

2023 State Prep Bowl Playoff *Semifinals & Championships* Guidelines for Participating Schools



Administration

Athletic/Activities Director or the official school representative must report to the Game Manager, Ted Schultz, at the start of warm-ups for your game. Meet Ted on the field by the team tunnel entrance.

Important dates

Monday, November 13

- **NOON: Game Video Exchange:** It is required that all teams shall make all regular season and post-season games available to their opponents by noon prior to the next playoff game

Monday, November 20

- **MVT (Most Valuable Teammate) Award:** Will be presented to one player on each team. Head Coaches have been sent additional information about this award. The name of MVT for your team must be to the MSHSL Office to Shannon Foreman, sforeman@mshsl.org by **4:00 pm on Monday, November 20.**

1. **Bands and Cheerleaders:** See separate policies for **bands** and **cheerleaders** posted on the your AD/coaches dashboard. **Please complete information form that contains Band Director's Contact Information by Monday, November, 13** and email Shannon Foreman at sforeman@mshsl.org.

[Semi-Final Band Form](#) [Prep Bowl Band Form](#)

[Semi-Final Cheer Form](#) [Prep Bowl Cheer Form](#)

2. **Credentials / Broadcast / Video Rights:**

- a. **Media (Reporters and Photographers):**

The credentialing system is a two-step process for media organizations: [Click here for additional information on the process](#). Contact Communications Coordinator Tim Leighton with questions about registering for credentials. He can be reached at tleighton@mshsl.org Phone: 763-569-0485.

- b. **Television, Video Recording, Webcast and Radio Broadcasting:** ANY requests for rights for live or delayed broadcasts MUST BE APPROVED THROUGH THE MSHSL OFFICE. Radio broadcasters shall be permitted for stations for which have registered with the League and become members of the MSHSL Media Group. Membership includes waiving of fees to broadcast section and state tournament events. Contact Communications Coordinator Tim Leighton with questions about registering for credentials. He can be reached at tleighton@mshsl.org Phone: 763-569-0485

Space for the right to broadcast will be assigned by the site manager. All stations will arrange for their own lines to be put in the press box, radio booth, or at the game site.

Members schools that qualify for a state tournament event are eligible to apply for student media credentials. Applications for credentials for a Student Reporter, Student Photographer, Student Yearbook and Yearbook Advisor must be submitted by an approved designated activities administrator. Contact Communications Coordinator Tim Leighton with questions about registering for credentials. He can be reached at tleighton@mshsl.org Phone: 763-569-0485.

- c.

Video Recording of Games: Schools WILL BE PERMITTED to video their games for coaching purposes. Schools wishing to tape their game should arrive with their team or must be on the admittance list.

4. **Game Video Exchange:** The exchange of game video is required. Teams shall make all regular season and post-season games available to their opponents. Game video must be made available to the opposing team by noon on Monday of the week in which the next playoff game is scheduled.
5. **Lodging:** Teams may elect to lodge at a hotel or motel of their choice. Each individual school must make arrangements for their official team.
6. **Halftime Performances:** Dance Teams or Cheer Teams may perform at halftime during any semifinal game and most games during the final. Schools must inform Shannon Foreman, sforeman@mshsl.org prior to the game date so that necessary arrangements can be made. Any necessary music must be provided on an iPod or e-mailed to Shannon **as an .mp3 file prior to 4p.m. on Tuesday, November 14**. A back up CD must be brought with to the tournament. Halftime performers should be in uniform and will be admitted at the Legacy Entrance Pass Gate with their advisor. The halftime will be fifteen (15) minutes plus three (3) minutes for team warm-up. Each group is allowed 6 minutes.
7. **Report Times:** Please do not arrive more than 1 hour and 45 minutes before your game.

Tournament Information

Official Squad Sizes

Schools participating in MSHSL Section and State Tournaments may dress, have on sidelines, and play all players who were regularly rostered on the varsity team during the regular season.

- AAAAAA --- 62 players, 5 coaches, 3 managers (70)
- AAAAA --- 62 players, 5 coaches, 3 managers (70)
- AAAA --- 53 players, 4 coaches, 3 managers (60)
- AAA --- 45 players, 3 coaches, 3 managers (51)
- AA --- 39 players, 3 coaches, 2 managers (44)
- A --- 36 players, 3 coaches, 2 managers (41)
- 9-Player --- 27 players, 2 coaches, 2 managers (31)

1. Sideline Personnel: There is a policy in effect regarding the number of personnel allowed.

Players: All players who were part of the varsity team during the regular season may dress, attend games and be on the sideline throughout the entire tournament. Teams are not to “load” up their roster with lower-level players.

Coaches, Managers, Statisticians, Spotter, Athletic Trainers, Doctors: Each team will be able to have sideline personnel that were with the team during the regular season – up to a maximum of the number listed below. Note the first column is the number allowed to attend free of charge. The second column is the maximum allowance for extra personnel. **The school will be charged an adult admission for each of these extras for each game played.** Coaches in the press box during the game must be included on this list.

School Administrative Representative: One School Administrative Representative is included in the numbers listed.

Team Video: Only those taking video for the use of coaches and teams are allowed. Taking video is only allowed from the Press Box and end zone, not the sidelines. Schools wishing to tape their game should arrive with their team or must be on the admittance list.

Note: Any videographers, other than the official team video person taking video for coaching purposes, must have a Media credential (Quarterfinals & Semifinals only). **No sideline video is allowed during the Championships.**

Maximum Sideline Personnel Allowed (in addition to players)

	<u>Admitted Free</u>	<u>Extras – charged admission</u>	<u>Total Allowed on Sidelines</u>
6A	18	12	30
5A	18	12	30
4A	16	8	24
3A	14	7	21
2A	14	7	21
1A	12	6	18
9-Player	12	6	18

The Admittance list used for the Quarterfinals will be used for the Semifinals and Championships. Changes to this list may not be made after **Monday, November 13.** ADs are responsible for the ethical enforcement

of this policy. The numbers allowed are quite liberal, with the intent for schools to be able to have all regular season personnel on the sidelines. These numbers have not been established with the intent that you “fill-up” your list to the maximum allowed.

