

**POLICIES AND PROCEDURES  
MANUAL  
FOR  
BOYS AND GIRLS BASKETBALL  
2010-11**



**NHIAA BASKETBALL COMMITTEE**

Bruce Labs, Chair, Woodsville; Karen Bonney, Alvirne; Scott Fitzgerald, Stevens;  
Mark Halloran, Plymouth; Jeff Holmes, Exeter; Kieth Matte, Lebanon;  
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### **POINTS OF EMPHASIS**

- 1. Exception to Reschedule into the Last Week of the Season:** If for some reason, a game must be moved into the last week of the season a letter, prior to the game being played, must be submitted to and received by the Chair of the Committee through the NHIAA Executive Director by both schools outlining the reason(s) for the request. **Any game that has been approved for play during the last week of the season must be played by the last date to play. No extension of the season will be granted. In the event the game(s) are not played both teams will be issued forfeit losses.**
- 2. Quarterfinal Round Officials:** On October 31, 2008, the NHIAA Basketball Committee voted to approve a third official at all quarterfinal round basketball games. Based on an agreement with the officials' organization through the Supervisor, the normal two man fee will be split between the three officials thus creating no financial impact to the NHIAA.

### **➤ FORMS TO BE SUBMITTED:**

1. 2010-11 Girls Division III – Wednesday, February 9, 2011
2. 2010-11 Girls Division IV – Monday, February 14, 2011
3. 2010-11 Boys Division III – Wednesday, February 16, 2011
4. 2010-11 Boys Division IV and Girls Division I and II – Monday, February 21, 2011
5. 2010-11 Boys Division I and II – Monday, February 28, 2011
6. NHIAA Tournament Awards Roster (if applicable)
7. Basketball Tournament Records Report Form – Due Friday, April 29, 2011

***All forms can be accessed through a “Forms” link in the athletic directors administration area of the NHIAA website. Once accessed and filled out, please email the forms to [mdecent@nhiaa.org](mailto:mdecent@nhiaa.org)  
DO NOT FOLLOW UP WITH HARD COPIES!***

# Basketball Policy and Procedures Manual

## 1. AUTHORIZATION:

The NHIAA Basketball Committee shall administer basketball and the rules of the National Federation will govern the sport when applicable.

## 2. IMPORTANT DATES:

Refer to the NHIAA Handbook.

## 3. PARTICIPATION:

Varsity athletes may play only five (5) quarters in one (1) day. Participation in a quarter, regardless of time, will be considered one (1) quarter. Overtime is considered as an extension of the fourth quarter. Team scorers are to keep an accurate record of quarters played. Penalty for Violation: Forfeiture of game. For sub-varsity tournaments the Participation Rule does not apply.

## 4. COMPLETED SCHEDULE AND FORFEIT:

All teams must complete their entire schedule submitted to the NHIAA. Any scheduled game(s) not played must be reported (in writing by both schools) to the NHIAA immediately. If a scheduled game can't be played both teams shall receive a forfeit loss.

## 5. MAKE-UP GAMES:

Make-up games may not be scheduled into the last week of the season. The only games that can be played during the last week of the season are games on the original schedules submitted to the NHIAA.

**Exception to Reschedule into the Last Week of the Season:** If for some reason, a game must be moved into the last week of the season a letter, prior to the game being played, must be submitted to and received by the Chair of the Committee through the NHIAA Executive Director by both schools outlining the reason(s) for the request. **Any game that has been approved for play during the last week of the season must be played by the last date to play. No extension of the season will be granted. In the event the game(s) are not played both teams will be issued forfeit losses.**

## 6. ADMISSION CHARGES:

Home of the Higher Seed:	\$5.00 Adults	\$3.00 Students/Senior Citizen*
UNH Lundholm Gymnasium:	\$7.00 Adults	\$5.00 Students/Senior Citizen*
Plymouth State University:	\$7.00 Adults	\$5.00 Students/Senior Citizen*
Southern NH University:	\$7.00 Adults	\$5.00 Students/Senior Citizen*

\*NOTE: A Senior Citizen is an individual who has reached the age of 65 or older.

## 7. MOUTH PROTECTOR RULE:

All players shall wear FULL mouth protectors that must cover all molars as well as front teeth. FULL mouth protectors must be worn in all practices, pre-game warm-ups and games. This includes preseason scrimmages, jamborees as well as the state tournament.

Full mouth protectors are required of all participants at **all** levels of interscholastic competition (sub-varsity and varsity). There is no color requirement for mouth protectors. The Sports Medicine Committee has recommended the following vendors:

<u>Name</u>	<u>Contact Information</u>	<u>Price</u>
CustMbite	<a href="http://www.custmbite.com">www.custmbite.com</a>	\$34.99 plus shipping of \$5.00 Wholesale pricing is available to schools, sports teams, and other organizations. Contact: <a href="mailto:info@custmbite.com">info@custmbite.com</a>
Pro-Tekt	<a href="http://www.protektmouthguards.com">www.protektmouthguards.com</a> <a href="mailto:customerservice@protektinc.com">customerservice@protektinc.com</a>	\$49.99 - \$89.99
Sport Guard International	<a href="http://www.customguards.com">www.customguards.com</a> 1-877-8guards	\$45.00 - \$82.00
Opro	<a href="http://www.opro.com/opd">www.opro.com/opd</a> <a href="mailto:CustomerCareUS@opro.com">CustomerCareUS@opro.com</a>	\$61.95 - \$94.95
Custom Fit Mouth Guards/Ifit Mouth Guards	Heather Chase, RDH LeeAnn Grandmason, RDH Destinee Diprina, DA Atkinson, NH 1-603-362-5582	\$55 - They may be able to go to you for larger groups
Sports Guard Labs	<a href="http://www.sportsguard.com">www.sportsguard.com</a> <a href="mailto:customerservice@sportsguard.com">customerservice@sportsguard.com</a> 1-800-401-1776	\$55
Mouth Guards and More	<a href="mailto:mouthguardsandmore@comcast.net">mouthguardsandmore@comcast.net</a>	\$40-\$45
Defender Mouth Guards	<a href="http://www.defendermouthguards.com">www.defendermouthguards.com</a> 1-888-65-defender	\$57-\$93

