Sectionals
Saturday, May 1
Sites (4)

EXAMPLE TIME SCHEDULE:

10:00 a.m.  Course Opens for Preview (Race Group 1)
11:00 a.m.  Girls Race (8 Teams = 56 athletes)
11:40 a.m.  Boys Race (8 Teams = 56 athletes)

Teams depart immediately upon completion

1:00 p.m.  Course Opens for Preview (Race Group 2)
2:00 p.m.  Girls Race (7 Teams = 49 athletes)
2:40 p.m.  Boys Race (7 Teams = 49 athletes)

RACE TIME SCHEDULE
The information listed above has been reviewed by Sports Medical Advisory doctors and has been selected as the race format for all Sectionals. *On April 23, Sports Medical will review the race limits and determine if the Sectional meets must be divided into Race Group 1 and Race Group 2. We will provide an update.

- The WIAA recommends a starting time between 11:00 am and 2:00pm for Saturday meets.
- Teams will be given 60 minutes for course preview (*if only one race is run, the course preview time may be increased to 90 minutes.
- Girls will race first.
- If multiple races must be run, the WIAA will determine which teams are designated in each Race Group, based on geographical location.
  - No changes will be made to groupings unless teams drop from the Tournament Series and the WIAA needs to re-group. Race groups can be found here: [insert link]
  - The WIAA has placed the Sub Sectional teams into ½ groupings, to minimize the number of athletes on the course, per SMAC recommendations

COVID ADJUSTMENTS TO RACE COURSE SET-UP

- Starting line should be set up with a start box for each team.
  - Minimum of 3-6 feet between teams.
  - Athletes should run in lanes for a minimum of 100 yards
- Finish line should be open and allow runners to immediately exit upon completion of the race.
  - Any personal items that will be removed from the athlete prior to the race, should be left in a designated area near the finish line, if not in the bus/team vehicle.
- No access behind the finish line to any spectators or non-essential personnel.
  - Media should request interviews and should be contained to an area where they can maintain social distance from athletes and other media personnel.
- No congregation or stopping around the finish line – athletes must move away from finish area quickly.
  - A designated “catcher” (must be masked) from each team should be available at the finish line to assist runners who need it, and to direct all athletes from their team to exit the finish area. Catchers are to remain socially distanced from individuals who are not a part of their team.
- Upon completion of the race, athletes should re-mask and maintain social distance from others.

RACE COURSE DETAILS

- To assist schools, managers must send a map of their course to all schools competing at their tournament. The map to include description of the course (terrain, surface, turns, etc.).
  1. Course should be marked no later than 1 1/2 hours before the meet.
  2. Course should only cross pavement, not run along the side of roads, parking lots, and sidewalks.
  3. Natural barriers should be utilized where possible.
  4. Blue flags should be used where the course is not lined or where there might be a question.
  5. Flags should be placed three feet to the side of lines.
  6. The starting line should be established so that lane 1 is on the runners’ left.
  7. A visual marker (flag, cone, etc.) must be present 100 meters from the starting line to assist officials with recalls.
8. Distance from start to first significant turn should be 300 to 400 yards. Double turns should be used instead of 90 degree turns where possible, particularly early in the course.
9. Course should allow 800 meters before the course narrows and restricts runners to pass.
10. Chute should be constructed long enough and in such a manner to eliminate potential overflow of runners. (Rule 8-3-4, 8-3-5, 8-4 Figure 10)
11. Course distances should be as accurate as possible. Markers should be clearly visible at each mile with splits provided all runners at those points.
12. Course should allow 1/2” spikes to be worn.
13. Meet management must identify the restricted and non-restricted areas.
14. The use of lead and trail vehicles/carts is recommended. If only one vehicle/cart is available it should be used in a trail capacity.
15. The use of music at meets should cease two minutes prior to the start of the race. Note: other than music used by meet management, noisemakers and audible music will not be allowed at or near the starting line, (Earbuds are allowed).
16. Course shall be 5000 meters.
17. Rule 8-1 Permits the use of double boundary lines marking both the inside and outside boundaries of the cross country course. Directional flags or directional signposts would still be required.