Sideline Passes: The exact number of passes for those listed on your admittance list will be given to the school administrative rep or head coach upon their arrival at U.S. Bank Stadium. They are responsible for distributing the passes to their sideline personnel. NO EXTRA PASSES will be issued. All sideline personnel must be in uniform or have a pass.

2. **Player Bench Occupants**: During the contest, the player bench may be occupied by the eligible substitutes, coach, assistant coaches, school administration representative, statistician, bona fide team managers, bona fide team athletic trainer or physician and any disqualified team members unless they have been instructed to remove themselves from the players’ bench. All individuals other than players in uniform must have a sideline pass. **Students/children younger than 7th grade are not allowed on the field or in the bench area due to liability issues. This includes children of coaches. Elementary children will be removed from the bench area and playing field even if they have been with the team all season.**

**** NOTE: By submitting your Admittance list via e-mail, the A.D. is verifying that no one below 7th grade level is on the sidelines. ****

3. **Footballs**: Spalding footballs must be used in the Prep Bowl Playoff. You have two options:
 - a. Provide 3 of your own Spalding balls – any model, SF1, J5V, rubber, composite
 - b. Use the new Alpha ball that you have from the Quarterfinals. Spalding Alpha balls will be available at the site.
4. **Home Teams**: Home teams will wear **DARK** jerseys and occupy the bench on the south (Vikings) side of the stadium, to the right after entering the Legacy Gates. *(Refer to the MSHSL web site for designation of home and visitor). (Also see seating info below)*
5. **Visiting Teams**: Visiting teams will wear **WHITE** jerseys and occupy the bench on the north side opposite from the home team, to the left after entering the Legacy Gates. *(Refer to the MSHSL web site for designation of home and visitor). (Also see seating info below)*
6. **Shoes**: Teams who arrive in uniform **MUST wear street shoes** until in the locker room. No spikes!
7. **Water & Ice**: Water containers, ice, water, and cups will be available on the sidelines and in the locker rooms. Teams must supply their own water containers (bottles) for providing water to players on the sidelines and field.
8. **Towels**: Teams must provide their own towels for the game and for showers.
9. **Ball Boys**: **Each team is to provide two ball boys/girls for the Semifinals and Finals at U.S. Bank Stadium.** Ball boys/girls must be at least 7th grade and should be experienced. Make sure they are on the official admittance list you provided to the League prior to the Quarterfinals.

Medical (Transfer of Care and Return to Play)

The MSHSL or the host site will provide a certified athletic trainer or doctor or EMT at each game. You may use your own athletic trainer or doctor. **If you make that choice, you must make sure that individual is listed on the admittance list and a Transfer of Care form is with your coach on the day of the event.** By MSHSL Policy, the final decisions regarding “return to play” will be made by the MSHSL Physician. An injured athlete must have approval from an Appropriate Health Care Provider to return to play. Tournament physicians/athletic trainers may approve an athlete's return to play. **When teams or individuals transfer care to their team or personal physician, the final decision regarding return to play will be that of the Minnesota State High School League Tournament Physician.**

- 10. Spotters** Each team will provide one **(1) spotter**, who is familiar with your team, to assist the Public Address Announcer. You will receive spotter lanyards along with other materials upon your arrival to US Bank stadium. The spotters will report to the Public Address Announcer **fifteen (15) minutes BEFORE the game**. Ray Kirch or Ted Schultz will have someone near the bench area on the press box side to help direct the spotter to the proper area for admittance to the press box. The lanyard used by the spotter for the Semifinals and Championships is to be used by spotters ONLY. If not arriving with the team, have your spotter enter at the Pass Gate at the Legacy Entrance and show a photo ID, their name should be on their team admittance list. They will then proceed down the stairs between Section 138/140 (to the right after entering the stadium) take the stairs down to the field level and a security level and a security guard will direct them to their team. Check in with Ray or Ted and he will direct you to where they will take the elevators up to the Press Box. It is recommended that spotters have binoculars.
- 11. Sideline Communications:** Each school may use their own sideline communication system. However, many schools have had issues because of interference in the stadium and the distance from the booth to the sidelines. The MSHSL has purchased a system for each side of the field that will be available for all teams. Coaches will be sent more specific information regarding this system. Coaches will only be allowed to work out of the coaches booths on the press box level. Coaches will not have access to other areas of the stadium.
- 12. Certificates:** Instructions for printing Participation Certificates is available online. Included on this [link](#) is: the certificate template, certificate data template you can use to store team data to assist you with the mail merge, and instructional video. Please access this information using the following [link](#).

