
<td><a href="mailto:bhooperhead@gmail.com">bhooperhead@gmail.com</a></td>
</tr>
<tr>
<td>I</td>
<td>Sue Hughes</td>
<td><a href="mailto:sjhughes54@yahoo.com">sjhughes54@yahoo.com</a></td>
</tr>
<tr>
<td>I</td>
<td>Rebecca Disisto-Leslie</td>
<td><a href="mailto:rdisisto@lakelandschools.org">rdisisto@lakelandschools.org</a></td>
</tr>
<tr>
<td>II</td>
<td>Michele Venditto</td>
<td><a href="mailto:Mmv1@nycap.rr.com">Mmv1@nycap.rr.com</a> or <a href="mailto:mvenditto@gfsd.org">mvenditto@gfsd.org</a></td>
</tr>
<tr>
<td>III</td>
<td>Monica Tooley</td>
<td><a href="mailto:mtooley@lfcsd.org">mtooley@lfcsd.org</a></td>
</tr>
<tr>
<td>IV</td>
<td>Nicole Huston</td>
<td><a href="mailto:Nickyhus12@gmail.com">Nickyhus12@gmail.com</a></td>
</tr>
<tr>
<td>V</td>
<td>Heather Doyle</td>
<td><a href="mailto:Hdoyle421@yahoo.com">Hdoyle421@yahoo.com</a></td>
</tr>
<tr>
<td>VI</td>
<td>Judy Otto</td>
<td><a href="mailto:Jotto1952@gmail.com">Jotto1952@gmail.com</a></td>
</tr>
<tr>
<td>VIII</td>
<td>Barb Sellers</td>
<td><a href="mailto:tugite@aol.com">tugite@aol.com</a></td>
</tr>
<tr>
<td>IX</td>
<td>Debra Beam</td>
<td><a href="mailto:dbeam@rhcsd.org">dbeam@rhcsd.org</a></td>
</tr>
<tr>
<td>XI</td>
<td>Deb Ferry</td>
<td><a href="mailto:dferry@hhh.k12.ny.us">dferry@hhh.k12.ny.us</a></td>
</tr>
</tbody>
</table>

### NYSPHSAA Staff

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Director</td>
<td>Robert Zayas</td>
<td><a href="mailto:rzayas@nysphsaa.org">rzayas@nysphsaa.org</a></td>
</tr>
<tr>
<td>Assistant Director</td>
<td>Todd Nelson</td>
<td><a href="mailto:tnelson@nysphsaa.org">tnelson@nysphsaa.org</a></td>
</tr>
<tr>
<td>Assistant Director</td>
<td>Joe Altieri</td>
<td><a href="mailto:altieri@nysphsaa.org">altieri@nysphsaa.org</a></td>
</tr>
<tr>
<td>Assistant Director</td>
<td>Kristen Jadin</td>
<td><a href="mailto:kjadin@nysphsaa.org">kjadin@nysphsaa.org</a></td>
</tr>
<tr>
<td>Director of Sales &amp; Marketing</td>
<td>Chris Joyce</td>
<td><a href="mailto:cjoyce@nysphsaa.org">cjoyce@nysphsaa.org</a></td>
</tr>
<tr>
<td>Director of Communications</td>
<td>Chris Watson</td>
<td><a href="mailto:cwatson@nysphsaa.org">cwatson@nysphsaa.org</a></td>
</tr>
<tr>
<td>Director of Finance</td>
<td>Lisa Hand</td>
<td><a href="mailto:larnold@nysphsaa.org">larnold@nysphsaa.org</a></td>
</tr>
<tr>
<td>Administrative Assistant</td>
<td>Sandy Schanck</td>
<td><a href="mailto:sschanck@nysphsaa.org">sschanck@nysphsaa.org</a></td>
</tr>
<tr>
<td>Distribution Coordinator</td>
<td>Jill Gregorius</td>
<td><a href="mailto:jgregorius@nysphsaa.org">jgregorius@nysphsaa.org</a></td>
</tr>
</tbody>
</table>
Welcome Letter

Congratulations and welcome to the NYSPHSAA Field Hockey Championships! This Championship Operations Packet has been prepared to standardize procedures to be used in all tournament games beginning at the Regional Level. It is available to all Section Coordinators, Coaches and Officials. On the following pages, you will find information about the tournament and accommodations. I have included a check list to help you with the paperwork process. The Championship Operations Packet should answer any questions you may have. I look forward to working with you, and again, congratulations. If you have any questions, please contact your Section Coordinator.

Thank you and good luck!