*COVID Adjustments to Race Course supersede all Race Course Details when in conflict
- Restricted/Non-restricted Areas
  - Tournament Managers must define:
    - Restricted areas where no one except appropriate competing athletes/meet personnel are allowed and where athletes are prohibited from removing any portion of their team uniform, excluding shoes. These areas include, but are not limited to the starting line, finish chute, awards stand, any special area(s) on the course, any other designated area(s).
    - Non-restricted areas: In these areas coaches and team managers shall be allowed to encourage, call out times, give verbal instructions, etc.
  - This information must be sent to all involved schools and WIAA officials prior to the meet.

**TIMING COMPANY**
Sectional hosts must secure a timing company for their competition site. If you need help locating a company, please contact our office for a list of options.

**COACHES’ MEETING**
Work out all details, for this meet, through a virtual meeting and/or a pre-meet document

**TEAM CAMPS/TENTS**
No team tents will be allowed.

**NATIONAL FEDERATION ALLOWED ADAPTATIONS**
- Measuring wheels on visiting courses must be used for coaching purposes only. If used to question or challenge the length of the course the coach shall be charged with “Unsportsmanlike Conduct.” (Rule 8-7)
- Any runner, coach, or team personnel who is observed tampering with a flag on the course anytime during pre-meet warm-ups, competition, or post-meet activities shall be charged with “Unsportsmanlike Conduct.” (Rule 8-7)
- Any runner who has not reported to the clerk of course prior to the three-minute race countdown shall be charged with “Unacceptable Conduct.”
- The penalty for “Unsportsmanlike Conduct” is no further involvement in the meet. The penalty for “Unacceptable Conduct” is disqualification from the race. A written report must be filed with the WIAA.

**TEAM PACKET & COVID PAPERWORK**
Each team must have a completed the COVID-19 – Coach/Athlete Symptom Checklist Verification Form. The form is to be given in exchange for the Team Packet. Consider handling collection of COVID paperwork and distribution of team packets (including race numbers) in the parking area, prior to teams unloading their bus.
COVID-19 - COACH/ATHLETE SYMPTOM CHECKLIST VERIFICATION FORM 2020-2021

I certify that our school has completed the prescreening of each person in our traveling party and team today before traveling to our WIAA Tournament contest. We have read, understand, and agree to abide by all of the information contained within the WIAA Return to Fall Sports Considerations. I further certify that if I have not understood any information contained in this document, I have sought and received an explanation of the information prior to signing this statement.

________________________________________________________________________ Circle one: Regional | SubSectional | Sectional | State Sport

________________________________________________________________________ ____________________________________________________________________
Opponent Contest Date

School Name ________________________________________________________________

Coach’s Signature ____________________________ Please Print Name __________ Date

Athletic Director’s Signature ____________________________ Please Print Name __________ Date

This form must be completed and carried to the WIAA Tournament contest. Schools involved in the contest will exchange a copy of this form. Coaches must also carry with them a copy of the COVID-19 Coach/Athlete Symptom Checklist and produce it if requested by the opposing team and/or host school.
JURY OF APPEALS
Each tournament manager must appoint a jury of appeals consisting of the contracted WIAA starter, the meet manager, and three coaches (at least one boys’ and one girls’ coach) not from the same school or host school.

- The meet referee cannot be a part of this committee.
- The membership of this committee will be published and sent to all involved schools and the contracted WIAA officials prior to the meet.
- The committee will serve as the final board of appeals. Their responsibilities include:
  - Hearing and ruling on appeals of official’s decisions.
  - This committee, however, has no authority to set aside, modify, or change defined WIAA tournament qualifying procedures or National Federation Track & Field/Cross Country rules.
  - If anyone on the committee has his/her school involved with an appeal they must withdraw from that particular committee review.
  - The WIAA does not have the authority to change a meet referee or jury of appeals decision.
  - The meet referee will assemble this committee prior to the start of the meet to review their responsibilities.
  - Committee members must stay and be available after the meet for approximately 20 minutes.