Arrival & Pre-Game

- 1. Bus Parking: BUS DRIVERS WILL BE ADMITTED FREE TO TOURNAMENT GAMES.** Bus Drivers (band and fan) will enter at the Pass Gate at the Legacy Entrance to be admitted with a Bus Driver ID. Team bus drivers will park in the loading dock and will be directed to seating areas.
- a. **Team:** Team buses will enter the stadium at the loading dock entrance. ALL PERSONNEL AND EQUIPMENT on the bus must be unloaded in the loading dock area and will be checked by security. Buses may park in the loading dock if space permits. If there is not space, overflow parking will be available on 5th Street. Obstructed permits and maps will be issued, as necessary, by Loading Dock Security, for those who need to park in that area. When not parking in the loading dock, the bus will pick up the teams upon completion of their game at the same spot where they were dropped off. Team Hosts will greet teams upon their arrival and escort them to the locker rooms and seating areas.
 - b. **Band:** Home team bands will drop off at the lower Pentair Gate and will enter the stadium at that gate. Visiting team bands will enter the stadium at the loading dock entrance. ALL BAND MEMBERS and INSTRUMENTS on the bus must be unloaded at the drop off area and will be checked by security. A band host will meet you and escort you to their seating area (105 or 113 on visitors side and 127 or 134 on the home side. **Space will not allow for parking at either drop off location. Band buses that need to park will need to request a permit through Minneapolis Parking ([link here](#)).** Instrument cases MUST remain on the bus. The driver will pick up the teams and bands upon completion of their game at the same spot where they were dropped off.
- Note: Parking for band buses is not provided. You must obtain a parking permit!**
- c. **Student and Spectator Buses:** If not parking, fan buses will drop off at the Pentair Gate off 6th Street. Fans will walk up the ramp and go through security outside of the Legacy Gate. They will not be allowed to enter at the Pentair Gate. **IF parking, buses must obtain a parking permit through the Minneapolis Parking.** Fans will be unloaded and loaded at the location that the bus is parked.

Please Note: Backpacks will not be allowed into the stadium. They will need to be left on the bus.

2. **Admittance to the Stadium – When Playing in the Semifinals and Championships:** Team Hosts will call the Athletic Director or coach on Monday or Tuesday after qualifying for the semifinals. Teams will enter and unload in the loading dock off 4th Street on the NE end of the stadium. Team Hosts will meet the teams upon arrival and accompany them to their respective locker rooms. Each player, coach, manager, etc. entering the stadium must be on the official admittance list that was turned into the MSHSL prior to the quarterfinals. Each member of the travel party will be counted as they enter.

Note: Teams may not wear football shoes when entering the stadium due to the floor surface. Wear street shoes. No spikes until teams are in the locker rooms.

3. **Admittance to the Stadium – When NOT Playing:** Teams who do not advance, starting at the State Quarterfinal round will still be admitted free of charge. Everyone whose name is in the State Tournament Official Admittance List will be admitted upon presentation of a photo id. Seating is general admission; teams may sit wherever seats are available. Enter at the Pass Gate at the Legacy Entrance.

* **Photo ID:** If students do not have a driver's license or school ID, they can create a photo ID by having a picture of the student, with their name and signature of A.D. or principal.

Coaches: There is no special area available for coaches of teams who aren't playing other than the space in the Cabin Suites for MFCA members. Football coaches and other school personnel are not allowed in the Press Box. MFCA members may go to the Cabin Suites located on the NE corner of the stadium. From the Main Concourse, take the escalator up near Section 121, at the top go around to the left and take the next escalator up to the top and go straight through the Truss Bar, through a set of doors and they will be on your left. Coaches Association passes will be required for admission to the suite.

4. **Team Host(s):** A team host(s) has been assigned to each team participating in the Semifinals and Championships. The host will contact the coach on Monday or Tuesday after qualifying for the Semifinals, to review general team plans. *(See the list of host assignments for your host's name and telephone numbers, you received this upon winning your State Quarterfinal game.) Please contact your team host if you have any questions or concerns.*
5. **Sideline Passes:** Each team will be issued sideline passes upon arrival at the Stadium that will allow coaches, managers, statisticians, athletic trainers, and doctors to be on the field **for their game ONLY**. Please wear your tag so it will be visible to the officers patrolling the restricted area. All individuals other than players in uniform must have a sideline pass.
6. **Locker Rooms:** Team hosts will meet the teams and direct them to the locker rooms. They will also direct teams on and off the field.

Locker Room Policies: A locker room will be provided for pre-game and halftime periods. We are guests of U.S. Stadium. Please act as guests when using the locker rooms.

- DO NOT enter the locker room until after halftime of the game preceding your game.
- Remove your gear from the locker room as soon as your game ends.
- Have your athletes pick up the area when they leave so the next team will have a clean locker room.
- Have your student manager collect all valuables and arrange with your host to have them secured. Neither the MSHSL nor U.S. Bank Stadium are liable for lost or stolen items. All valuables are the responsibility of each individual school.**
- Throwing water or Gatorade on coaches, players, etc. is strictly prohibited – both on the field, in the locker room, or any other place in the stadium.
- Any damage to the Stadium property will be charged back to the school.

Last Game of the Day: Teams playing the last game of the day are asked to depart from the locker rooms as soon as possible after the game.

Game Time

1. **Practice Time:** There will be no practice time at the Stadium other than the allowed warm-up time.
2. **Team Warm-Up – Semifinals:** Warm up time will be a minimum of twenty (20) minutes. Twenty (20) minutes will be placed on the clock as soon as teams enter the field and begin their warm-up. Teams will not return to the locker room prior to the game. Games will not start ahead of the announced time. If games are running ahead of schedule, extra time will be added to the warm-up.

The teams will go directly from their twenty (20) minute warm-up period to the hash marks (facing one another) for the National Anthem (1st game of the day only) introduction ceremony and handshake of teams.

3. **Team Warm-Up – Championship Games:** Warm-up time will be a minimum of twenty-two (22) minutes. Twenty-two (22) minutes will be placed on the clock immediately following the on-field awards program. Teams will move onto the field and begin their warm-up immediately. Teams will not return to the locker room prior to the game. Games will not start ahead of the announced time. If games are running ahead of schedule, extra time will be added to the warm-up.

The teams will go directly from their twenty-two (22) minute warm-up period to the hash marks (facing one another) for the National Anthem (1st and last game of each day) introduction ceremony and handshake of teams.

4. **Coin Toss:** Officials will conduct the coin toss **prior** to the teams taking the field.