Terri Welcher
Tournament Director
Checklist

The checklist below is designed to provide you with a quick look at what you and your school need to do PRIOR to coming to the Tournament.

All teams must contact, Terri Welcher, Tournament Director, even if you are not staying in the hotel. Terri can be reached at 315-264-1759 (cell) and twelcher@twcny.rr.com.

☐ Check with your Section Coordinator to verify financial inquiries. Does your Section cover the cost of travel, hotel, and a bus driver room? Each School District or section provides its own transportation to and from the stadium.

☐ Contact your AD/Superintendent/Business Manager and decide if your team will be staying at the hotel. You must contact Terri Welcher (info above) by Noon, Monday, November 11 with your decision. Please inform Terri if your team will be staying one or two nights. Use the accommodations worksheet and email or fax to appropriate personnel (listed on sheet) by Tuesday, November 12.

☐ Please create a rooming list for the hotel. Keep in mind, there will be four students to a room. Be sure to include coaches, administrators, chaperones and a bus driver if necessary.

☐ The hotel will need the following: ROOMING LIST, PURCHASE ORDER, TAX EXEMPT FORM. You will get these forms from your AD/Superintendent/Business Manager. Provide info ASAP.

☐ A banquet will be held in the Buffalo Marriott hotel on Friday evening at 6:00pm for all the tournament teams. Provide your banquet number to the hotel by Tuesday, November 12.

☐ There will be a “Grab & Go” OPTIONAL breakfast available for PRE-ORDER from the hotel on Saturday and/or Sunday morning for $8.00 per person.

☐ There is also a discounted OPTIONAL breakfast buffet in the Blue Fire Grille at the Hotel on Saturday or Sunday morning for $12.95 per person.

☐ Complete two rosters using the roster form available in this packet. Please have ready for the announcer and scorekeeper. Please have someone available familiar with names sent to the press box to help with announcing.

☐ Please be sure to include your 7 bench personnel. These members should be ball retrievers, scorekeepers, assistant coaches, trainers and managers. No photographers or press should be on the Bench Personnel list.

☐ **Athletic Directors on the field**: Athletic Directors who wish to be on the field during their team’s game, must stay in the team area and will be subject to the rules of the game/site. The Athletic Director must have credentials.

☐ **Meals** – Lunch and dinner are on your own. The Buffalo Marriott has a restaurant in the hotel. If you choose to utilize the restaurant, please make your reservations with Paul Lemere on the Accommodations Sheet.

☐ **Hotel/Motel Report**- Prior to check in please complete the school section of the hotel form available on the NYSPHSAA web site and make 2 copies. Present copies to the Front Desk at check in. [http://nysphsaa.org/Portals/0/Users/006/06/6/hotelreport.pdf](http://nysphsaa.org/Portals/0/Users/006/06/6/hotelreport.pdf)

☐ At the conclusion of your game on Saturday if you are in need of reservations, please see Terri Welcher. She will make every effort to meet you on the field and then contact the hotel to verify your reservations for Saturday night.
Tournament Information

Championship Dates
Regionals – November 9, 2019
Semifinals – Saturday, November 16, 2019
Finals – Sunday, November 17, 2019

Championship Site
Williamsville North High School
1595 Hopkins Road
Buffalo, NY 14221

There is NO Smoking / NO Alcohol allowed on Williamsville North school property at any time. Tailgating will be permitted in the parking areas.

Admission & Ticket Sales
Admission is $10 cash at the gate (CASH ONLY). Tickets are general admission. Bus drivers with proper ID will be admitted to regionals, semifinals and finals free of charge. There are no discounts for senior citizens or students. Children age 5 and under are free. Only NYSPHSAA passes will be honored at the championship site. No Section Lifetime, Service or other passed will be accepted. Regional ticket prices are determined by the host section.

Advanced Sale
$8 online (plus service fee) at www.gofan.co/nysphsaa

CP Sportswear – Official NYSPHSAA Merchandiser
CP Sportswear, NYSPHSAA Official Merchandiser, will be selling T-shirts, championship programs, and other event specific merchandise throughout the tournament and at the banquet on Friday night. Use the following link to access Championship merchandise:
http://shop.cpsportswearonline.com/default.asp

School Gate Lists/ID Badges
ID badges will be provided for participants, coaches and support staff as listed on the Team Roster provided in this packet. Twenty-five participants and seven team personnel (coaches, statisticians, managers, etc.) will comprise the traveling squad and will be admitted to the tournament site. It is recommended each team bring two (2) individuals to retrieve balls on the side lines. They should be included in the 7 Bench Personnel. If you have more than 25 athletes; Team Personnel tickets may also be used for student-athletes for a total of 32 on the traveling squad. Please refer to the Awards section for additional information. Bus drivers are provided entrance free to the facility with proper ID.