#### 8. ADMINISTRATION on the Court:

- Coaches shall assume the responsibility to make certain each player is provided with and is properly wearing a mouth protector.
- In the event a player is participating without a mouth protector the game official shall stop play.
- A charged 30-second time out must be used to re-insert the player or substitute for the player.
- If the 30-second time outs have been used up one of the full-length time outs must be used.
- Time outs in excess of the allotted time outs will be a “team technical” (NFHS Rule 6; Sect II: Article 3). The penalty is two shots plus the ball for a drive line throw

#### 9. MOUTHGUARD WAIVERS:

Waivers can only be granted by the Sports Medicine Committee upon receipt of documentation provided by a physician (as defined by NH RSA 329). A player must wear the mouth protector until the physician, parents and school have signed clearance and waivers of liability.

#### 10. ROSTERS:

Each school will be allowed 21 individuals with no more than 15 of them being players in uniform. The remainder of the roster will include one (1) head coach, three (3) assistant coaches and two (2) managers, the principal and athletic director. If a team is going to make the tournament, a team photo (in uniform, no mascots allowed) MUST be submitted.

#### 11. COACHING BOXES:

The box will be approximately 14 feet beginning at the bench nearest the score’s table and extend toward the end line. The floor will not have to be marked for this modification.

#### 12. OFFICIALS:

Officials duly registered with the NHIAA will officiate at all games. The Basketball Committee will assign officials to tournament games.

### 13. OFFICIALS' FEES:

If you are hosting a tournament game the officials' fees will be paid from the gate receipts. For tournament games held at neutral sites, the Game Director will pay the fee from the gate receipts.

### 14. SCORER'S TABLE AT STATE TOURNAMENT:

The following priorities shall govern seating at this table:

- The official timer - adult
- The official scorer - adult
- Assistant scorer - adult
- Public Address Announcer - adult

### 16. PRACTICE SESSIONS:

In accordance with By-Law Article I, Section 24: Practice at State Tournament Sites, "No practice is allowed at the site of the state tournaments ten days prior to the start of the tournament except when that site is the HOME site of a participating school. The home team may practice according to their usual home schedule."

### 17. RADIO/TELEVISION BROADCASTING:

Sponsors of telecasts must not be persons or businesses involved with tobacco and alcoholic beverages and related products.

Regular Season Events: There is no NHIAA jurisdiction over regular season telecasting of high school athletic competition.

Tournament Events: For tournament events held at the site of the higher seeded team, the Athletic Director or Game Director is to be contacted directly to make the necessary broadcasting arrangements. When games are held at neutral sites, a list of appropriate contact persons will be provided. No NHIAA tournament event may be televised "live" unless under contract with the Association. The NHIAA has the current listing of the tournament events to be televised "live" under contract for the current year. Cablevision stations will not be allowed to broadcast during contracted "live" broadcast, but may purchase the broadcast directly from the station for a fee of \$150.00. Cablevision broadcast fees for tape delayed broadcast are set at \$100 for all events other than the stipulation above. There is no fee for a non-commercial broadcast by a member school owned and operated, non-profit television station and for public access, non-commercial, non-profit community access television stations.

The following rules apply for stations covering tournament events for newscast programs:

- A. There is no fee for such televising.
- B. There may not be live coverage of any kind during game or meet action. "Live coverage" is defined as any activity, which occurs while a game, or meet is in progress. Stations may use a backdrop of live action for reporters from a tournament facility provided there is not play-by-play commentary and the report is limited to one (1) regularly scheduled news or sports program and two (2) no more than five (5) minutes of a program which is 30 minutes or less in length.
- C. Use of film, videotape, etc., is limited to regularly scheduled news or sports programs, and use on such programs is limited to no more than five minutes of a program which is 30 minutes in length. Unless written approval is received from the NHIAA, use of more than five minutes of film, videotape, etc., beyond five days from the last day of a tournament is prohibited outside of regularly scheduled news and sports broadcasts.

### 18. SPORTSMANSHIP TAUNTING:

Taunting in all sports is a flagrant unsportsmanlike foul which shall result in the ejection of the participant from that day of competition, plus the next day of scheduled competition.

Taunting is defined as:

"Any actions or comments by coaches, players, or other game personnel which are intended to bait, anger, embarrass, ridicule, or demean others, whether or not the deeds or words are vulgar or racist. Included is contact that berates, needles, intimidates, or threatens based on race, gender, ethnic origin or background, and conduct that attacks religious beliefs, size, economic status, speech, family, special needs, or personal matters."

