Enclosed are rules, instructions for on-line entries, directions, and an order of events with time schedule for The Virginia Independent Schools Athletic Association Indoor Track & Field Championships to be held at St. Christopher's School in Richmond, Virginia on Saturday, February, 8, 2014. The field house at St. Christopher’s School is a 200m track with an encapsulated rubber surface. Spikes are acceptable but must be 1/4” or less. There is no food or drink allowed in the field house.

The VISAA will be charging admission to this event. All spectators over the age of six will be charged admission. Players, coaches, officials, school administrators, and families of coaches involved in the contest will be admitted free but other school personnel will not be allowed in on passes. All other school personnel, faculty, students, etc. and spectators must pay admission. Admission fees are: $10.00 for individuals and $30.00 for families (2 adults plus children).

Entries for the 2014 VISAA Indoor Track & Field Championships are to be submitted on-line at http://va.milesplit.com/meets/156159-visaa-indoor-track-field-championships#.UtWCb3n9yD4. THE DEADLINE FOR ENTRIES IS MIDNIGHT, THURSDAY FEBRUARY 6, 2014. There will be no entries, substitutions, or updates after the entry deadline. You may enter a maximum of three athletes per event by the deadline. Athletes must be in grades 8 through 12. If an athlete is entered in a running event at the deadline, scratching an athlete from that event will disqualify that athlete from further competition in the meet (exception: athletes posted to the morning section of the 3200m). There will be no coaches meeting, but coaches should pick up their team packets from the finish line area upon arrival. Event rankings will be posted Friday at Milestat (http://va.milesplit.com). Depending on the number of athletes entered in the 3200m, there may be a slow section run in the morning. A list of those athletes in the morning sections of the girls’ and boys’ 3200m will also be posted. Girls and boys posted for the morning sections of the 3200m may be scratched from that event on the day of the meet without penalty. They must be scratched prior to the start of the meet. All other scratches after the deadline, with the exception of field events (see Rules, Sec. C-3), will mean that athlete is scratched from all proceeding events. Please read the rules for a more thorough explanation. If there are questions about entries, please e-mail me at warem@stcva.org.

**55M DASH**

IF ENTRIES FOR THE 55M DASH EXCEDES 32 ATHLETES, WE WILL ACCEPT THE TOP 32 VERIFIED TIMES IN THE QUALIFYING HEATS FOR THE FINALS AND THE REMAINING ATHLETES WILL BE PLACED IN “NON-SCORING” SECTIONS SEEDED ON TIME. RUNNERS IN THE NON-SCORING SECTIONS WILL RUN AND THEIR TIMES WILL BE POSTED, BUT THEY WILL NOT BE ELIGIBLE TO ADVANCE TO THE FINALS. NON-SCORING SECTIONS WILL PRECEDE THE SEEDED SECTIONS. ONCE THESE SECTIONS ARE SET, A COACH MAY SCRATCH THEIR ATHLETE FROM THE NON-SCORING SECTIONS, IF THEY SO CHOOSE, WITHOUT PENALTY. SCRATCHES MUST BE DONE PRIOR TO THE START OF THE MEET. SCRATCHES FROM THE SCORING SECTIONS WILL DISQUALIFY THAT ATHLETE FROM FURTHER COMPETITION IN THE MEET.

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**Password for Entries: VISAA2014**

ENTRIES/SEEDING: Because we are using the entry system from Milestat.com, an athlete’s marks for the various events will be automatically filled in from the database with an athlete’s season best marks. The database is maintained by the Milesplit/Milestat.com site. A coach will not be allowed to enter a mark that is not in that database. While this does make things easier for coaches and meet directors because it eliminates the necessity of verifying times, it will be a problem for coaches attempting to enter marks from meets that have not been reported to Milestat.com. If you have a mark for an event/meet that was not posted to Milestat.com then you will have to e-mail the results or link to results directly to me (warem@stcva.org). Please do not send me just the time/distance for the particular athlete. You must either send me the full results or direct me to where I can find the results. Athletes may be entered in events whether they have competed in that event or not. However, as this is the championship for the 2013-2014 indoor season, if the athlete has NOT competed in an event during the 2013-2014 indoor season then they will be unseeded.