STARTING PROCEDURE
- Starters should not give instructions nor answer questions after the three-minute countdown. The information given over the public address system must be:
  - -15 minutes to the start of the race
  - -10 minutes to the start of the race
  - -5 minutes to the start of the race
  - -3 minutes to the start of the race - all runners must have reported to the clerk of course
  - -2 minutes to the start of the race – all runners masks may be removed, coaches must vacate area
  - -1 minute to the start of the race - all runners must be positioned, and remain, behind the starting line
  - -30 seconds to the start of the race
  - -15 seconds to the start of the race
  - -10 seconds countdown to 5 seconds
  - The starter fires the gun when all runners are "motionless and set."
- If a public address system is available the entire countdown to 5 seconds is done by the announcer. The starter is responsible only for firing the gun when all runners are motionless and set.

RECALLING A RACE
- If a runner falls during the first 100 meters due to contact with another runner, the race shall be recalled by firing the pistol.
- The countdown should normally be started again from 30 seconds. This can be modified, however, depending on special circumstances.

MEET ENTRIES
- Entry due Tuesday, April 27, 11:59 p.m. Teams will work with Sectional Hosts for the entry process.

ENTRY FEE
- To offset hosts’ expenses, an entry fee of $25/team per gender will be collected by the host school. Schools with incomplete teams pay $5/individual.

HOST SCHOOL ALLOWANCE
- The host school will receive $585, plus consideration will be given for reimbursement of other approved reasonable expenses.
- The tournament manager will receive $115
- The host school will pay two officials (referee and starter) $80 game fee and will be reimbursed when the financial form is submitted. One official will be reimbursed 45¢ per mile for travel reimbursement.
- A host school will not receive any allowances or reimbursements unless the Cross Country Tournament
Reimbursement Form is completed and returned to the WIAA office within two weeks of the conclusion of the tournament.

LIMITED COMPETITION
- There cannot be any other competition, formal or informal, at the sectional site the day of the tournament. This means there cannot be a junior varsity meet, time trials, runoffs, etc.

NO PRACTICE AT FACILITY/PRACTICING AT SECTIONAL SITE
- Host schools are not permitted to allow participating schools to practice at their facilities prior to tournament competition. Schools are prohibited during the regular season and the WIAA tournament series from practicing for sectional and State Tournament preparation at sites and facilities hosting WIAA tournaments.

MUSIC
- Other than music used by meet management, noisemakers and audible music will not be allowed at or near the starting line. (Earbuds are allowed)

UNIFORM/EQUIPMENT REGULATIONS (RULE 8-6)
- Make sure all your runners are in legal attire. The clerk of course, the referee, and both starters will check runners on the starting line before each race.
  - Gloves may be worn.
    - No regulation on color(s).
  - Athletes must compete using the defined appropriate shoes/spikes. Spikes, if allowed may NOT be longer than 1/2 inch. Rule 8-6-1a(3).
  - There are no longer any restrictions regarding jewelry.
  - The only allowed head coverings are knit caps/headbands (ear warmers) which may be solid or multi-colored. School names, nicknames, and mascots are allowed, along with a manufacturer’s logo. Items covering the entire head such as scarves, bandannas, do-rags, baseball caps, etc. may not be worn during competition. Waivers for other head coverings may be issued for religious or medical situations by the WIAA staff.
  - A single manufacturer’s logo/trademark no more than 2 1/4 square inches with no dimension more than 2 1/4 inches is permissible on all apparel, including clothing worn under the uniform.
  - The American Flag may be worn on the uniform, but shall not exceed 2” x 3”.
  - Other items may be placed on the team warm-ups provided the warm-ups are not worn in actual competition.
- Preventative Officiating
  - The clerk of course, meet referee, and both starters will prior to the start of each race enforce uniform, visible apparel, and shoe regulations.
  - The final responsibility, however, still lies with the athlete and/or coach.
- Wireless Communication Devices
  - Wireless communication devices (headsets, radios, etc.) except by meet management and meet officials is PROHIBITED.
  - Individuals bringing such equipment will be instructed to return the item(s) to their vehicles.
  - MP3 players are allowed.

