

# **SOUTHERN ILLINOIS JR. HIGH SCHOOL ATHLETIC ASSN.**

## 2024 INSTRUCTIONS TO REGIONAL HOST SCHOOLS CROSS COUNTRY

- I. Meet Planning
  - A. **Parking:** Plan for team, fan, and meet personnel parking. Make sure that parking instructions are communicated to participating teams and meet personnel.
  - B. **Emergency Action Plan:** Please make sure that you have an emergency action plan in place for your meet.
  - C. **Instructions for competing teams:** Be sure that all schools attending your meet are given adequate notice of the schedule, location, and date of your meet.
  
- II. Meet Format and Policies
  - A. Hold the regional meet between October 8th and October 15th.
  - B. **Starting Time:** Hosts may set the starting time. Please take consideration the distances some schools might have to travel when setting the time of your meet.
    - a. **The regional course should be made available to participating schools no less than one hour prior to the designated start time of the first race.**
    - b. Please communicate your date and start time to the SIJHSAA Office.
  - C. **Race Distance:** The distance for both the girls and boys races is 1.86. miles. Conduct separate races for the girls and boys divisions.
  - D. **Race Schedule:** Schedule races so that the prior race participants have concluded and vacated the racecourse.
    - a. You should only need to conduct two races (one girls and one boys race) the day of your regional.
    - b. Once a race has concluded, participants must vacate the racecourse area to allow the next scheduled group of participants compete.
  - F. **Box Assignments:** Box assignments must be randomly assigned by the host in advance of the regional meet.
    - a. Please make sure that you have a copy of the box assignments prepared for your meet officials.
    - b. Conduct your regional in accordance with Rule 8 of the current National Federation Track and Field Rule Book.
    - c. For those meets using a chip system, please refer to NFHS Rule 8-3-4.
  
  - G. **Team Camps:** Hosts may establish team camp areas that allow for teams to space at least 30 feet apart and a minimum of 30 feet from the start and finish areas.

- H. **Packet Pick-up and Pre-Meet Information:**
- b. A Coaches Meeting will be held before both races take place. The time is determined by the meet manager.
  - b. Transmit as much information as possible electronically prior to the meet.
- I. **Starting Line:**
- a. Teams should only report to the starting line with a maximum of 7 runners and 1 coach.
  - b. Team run outs need to be done straight out from the team box to maintain physical distance from other teams.
  - c. Warm-up apparel should be left at the team camp.
- J. **Finish Line:** Regional hosts that do not use a chip scoring/timing system must have their finish line in accordance with NFHS Rule 8-1-3- The finish line for all races shall be at the mouth of the chute.
- K. **Video Backup:** (Optional)
- a. If possible, make arrangements to have a video back-up of the race. It can be as simple as a video camera or a tri-pod at the finish line.
  - b. If you are not using FAT, consider alternative methods of recording finish place and time to reduce congestion at the finish line.
  - c. Image based equipment is an effective way to determine place at the finish while avoiding congestion at the finish line. This could be as simple as using a smart phone or I Pad.
- L. **Eligibility Sheets:** Eligibility sheets are not required to turn in to the meet meet manager per SIJHSAA By Laws. If an eligibility issue occurs, each school will be required to produce an eligibility sheet. Each coach should “hand carry” a copy with them to the regional.
- M. **SIJHSAA Cross Country By-Laws:** Any information concerning cross country Not included in this document can be found in SIJHSAA By Law Article XXXVII: Cross Country.
- III. SIJHSAA Website Results: The host of your regional should report all team scores and the top 10 individuals and schools in each division. This year our computer tech will manually load them on the SIJHSAA Website.  
Geff Pursell ([geff@americana.com](mailto:geff@americana.com)) cell- (618-267-9009)
- IV: Awards and PA's:
- A. **Shipment of Awards:** The Regional plaque and individual awards will be mailed or delivered to each host by The Trophy Room of Pinckneyville.
    - a. If you have any problems receiving your awards, contact the SIJHSAA.
    - b. Please open and inventory your awards prior to your meet.
  - B. **Awards:** Hosts will receive the following awards:
    - a. Plaque: 1<sup>st</sup> for both boys and girls
    - b. Medals; Medals will be included for the top 10 individual finishers. (Boys and Girls Division)
  - C. **Awards Presentation:** The method of presentation is left up to the meet manager.

- D. **Qualifiers for Respective State Meets:**
  - a. Class L – Top 3 teams and the next 5 individuals not on a qualifying team.
  - b. Class S – Top 2 teams and the next 5 individuals not on a qualifying team.
  
- V. Meet Official:
  - A. **Hiring:** The host of the regional is responsible for hiring an IHSA Meet Official.
  - B. **Payment:** Meet Officials will be paid \$50 for the 2 races in the regional meet.
  - C. **Communication:** Contact the official prior to your meet regarding your school location and verify the time and date of your meet.
  
- VI. Emergency Planning:
  - A. **Please make it essential that the officials and teams know who this person is and can quickly locate them.**
  - B. Review your school or venue emergency plan with those who will be working your meet.
  
- VII. Weather Instructions:
  - A. **Contact Information**
    - a. Make sure that you get an emergency phone number for each team that will be participating in your regional meet. This should be a number for a phone that will be traveling on the team bus.
    - b. Make sure that each team participating in your regional has an after-school cell number for your meet manager.
  
- VIII. Financial:
  - A. Host schools will be reimbursed \$200 from the SIJHSAA for expenses for your Regional.