For clerical purposes, all entries must be completed on-line by MIDNIGHT, THURSDAY, FEBRUARY 6, 2014. No updated performances will be allowed beyond this date and time.

On-line entry instructions, rules, and time schedule are available online at: http://www.visaa.org

We look forward to a great day of competition,

Marshall T. Ware, Jr.
Meet Director
VISAA Indoor Track & Field Championships
[A] ELIGIBILITY

A-1 A competitor shall be a regular bona fide student in good standing of the school that he or she represents. For purposes of hereof, the term “regular bona fide student” shall mean a full-time student taking at least an average of four hours of classes per day at the school that he or she represents.

A-2 A competitor is eligible for competition between Virginia Independent Schools Athletic Association (VISAA) member schools and for VISAA events if he or she turns 19 years old after August 1 of the academic year in question. Students below the 8th grade level are ineligible for competition between VISAA member schools and for VISAA member events.

A-3 Attending academic classes while classified as a senior at any school marks the student’s last year of eligibility for competition between VISAA member schools and for VISAA events. A student who has been classified as a senior at any school, who then transfers to another school, is eligible for competition between VISAA member schools and for VISAA events during that school year only. The student may not gain eligibility thereafter. Post-graduates are ineligible for competition between VISAA member schools and for VISAA events.

A-4 Students ineligible in their school’s conference are ineligible for competition between VISAA member schools and for VISAA events.

A-5 To be eligible for competition between VISAA member schools and for VISAA events, a school not involved in a conference or conference championship must play 50% of its contests against opponents from conferences approved by the Executive Committee.

A-6 The Executive Committee must approve the VISAA Championship eligibility of all VISAA member schools not in a conference approved by the Executive Committee. Such non-conference schools must comply with all VISAA tournament dates and times.

A-7 A VISAA member school’s violation of these rules by reason of an ineligible student’s participation may result in one or more of the following sanctions, as decided by the Executive Committee in its sole discretion.

- Forfeiture of any VISAA championships won by the school team of which the ineligible student was a member.
- Forfeiture of all games played by the school team of which the ineligible student was a member against VISAA opponents; or
- Ineligibility for VISAA championship competition during the following school year in the sport in which the violation occurred.

A-8 A VISAA member school may appeal any interpretation or application of these eligibility rules to the Executive Committee. Any such appeal must be in writing and must set forth the specific reasons for the appeal and the specific reasons in support thereof. Such appeal should include all supporting information as reasonably practical to enable the Executive Committee to make a fully informed decision, including, but not limited to, reports by third party professionals. The decision by the Executive Committee with respect to such appeal shall be binding on all parties. The VISAA member school seeking the appeal shall not vote as a representative on the Executive Committee with respect to that school’s appeal.

[B] NUMBERS OF ENTRIES, SCORING, ENTRY FEES, AWARDS, ENTRY DEADLINE, RULES

B-1 Run under the National Federation or State High School Athletic Association’s rules.

B-2 No more than three athletes per school may be entered in each individual event.

B-3 Each contestant may compete in an unlimited number of field events and up to three running events including relays. If an athlete competes in more than three running events, including relays, they will be disqualified from any and all events proceeding their third running event.

B-4 All entries and scratches must be completed on-line by MIDNIGHT, THURSDAY FEBRUARY 9, 2012. Late or additional entries will not be accepted. THERE WILL BE NO SUBSTITUTIONS OR UPDATED PERFORMANCES AFTER THE DEADLINE.

B-5 FIRST PLACE, 10 points; SECOND PLACE, 8 points; THIRD PLACE, 6 points; FOURTH PLACE, 5 points; FIFTH PLACE, 4 points; SIXTH PLACE, 3 points; SEVENTH PLACE, 2 points; EIGHTH PLACE, 1 point (including all relays). Nine competitors will qualify for the finals in the shot, long jump, and triple jump.