UAVS (DRONES)
Refer to Policy for UAV’s at WIAA Tournament Series Event
https://www.wiaawi.org/Portals/0/PDF/Media/wiaadronepolicy.pdf

OFFICIALS
The WIAA will assign two officials for the Sectional competition. You may request officials through the WIAA office. While every effort will be made to provide you with an official of choice, there are times when your choice may not be available, or have been assigned to another site.
- Must be masked upon arrival to the site, and throughout the meet, until they depart.
- Bring personal hand sanitizer. Wash hands frequently.
- Don’t share uniforms or equipment.
- Bring own supplies
- Follow social distancing protocols
- Eliminate handshakes, etc.

**SPECTATORS**

Attendance priority considerations should be given to actual participants and coaches. Each host, when possible, is to provide the opportunity for all members of each team’s travel party (as defined in Admission Policies – Tournament Regulations) to receive paid admissions for 6 spectators or an overall admission, limited by social distancing requirements (i.e. overall attendance shall not exceed a maximum capacity while still maintaining minimum 6ft. separation spacing for individuals and/or family groups).

Tickets must be equally distributed between participating schools. If a team does not need their full allotment of tickets, they will be made available to the opposing team(s).

Hosting preference will be given to those whose local health and district policy provides the ability to accommodate these parameters. If the host team is unable to meet the spectator parameters at their home facility, they may host at another facility. If no alternate location can be secured by the home team, the WIAA should be notified immediately and the event will be moved to the opposing school’s facility (or an alternate location). In the event that neither team can meet the spectator requirement, the event will remain with the original host.

Hosts shall consult with their local health department when determining whether or not they can meet the spectator requirements listed above.

1. Consider No Walk-up ticket sales. Tickets should be pre-purchased.
2. All attendees’ names should be kept on a list, for future reference.
3. Timing of Spectators – Spectators should arrive as late as possible and leave the site immediately after the conclusion of the race in which their team competes.
4. Spectators are not allowed to stay for both sessions, unless there is a circumstance where a spectator is on the list of an athlete or coach in each of the sessions.
5. Spectators should have no contact with the athletes while on the competition site.
6. Masks – **All spectators will be masked.** Those without a mask will not be allowed to enter the event. Masks must be worn at all times. Those who do not comply will be asked to leave.
7. Social-distancing should be maintained throughout the course.
8. Keep in mind the Tiers that have been provided to you in the Return to Play Considerations:
   - Tier 1 (Essential): Athletes, coaches, officials, event staff, medical staff, security
   - Tier 2 (Preferred): Media
   - Tier 3 (Non-essential): Spectators, vendors

The host school determines the price of tickets, but it cannot exceed the State Meet price ($9)

- Consider providing an allotment of tickets to each participating school
  - They sell to their spectators
  - They provide list
    - List should be grouped by family unit
    - Family groups may stay together, but must maintain social distancing from other spectators
- If admission is charged, only the following people will be allowed free admission
  - Seven competing runners
  - Three additional individuals (coaches, managers, etc.)
  - There is no provision for free admission for school administrators, bands or cheerleaders.
MASKS
Everyone MUST wear a mask at all times before, during and after the event.
- Runners may take their mask off 2 minutes prior to the start of the race.
  - Masks must not be dropped to the ground at the start of the race. Gators may be worn, or masks should be carried by the runner in some manner so that they can put the mask back on at the conclusion of the race.
- Coaches and all event/team personnel should keep masks on at all times.

MEDICAL
The Sports Medical Advisory Committee (SMAC) has recommended the following medical coverage for any large Cross Country event. These are suggestions, and are not mandatory. The information listed here may need to be adapted based on the venue site, the number of participants and spectators, and the weather conditions.