Post-Game

1. **Team Conduct:** Upon completion of the game, teams are NOT to pour water containers on the winning coach or on the field. Each team would like to have a dry field to compete on. Please be considerate of the teams and games to follow.
2. **Winning Teams:** May celebrate in front of their teams cheering section but must remain in uniform and are not to jump onto the railings or into the stands.
3. **Awards – Semifinals:** The semifinalist trophy will be presented to the losing team immediately following the game. This will be done on the sidelines in front of team fans.
4. **Awards – Championships:** Upon completion of the championship game, teams will line up on the field on the hash marks. Members of the Board of Directors will present medals and the appropriate trophies to the respective Captains. Both the winning and losing teams will receive a trophy and team medals. Team hosts will assist in getting teams lined. Warm-ups for the succeeding game will not begin until the awards presentation has concluded. Teams may celebrate with their fans, but must leave the game field immediately after the awards presentation.
5. **Press Interview Room:** Following each semifinal and championship game, requested coaches and athletes from each team will be escorted by the MSHSL to the Press Interview Room for a news conference. All interviews will be done at this time, and in this location. Interviews will not be allowed on the field or outside the locker rooms.

Seating Information

Be sure your students know about the student seating areas.

All tickets will be general admission seating. Signs posted at the Stadium will designate areas for schools. Teams that are designated as the home team will be on the Vikings side (south side) of the stadium. Visitors will sit on the opposite side.

HOME TEAMS:

Adults and families may sit in sections F1 – F5 by entering through the Delta 360 Club; or Sections V6 – V10, by entering through the Medtronic Club. Access to both areas is through the Purple Lobby.

Student seating/standing sections are as below –follow the signs **Access to the areas below are adjacent the Purple Lobby via a stairwell**:

Game One, Three and Five – Section 129 and Section 127 behind the band section and section 128 and 130

Game Two and Four – Section 132 and section 134 behind the band section and Section 131 and 133

VISITING TEAMS:

Adults and families may sit in sections V1 – V5 by entering through the Gold Lobby and the Polaris Club.

Student seating/standing sections follow the signs and go down the stairs to your section:

Game One, Three, and Five: Sections 106 and 107 and behind the band in section 105.

Game Two and Four: Sections 111 and 112 and behind the band in section 113

Ticket Information

1. ALL Ticketing will be sold electronically through MSHSL website or at U.S. Bank Stadium

Pre-Sale – IMPORTANT: We strongly encourage you to pre-sell student tickets at your participating school through the use of a QR code.

Please post this link: <https://www.mshsl.org/tickets> on you school website for general public ticket sales. All electronic ticketing requires the use of a credit/debit card to purchase.

Complimentary Tickets: Each participating school A.D. shall receive four (4) complimentary tickets for each game in which their school plays.

Semifinals

Adults - \$16.00

Students - \$10.00

Championship Day 1

Adults - \$16.00

Students - \$10.00

Championship Day 2

Adults - \$16.00

Students - \$10.00

Tickets are also available online by [clicking here](#).

Under kindergarten age are free.

****Please encourage fans to purchase tickets in advance online. This will help to eliminate long lines at the ticket windows. ****

- In and Out Privileges:** If a fan wishes to leave and return the same day, they will receive a wristband when exiting. Showing mobile ticket on phone, plus the wearing of the wristband will be required for re-admittance at all gates.

Complimentary Tickets: Each participating school shall receive four (4) complimentary tickets for each game in which their school plays. For the Championships; the school administration representative will receive these via email by the Monday following the semifinal game.

Video Procedures

School - Spectator

The following are procedures for video recording by member schools of activities in which their school participates in the state series.

LIVE OR DELAYED TELECASTS BY NETWORK CABLE STATIONS

1. Section and State Tournament Policy

The MSHSL Television policy only applies to state tournament/meet series competition conducted by a member school on behalf of the MSHSL. The MSHSL owns the property rights and copyrights to the activity and sells the television rights on a non-exclusive basis to cable systems television and over-the-air television stations.

2. Video Recording by School Crews

The National Federation playing rules for the athletic activities in which the MSHSL conducts state series allow for a participating school to video the game in which its school team is participating. Schools may video game action for their own use.

3. Game Action Video

KSTC TV has exclusive rights to all game action on the playing field during Championship games. Media credentials issued to all other media personnel authorize the holder to only shoot video of non-game action. (e.g. player interviews, crowds, coaches). Media credentials DO NOT authorize holders to shoot video of game action.

The use of video of game action on over-the-air television, cable television or any other media (e.g., Internet, wireless, podcasts) is within the exclusive rights granted to KSTC-TV. Media using any televised game action video must adhere to the following guidelines:

- A) Video highlights for over-the-air television or cable television sportscasts must be recorded from KSTC TV's off-air signal only, and use must not exceed two minutes in duration per day. Live simulcasting is prohibited. All media organizations that use video highlights of KSTC TV's off-air game action must give on-screen synchronous credit to KSTC TV for a minimum of 5 seconds as the video airs.
- B) Video highlights used by any other media must be recorded from KSTC TV's off-air signal only, and use must not exceed two minutes in duration per day and must be removed from a Web site no later than 24 hours after the conclusion of that live event. Permanent archiving of video highlights is prohibited. Live simulcasting is prohibited. All media organizations that use video highlights of KSTC TV's off-air game action must give on-screen synchronous credit to KSTC TV for a minimum of 5 seconds as the video airs.

Responsibility for Participating Teams, Students and Spectators

School Representative. The MSHSL Official Handbook, 409.00, provides that contesting teams or individual contestants shall be accompanied by a member(s) of the school's administration, faculty or coaching staff. The school representative shall be responsible to act on behalf of the member school. School officials will be held responsible for the proper conduct of teams, team members, students and home spectators regardless of where the contest is being held. This includes 3rd place games.

****School Administrative Representatives must report to the Tournament Director or Game Manager at the start of warm ups to coordinate plans for crowd control.** Each school will be held responsible for all damages, breakage, etc. caused by their team or spectators.