B-6 All participating schools should have contributed membership fees to the Virginia Independent Schools Athletic Association. If a school has not contributed, then a fee of $10.00 per athlete (up to a total of $100.00) will be paid. Checks should be made to “Virginia Independent Schools Athletic Association” and should be received by the day of the meet. If there are questions as to
whether a school has contributed, please check with your athletic director or contact Richard Kemper, VISAA Executive Director, e-mail: rkemper@visaa.org, phone: 804-347-3238. All checks should be sent to:

VISAA INDOOR TRACK & FIELD CHAMPIONSHIPS
VIRGINIA INDEPENDENT SCHOOLS ATHLETIC ASSOCIATION
P.O. BOX 324
MIDLOTHIAN, VA 23114

B-7 For all events, medals will be awarded to the top three places, and ribbons will be awarded for fourth through eighth place. All ribbons and medals will be distributed at the meet and will be available when the results have been posted. At the conclusion of the meet, the games committee will select the best field event and running event performers for the boys and girls. Selection of the awards for best field event and running event performers will be based on points (including relays). Plaques for the winning teams and the runners-up will also be awarded. Plaques will be engraved and sent via UPS to the schools after the meet.

B-8 All first places are deemed “All-State.” Second places are deemed “2nd Team All-State.” Third places are deemed “Honorable Mention All-State.”

[C] SCRATCHES ON THE DAY OF THE MEET, POLE VAULT CARDS

C-1 Any athlete scratched from a running event (not including relays) for which they have been declared after the deadline will be barred from competing in any other proceeding event.* There will be no entries, substitutions, or updates accepted after the deadline. Please note that the deadline for entering up to three athletes per event is the previous Thursday at midnight.

* Boys and girls posted for the morning sections of the 3200m or the non-scoring sections of the 55m Dash may scratch from those events on the day of the meet before the start of the meet without penalty.

C-2 With the exception of relay lineups, there will be no entry changes on the day of the meet.

C-3 An athlete declared for a running event is barred from further competition in the meet if he or she scratches from any running event for which he or she has been declared (with the exception of relays) or if the athlete fails to compete with a good faith effort in the event for which they are declared. If an athlete is declared for a field event, they may scratch from that field event if a coach or team representative reports the scratch to the official of the field event before the event begins (preferably at first call).

C-4 All coaches with athletes participating in the pole vault will be asked to sign a card that attests to the fact that the competitor is on a pole that is manufactured at the proper weight for the competitor.

[D] CONDUCT OF THE MEET

D-1 Semi-finals and finals will be conducted in the 55m Hurdles and 55m Dash. The formula for advancement to the finals will be:

- If two heats, the first three places in each heat will qualify for the finals plus the next two fastest times.
- If three heats, the first two places in each heat will qualify for the finals plus the next two fastest times.
- If four heats, first place in each heat and the next four fastest times will qualify for the finals.

D-2 Finalists in the 55m Hurdles and 55m Dash will be seeded in lanes according to their semifinal times.

D-3 In the 300m, 1000m, 1600m, 3200m, and relays the games committee will seed sections and lanes on the basis of submitted times.

D-4 Coaches and athletes (not currently competing in a field event) are not allowed on the infield. Coaches may escort runners to the bullpen area, but must refrain from coaching as set forth in Rule 4, Section 5, Article 8 of the National Federation Rule Book.

D-5 If a fall occurs on the first curve of any of the races, the race is to be called back, unless run in individual lanes.

D-6 Competitors will be asked to report to their event 20 minutes before their event is to begin (first call). Runners will be assigned numbers, which should be worn and visible on the left hip. Shirts must be tucked in so that hip numbers are visible. Failure to report by final call will result in an automatic scratch and will result in the athlete being scratched from further competition.

D-7 Contestants in the jumps, vault, and shot put, must report to the judge of the individual event 20 minutes prior to the time for the start of the event (first call). Failure to report by final call will result in an automatic scratch.