Adults are not permitted to wear athlete badges. If it is determined they are, the badge will be confiscated and they will be removed from the game site.

Each championship team is required to submit a School Gate List (attached) to the NYSPHSAA office two days prior to the championship event. Athletic Directors and school administrators should be listed on
the School Gate List. Keep in mind, this list ONLY provides entry into the facility. It does NOT provide field access.

Athletic Directors should submit the School Gate List to Kristen Jadin at the NYSPHSAA office by **Thursday, November 14**. Individuals listed on the School Gate List must check in at a ticket sales gate for admittance to the tournament.

**Submitting Team Roster/Photo**
Section coordinators/schools/coaches must follow the roster submission procedure to ensure their roster appears in the program. This should have been completed at the beginning of the season. However, if not, it needs to be complete at the completion of Section Finals.

Rosters should only be submitted via MaxPreps website. Instructions are below:

1. After you sign into maxpreps.com with your email and password, hover over the "head and shoulder" icon in the upper righthand corner to access your admin account. Click on your team admin under "Admin Accounts."
2. Once you go to your team page you can upload your roster by clicking “Roster” in the horizontal menu bar.
3. From the Roster page, you have a few options to update your roster: a. You may "Import" a roster b. To add individual athletes, select “+Athlete” c. You may also email your roster (Word or Excel file) to rosters@maxpreps.com and MaxPreps team will load them in three to five business days.
4. To load your team photo, go back to your team admin homepage by clicking “HOME” in the horizontal menu bar.
   a. Then click on “Photo” in the “Mascot & Team Photo” section in the lower right-hand section of the admin homepage.
   b. From there simply click “Choose File” and select the file from your computer, then click “Submit” and you are done! NOTE: The photo file must be a .jpg image no larger than 5MB in size. Image must be in square or landscape orientation.

For detailed questions about MaxPreps partnership with the NYSPHSAA you may contact MaxPreps New York Representative Eric Frantz at 937-554-0477 or efrantz@maxpreps.com. FOR INQUIRIES WITH THE NYSPHSAA OFFICE, CONTACT Chris Watson at cwatson@nysphsaa.org.

***The photo/roster from MaxPreps are used in the Championship program. If the photo/roster are not entered into MaxPreps by **Tuesday, October 29**.

If your roster/photo has not been entered onto MaxPreps by the date above, please visit http://nysphsaa.org/ADs-Coaches/Submit-Information-Online/Roster1 to submit your roster online. To submit photo, email Todd Nelson directly at tnelson@nysphsaa.org ***
Team Hotel
The Marriott in Buffalo has been chosen to be our host for the Tournament weekend. The address is listed below.

Buffalo Marriott Niagara
1340 Millersport Highway
Amherst, NY 14221
716-689-6900

The hotel contact is Paul Lemere. Complete the enclosed worksheet prior to calling Paul at the Buffalo Marriott, with your hotel reservations, room rate is $100. Be sure to include players, managers, coaches, chaperones, administrators and bus driver.

Please include the name and number of the school contact person designated to handle payment, paperwork and any questions the hotel may have. All schools must fax their Rooming List, Tax Exempt form and Purchase Order/Credit Card to the hotel by Tuesday, November 12 to confirm their rooms. If using a school credit card, please fill out a Credit Card Authorization form from the hotel and send along with your other forms.

Breakfast
There will be a “Grab & Go” OPTIONAL Breakfast available for PRE-ORDER through the hotel for $8.00 a person. The breakfast includes:
- Breakfast sandwich on English muffin or Bagel (Egg & Cheese, Sausage, Egg, and Cheese or Bacon, Egg, and Cheese)
- Piece of Whole Fruit
- Bottle of Juice or Water

There will also be an OPTIONAL Buffet Breakfast available for $12.95 a person.

The breakfast will need to be ordered by Tuesday, November 12. Please bring a check payable to Buffalo Marriott Niagara and provide to the hotel upon arrival.

Championship Banquet
A banquet will be held in the hotel on Friday evening (6pm) for all the tournament teams. The banquet is for teams/coaches/team personnel only. The dinner will cost $23.95 per person.

Schools are responsible for payment of all personnel dinners. Please bring a check payable to Buffalo Marriott Niagara for the total amount and provide to Terri Welcher, Tournament Director upon arrival to the banquet.

