



DIAA Golf Tournament Manual Spring 2023

TO: Member School Administrators and Athletic Directors; Golf and Tennis Coaches and Officials; and Members of the Media

Colleagues:

The 2023 Golf and Tennis State Tournament Manual provides you with detailed information concerning the organization and administration of these DIAA Spring Sport State Championships.

The regulations and procedures contained in this manual are applicable only to the 2023 Spring State Tournaments and do not govern subsequent championships or to be binding on future committees.

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The Committees sincerely hope that each of the 2023 Spring State Championships will be a tremendous success in all respects.

For the most up to date tournament information, please visit the DIAA website, www.education.delaware.gov/diaa

Thank you,

DIAA Golf Committee



General Information

Item 1. Authorization

- A. The Delaware Interscholastic Athletic Association authorized state tournament competition in tennis (1963), and golf (1974) by voting for approval during the years indicated.

Item 2. Management

- A. The tournaments will be managed by special committees appointed by the DIAA Chairperson and the Executive Director.
- B. The committees are authorized to resolve any situation not covered by the regulations in the General Information or specific information sections of this manual.
- C. Changes in tournament format or the criteria and procedures for selecting and seeding the participating teams/individuals are subject to the approval of the DIAA Board of Directors.

Item 3. Sponsorship

- A. DIAA will organize, conduct, and underwrite the costs of the tournaments and will receive all proceeds.
- B. All expenditures must be approved by the DIAA Executive Director.
 1. No vouchers will be approved unless an itemized statement of cost accompanies the request for payment.
 - a. Vouchers will not be processed until the financial ticket reconciliation information has been submitted and verified to the DIAA.
 2. No vouchers received after the end of the fiscal year (June 15, 2023) will be paid.

Item 4. Eligibility

- A. Eligibility rules as stipulated in the current version of the DIAA Official Handbook will be strictly enforced.

Item 5. Contest Rules

- A. DIAA is affiliated with the National Federation of State High School Associations. The playing rules promulgated by the United States Tennis Association (USTA) for tennis, and the United States Golf Association (USGA) for golf, except as modified by the DIAA Board of Directors, will be in effect for all tournament contests.

Item 6. Sportsmanship and Spectator Conduct

- A. Member schools are required to conduct all of their athletic affairs in a spirit of good sportsmanship.
- B. The administrators, athletic directors, and coaches of the participating schools are expected to: actively promote good sportsmanship and appropriate crowd behavior, stress the importance of demonstrating respect for the contest officials and the opposing team, and emphasize the need for proper conduct by spectators at all venues. School administrators are expected to be proactive in preventing unsportsmanlike behavior and to deal with it promptly and decisively if it occurs at the contest.
- C. The coaches and athletes of the participating schools are expected to observe the highest standards of sportsmanship and ethical behavior.
- D. Spectator Guidelines and Conduct:
 1. Drones, banners, flags, and **signs** are prohibited outdoors at all tournament contests. Other decorations that do not block spectator, press or team sightlines may be used with permission of and at the discretion of the Committee.
 2. Streamers, confetti, and other paper debris are also prohibited.
 3. Sirens, horns, bells, buzzers, whistles or any other artificial or mechanical noise-making devices are strictly forbidden at all **indoor** events.
 4. The use of any noise making device that simulates game controls devices (whistles, air horns etc.) is strictly forbidden at **all** events.
 5. All cheers should stress the spirit of good sportsmanship. Use only positive cheers that encourage your team. Profane, derogatory or obscene chants and taunting will not be tolerated.
 6. Behavior such as fans reading newspapers or turning their backs during player introductions, booing or heckling the contest officials, and being disrespectful to the opposing cheerleaders is unsportsmanlike behavior and is not to be tolerated at DIAA athletic events.
 7. Face paint is permitted, but body paint is not. A shirt, top, etc. must be worn at all times.
 8. Spectators must remain in the assigned seating section. Spectators are not permitted on the playing surface at any time.

Item 7. Soliciting, Promotional Activities, and Merchandising

- A. Soliciting and promotional activities; e.g., public address announcements, signs, banners, display or sign-up tables, and the distribution of printed materials are prohibited at all tournament playing sites without the consent of DIAA Executive Director.
- B. Only vendors authorized by DIAA Executive Director will be permitted to sell merchandise at tournament playing sites.

Item 8. Raffles and 50/50 Drawings

- A. Raffles, 50/50 drawings, and other games of chance are prohibited at all tournament playing sites without the consent of DIAA Executive Director.