D-8 An athlete taking part in more than one of the events that are being run simultaneously, must check out with the event official. Upon checking out, the athlete will have 10 minutes to return to the event and continue their competition. In the high jump and pole vault, if the athlete has failed to return in the allotted time and all other competitors have passed, failed, or cleared the existing height, the crossbar will be raised to the next height and the event official will automatically pass the excused
athlete to the new height. In the long jump, triple jump, and shot put if the athlete has failed to return in the allotted time and their name is called for a trial, that trial will be recorded as a failed trial.

Coaches must take into account the limited time allowed to compete in another event when determining the events any individual competitor enters.

D-9 The boys’ high jump will start at 5'6" and will progress 2 inches to 6'6", and then one inch to the finish, subject to peculiarities of the standards or the determination of the official. The girls’ high jump will start at 4'4", and will progress 2 inches to 5'4", and then one inch to the finish, subject to peculiarities of the standards or the determination of the official.

D-10 The pole vault will start at 10'0" for the boys and 6'0" for the girls. For the boys, the height of the bar will progress 6 inches to 14'0", and then 3 inches to the finish, subject to peculiarities of the standards or the determination of the official. For the girls, the height of the bar will progress 6 inches to 10'0" and then 3 inches to the finish, subject to peculiarities of the standards or the determination of the official. All athletes are required to use poles specifically designed to carry their weight. Vaulters using a pole rated for less than their weight will be disqualified.

D-11 In the boys long jump, only the 12'0" board will be used. In the girls long jump, athletes may use the 6'0" or 12" board. In the triple jump, the officials at the event will determine which board(s) will be used.

D-12 Shot puts will be weighed. Any shot puts deemed illegal will be confiscated and may be picked up by a coach at the conclusion of the meet.

D-13 With the exception of the vaulting pole, meet management reserves the right to require teams to use equipment supplied by the games committee.

D-14 The meet will run according to the schedule and will get no further ahead than ten minutes unless weather conditions make it necessary to adopt a rolling schedule.

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### [E] CONDUCT OF THE PARTICIPANTS

E-1 Unsportsmanlike conduct is behavior that is unethical or dishonorable. It includes, but is not limited to, disrespectfully addressing an official, any flagrant behavior, intentional contact, taunting, criticizing or using profanity directed toward someone. This shall apply to all coaches, contestants and other team/school personnel.

**PENALTY:** Disqualification from that event and further competition in the meet. Disqualification of a coach or other school personnel shall be from further involvement in the meet.

E-2 Unacceptable conduct by a competitor includes, but is not limited to, willful failure to follow the directions of a meet official, using profanity that is not directed at someone or any action which could bring discredit to the individual or his/her school.

**PENALTY:** Disqualification from that event.

E-3 In a relay event, the baton shall not be thrown following the finish of any relay.

**PENALTY:** Disqualification of the relay team from the event.
OTHER INFORMATION FOR COACHES

VISAA ADMISSION POLICY
All spectators over the age of six will be charged admission. Players, coaches, cheerleaders, school administrators and families of coaches involved in the contest will be admitted free but other school personnel, etc. will not be allowed in on passes. All other school personnel, faculty, students etc. and spectators must pay admission.

$10.00 – INDIVIDUALS
$30.00 – FAMILY RATE (2 ADULTS PLUS CHILDREN)

THE TRACK
The indoor track at St. Christopher’s School is a 200m encapsulated rubber surface. Spikes of 1/4-inch or less are acceptable.

THE INFIELD
The infield is open to officials and field event participants only. Field event participants are defined as those athletes currently competing. Athletes who have completed their event will be asked to leave the infield. Athletes waiting for their flight WILL NOT be permitted on the infield until their flight has been called. It is important that the athletes understand and obey this rule. Coaches are asked to set an example by remaining off the infield and away from the finish line officials. Please remember to advise your team of this restriction.

WARMING UP
The track is not open for warming up. Athletes may warm-up on the outdoor track located behind the field house. Please ask your athletes to clear the track upon first call for the running events.

PROBLEMS/ISSUES/CORRECTIONS
The games committee will address problems that arise during the meet. If you have an issue with officiating, corrections to posted results, or anything that needs to be addressed during the meet, please report them to Marshall Ware or Gene Bruner. We will handle the problems if, and when they arise.