The buffet dinner will include:
- Tossed Garden Salad with Choice of Dressings
- Fresh Fruit Salad
- Penne Pasta with Marinara Sauce
- Grilled Chicken Breast (boneless)
- Chef's Selection of Potato or Rice
- Chef's Selection of Seasonal Vegetables
• Chef’s Selection of Dessert
• (64) Ounce Pitchers of Juices, Iced Tea and Lemonade
• Coffee, Decaffeinated Coffee, Tea

Please inform your teams that merchandise and apparel from CP Sportswear will be available for sale at the banquet.

Team Supervision
We require athletes and coaches to conduct themselves in a sportsmanlike manner consistent with the principles of NYSPHSAA athletic participation. Each individual spending the night in a tournament hotel shall be responsible for any vandalism done to the room, including theft. Coaches are specifically responsible for the conduct of their respective teams throughout the tournament including when their team is not competing and when they are traveling to and from the event.

Transportation
Transportation expenses at the rate of $1.35 per mile, per grid chart, for competing NYSPHSAA member schools will be paid by NYSPHSAA upon submission of a State Voucher by the participating Section Treasurer, directly to NYSPHSAA, 8 Airport Park Boulevard, Latham, New York 12110, Attn: Assistant Director.

- Regionals: All on-site expenses will be paid by the treasurer of the host section. All profit or loss at this level will be the responsibility of the competing sections.
- Semifinals and finals: All on-site expenses will be paid by NYSPHSAA after submission of approved vouchers. Travel vouchers are available at nysphsaa.org.

Practice
Teams arriving the day before championship weekend can practice at Williamsville East High School. Teams may call Nick Suchyna, Athletic Director 716-626-8445 (office) to schedule practice times.

Coaches Meeting
There will be a coaches meeting Friday evening after the Banquet. Each coach will be asked to describe the color of their shirts. If the opponent’s shirts are similar colors, the State Committee will determine which team will be told to wear their contrasting shirt. If teams are not at the hotel on Friday night, they should contact their Section Coordinator for information, no later than two hours before their game on Saturday.

Championship Format
- The championship is single elimination with no consolation game.
- Games shall be played at the site of Sections 1, 4, 6, 11 for Regionals. Game times shall be determined by host section.
- The game field shall be ready at least one hour prior to the start of the first game.
- Penn Monto will provide game balls for all Regional and Championship games.
- Semifinals – Saturday, November 16. The semifinal games shall be held at Williamsville North HS after completion of the regional games. Class C at 10:00, Class A at 12:30, and Class B at 3:00pm.
- Championship – Sunday, November 17. The championship games shall be held at Williamsville North. Class C-10:00am, Class A-12:30pm and Class B-3:00pm.
Pregame Schedule/Home Team

C-10:00  8/11 vs 3/2/4***   5/6 vs 9/1***
A-12:30  8/11 vs 3/2/4***   5/6 vs 9/1***
B-3:00   8/11 vs 3/2/4***                 5/6 vs 9/1***
*** IS HOME TEAM

Finals Schedule/Home Team:

CLASS C -  10:00 am   (winner of 8/11 vs 2/3/4 is home)
CLASS A -  12:30 pm   (winner of 8/11 vs 2/3/4 is home)
CLASS B -  3:00 pm    (winner of 8/11 vs 2/3/4 is home)

Uniforms
The home team shall wear white colored shirts and socks; the visiting team shall wear a dark colored shirts and socks. Gold is NOT considered a dark color for team shirts. Please bring both Home and Away uniforms to the field.

Pregame Procedure
The warm up area at Williamsville North for stretching will be in the gymnasium and skill warm up with balls on playing field before the game. During the finals, warm up area will be located on the second field.

Home team will take the bench and warm up area to the right of the scorer’s table as you face the field. Teams can only use the warm-up area immediately preceding their game. Those teams playing the first game of the day will be allowed on the field 30 minutes before game time. A minimum of a 10-minute warm-up will be allowed on the game field. At the conclusion of the awards ceremony, please remove your team from the bench area immediately so the teams playing next can begin to warm up. The warm up clock begins immediately after the awards ceremony.

Players, coaches, statisticians, managers, trainers and scorekeepers are the only people who will be permitted at the bench area during the game. Athletic Directors who wish to be on the field during their team’s game, must stay in the team area and will be subject to the rules of the game/site. The Athletic Director (should wear proper credentials). All other school personnel are to remain in the area reserved for spectators.