Student/Spectator Conduct/Supervision. Each participating school must designate persons from their school to serve as crowd control supervisors or chaperones. Each supervisor or chaperone should wear an identification (*badge, pin, shirt or jacket*) that will be recognizable to the students and to the tournament security and ushers. This will coordinate crowd control between school supervisors and tournament personnel. Crowd control personnel are not considered official team personnel and must either purchase a ticket or the A.D. can give them one of the 4 comp. tickets that they receive and do crowd control from the stands.

Announcements should be made at a general assembly reminding your students that cheering your team, having fun, and good sportsmanship are all a part of being involved in the state tournament. Students should not become part of any act that is disrespectful of other players or would endanger any of the athletes participating in the games. (See Responsibility for Spectator Conduct under League News on the Administrative side of our website, www.mshsl.org)

Spectator Conduct/Security Policies

Responsibility for Spectator Conduct

To elevate standards of sportsmanship and encourage the growth of responsible citizenship among the students, member schools, fans and school personnel.

These minimum behavior expectations provide a foundation upon which member schools, conferences, administrative regions and the League's Board of Directors can build specific guidelines for activities under their control.

MSHSL Bylaw 409, **RESPONSIBILITY FOR PARTICIPATING TEAMS, STUDENTS AND SPECTATORS**, speaks to this issue, directly, and Bylaw 409-2 specifically states that, **"School officials shall be held responsible for the proper conduct of teams, team members, students and home spectators regardless of where the contest is being held."**

In all MSHSL activities, each participating school shall designate a person or persons from that school to serve as crowd control supervisors or chaperones. MSHSL tournament staff may require school administrators to contact the tournament manager prior to the start of the tournament game so that they can be immediately contacted to respond to behavioral issues regarding their team members, students and/or spectators at the tournament site. Each supervisor or chaperone should be immediately identifiable to the students and to the tournament site ushers and other security personnel. This will help to coordinate crowd control between school supervisors and tournament site personnel.

MSHSL MINIMAL BEHAVIOR EXPECTATIONS FOR REGULAR AND POST-SEASON TOURNAMENT COMPETITIONS:

SECURITY/SPECTATOR POLICIES

The following policies will be enforced in order to ensure a safe and respectful environment during the State Tournaments:

- Guests are not allowed to bring backpacks, duffel bags drawstring bags briefcases shoulder bags or laptops.
 - Exceptions
 - If MSHSL sells branded bags, they will be allowed
 - Purses and items specifically serving as a diaper bag will be allowed
- All persons and items, including coats, purses diaper bags, etc. are subject to search at the entrance.
- Patrons will be required to return all prohibited items to their vehicles, hotel rooms or homes.
- In/out privileges: In/out privileges are allowed.
- Participants/Team RE-entry Policy: Individual participants and/or teams will be admitted to all sessions. They must be checked in at the Pass Gate at all times. Media must have proper credentials
- Respect the American Flag and the National Anthem
- The use of appropriate language is expected at all times. Profanity, negative chants, booing, trash talking, name calling, personal attacks, or other acts of disrespect are unacceptable and must be immediately addressed by school and/or tournament administrators.
- Respect the game/contest. Under no conditions shall anyone other than the members of the official squad enter the playing surface. No one may interfere with the contest in any way.
- No firearms, explosives or other weapons
- No outside food and drinks including cans cooler and other containers. Notify security if there is a medical need.
- No confetti; balloons; bottles cans; rolls of toilet paper; newspapers, artificial noisemakers, including: cowbells, sirens, megaphones, whistles, thunder sticks, drums, air horns, other types of bells; sticks of any kind, knitting needles, laser lights or strobe lights, etc.
- No items with commercial slogans or identification are allowed.
- No person or group may distribute the following materials in the facility without advance written permission of the Minnesota State High School League including, but not limited to flyers, newspapers, memorabilia, or promotional materials for other events or activities.
- No promotional items may be sold or distributed in or around the facility unless approved by the MSHSL.
- Spectators are not permitted to bring cameras into League State Tournament venues. This includes both still and video cameras. Spectators are not allowed to bring in tripods of any kind, which includes monopods and selfie-sticks.
- Hand-held signs (no larger than 18" X 24"), which do not obstruct the view of others, will be permitted provided they are in good taste. Signs not in good taste will be removed. Message boards, white boards, or other similar items are not allowed. Signs may not be attached to the facility.
- Oversized flags or banners are not permitted. Large signs requiring two people to hold or signs on sticks of any kind are not permitted.
- All spectators must wear shirts that cover their torso. Students without shirts or students wearing shirts that are vulgar, obscene, or demeaning will be removed from the tournament venue.

Management and/or the MSHSL reserves the right to amend this list at any time, to ensure the safety of our guests and employees.

THANK YOU for supporting our student athletes and fine arts participants and for providing a positive environment in which educational activities are conducted.



EMERGENCY MEDICAL PROCEDURES

Emergency Medical Procedures During MSHSL Tournaments

The League staff plays an important role in support of the tournament physician and athletic trainer. In most cases the physician/athletic trainer will manage the injury without assistance from the tournament staff.

In the event of a serious injury, the following measures should be taken.

Examination of the Injured Athlete

Every effort should be made to give the physician/athletic trainer and athlete privacy during the examination. If possible, the examination should take place in the athletic training room or locker room away from the media and spectators. The Tournament Directors shall notify the parents/school representative (coach/assistant coach/administrator, etc.) and consult on an appropriate course of action to be followed in the care of the injured athlete.

Evacuation to a Hospital

Non-Life Threatening: In the event that it is necessary to evacuate the athlete to a hospital the parents should be consulted to determine the hospital of choice and the method of transportation (ambulance or private vehicle). If the parents are not present, the athlete should be transported by ambulance and accompanied by a representative from that school.