- WIAA, medical team and local health department COVID-19 guidelines are to be followed.
- Medical care facility ideally needs to be near, within close visual contact of the finish line.
- Volunteers (provided from each competing team) are needed to assist athletes at the finish line.
- Recommended for State (may be Sub Sectionals): physician (not required at Sub Sectionals/Sectionals), 4 or more athletic trainers (one to be in course cart), other LATs in medical tent
- Equipment Currently used at State (consult with your local medical staff regarding what is needed at the Sub Sectional/Sectional level)
  - 2 or more lounge chairs that recline
  - 4-6 cots
  - Blankets
  - Pillows
  - Towels
  - Ice/Ice bags
  - Athletic training supplies (crutches, splints, wound care)
  - Stethoscopes
  - Sphygmomanometers
  - Water
  - IV Poles
  - Medical forms
  - Clip boards/pens
  - PPE
- EMS
  - IV fluids
  - IV equipment
  - Nebulizer supplies/medications
  - EPI pens
- Other
  - Patio heaters
  - Motorized carts or UTVs that will allow transport of athletes. One vehicle to roam course (minimum). One vehicle at finish line (ideal)
  - Radio communication – one with roaming cart, one in medical tent/building and one per spotter along course.
  - Notify local hospital/medical facility of event and times.
- Inhalers
  - Runners who have asthmatic conditions may legally use an inhaler during competition. A physician’s statement documenting the need must be presented to the meet manager or meet referee prior to the beginning of the meet. A visible prescription label will also satisfy this requirement.
PARKING
Parking information should be provided to teams and spectators.

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<th>Participants</th>
<th>Spectators</th>
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<tbody>
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<td>Parking</td>
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<tr>
<td>▪ Establish designated parking for team buses, equipment trucks, and other vehicles.</td>
<td>▪ Consider digital sales of parking areas that allow for assigned parking that implements social distance spacing.</td>
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<tr>
<td>▪ Consider establishing parking spaces that would minimize participant interaction with non-participants</td>
<td>▪ Consider digital sales of parking based on lots that are near each seating location.</td>
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<td>▪ Consider prohibiting spectators in participant parking areas.</td>
<td>▪ Assuming reduced crowd size for the event, consider parking vehicles every other space to provide visible social distancing</td>
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PEDESTRIAN FLOW
Post signage of access and venue precautions in all routes to and from the venue/facility that patrons would take to move between their vehicles and the venue.

▪ All team coaches and participating athletes must enter the site as a complete group.

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<tr>
<th>Pedestrian Flow</th>
<th>Participants</th>
<th>Spectators</th>
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<tbody>
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<td>▪ Post signage of access and venue precautions in all routes to and from the venue/facility (routes that would be taken once the patron exits their vehicle)</td>
<td>▪ Consider implementing a design plan that allows attendees to park in the geographic area of facility gate entry.</td>
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<td>▪ Consider restricting interaction with non-participants during ingress and egress from the facility</td>
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<td>▪ Create protocols to limit entrance and exit traffic, and designate specific facility entrances and exits. Establish protocols to ensure staggered pick-up and drop-off for practice and events</td>
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OTHER IMPORTANT EVENT INFORMATION
WIAA Fall Culminating Event Requirements

▪ Visiting school teams and spectators are expected to comply with the host school strategies for COVID risk mitigation

PA Announcements (please notify teams of this procedure)

▪ Prior to the start: “Fans, thank you for observing social distancing and making every effort to keep our players healthy and in the game. Per WIAA post-season regulations masks are required at this event. In an effort to limit exposure, there should be no contact between athletes and fans while at the competition site. Thank you for your assistance in keeping our post-season opportunities available."

▪ Prior to the end of the contest: “We thank you for observing social distancing and making every effort to keep our athletes healthy and in the sport. At the end of the contest and are asking that everyone please exit immediately and not linger on-site. In an effort to limit exposure, we ask that you arrange to meet up with your family members at a different location. Thank you for your cooperation.”

Pre-Contest Screening

▪ Athletes and coaches shall check their temperature at home before attending practices or games. If a student-athlete or a coaching staff member has a temperature of 100.4 degrees or above, they should not attend practices or games.