- A Committee member will escort you to your locker room assignment.
- 20 minutes prior to game time send your spotter to the announcer’s booth with the starting lineup. The spotter is to stay in the booth until released by the announcer.
- A Committee member will escort your team out to the warm up area.
- Belongings may be left in the locker room during warm up only. They must be taken on to the field at game time.
- When five (5) minutes remain during warm up, teams return to their benches for stick check and introductions.
- Teams are led onto the field in two lines by the officials. The captain of each team leads her line of players (starters and non-starters). The officials will stop at midfield. At midfield, the teams, in single file, will turn 90 degrees and move toward their respective goals, ultimately forming a single line at center field facing the direction as determined by the venue. The officials are the
first to be introduced. The announcer then introduces the visiting team starters, followed by assistant coach(es) and head coach. The announcer then introduces the home team using the same format. After both teams have been introduced and the national anthem has been played, the players should return to their respective benches to prepare for the start of the game.

- The National Anthem will be played at the beginning of each game of the day.

**Post-Game Protocol**

- At the final whistle and after celebration, teams should go through the line for a congratulatory handshake
- Teams return to benches for the awards presentation
- Your All-Tournament Team and Sportsmanship selections must be given to the Committee Member at the Scorer’s Table
- Teams will meet the Media and Parents at the exit gates
- Please vacate your benches immediately following the awards ceremony
- If you are staying at the Buffalo Marriott Hotel another night, please contact Terri Welcher.

**Athletic Trainer**

An athletic trainer will be on the site to deal with emergencies and injuries. They are not responsible for any pre-game taping. Water containers will be provided for each team.

**Press**

Chris Watson, NYSPHSAA Director of Communications, will accept media credential requests at the tournament. The Director of Communications must be satisfied that the request for a credential is made by a bona fide member of the working press (daily/weekly newspaper, broadcast/community television station, and/or broadcast radio station). Bona fide members of the working press must contact Chris (cwatson@nysphsaa.org) prior to Thursday, November 14 at NOON to assure a credential(s) will be available for them and that seating arrangements can be provided. ALL MEDIA REQUESTS will be reviewed prior to the tournament.

Any requests for radio coverage of the state quarterfinals, semifinals or championship game must be handled through the NYSPHSAA office one week prior to the contest. For radio contracts, visit nysphsaa.org and click on Media to download a tournament contract. Print and complete the contract and then fax (518-690-0775) or email to Chris Watson, Director of Communications, at cwatson@nysphsaa.org. He will approve all radio requests and forward an approved contract back to you with site information. The radio broadcasting fee is $250 per contest for semifinals and finals. A radio broadcasting agreement must be completed for EACH game. For any questions, contact Chris at 518-690-0771.

**Broadcasting/Streaming**

The NFHS Network has exclusive rights to stream NYSPHSAA Regional and Championship events. No other streamed broadcast of a NYSPHSAA Regional and/or Championship event will be permitted.

Spectrum (Charter Communications) has exclusive rights to “televise” NYSPHSAA Regional and Championship events. No other televised broadcast of a NYSPHSAA Regional and/or Championship event will be permitted.
Schools who wish to have a school photographer or videographer attend a NYSPHSAA Regional or Championships, must contact Chris Watson, NYSPHSAA Director of Communications. Videotaping, for instructional purposes only, by the two schools playing in each contest will be permitted with approval by the NYSPHSAA office. Such permission must be obtained at least three days prior to the contest.

Crowd Control
Please be sure to have an administrator in charge of your spectators to prevent any problems. PLEASE HAVE THIS PERSON IDENTIFY THEMSELVES TO THEIR SECTION COORDINATOR prior to the game. Additional security will be provided at the Championship site. Remember NO spectators are allow on the playing field at any time.

Protests and Appeals
Any and all questions and/or protest as to game rules and the conduct of the games shall be heard and resolved by the Games Committee. All decisions shall be final with no right of appeal. Each coach should have a Tournament Handbook. If you do not, please get one from your Section Coordinator.

For Semifinal and Final games; the Games Committee shall be made up of three Section Coordinators from neutral sections.

Any appeal of the State Handbook sportsmanship standard at the regional level shall be referred to the State Office for a decision. Should the appeal occur at the championship games, a member of the NYSPHSAA staff or in their absence, the State Coordinator will resolve the appeal.