Examples of taunting that would lead to ejection include, but are not limited to "trash talk", physical intimidation outside the spirit of the game, reference to sexual orientation; "in the face" confrontations by one player to another; standing over/straddling a tackled or fallen player.

***NOTE: This policy reinforces the responsibility of game officials, site managers, and game directors during regular season and NHIAA Tournament play.***

Every administrator and coach whose school participates in a tournament is charged with the important role of teaching the highest principles and standards of behavior. The school administration should never overlook any opportunity to remind and emphasize, tactfully, the need and value of proper respect of the opponents with regard to their organized cheering activities and any banners or placards which they might display, the decisions of the game officials, and the importance of desirable and proper conduct both at home and away. Every Administrator and coach should hold in mind that every coach must rely on the conduct and sportsmanship of the students and spectators from all schools. Your influence and prompting will be reflected by the action of your followers.

We are sure that you concur with the Basketball Committee in its belief that tournament coaches to promote the highest principles of sportsmanship in tournament games should exert considerable effort. You are urged to give the officials your utmost cooperation in helping them to keep rowdiness and unsportsmanship to a minimum, or if there are some who desire to view the games while under the influence of intoxicating beverages, they will be evicted from the gymnasium.

Any school participating in an NHIAA Tournament contest shall appoint a school designated adult representative to be in attendance at the tournament. The designated representative shall be appointed by the Principal and shall not be the coach for that sport. The designated school representative must identify himself/herself to the game director upon arrival at the tournament event. He/she shall be available throughout the event with the responsibility of identifying and assisting the game director when corrective action is necessary to control incidents of poor sportsmanship involving their school.

#### **19. MEDIA:**

Media (print and electronic) have been issued "media" passes to all tournament events. Electronic media, (radio, television, cable television) are to sign-in with the press gate supervisor at all events.

#### **20. FIFTY/FIFTY (50/50) RAFFLES:**

Fifty/Fifty drawings are permitted by the New Hampshire Interscholastic Athletic Association (NHIAA); at the site of an NHIAA member school hosting any round of an NHIAA tournament event(s). Fifty-fifty raffles will not be permitted at "neutral sites" that are not NHIAA Member School sites.

#### **21. SCORER'S NOTIFICATION OF "BONUS":**

The traditional one-and-one will be awarded for a common foul (other than player controlled) beginning with the 7<sup>th</sup> team foul for each half and for the 8<sup>th</sup> and 9<sup>th</sup> such foul. Beginning with the 10<sup>th</sup> such foul and thereafter, the "bonus" free throw will be awarded whether or not the first free throw is successful.

When the 7<sup>th</sup> and 10<sup>th</sup> team fouls occur the official scorer shall hold up one finger each hand for one-and-one and two fingers for the automatic two.

Scorers must understand this rule and consequently convey the information to the officials. If an error is made in awarding the correct number of free throws, it may be corrected within the limits allowed in NFHS Rule 2-11.

## **22. MEDICAL COVERAGE AT ATHLETIC EVENTS (By-Law Article III, Sect. 1):**

The importance of the long-range safety of high school athletes cannot be overstated. Consequently, the NHIAA and its member schools will favor medical safety over any other countervailing concerns including competitive advantage. Every high school in New Hampshire must make provisions for **licensed** medical personnel at all practices and contests. The types of provisions that are acceptable are (the provisions are in alphabetical order, not preferential order):

1. Athletic Trainer
2. Board Certified Sports Physical Therapist
3. Emergency Medical Technician
4. Nurse
5. Nurse Practitioner
6. Physician
7. Physician Assistant
8. Systems developed to call medical personnel to the site of the athletic event

At the athletic competitions where medical coverage is either provided or mandated by the NHIAA, injuries sustained by athletes will be evaluated by the designated medical personnel. The clearance to re-enter competition after an injury will be made by the designated medical personnel only. Absent unanimous agreement between the designated medical personnel to allow continued participation, an injured player will not be allowed to return to the game. Their decision is final and cannot be overturned by the coach, coaching staff, parents/guardians, or any non-designated personnel.

When the NHIAA provides qualified medical personnel and member schools also provide qualified medical personnel, it is expressly understood that the NHIAA provider shall defer to the school designated qualified medical personnel if requested. If the member school does not provide qualified medical personnel or if no deferral is requested, the NHIAA provider will act as the **designated medical personnel**.

In choosing who should act as the **designated medical personnel**, all medical personnel are expected to act in the best interests of the student athletes and participate to the extent that his or her expertise will increase the quality of the care delivered. Prior to the start of the event the NHIAA assigned medical personnel, in conjunction with the designated site manager, should review this requirement and determine the procedures/chain of command to be identified during the event to ensure compliance with the provisions stated in this By-Law.

Note: Student trainers, high school or college, cannot be used to meet the provisions of this By-Law.

## **23. BLOOD SPILLAGE AND BODY FLUIDS:**

The NHIAA Sports Medicine Committee suggests that each school develop a local policy in cooperation with their local medical personnel, on how to handle blood spillage.

### **Housekeeping Procedures for Blood and Body Fluids**

Disposable latex gloves should be worn to avoid contamination of the hands of the person cleaning spillages involving blood or other body fluids and secretions. Persons involved in cleaning contaminated surfaces should avoid exposure of open skin lesions or mucous membranes to blood or body fluids. A freshly prepared solution of dilute household bleach (one quarter cup of bleach diluted in one gallon of water) or other disinfectant labeled as *virucidal*, *Tuberculocidal*, *staphylocidal* is useful. Allow the disinfectant to stand wet for a minimum of one minute to start killing pathogens and disinfecting the area (10 minutes of disinfection time guarantees surface sterility). Whenever possible, disposable towels, tissues, and gloves should be used and properly discarded and mops should be rinsed in disinfectant.