Life Threatening: In a life-threatening situation the athlete will be evacuated to the nearest hospital emergency room by ambulance. Every effort should be made to contact and inform the parents and or school representative of the action taken by the tournament medical team. The athlete should be accompanied by a parent or school representative (coach/assistant coach, administrator, etc.)

Return to Play

An injured athlete must have a Physician's written approval to return to play. Tournament physicians may approve an athlete's return to play. **When teams or individuals transfer care to their team or personal physician, the final decision regarding return to play will be that of the Minnesota State High School League Tournament Physician.**

Section Post Season Medical Protocol

Local sites

Tournament Manager coordinates medical coverage.

- All athletic trainers must be licensed with the MN Board of Medical Practice.
- Region or Section assigned medical staff should coordinate medical coverage with participating school medical staff.
 - It is the responsibility of the school to verify any medical staff and their credentials (to determine scope of practice) who the school wants to be involved in injury management during a Region or Section event. All other medical staff will not be allowed in competition area.
 - Participating school medical staff will be allowed on competition surface if an injury occurs.
- In all situations, the official Region or Section medical staff will be the first responders to any injury situation.
- If there is a conflict in the management of injury, the Region or Section assigned medical staff has jurisdiction.
- A parent/relative of a participating athlete may not manage the injury or determine return to play status, but will instead retain standard parent/spectator rights.
- The final decision regarding return to play will be that of the official Region/Section medical staff.

MSHSL Sponsored Venues

Athletic training and physician coverage secured through service agreement.

- In all situations, the official MSHSL medical staff will be the first responders to any injury situation.
- If there is a conflict in the management of injury, the MSHSL assigned medical staff has jurisdiction.
- A parent and or relative of a participating athlete may not manage the injury or determine return to play status, but will instead retain standard parent and or spectator rights.
- The final decision regarding return to play will be that of the official MSHSL medical staff.

Semifinals Schedule

Thursday, November 16, 2023

✓ NOTE: This is a **tentative** time schedule. Game 1 will start at 10:30 a.m. **Games 2, 3, and 4 will start approximately 30 minutes after the completion of the previous game.** Teams will have a 20-minute warm up and games will not start prior to the scheduled time.

Clock Time of Day

60:00	9:30 a.m.	Timer Starts Clock (60 minute countdown for TV)
25:00	10:05 a.m.	Twenty (20) minute count down for warm-up Teams will take the field
05:00	10:25 a.m.	National Anthem/Introductions:
02:00	10:28 a.m.	- All players will line-up on their hash mark facing the middle of the field Captains will line-up in the center of the field with their backs to the goal that they will defend.
		- Referee will signal K (<i>kicking team</i>) and R (<i>receiving team</i>) (<i>Coin flip will take place prior to the teams taking the field for warm-ups</i>)
		- Remaining officials will line-up on the 40-yard line.
		- Coaches will line-up with their team.
		Public Address Announcer will:
		- name the teams as champions of (name) Section, etc.
		- introduce the coach
		- introduce the remainder of the team as a group (<i>individual names will not be read. Line-ups will be provided for the scoreboard, radio, television, etc.</i>)
00:00	10:30a.m.	Kickoff

Class 9-Player

Clock Time of Day

00:00	<u>10:30 a.m.</u>	<u>CLASS 9-PLAYER GAME</u>
15:00	11:30 p.m.	HALFTIME - Class 9-PLAYER
03:00	11:42 p.m.	HOLD CLOCK until both teams re-enter the field
00:00	11:45 p.m.	START OF 2nd HALF – 9-PLAYER
	12:30 p.m.	ESTIMATED FINISH OF 9-PLAYER GAME

Class 9-Player

Clock Time of Day

23:00	12:37 p.m.	Class 9-Player Teams on field for warm-up (<i>minimum 20-minute countdown for warm-up</i>)
03:00	12:57 p.m.	Public address introductions of Class 9-Player teams
00:00	<u>* 1:00 p.m.</u>	<u>CLASS 9-Player GAME</u>

15:00	2:00 p.m.	HALFTIME - Class 9-Player
03:00	2:12 p.m.	HOLD CLOCK until both teams re-enter the field
00:00	2:15 p.m.	START OF 2nd HALF – Class 9-Player
	3:00 p.m.	ESTIMATED FINISH OF CLASS 9-Player GAME

*** NOTE: Games will not start prior to the scheduled time.**

Class AAAA

Clock	Time of Day	
23:00	3:37 p.m.	Class AAAA Teams on field warm-up (<i>minimum 20-minute countdown for warm-up</i>)
03:00	3:57 p.m.	Public Address introductions of Class AAAA teams
00:00	* 4:00 p.m.	<u>CLASS AAAA GAME</u>
15:00	5:00 p.m.	HALFTIME - Class AAAA
03:00	5:12 p.m.	HOLD CLOCK until both teams re-enter the field
00:00	5:15 p.m.	START OF 2nd HALF - Class AAAA
	6:00 p.m.	ESTIMATED FINISH OF CLASS AAAA GAME

Class AAAAAA

Clock	Time of Day	
23:00	6:37 p.m.	Class AAAAAA Teams on field for warm-up (<i>minimum 20-minute countdown for warm-up</i>)
03:00	6:57 p.m.	Public Address introductions of Class AAAAAA teams
00:00	* 7:00 p.m.	<u>CLASS AAAAAA GAME</u>
15:00	8:00 p.m.	HALFTIME - Class AAAAAA
03:00	8:12 p.m.	HOLD CLOCK - until both teams re-enter the field
0:00	8:15 p.m.	START OF 2nd HALF - CLASS AAAAAA
	9:00 p.m.	ESTIMATED FINISH OF CLASS AAAAAA GAME

*** NOTE: Games will not start prior to the scheduled time.**

Semifinals Schedule

Friday & Saturday, Nov. 17 & 18, 2023

✓ NOTE: This is a **tentative** time schedule. Game 1 is will to start at 9:00 a.m. **Games 2, 3, 4, and 5 will start approximately 30 minutes after the completion of the previous game.** Teams will have a 20-minute warm up and games will not start prior to the scheduled time.