Awards
Teams are required to remain on the field following each game for the awards presentation. At the conclusion of the semifinals, the Semifinal finalist (the team that does not advance) will receive a plaque. The Sportsmanship and Tournament personnel will be awarded. The team that advances will receive their awards at the conclusion of the championship game. NYSPHSAA provides 25 medals to the State Champions and to the finalists (2nd place). NYSPHSAA State Champions will receive 25 state championship t-shirts. If you have more than 25 athletes, a blank award will be handed out and will be collected at the conclusion of all photo opportunities by your Section Coordinator. You may order the additional awards & t-shirts with a form from the NYSPHSAA office. The cost of the extra medals & shirts will be charged to the individual schools. Plaques will also be awarded to the championship and finalist teams.

Players selected for the All-Tournament team will receive a certificate.

Sportsmanship Awards
One student-athlete from each team during the semifinals will be selected to receive a Sportsmanship Award and receive a t-shirt and certificate. The student-athletes selected have consistently shown positive sportsmanship traits throughout the entire season. The promotion of sportsmanship is a priority for the New York State Public High School Athletic Association. Student-athletes, coaches and fans are encouraged to give your best and be a great sport!
NYSFHO Sportsmanship Trophy will be awarded to one team at the conclusion of the State Tournament by the Officials Association. The NYSFHO Association will make the selection and notify the winner’s Athletic Director.

Officials
Only New York State Certified Field Hockey Officials will be assigned games. For selection of officials for the Semifinal and Final games, the committee will make assignments for all games.

For the Regional games, the host Section provides officials unless mutually agreed upon by each of the Section Executive Directors. All Section Coordinators are to submit a prioritized list of qualified officials to Bev Hooper. Only the names of officials who are available to work the entire tournament are to be submitted. In order to qualify for Regional, Semi and Final games, the official must have worked a minimum of 50% of the high school games assigned by their Section. A committee of three will be set up for purposes of selecting and assigning officials specific duties during a contest for the Semi and Final games. The committee reserves the right to add officials to the list based on extenuating circumstances.

Nine officials will be assigned to work the tournament. Every attempt will be made to assure assignment from neutral sections and to assure that no team will be assigned the same official for a Semi and Final game.

The committee will assign an official to act as liaison between the officials and the committee during the entire tournament. The NYSPHSAA will pay for room accommodation for the umpire liaison used during the tournament.

The table umpire’s main responsibility is to be focused on the game itself and be ready to enter the game in the event of a field umpire being injured. The replacement of the field umpire should happen with as little disruption to the game as possible.

Duties of table official are as also:
1. Prior to start of the game:
   a. Review responsibilities of the timer and scorer. The table umpire will be responsible for timing team timeouts. If there is a discrepancy on the game clock (visible clock) the table umpire will determine what the proper time will be to set on the clock. Tell the field manager, the correction to be made on the visible clock.
   b. If there are ball people for the game, assist in giving instructions.
2. Oversee the teams’ bench areas:
   a. Ensure coaches and players remain behind the five-yard restraining line.
   b. Card coaches or bench personnel if necessary.
3. Time and monitor players who receive green and/or yellow cards.
4. Ensure that substitutions are properly executed.
5. Time outs: If needed, tell the field umpire a team is requesting a time out. If unable to contact the field umpire, then the table umpire may use a whistle to call the time out when appropriate.
6. Personal Communication devices: If available, the table umpire may use a communication device to contact the on-field umpires with the following information:
   a. Team requesting a time out.
   b. Information needed about carding situations.
   c. Make sure of the correct card information to be written in the scorebook.
7. **Rules Interpreter:** During the game, the table umpire should not act as a rules interpreter for the coaches.

8. **1 v 1 Overtime period:** During the 1 v 1 procedure, the table umpire is responsible to time the 10 seconds and sound a device when the time is ended.

### Overtime Procedure

At the end of the regulation game, there will be a coaching intermission that will last up to 5 minutes.

**The Officials will:**
- Meet with Captains and Coach.
- Toss of coin: The **Visiting team** calls the toss. The winner of the toss gets choice of possession OR end of field.
- The tableside official remains the head official for all segments of the overtime procedures.

#### I. Ten-minute OT 7 v 7 sudden victory OT period:

- Rolling substitutions are permitted.
- Each team is permitted one time out during the 10-minute overtime period
- Defensive corners during 7 v 7:
  - Defense will be reduced to 4 players (3 plus goalie) behind end line
  - The remaining defensive player goes behind the 50 yd line with the rest of the team.
- The attack remains the same.

#### II. If a tie still exists after the first 10-minute overtime, the teams will play a second 10 minute 7 v 7 Sudden Victory overtime period.