### **Interpretation of Excessive Bleeding:**

National Federation Rules call for a player, who is bleeding, has an open wound or excessive blood on the

uniform, to leave the court/field. The NHIAA interprets "excessive blood on the uniform" to mean that part of the uniform is saturated with blood. Saturated does not mean a wet spot. Saturated means a major portion of the garment is covered and soaked with blood. For this to occur, significant bleeding would have had to take place. For any blood on uniform less than "saturated", the uniform does not have to be changed. School personnel have the responsibility of treating the blood area with the appropriate disinfecting solution before the athlete may participate. If the uniform is "saturated" with blood, the uniform must be changed before the athlete may participate. This interpretation is to be followed in the conduct of all NHIAA athletic events.

#### **24. NHIAA SITE SELECTION CRITERIA POLICY:**

NHIAA Sports Committees will make every effort to provide sites with the following criteria in mind.

The criteria are not listed in order of priority.

- A. If the home team cannot fulfill all criteria necessary to host a tournament game, including charging an admission fee for the preliminary or quarterfinal games, the school shall locate another site or forfeit the home court advantage.
- B. Health and safety of participants.
- C. Comfort and safety of spectators (including adequate seating and parking, and restrooms).
- D. Handicapped accessible for spectators.
- E. Relative travel requirements of participating schools.
- F. The ability to sell, collect and account for ticket sales.
  - The home of the higher seed's principal or designee will be in contact with the visiting school to reach an agreeable number of tickets to be reserved for each game.
- G. Playing surfaces must meet the requirements as established for that sport.
- H. Facility rental charge (if applicable).
- I. Sufficient parking.
- J. Other costs associated with running the event.
  1. Public Safety – Approximate costs
  2. Custodial
- K. Receptivity and cooperativeness of personnel working at site.
- L. Provide concessions (Facility keeps all sales).
- M. Provide area for NHIAA memorabilia sales.

Once the playoff team selections have been made, a Basketball Committee member appointed by the Committee Chair and the Executive Director shall make contact with the athletic director at the host school to determine if the criteria set forth above have been satisfied. If there are concerns or questions the committee member and Executive Director may visit the site. In the event the home school fails to meet the criteria the other school will be contacted to determine if they can properly host the game. Should neither school satisfy the Committee requirements, the Committee will set out to find an appropriate neutral site. If it is determined that a school does not meet the criteria or cannot meet the criteria to host the game, the school has the right to appeal the decision to a sub-committee comprised of three members appointed by the Basketball Committee Chair prior to the start of the tournament events. The decision of this sub-committee will be final and cannot be appealed further.

#### **25. JEWELRY AND BODY PIERCING RULE:**

No jewelry, which includes body-piercing objects, shall be worn. Religious or medical alert medals must be properly secured under the uniform.



## 26. NFHS AUTHENTICATING MARK:

All game balls at all levels of play shall have the NFHS Authenticating Mark imprinted.

The following procedure is to be followed:

- A. Prior to the start of the game the head official is to inspect the game ball(s) to ensure the NFHS Authenticating Mark is imprinted. If the home team's ball does not have the mark the visiting team's ball with the Authenticating Mark is to be used.
- B. In the event neither ball has the mark, the game is to be played and the head game official is to report the matter to the Supervisor of Officials, who in turn will notify the NHIAA office.

## 27. TOURNAMENT EVENT POSTPONEMENTS

- **Home of Higher Seed:** The decision to postpone a tournament game held at the home of the higher seed will be left to the discretion of the home site Game Director to make the decision to postpone and reschedule games to the next day. The officials and the NHIAA must be notified of the postponement and the reschedule date and time.
- **Neutral Site – During the Week:** The decision to postpone a tournament event during the week will be made by the NHIAA. Schools, Supervisor of Officials, Game Directors, Police and Trainers will be notified by the NHIAA.
- **Neutral Site – Weekends & Holidays:** The decision to postpone a tournament event on weekends and holidays will be made by the NHIAA. SCHOOLS WILL NOT BE NOTIFIED. It will be the responsibility of the schools playing to check the NHIAA website (visit [www.nhiala.org](http://www.nhiala.org) and click on the "tournament info" link). The NHIAA will notify Game Directors, Supervisor of Officials, Police and Trainers. TEAMS SHOULD NOT LEAVE FOR THE TOURNAMENT SITE UNTIL THE NHIAA WEBSITE HAS BEEN CHECKED.

## 28. NOISEMAKERS:

The playing of musical instruments and/or amplified music while the game is in progress shall be prohibited. The only time that a game is not "in progress" after it has started is during a time-out or during between periods and halftime.

Possession and/or the use of artificial noisemakers is prohibited at all time during the NHIAA regular season and tournament games.

The official interpretation of an artificial noisemaker is being any object that is used to manufacture noise by contact with another object or surface. **No "rally sticks" allowed.**

## 29. BENCH PERSONNEL:

For liability reasons Below Grade Nine students/children are not allowed to be on the team benches or on the sidelines at any regular season and tournament contest.