WEATHER
If weather makes it necessary to postpone the meet, we will endeavor to have the meet on the following day (Sunday). If we are unable to conduct the meet on that day, we will inform the teams of the next available date as soon as it is determined. If during the meet, the weather makes it necessary to finish the meet as early as possible, we will adopt a rolling schedule. A rolling schedule means that as soon as an event is completed the next event will begin.

PARKING
There is no parking available at St. Christopher’s for large buses. Large buses may drop off and pick up only. You will need to have your bus driver drop off the team at the athletic center and return later to pick up the team. St. Christopher’s is located in a residential neighborhood and for this meet to continue, it is important that we respect those that live around the school.

Minibuses may park in the lower school lot off Pepper Avenue and the corner of Maple Avenue and Fergusson Rd. It is a short walk from there to St. Christopher’s Rd. and the athletic center.

For parking, see attached map.
DIRECTIONS TO
ST. CHRISTOPHER’S SCHOOL

FROM WASHINGTON, D.C. AND POINTS NORTH: Take I-95 south to exit 79 (I-64 west). Take I-64 west to exit 183A (Glenside Drive south). Follow Glenside to Three Chopt Road. Turn left on Three Chopt Road. Stay in left lane and turn left onto Patterson Avenue. Turn right onto St. Christopher’s Road and continue to campus.

FROM PETERSBURG AND POINTS SOUTH: Take I-95 north to exit 74A (Downtown Expressway, I-195). Follow I-195 toward Charlottesville. Exit at Patterson/Grove Avenues, bear right onto Thompson Street and turn right onto Grove Avenue. Continue to end of Grove Avenue and turn right onto Three Chopt Road. Turn right onto St. Christopher’s Road and continue three blocks to campus.

FROM WILLIAMSBURG AND POINTS EAST: Take I-64 west and exit on I-195 south (Downtown Expressway). Exit at Grove/Cary Street, turn right off exit, right at stop sign and left onto Grove. Continue to end of Grove Avenue and turn right onto Three Chopt Road. Turn right onto St. Christopher’s Road and continue three blocks to campus.

FROM CHARLOTTESVILLE AND POINTS WEST: Take I-64 east to exit 183A (Glenside Drive south). Turn right and follow Glenside to Three Chopt Road. Turn left onto Three Chopt Road. Stay in left lane and turn left onto Patterson Avenue. Turn right onto St. Christopher’s Road and continue to campus.

FROM TAPPAHANNOCK ON 360 WEST: Take Route 360 west to I-64 west. Take I-64 west through Richmond to exit 183A (Glenside Drive south). Follow Glenside to Three Chopt Road. Turn left on Three Chopt Road. Stay in left lane and turn left onto Patterson Avenue. Turn right onto St. Christopher’s Road and continue to campus.

FROM DANVILLE ON 360 EAST: Take Route 360. Take Route 288 north ramp toward Route 76 north (Powhite Parkway). Merge onto Route 288 north and take Powhite Parkway exit. Cross the James River, then stay in left lane. Exit at Patterson/Grove Avenues, bear right onto Thompson Street and turn right onto Grove Avenue. Continue to end of Grove Avenue and turn right onto Three Chopt Road. Turn right onto St. Christopher’s Road and continue three blocks to campus.
HOW DO I REGISTER FOR A MEET?

**STEP #1   LOGIN OR REGISTER**
You must have a username and password for Milesplit. To get that, if you don’t have one, click register in the top right gray MileSplit bar directly under the Universal Sports logo and search box.

**STEP #2   CLAIM YOUR TEAM**
If you haven’t already set this up, you must be registered as a coach or team administrator to register for a meet. In order to get set up, you go to your team page, and at the top right, click “Claim This Team.” Choose either that you want to be a coach or team administrator. Follow the instructions on that page. Apply and submit. Once you do that and you are approved (usually within a few hours), you will receive a confirmation e-mail and you will be set to go to the next step.