- A coaching intermission, lasting 5 minutes, will be allowed prior to the start of the second OT period.
- Teams will change ends of the field, the team not having possession at the start of the first OT shall have possession to start the second OT.
- Time-outs may not be carried over from the previous period, each team is allowed one time out.
- Rolling substitution are permitted.
- Defensive corners same as above.
- The attack remains the same.

#### III. If the score remains tied at the end of the second 10-minute overtime period; a Shoot-out will take place.

**A set of 5 alternating shoot outs take place in each series.** A full set of 5 is played.

- Players from each team take a 1v1 shoot-out, alternately against the goalkeeper of the other team.
- Five (5) players per team will take the shoot-out in the sequence nominated and communicated by the team to the umpires on duty before the start of the shoot-out competition. The order of shoot-out must be indicated to the umpires at the coin toss.
- The umpires, in conjunction with the tournament committee will choose the goal to be used.
- Toss of coin: The **Visiting team** calls the toss. The team which wins the toss has the choice to
take or defend the first shoot-out.

- The team scoring or awarded the most goals is the winner and the competition ceases once an outright winner is determined. Winner is declared: when there is a clear winner and play is not necessary to finish the group of 5. ex: during the 1st group of five 1v1 scenarios, the score is 4-1, there is no need to play out the last two players.

PLAYERS AND COACHES—

1. When not involved in play, the Goalkeeper may stand on the end line on the side of the goal closest to her team OR may stand behind the 25 yd line with the 5 players involved in the shootout.
2. Team members, and coaches not involved in the shootout, may stand on the field, behind the 30-yd. line, 5-10 yards from the sideline. One team on each side of the field.
3. PLAYERS should be ready for the next shootout, but not raced into the set up.
4. If the goalie is a shooter, she is considered a field player.

- A player who has been excluded permanently (red card) from the field of play during that same match, cannot take part in any shoot-out competition.
- A team with a player who was carded during the shootout, must play short in the shootout period.

IV. Shootout:

OFFICIALS:

- Lead and Trail officials will call the shootout.
- Lead official during regulation time will continue to be lead regardless of which goal is chosen.
- Table official will keep time.
- If Sectional games have a Certified Table official, the Table official will keep the time. If a Certified Official is not assigned to the table during Sectional games, the timer will turn her/his back to the field and start the 10 seconds with the official’s whistle. The official time will be kept on the field.
- Officials should not feel they must move the 1v1 along. Officials should scan both benches, allowing players and coaches a reasonable amount of time to set up for each shootout.

PROCEDURE:

- The goalkeeper starts on or behind the goal line between the posts.
- The ball is placed on the nearest 25 yd line opposite the center of the goal.
- The attacker stands outside the 25 yd line near the ball.
- The umpire blows the whistle to signal the start of the shootout; the attacker and the goalkeeper may then move in any direction.
- The shoot-out is completed under the following conditions:
  - 10 seconds has elapsed.
  - The attacker scores a goal.
  - The attacker commits a foul.
  - The goalkeeper commits an unintentional foul in which case the shoot-out is re-taken.
  - The goalkeeper commits an intentional foul, in which case a penalty stroke is awarded.
  - The ball goes out of play over the back-line or side-line; this includes the goalkeeper.
2019 Field Hockey Championship Operations Packet

intentionally playing the ball over the back-line (not a foul). The ball simply going outside the circle a second time does not constitute the end of a shoot-out.

Replacement situations

- If a penalty stroke is awarded as specified above, it is taken by the two players involved in the shoot-out concerned, unless either of them is incapacitated or suspended. This penalty stroke will take place before the next available shoot-out takes place.
- If the replacement goalkeeper is a field player, that player is allowed reasonable time to put on protective equipment.
- If during a shoot-out competition, a defending goalkeeper is incapacitated, that goalkeeper may be replaced by another goalkeeper.
- If during the shoot-out competition, an attacker is incapacitated, that attacker may be replaced by another player from the team unless suspended by the umpire prior to or during the shoot-out competition.

V. If a tie still exists after the first series of 5 shoot-out, a second series of 5 shoot-outs will take place.

- Coaches may change the order and/or players before the start of the second shootout.
- A coaching intermission lasting 2 minutes, will be allowed prior to the start of the second shoot-out period.
- The coach must inform the umpires as to the order in which the nominated players take the shoot-out.
- The team who had taken the first shoot-out of the first series must defend the second series.

**If a tie still exists after a second series of 5 shootouts, Sudden Victory of 5 additional shoot-outs are taken. (Follow the same process criteria as above.)