Clock Time of Day

60:00	8:00 a.m.	Timer Starts Clock (60 minute countdown for TV)
25:00	8:35 a.m.	Clock will start with twenty (20) minute count down for warm-up Teams will take the field
05:00	8:55 a.m.	National Anthem/Introductions:
02:00	8:58 a.m.	<ul style="list-style-type: none"> - All players will line-up on their hash mark facing the middle of the field Captains will line-up in the center of the field with their backs to the goal that They will defend. - Referee will signal K (<i>kicking team</i>) and R (<i>receiving team</i>) (<i>Coin flip will take place prior to the teams taking the field for warm-ups</i>) - Remaining officials will line-up on the 40-yard line. - Coaches will line-up with their team.
		Public Address Announcer will:
		<ul style="list-style-type: none"> - name the teams as champions of (name) Section, etc. - introduce the coach - introduce the remainder of the team as a group (<i>individual names will not be read. Line-ups will be provided for the scoreboard, radio, television, etc.</i>)
00:00	9:00 a.m.	Kickoff

Class AA (Friday); Class A (Saturday)

Clock Time of Day

00:00	<u>9:00 a.m.</u>	<u>START OF GAME</u>
15:00	10:00 a.m.	HALFTIME
03:00	10:12 a.m.	HOLD CLOCK - until both teams re-enter the field
00:00	10:15 a.m.	START OF 2nd HALF
	11:00 a.m.	ESTIMATED FINISH OF GAME

Class AA (Friday); Class A (Saturday)

Clock Time of Day

23:00	11:05 a.m.	Teams on field for warm-up (<i>minimum 20-minute countdown for warm-up</i>)
03:00	11:27 a.m.	Public address introductions of teams
00:00	<u>* 11:30 a.m.</u>	<u>START OF GAME</u>
15:00	12:30 p.m.	HALFTIME
03:00	12:42 p.m.	HOLD CLOCK - until both teams re-enter the field

00:00	12:45 p.m.	START OF 2nd HALF
	1:30 p.m.	ESTIMATED FINISH OF GAME

* **NOTE:** Games will not start prior to the scheduled time.

Class AAAAA (Friday); Class AAA (Saturday)

Clock	Time of Day	
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23:00	1:37 p.m.	Teams on field warm-up (<i>minimum 20-minute countdown for warm-up</i>)
03:00	1:57 p.m.	Public Address introductions of teams
00:00	* 2:00 p.m.	<u>START OF GAME</u>
15:00	3:00 p.m.	HALFTIME
03:00	3:12 p.m.	HOLD CLOCK - until both teams re-enter the field
00:00	3:15 p.m.	START OF 2nd HALF
	4:00 p.m.	ESTIMATED FINISH OF GAME

Class AAAA (Friday); Class AAA (Saturday)

23:00	4:07 p.m.	Teams on field for warm-up (<i>minimum 20-minute countdown for warm-up</i>)
03:00	4:27 p.m.	Public Address introductions of teams
0:00	* 4:30 p.m.	<u>START OF GAME</u>
15:00	5:30 p.m.	HALFTIME
03:00	5:42 p.m.	HOLD CLOCK - until both teams re-enter the field
00:00	5:45 p.m.	START OF 2nd HALF
	6:30 p.m.	ESTIMATED FINISH OF GAME

Class AAAAAA (Friday); Class AAAAA (Sat.)

23:00	6:57 p.m.	Teams on field for warm-up (<i>minimum 20-minute countdown for warm-up</i>)
23:00	6:37 p.m.	Teams on field for warm-up (<i>minimum 20-minute countdown for warm-up</i>)
03:00	7:27 p.m.	Public Address introductions of teams
03:00	6:57 p.m.	Public Address introductions of teams
00:00	* 7:30 p.m.	<u>START OF GAME</u>
00:00	* 7:00 p.m.	<u>START OF GAME</u>
15:00	8:30 p.m.	HALFTIME
15:00	8:00 p.m.	HALFTIME
03:00	8:32 p.m.	HOLD CLOCK - until both teams re-enter the field
03:00	8:12 p.m.	HOLD CLOCK - until both teams re-enter the field
00:00	8:45 p.m.	START OF 2 nd HALF

00:00	8:15 p.m.	START OF 2 nd HALF
	9:30 p.m.	ESTIMATED FINISH OF GAME
	9:00 p.m.	ESTIMATED FINISH OF GAME

*** NOTE: Games will not start prior to the scheduled time.**

Championship Schedule

Friday, November 24, 2023

✓ NOTE: This is a **tentative** time schedule. Game 1 will start at 10:12 a.m. Games 2, 3 and 4 will start at the scheduled time or 30 minutes after the completion of the previous game. Teams will have a 22-minute warm up and games will not start prior to the scheduled time.

Clock Time of Day

60:00	9:03 a.m.	Timer Starts Clock (TV Truck is official time- check with TV Truck)
28:00	9:35 a.m.	Clock will start with twenty-two (22) minute count down for warm-up Teams will take the field
06:00	9:57 a.m.	-All players will line-up on their hash mark facing the middle of the field.
05:00	9:58 a.m.	National Anthem/Introductions:
03:00	10:00 a.m.	Captains will line-up in the center of the field with their backs to the goal that they will defend.
		- Referee will signal K (<i>kicking team</i>) and R (<i>receiving team</i>) (Coin flip will take place prior to the teams taking the field for warm-ups)
		- Remaining officials will line-up on the 40-yard line.
		- Coaches will line-up with their team.
		Public Address Announcer will:
		- name the teams as champions of (name) Section, etc.
		- introduce the coach
		- introduce the remainder of the team as a group (individual names will not be read. Line-ups will be provided for the scoreboard, radio, television, etc.)
00:30	10:02:30 a.m.	Teams on Field for Kick-off
00:00	10:03 a.m.	Kick-off