## 30. PHOTOGRAPHS:

All photographs submitted to the NHIAA for the tournament programs must meet the following criteria:

- a. Photographs can be black and white or in color and no bigger than 8x10.
- b. Each team member must be identified in the photograph (including players, coaches and managers).
- c. Players must be **IN A TEAM UNIFORM** with the shirt number exposed.
- d. **In order to be included in the tournament program, all pictures and rosters must be received at the NHIAA Office by the following dates;**
  - 2010-11 Girls Division III – Wednesday, February 9, 2011
  - 2010-11 Girls Division IV – Monday, February 14, 2011
  - 2010-11 Boys Division III – Wednesday, February 16, 2011
  - 2010-11 Boys Division IV and Girls Division I and II – Monday, February 21, 2011
  - 2010-11 Boys Division I and II – Monday, February 28, 2011

**31. DISQUALIFIED ATHLETE:**

A Disqualified athlete is not to be sent to the locker room or off the court unsupervised. If no supervision is available the disqualified athlete shall remain on the bench and become the coach’s responsibility to supervise.

**32. TRAINERS:**

Schools requesting medical services are to provide the necessary supplies for the trainer at all regular season and tournament games.

**33. Divisional Alignment**

Boys and girls basketball shall be aligned into four (4) divisions based upon enrollments and petitions subject to the approval of the Classification Committee.

**2010-11 Boys Basketball Divisional Alignment**

<b>DIV. I (1251+)</b>		<b>DIV. II (651–1250)</b>		<b>DIV. III (326–650)</b>		<b>DIV. IV (1–325)</b>	
<b>19 Schools</b>		<b>24 Schools</b>		<b>23 Schools</b>		<b>22 Schools</b>	
Pinkerton	3325	Goffstown	1235	Monadnock	649	Newmarket	310
Nashua - South	2226	Bedford	1223	Stevens	635	Wilton	300
Man. Central	2220	Portsmouth	1048	Fall Mt.	632	Epping	293
Man. Memorial	2092	Con-Val	1011	Bow	613	Woodsville	276
Nashua - North	2003	Milford	959	Somersworth	588	Littleton	269
Concord	1878	Pembroke	946	Gilford	571	Derryfield	248
Salem	1850	Merr. Valley	910	Campbell	550	Moultonborough	244
Londonderry	1765	Hollis/Brookline	903	Winnisquam	538	Hinsdale	221
Exeter	1701	Souhegan	894	Conant	538	Nute	201
Keene	1654	Kingswood	872	Prospect Mt.	527	Profile	188
Dover	1563	Kennett	853	Berlin	517	+Groveton	188
Spaulding	1550	John Stark	838	Hillsboro-Deering	513	Pittsfield	184
Merrimack	1514	Laconia	782	Belmont	498	Ports. Christian	184
Timberlane	1477	Sanborn	755	Newfound	464	Gorham	166
Alvirne	1463	Plymouth	748	Raymond	459	Colebrook	154
Man. West	1383	Hanover	740	Farmington	443	Sunapee	149
Winnacunnet	1265	Windham	734	Franklin	437	Lisbon	133
*Bishop Guertin	886	Coe-Brown	703	Mascoma	436	Lin-Wood	111
*Trinity	409	Lebanon	698	Mascenic	425	Nashua Christian	91
		Oyster River	698	White Mt.	424	Concord Christian	50
		Pelham	690	Newport	409	Mount Zion	49
*Petition		St. Thomas	676	Inter-Lakes	388	Pittsburg	45
+ Cooperative inclusive enrollments		*Kearsarge	640	Hopkinton	338		
		*Bishop Brady	369				

### 2010-11 Girls Basketball Divisional Alignment

<b>DIV. I (1251+)</b> <b>18 Schools</b>	<b>DIV. II (651-1250)</b> <b>25 Schools</b>	<b>DIV. III (326-650)</b> <b>23 Schools</b>	<b>DIV. IV (1-325)</b> <b>21 Schools</b>
Pinkerton 3325	*Man. West 1383	Monadnock 649	Newmarket 310
Nashua - South 2226	Goffstown 1235	Stevens 635	Wilton 300
Man. Central 2220	Bedford 1223	Fall Mt. 632	Epping 293
Man. Memorial 2092	Portsmouth 1048	Bow 613	Woodsville 276
Nashua - North 2003	Con-Val 1011	Somersworth 588	Littleton 269
Concord 1878	Milford 959	Gilford 571	Derryfield 248
Salem 1850	Pembroke 946	Campbell 550	Moultonborough 244
Londonderry 1765	Merr. Valley 910	Winnisquam 538	Hinsdale 221
Exeter 1701	Hollis/Brookline 903	Conant 538	Nute 201
Keene 1654	Souhegan 894	Prospect Mt. 527	Profile 188
Dover 1563	Kingswood 872	Berlin 517	+Groveton 188
Spaulding 1550	Kennett 853	Hillsboro-Deering 513	Pittsfield 184
Merrimack 1514	John Stark 838	Belmont 498	Ports. Christian 184
Timberlane 1477	Laconia 782	Newfound 464	Gorham 166
Alvirne 1463	Sanborn 755	Raymond 459	Colebrook 154
Winnacunnet 1265	Plymouth 748	Farmington 443	Sunapee 149
*Bishop Guertin 886	Hanover 740	Franklin 437	Lisbon 133
*Trinity 409	Windham 734	Mascoma 436	Lin-Wood 111
	Coe-Brown 703	Mascenic 425	Concord Christian 50
	Lebanon 698	White Mt. 424	Mount Zion 49
	Oyster River 698	Newport 409	Pittsburg 45
	Pelham 690	Inter-Lakes 388	
	St. Thomas 676	Hopkinton 338	
*Petition	*Kearsarge 640		
+ Cooperative inclusive enrollments	*Bishop Brady 369		

# Tournament

## POLICIES AND PROCEDURES MANUAL FOR BOYS AND GIRLS BASKETBALL



Prepared by the NHIAA Basketball Committee

1. **GAME BALLS:**

The Spalding Boys Basketball Spalding “Composite Top-Flite 1000 ZK PRO” and Spalding Girls “Composite Top-Flite 1000 ZK PRO” are the official tournament balls of the NHIAA.