VI. Misconduct:

1. Each team will begin the first 7v7 overtime with seven players, one of which must be a Goalkeeper, (unless players were disqualified or have not completed a suspension during any previous playing period. Teams will play short during this time.)
2. Any player who has been disqualified (Red Carded) during regulation play is not eligible for the overtime period and the team will plays short for the entire overtime.
3. A player suspended (Green/Yellow Carded) during regulation play, would be eligible at the completion of the suspension timeframe of the 7v7 periods. The team plays short until the suspension is completed.
4. At the beginning of the first round of 1v1shootout, a suspended player with time that is carried over into the 1v1 shootout round will be unable to participate in any future shootout rounds.
   Teams will start the 1 v1 shootout with 5 players.
5. If an Attack player is Green / Yellow carded during the shootout, that player may be replaced with an eligible shooter to participate in any future shoot outs. However, the player carded will be unable to participate in any future shootout rounds. Any further player who is carded during the shootout will follow the same procedure.
6. If an Attack player is Red carded during the shootout, their team will only have 4 shooters participate in any future shootouts. The player carded will be unable to participate in any future shootout rounds. Any future shoot-out the player was entitled to take counts as no goal. The spot of the no goal in future shootouts will be determined by the carded player’s coach.
7. If a goalie is carded *during* the shootout, she is replaced and is unable to participate in any future rounds. The replacement goalkeeper is allowed reasonable time to put on protective equipment. If the goalie is Red carded, she will be replaced and is unable to participate in any future rounds. An Attack player will be removed from the shootout series and her spot in future shootouts will count as a no goal. The spot of the no goal in future shootouts will be determined by the carded player’s coach.

8. It is expected that the players and coaches will not enter the field of play until the official has signaled the end of the game or overtime. Failure to comply will be treated as misconduct.
# Roster Form

**Team** ________________________________  **Class** ____  **Section** ____  **Record** _____

## Starters

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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## Substitutions

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**7 Bench Personnel**

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Field Hockey Championship Hotel/Banquet Registration Form

E-Mail this form to Paul Lemere (Email: plemere@buffalomarriott.com, Phone: 716-689-6900) along with the following items: COPY OF ROOMING LIST, TAX EXEMPT FORM, PO OR CREDIT CARD AUTHORIZATION FORM.

<table>
<thead>
<tr>
<th>Contact Info:</th>
<th>Team Uniform Colors:</th>
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<tbody>
<tr>
<td>Coach:</td>
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<td>Work Phone:</td>
<td>Away</td>
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<td>Cell Phone:</td>
<td>Socks Color:</td>
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<td>Email:</td>
<td>Home:</td>
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<tr>
<td>Athletic Director:</td>
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<td>Work Phone:</td>
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<td>Hotel Contact:</td>
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<td># of Coach Rooms:</td>
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<td># of Chaperone Rooms:</td>
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<th>Breakfast Info (Optional Grab &amp; Go)</th>
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<td># of Sausage, Egg &amp; Cheese on EM:</td>
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<th>Banquet Info:</th>
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<tr>
<td>Attending Banquet?</td>
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<td>Total Team Personnel Attending:</td>
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<td>Total Amount Owed:</td>
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Pick Up Time:
NYSPHSAA Championship

School Gate List

This list is for TEAM SPORTS during the State Semifinals & Finals ONLY.
For information regarding Regional events, contact the HOST Section.

School: _______________________________________

Championship Event: ____________________________

Championship Date: _____________________________

Championship Site: _____________________________

Please write down the number of players and team personnel your school will be bringing to the Championship event. Please note that each sport has a maximum number of players and team personnel allotted for each school. These individuals will receive credentials to gain access to the facility. Please keep in mind, credentials, awards, and champion t-shirts will be provided only for the maximum number allowed.

# of Student-Athletes: __________  # of Team Personnel: __________

This list below is designated for school administration and appropriate school personnel. The list is limited to a maximum of 8 individuals and is exclusive of the participating student-athletes and team personnel. This list ONLY provides entrance into the facility. It DOES NOT provide field/floor access. If your school wishes to have more than 8, NYSPHSAA will bill the school for the additional individuals. Team photographers and videographers should contact Chris Watson (cwatson@nysphsaa.org) for a media credential PRIOR TO THE EVENT. They do NOT need to be listed below. This list should be faxed to the NYSPHSAA office (518-690-0775) or sent via email to Kristen Jadin at kjadin@nysphsaa.org two days prior to the championship event. Please type or print names and titles below.

For admission staff only:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Day 1</th>
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NYSPHSAA Staff Approval: ________________________ Date: __________

(signature)