▪ Any student-athlete that has symptoms and/or fever should not travel with the team or participate in any competition or team activities and should begin self-quarantine immediately.
• What if athlete is sick or exposed? – refer to the WIAA Return to Play Considerations and Vaccinated Individuals Sports Guidelines which can be found under the Health tab on the WIAA website.
• A tracing sheet shall be kept of all individuals traveling with the team to the contest verifying that the traveling party has been prescreened that day before departure.

WIAA Tournament Accountability
• When arriving at the venue for a contest, coaches will exchange the verification form signed by the coach and athletic director acknowledging that the students have been prescreened and the tracing sheet is accurate.
• When departing for the contest, coaches take their tracing sheet and verification form signed by the coach and athletic director acknowledging the tracing sheet’s accuracy. If a coach cannot, or does not produce the tracing sheet when verification is requested, it shall be reported to the WIAA office by the opposing coach.
• Failure to produce the verification form and/or the tracing sheet will result in a forfeit. SUBSTITUTIONS – Please review the following:
• There is a provision per WIAA Board of Control Covid-19 accommodations permitting replacement of a team or individual who has qualified from one level to the next but is unable to continue due to Covid-19 related circumstances.
• The provision extends ONLY to the most recently defeated team or the individual in the next place. Note: if the next place finisher is two individuals or more tied, there will be no replacement.
• There is no provision for moving up any other team or individual.
• Notification should be given as early as possible so the most recently defeated team or the individual in the next place can prepare. There is, however, no deadline. Substitution can be made up to the day of the event.
• If a vacancy occurs because there is no available or eligible team or individual, the scheduled opponent receives a forfeit.
• A school whose team or individual is unable to continue in the tournament program is expected to IMMEDIATELY notify the following:
  1. School of team or individual who will advance. b. School hosting next round of competition.
  2. WIAA office.

POST MEET INFORMATION
Posting/Announcing of Results
• In the Sectional meets, if multiple races must be run in each gender, no results will be made available prior to the completion of all races. If the Sectional meet can be conducted in one race for each gender, live/unofficial results are allowed.
• Appeals regarding misapplication of the rules shall be filled within 30 minutes after the results have been announced or made official. The head coach protests to the meet referee. (Rule 2-3-3, Rule 3-5-3 a, b)

Advancement to State
• The first two teams from each of 4 Sectionals.
• The first five individuals who are not members of a qualifying team.

Scoring (Rule 8-2-1, 2, & 3)
• All competitors who finish the race shall be ranked and tallied.
• The team score shall then be determined by totaling the points scored by the first five finishers of each team.
• The team which scores the smallest number of points is the winner.
• If fewer than five competitors of a team finish, the places of all members of that team shall be disregarded and the team scores reranked.

Ties (Rule 8-2-4, & 5)
• Ties in team scoring shall be resolved by comparing the sixth place finishers from the tying teams.
• The team with the best sixth place finisher wins.
• If one team does not have a sixth place finisher, the team with the sixth place finisher wins.
• If only five competitors of tying teams finish, the tie shall be resolved by totaling the scores of the first four finishers.
Awards
Distribution of awards should occur without contact. Awards can be handed to the head coach for proper distribution
- Plaque for championship and runner-up teams.
- Medals to:
  - Members (7) of championship and runner-up teams.
  - Sectional champions.
  - First five individuals who are not members of a qualifying team, with the individual sectional champion receiving a gold medal (even if he/she is a member of the championship team).
  - Schools may purchase from the WIAA additional medals for members of the championship and runner-up teams directly from ESCO - (www.escoinc.com)

WIAA Website
- State Qualifiers will be posted on the WIAA Website <www.wiaawi.org> on Sunday, May 2. Access the Cross Country Home Page and choose State Qualifiers.
- Corrections (spelling, year in school, etc.) should be emailed to costertag@wiaawi.org or faxed to 715-344-4241. Deadline for corrections is 12 noon on Monday, May 3.
- State Meet results will be posted on the WIAA Website <www.wiaawi.org> Saturday, May 8, as soon as possible, following the races.