**Teams must bring practice balls to all neutral site venues (Plymouth State University, Southern NH University, UNH).**

2. **LINE-UP FORMS:**

Sufficient line-up forms are provided for each school in the tournament. The form, signed by the coach, must be presented to the official scorer at all neutral sites upon the team's arrival at the site. The form cannot be altered after presentation to the official scorer.

3. **TOURNAMENT PAIRINGS:**

Tournament team selection will be determined in accordance with the present alignment. Sixteen teams in each division will qualify for the boys and girls tournaments.

4. **POST-GAME INTERVIEWS:**

At the semifinal and final rounds of the tournaments held at neutral sites, post-game interviews will be conducted off the court area. Please move off the court to hold your interview.

5. **PASSES:**

Tournament passes will be distributed in accordance with By-Law Article I, Section 12. Competitors will be identified through the Tournament Program at the Pass Gates at all neutral sites for the session in which they are playing.

6. **DRESSING ROOM FACILITIES:**

Teams will be assigned dressing rooms upon their arrival for the game. Do not allow the players to leave their valuables in the locker rooms.

7. **OFFICIALS' ROOMS:**

Rooms for the officials who will officiate the games will be provided and will serve as a dressing/lounging room. All visitors, except official tournament personnel, will be excluded from the officials' dressing room during the entire program.

The Game Director is to assign personnel to escort the tournament officials to their room during the half-time break and at the completion of the game.

8. **PUBLIC ADDRESS SYSTEM:**

The public address system will be under the control of the NHIAA Game Director who will also be responsible for all announcements to be made over the sound system.

9. **PROTEST PROCEDURE AT STATE TOURNAMENTS:**

During the preliminary and quarterfinal round games if a protest of a game should take place it is the responsibility of the game manager to contact the rules interpreter and resolve the issue the night of the game. During State Tournament play, there shall be no appeals of protests to the Executive Director. All protests shall be resolved at the game site at the time of the protest.

10. **COACHING BOXES:**

The box will be of approximately 14 feet beginning at the bench nearest the score's table and extend toward the end line. The floor will not have to be marked for this modification.

11. **HALF-TIME ENTERTAINMENT:**

- All sites will have 12 minute half times.
- Any school intending to participate in a half-time program must receive approval from the NHIAA Basketball Committee prior to the date of the tournament game. A total of six (6) minutes is devoted to half-time routines. Each school will have a maximum of three (3) minutes for a routine if they both choose to perform. If only one school performs, then the total six (6) minutes may be used.
- No basket shooting will be permitted by anyone between halves of tournament games except the few minutes required by each team to warm up prior to the start of the second half.

12. **BENCH OCCUPANTS:**

- During a contest, a maximum of 21 individuals will be allowed in the bench area. Of the 21 persons, no more than 15 of them will be players.
- At all neutral sites, the home team (light uniforms) shall occupy the bench to the right of the official scorer as he normally faces the playing floor. The visiting team (dark uniforms) shall occupy the bench to the left of the official scorer. Teams will not change player benches during the contest. Each team's first half basket is the one furthest from the bench.

**Bench Personnel:**

For liability reasons Below Grade Nine students/children are not allowed to be on the team benches or on the sidelines at any regular season and tournament contest.

13. **PRE-GAME CEREMONIES: (Introductions)**

To further enhance good sportsmanship by setting a positive tone for the games, the following policy is in effect for all tournament games at ALL rounds. The introductions of the starting line-ups will be as follows: (Coaches are expected to instruct their players on this procedure.)

- A. The starting team players will be alternated in their introduction PRIOR TO THE START OF THE GAME.
- B. After the players have been introduced, the opposing coaches will meet at the scorer's table and shake hands.
- C. The National Anthem will be played prior to the start of all games.
- D. At the preliminary and quarterfinal round of the tournament, the home team shall be responsible for providing the playing of the National Anthem. At neutral tournament sites, the NHIAA Basketball Committee shall have the responsibility of providing the playing of the National Anthem. If a tournament team wishes to provide the service at a neutral site, a request must be made to the NHIAA Executive Director at least 24 hours before the game. Again, the Basketball Committee reserves the right to select the presentation of the Anthem.  
[The NHIAA Basketball Committee encourages schools to institute this procedure for regular season games as well as for tournament games.]

14. **SCOREBOOK:**

The NHIAA Basketball Committee will provide the official scorebook for each contest. Please plan to have your teams' scorer sit near the scoring table to assist the NHIAA official scorer.

15. **POST-GAME CEREMONY:**

The Chair of the Basketball Committee or his designee shall present the Championship and Runner-Up Plaques and medals to both of the schools competing.