Class A

Clock Time of Day

00:00	10:03 a.m.	CLASS A GAME
15:00	11:03 a.m.	HALFTIME – Class A
03:00	11:15 a.m.	HOLD CLOCK - until both teams re-enter the field
00:00	11:18 a.m.	START OF 2nd HALF – Class A
	12:33 p.m.	ESTIMATED FINISH OF CLASS A

Awards Presentation

Class AA

Clock Time of Day

25:00	12:35 p.m.	Class AA Teams on field for warm-up (<i>twenty-two (22) minute count down for warm-up</i>)
03:00	12:57 p.m.	Public address introductions of Class AA teams
00:00	* 1:00 p.m.	CLASS AA GAME
15:00	2:00 p.m.	HALFTIME - Class AA
03:00	2:12 p.m.	HOLD CLOCK - until both teams re-enter the field

00:00	2:15 p.m.	START OF 2nd HALF - Class AA
	3:30 p.m.	FINISH OF CLASS AA GAME

Awards Presentation

Class AAAA

Clock	Time of Day	
25:00	3:35 p.m.	Class AAAA Teams on field warm-up (<i>twenty-two (22) minute count down for warm-up</i>)
03:00	3:57 p.m.	Public Address introductions of Class AAAA teams
00:00	*4:00 p.m.	<u>CLASS AAAA GAME</u>
15:00	5:00 p.m.	HALFTIME - Class AAAA
03:00	5:12 p.m.	HOLD CLOCK - until both teams re-enter the field
00:00	5:15 p.m.	START OF 2nd HALF - Class AAAA
	6:30 p.m.	FINISH OF CLASS AAAA GAME

Awards Presentation

Class AAAAAA

Clock	Time of Day	
25:00	6:35 p.m.	Class AAAAAA Teams on field warm-up (<i>twenty-two (22) minute count down for warm-up</i>)
03:00	6:57 p.m.	Public Address introductions of Class AAAAAA teams
00:00	* 7:00 p.m.	<u>CLASS AAAAAA GAME</u>
15:00	8:00 p.m.	HALFTIME - Class AAAAAA
03:00	8:12 p.m.	HOLD CLOCK - until both teams re-enter the field
00:00	8:15 p.m.	START OF 2nd HALF - CLASS AAAAAA
	9:30 p.m.	FINISH OF CLASS AAAAAA GAME

Awards Presentation

*** NOTE: Games will not start prior to the scheduled time.**

Championship Schedule

Sat., November 25, 2023

✓ NOTE: This is a **tentative** time schedule. Game 1 will start at 10:00 a.m. Game 2 will start at 1:00 p.m. or 30 minutes after the completion of the previous game. Teams will have a 22-minute warm up and games will not start prior to the scheduled time.

Clock Time of Day

60:00	9:03 a.m.	Timer Starts Clock (TV Truck is official time- check with TV Truck)
28:00	9:35 a.m.	Clock will start with twenty-two (22) minute count down for warm-up Teams will take the field
06:00	9:57 a.m.	-All players will line-up on their hash mark facing the middle of the field.
05:00	9:58 a.m.	National Anthem /Introductions:
03:00	10:00 a.m.	Captains will line-up in the center of the field with their backs to the goal that they will defend.
		- Referee will signal K (<i>kicking team</i>) and R (<i>receiving team</i>) (Coin flip will take place prior to the teams taking the field for warm-ups)
		- Remaining officials will line-up on the 40-yard line.
		- Coaches will line-up with their team.
		Public Address Announcer will:
		- name the teams as champions of (name) Section, etc.
		- introduce the coach
		- introduce the remainder of the team as a group (individual names will not be read. Line-ups will be provided for the scoreboard, radio, television, etc.)
00:30	10:02:30 a.m.	Teams on Field for Kick-off
00:00	10:03 a.m.	Kick-off

Class 9-Man

Clock Time of Day

00:00	10:03 a.m.	<u>CLASS 9-MAN GAME</u>
15:00	11:03 a.m.	HALFTIME - Class 9-MAN
03:00	11:15 a.m.	HOLD CLOCK - until both teams re-enter the field
00:00	11:18 a.m.	START OF 2nd HALF – CLASS 9-MAN
	12:33 p.m.	FINISH OF CLASS 9-MAN GAME

Awards Presentation

Class AAA

Clock Time of Day

25:00	12:35 p.m.	Class AAA Teams on field warm-up (<i>minimum 22-minute countdown for warm-up</i>)
03:00	12:57 p.m.	Public Address introductions of Class AAA teams
00:00	* 1:00 p.m.	<u>CLASS AAA GAME</u>
15:00	2:00 p.m.	HALFTIME - Class AAA
03:00	2:12 p.m.	HOLD CLOCK - until both teams re-enter the field

00:00	2:15 p.m.	START OF 2nd HALF - Class AAA
	3:30 p.m.	FINISH OF CLASS AAA GAME
		<i>Awards Presentation</i>

Class AAAAA

Clock	Time of Day	
25:00	3:35 p.m.	Class AAAAA Teams on field warm-up (<i>minimum 22-minute countdown for warm-up</i>)
03:00	3:57 p.m.	Public Address introductions of Class AAAAA teams
00:00	* 4:00 p.m.	<u>CLASS AAAAA GAME</u>
15:00	5:00 p.m.	HALFTIME - Class AAAAA
03:00	5:12 p.m.	HOLD CLOCK - until both teams re-enter the field
00:00	5:15 p.m.	START OF 2nd HALF - Class AAAAA
	6:30 p.m.	FINISH OF CLASS AAAAA GAME
		<i>Awards Presentation</i>

* **NOTE: Games will not start prior to the scheduled time.**