**STEP #3   UPDATE YOUR ROSTER**
If your team’s roster is not already up-to-date, now is a good time to get any corrections made and add any additional athletes to it. Go to your team page, login, and you will see a button that says “TEAM ADMINISTRATION” to the right of your team’s name. Click that and then click roster on left hand toolbar. Enter or update your roster, adding any new athletes. To move graduated athletes to “ALUMNI,” simply add their graduation year and hit save.

**STEP #4   ENTER THE MEET**
Go to the season calendar and click on the green meet registration button of the meet you want to enter. Read and follow the instructions carefully and fill out the form completely. Once entered, you will see all of the available events/races listed. To enter an athlete into their respective events/races, click the “EDIT ENTRIES” link next to the event. On the following page, check the athletes you would like to enter (seed times will be automatically entered from the Milesplit database)* and click the save button at the bottom. Do this for each event/race. You will be able to change and update these entries until the entry deadline.

* Seed marks are automatically entered for each athlete from the Milesplit database. If an athlete has a seed mark from a meet that was not recorded into the Milestat database, you will have to e-mail the results of that meet to the meet director.
VIRGINIA INDEPENDENT SCHOOLS
ATHLETIC ASSOCIATION
INDOOR TRACK & FIELD CHAMPIONSHIPS

AT ST. CHRISTOPHER'S SCHOOL • FEBRUARY 8, 2014

TIME SCHEDULE

THE MEET WILL RUN ACCORDING TO THE TIME SCHEDULE AND WILL GET NO FURTHER AHEAD THAN 15 MINUTES UNLESS WEATHER CONDITIONS MAKE IT NECESSARY TO GO TO A ROLLING SCHEDULE. A ROLLING SCHEDULE MEANS THAT EACH EVENT WILL BEGIN AS SOON AS THE PREVIOUS EVENT HAS BEEN COMPLETED.

10:00 ALL SCRATCHES FOR THE SLOW SECTIONS OF THE 3200M DUE
10:30 SLOW SECTION GIRLS’ 3200 METER RUN ONE SECTION
   GIRLS — LONG JUMP, POLE VAULT
   BOYS — LONG JUMP, HIGH JUMP, SHOT PUT
10:50 SLOW SECTION BOYS’ 3200 METER RUN ONE SECTION
11:30 GIRLS — 55 METER HIGH HURDLES SEMIFINALS
11:45 BOYS — 55 METER HIGH HURDLES SEMIFINALS
NOON GIRLS — 55 METER DASH SEMIFINALS
   GIRLS — TRIPLE JUMP, HIGH JUMP, SHOT PUT
   BOYS — TRIPLE JUMP, POLE VAULT
12:15 BOYS — 55 METER DASH SEMIFINALS
12:30 GIRLS — 4 X 800 METER RELAY SECTIONS ON TIME
12:45 BOYS — 4 X 800 METER RELAY SECTIONS ON TIME
1:00 GIRLS — 55 METER HIGH HURDLES FINALS
1:05 BOYS — 55 METER HIGH HURDLES FINALS
1:10 GIRLS — 55 METER DASH FINALS
1:15 BOYS — 55 METER DASH FINALS
1:20 GIRLS — 1600 METER RUN SECTIONS ON TIME
1:45 BOYS — 1600 METER RUN SECTIONS ON TIME
2:10 GIRLS — 4 X 200 METER RELAY SECTIONS ON TIME
2:25 BOYS — 4 X 200 METER RELAY SECTIONS ON TIME
2:40 GIRLS — 500 METER DASH SECTIONS ON TIME
3:00 BOYS — 500 METER DASH SECTIONS ON TIME
3:20 GIRLS — 1000 METER RUN SECTIONS ON TIME
3:40 BOYS — 1000 METER RUN SECTIONS ON TIME
4:00 GIRLS — 300 METER DASH SECTIONS ON TIME
4:20 BOYS — 300 METER DASH SECTIONS ON TIME
4:40 GIRLS — 3200 METER RUN ONE SECTION
5:00 BOYS — 3200 METER RUN ONE SECTION
5:20 GIRLS — 4 X 400 METER RELAY SECTIONS ON TIME
5:30 BOYS — 4 X 400 METER RELAY SECTIONS ON TIME