- A. You must complete the roster in order that the deserving athletes will be called forward to receive their award. You will have 21 medals that can be awarded to players, managers and coaches. This roster must be provided to the game director prior to starting the game.

- B. Both head coaches will be briefed prior to the game regarding post-game ceremonies and behavior expectations.
- C. Upon the conclusion of the game, both teams are to return to their respective benches after going through the handshake line.
- D. All medals and plaques will be presented at center court, after the normal team celebration time.
- E. The public address announcer will call up the coach and captains of the runner up team to present the Runner up medals.
- F. Each player on the Runner-up team will be introduced and shall come forward to receive a Runner-up medal. Once the Player has received the medal, he/she will line up beside the Coach. The team will then receive the Runner up plaque.
- G. When all awards have been distributed, the players and Coach will return to their team bench.
- H. This process will be repeated for the Championship team.
- I. The Championship team and coaches will be introduced individually to receive 21 medals. The team will then receive the Championship plaque.

16. **NOISEMAKERS:**

The playing of musical instruments and/or amplified music while the game is in progress shall be prohibited. The only time that a game is not “in progress” after it has started is during a time-out or during between periods and halftime.

Possession and/or the use of artificial noisemakers is prohibited at all time during the NHIAA tournament games.

The official interpretation of an artificial noisemaker is being any object that is used to manufacture noise by contact with another object or surface. No “rally sticks” allowed.

17. **FIFTY/FIFTY (50/50) RAFFLES:**

Fifty/Fifty drawings are permitted by the New Hampshire Interscholastic Athletic Association (NHIAA); at the site of an NHIAA member school hosting any round of an NHIAA tournament event (s). Fifty-fifty raffles will not be permitted at "neutral sites" that are not NHIAA Member School sites.

18. **TOURNAMENT EVENT POSTPONEMENTS (WEATHER):**

If weather causes a tournament event postponement, the following guidelines must be followed:

- **Home Site Event** - Event moved to the next day, unless the Basketball Committee and the Executive Director grant a waiver. The NHIAA **must be notified if the home school makes a change**. It shall be the responsibility of the home site Game Director to notify the game officials.
- **Neutral Site Event** - The NHIAA will make the decision to postpone and schools and game officials will be so notified in a timely manner.

19. **1000 POINT SCORES:**

The game shall not be stopped to recognize a 1000-point scorer at any time during a tournament game at any round. An announcement can be made, signs can be held up and a brief ceremony can take place at the team bench area immediately after the game. Schools may purchase the tournament ball for \$40.00.

20. **TOURNAMENT TRAINERS:**

Trainers shall be required to be on duty at neutral tournament sites one half (1/2) hour before the contest begins. Schools requesting medical services are to provide the necessary supplies for the trainer.

21. **PRE- GAME WARM-UPS:**

**For Preliminaries and Quarterfinals:**

The court must be cleared one (1) hour before the game.

**For Semifinals and Finals:**

In accordance with By-Law Article I, Section 24: **Practice at State Tournament Sites**, "No practice is to be allowed at the site of the state tournaments except when that site is the HOME site of a participating school.

**For Home of Higher Seed:**

Fifteen (15) minutes will be allocated for pre-game warm-ups at neutral site tournament games.

**\*Teams must bring practice balls to all neutral site venues (Plymouth State University, Southern NH University, UNH).**



## NHIAA BASKETBALL TOURNAMENT REGULATION FOR SPIRIT TEAMS AND PEP BANDS

### SPIRIT

At Basketball Tournaments the following regulations will be in place:

1. **Maximum of 20 cheerleaders and one (1) coach will be allowed.** The coach is requested to sit with the cheerleaders. Requests for more than 20 cheerleaders *will not* be granted in accordance with NHIAA Basketball Committee regulations.
2. Cheerleaders will be admitted free only to the session in which their team is playing.
3. Cheers will be alternated with the opponent's cheerleaders. **THIS MEANS ONLY ONE CHEER PER TIME OUT.**
4. Cheerleaders will perform during time-out periods and between quarters.
5. Any time the players are ready to play, the horn will blow, the cheer will stop and cheerleaders will leave the floor immediately.
6. Cheerleaders will cheer in an area designated by the Game Director.
7. Only cheerleaders who are listed as members on the official NHIAA tournament roster of the high school may participate. No below grade nine students who have not received a waiver may be on the floor or standing on the sidelines.
8. All cheerleaders shall be "ground-bound" at all NHIAA basketball tournament games, preliminary through championship rounds. There shall be **NO TOSSES, LIFTS, TUMBLING, ETC.**, and the cheerleaders' feet will remain on the floor. Jumps **WILL** be allowed as long as the athlete does not use another athlete to complete this activity.
9. Half-time Entertainment: At all tournament sites, half time will be 12 minutes.
10. Any school intending to participate in a half-time program must receive approval from the NHIAA Basketball Committee prior to the date of the tournament game. A total of six (6) minutes is devoted to half-time routines. Each school will have a maximum of three (3) minutes for a routine if they both choose to perform. If only one school performs, the total six minutes may be used.
11. No Elementary or Pre-School cheerleaders will be allowed.
12. Cheerleaders at Plymouth State University **CANNOT** stand on the end lines to cheer.

### PEP BANDS

The Basketball Committee will permit "Pep Bands" to play at all tournament sites. The following "ground rules" will be followed regarding "Pep Bands" playing at the State Tournament Games:

1. **"Pep Bands" will be allowed free admission for a MAXIMUM of 20 members to the games in which their team is competing only when accompanied by an Advisor.**
2. "Pep Bands" will be assigned a seating location by the Game Director. An advisor must be with the band at all times they are playing.
3. For game #1 of a two-game program, the band representing the team in **LIGHT UNIFORMS** will play prior to the game. The band representing the team in the **DARK UNIFORMS** will play between the halves of the game.
4. The National Anthem will be played by the combined bands who are in the gymnasium if mutually agreed upon.
5. Members of bands whose teams are not on the floor playing will be assigned a seating location by the Game Director.
6. Non-playing band groups will **NOT BE ALLOWED TO TAKE INSTRUMENTS INTO THE GYM.**
7. These instructions apply to **ALL** tournament games played at **NEUTRAL SITES** under the direction of the NHIAA Basketball Committee.
8. At games played at the site of the higher seeded team, the Game Director shall direct bands to the proper seating arrangements.
9. Bands are not permitted to play during foul shots or when the ball is "live" and in play.

New Hampshire Interscholastic Athletic Association  
 251 Clinton Street  
 Concord, N.H. 03301-8432  
 Phone 603-228-8671 Fax 603-225-7978 E-Mail info@nhiaa.org

**NHIAA TOURNAMENT AWARDS ROSTER  
 RETURN TO SEMI-FINAL GAME DIRECTOR**

SCHOOL \_\_\_\_\_ DIVISION \_\_\_\_\_ BOYS \_\_\_\_\_ GIRLS \_\_\_\_\_

**(ROSTERS MUST BE TYPED!!!)  
 PLAYERS - MANAGERS - COACHES**

	FIRST NAME	<p><b>SAMPLE FORM</b></p> <p>This form can be found at <a href="http://www.nhiaa.org">www.nhiaa.org</a>          under the AD forms section.</p>
<b>HEAD COACH</b>	<b>A.</b>	
<b>ASST. COACH</b>	<b>B.</b>	
<b>ASST. COACH</b>	<b>C.</b>	
<b>ASST. COACH</b>	<b>D.</b>	
<b>MANAGER</b>	<b>E.</b>	
<b>MANAGER</b>	<b>F.</b>	
<b>PLAYERS:</b>	<b>1.</b>	
	<b>2.</b>	
	<b>3.</b>	
	<b>4.</b>	
	<b>5.</b>	
	<b>6.</b>	
	<b>7.</b>	
	<b>8.</b>	
	<b>9.</b>	
	<b>10.</b>	
	<b>11.</b>	
	<b>12.</b>	
	<b>13.</b>	
	<b>14.</b>	
	<b>15.</b>	

**ATHLETIC DIRECTOR:** \_\_\_\_\_

**THIS FORM MUST BE COMPLETED AND TURNED IN TO THE GAME DIRECTOR AT THE STATE TOURNAMENT SITE PRIOR TO THE SEMI FINAL GAME.  
 A COPY MUST BE FAXED TO THE NHIAA OFFICE AT 225-7978 AT LEAST 2 (TWO) DAYS BEFORE THE CHAMPIONSHIP GAME.**

New Hampshire Interscholastic Athletic Association  
251 Clinton Street  
Concord, N.H. 03301-8432  
Phone 603-228-8671 Fax 603-225-7978 E-Mail info@nhiaa.org

TO: ATHLETIC DIRECTORS and  
GIRLS and BOYS BASKETBALL COACHES

FROM: R. PATRICK CORBIN, EXECUTIVE DIRECTOR

RE: BASKETBALL TOURNAMENT RECORDS

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While the tournaments are still fresh in your memories, please take a moment to review the records and if you feel a record has been broken, give accurate information and a copy of the score sheets for preliminary games regarding the new record that has been established. This information is vital in publishing a complete program for all classes of boys and girls basketball.

When reporting a record for the "State Tournament", please remember this is a total, which includes all four rounds of the tournament: Preliminaries, Quarterfinals, Semifinals, and Finals.

**PLEASE RETURN TO THE NHIAA BY FRIDAY, APRIL 29, 2011 SO  
VERIFICATION OF THESE RECORDS MAY BE MADE.**

# BASKETBALL TOURNAMENT RECORDS

**PERSON REPORTING RECORD:** \_\_\_\_\_

**PRINCIPAL'S SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_ **SCHOOL:** \_\_\_\_\_

Circle One: **BOYS**   **GIRLS**

**DIVISION: I   II   III   IV**

**TITLE OF RECORD** \_\_\_\_\_

New Record Information \_\_\_\_\_

**TITLE OF RECORD** \_\_\_\_\_

New Record Information \_\_\_\_\_

**TITLE OF RECORD** \_\_\_\_\_

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New Record Information \_\_\_\_\_

**TITLE OF RECORD** \_\_\_\_\_

New Record Information \_\_\_\_\_

**TITLE OF RECORD** \_\_\_\_\_

New Record Information \_\_\_\_\_

## SAMPLE FORM

This form can be found at [www.nhiala.org](http://www.nhiala.org)  
under the AD forms section.

**PLEASE INCLUDE SCORE SHEETS IF PRELIMINARY INFORMATION  
IS INCLUDED IN RECORD.**

**PLEASE RETURN TO THE NHIAA BY FRIDAY, APRIL 29, 2011 SO  
VERIFICATION OF THESE RECORDS MAY BE MADE.**