Item 9. Media Policy for State Tournament Events

- A. Media Email List: Media personnel wishing to receive press releases and information regarding DIAA events must submit their name, media outlet, phone number and email address to DIAA at diaa@doe.k12.de.us
- B. Tournament Media Credentials
 - 1. Media personnel wishing to cover DIAA events must request working credentials from the DIAA Office. DIAA credentials may also be valid for regular season events at the host school's discretion.
 - 2. DIAA will provide credentials to representatives of an accredited media organization recognized by DIAA for the sole purpose of providing access to cover a DIAA Tournament Event. Because of demand, credentials will be issued on a priority system. Facility size is a determining factor. All requests may not be honored. To request credentials, complete the form on the DIAA website (https://education.delaware.gov/diaa/diaa_for/media/). Accredited media organizations should have a tax ID number and submit this requested information by completing the media credentials request form.
 - 3. DIAA credentialing is for use solely in connection to news and editorial coverage of the event. Any non-editorial, commercial or other unauthorized use of any transmission, picture, film, videotape, audiotape, writing, drawing or other depiction of any game, game action, game information, player interview or other stadium activity, and any non-editorial or commercial use of the DIAA mark or logo is prohibited without prior specific approval of the DIAA Executive Director.
 - 4. The DIAA may deny or revoke credentials for noncompliance with DIAA policies; and for conduct for which there are reasonable grounds to believe violate state or federal law, or constitute a breach of professional ethics.
- C. Broadcasting/Photographing
 - 1. DIAA retains exclusive rights to the permission to broadcast and photograph all tournament games and no party may do so without the consent of the DIAA Executive Director. The DIAA must be contacted, in writing or by e-mail, for permission to cablecast, telecast, web cast (video stream) live or on a delayed basis, or photograph a State Tournament Event or any part of a State Tournament Event.
 - 2. Broadcast agreements are available upon request and will be awarded to those companies that meet DIAA State Tournament broadcast criteria. Questions or concerns can be directed to the DIAA Executive Director 302-857-3365.
 - 3. All broadcasting/photography must be in accordance with current NFHS Rules for that sport. All access to the field, course, and court area for the purposes of videotaping or photography will be conducted according to the current NFHS rules for that sport. Persons photographing or videotaping a State Tournament Event, and stations cable casting, telecasting, or webcasting (video streaming) a State Tournament Event must remain in the areas that have been designated for spectators, sports photographers, schools, cable/television stations, or Internet video broadcasters. If that area is not known to them, they must seek out a DIAA Tournament Committee member to be shown the designated area.
 - 4. Persons cable casting, telecasting, photographing, videotaping, or webcasting (video streaming) a State Tournament Event shall not stand on any unsafe or potentially hazardous physical object or facility.
 - 5. Persons cable casting, telecasting, photographing, videotaping, or webcasting (video streaming) a State Tournament Event shall not interfere with the visibility and comfort of spectators, shall not present a safety hazard to spectators, and shall not disrupt, disturb, or interfere with the competition or with an individual competitor
- D. Photograph Reproduction
 - 1. Credentialed media personnel may not sell photos and/or video from state tournaments, except by bona fide newspaper offices (or the official website of the newspapers).
 - 2. Spectators are permitted to photograph and/or video contests for personal use only. No image of any contest may be reproduced without the written consent of the student-athlete being photographed. Photographs and/or videos taken by spectators may not be sold.
 - 3. School personnel may photograph and/or video contests for school use only in publications such as yearbooks, school websites, school newsletters, etc. provided they have received permission from the DIAA Executive Director and school principal.
 - 4. Freelance photographers who are not affiliated with a bona fide media outlet will not be credentialed for state tournament contests.

5. All other photography of DIAA tournament games is strictly for the purpose of news and editorial coverage of the event. No other photographs or any other visual material taken at a DIAA event may be sold without express written consent of the DIAA.
- E. Media Entrance: Members of the media must display current DIAA Media credentials to gain access to all State Tournament Events. Bags and equipment may be inspected for security purposes.
- F. Press Area: A designated press area will be made available for members of the media to view and report on State Tournament Events when available or possible. Members of the media should contact the site coordinator prior to an event for access to phone lines, Ethernet or wireless access. The DIAA will do its best to provide this when available.

Item 10. Video by Spectators

- A. Spectators are permitted to video contest for personal use only. The reproduction, distribution and sale of spectator video is prohibited without the consent of DIAA Executive Director
- B. Videos may be used in accordance with current NFHS Rules for that sport.
- C. Spectators will be allowed to video a game in their seat provided they use hand held camcorders and do not block the view of other spectators or interfere with the game. Tripods are only permitted in the top row of the bleachers.
- D. Neither DIAA nor the host site will be liable for theft or damage to spectator videotaping equipment or injury due to the use of such equipment.
- E. The host site is not obligated to provide power for spectator videotaping equipment.

Item 11. Prohibiting the Use of Drones (Unmanned Aircraft Systems or UAS's)

- A. Unless granted special permission by the DIAA Executive Director, the use of drones (UAS), for any purpose, is not permitted at any DIAA State Tournament Event. This prohibition applies to all fields of play, courts, arena, mats, gym floor or pool, and covers a ban on the entire facility being used as part of the DIAA event, including the spectator stands and parking areas.

Item 12. Transportation Reimbursement, Parking and Spectator Buses

- A. Each participating school may be reimbursed at a rate of 75¢ per mile for one bus. Reimbursements will be made only for actual mileage traveled; no reimbursement will be made for band and spectator buses or for team meals and lodging. The school must submit a voucher to DIAA to be reimbursed for transportation. DIAA will not process any vouchers DIAA receives after the end of the fiscal year (June 15, 2023).

Item 13. Comments and Recommendations

- A. The committees are genuinely interested in the comments and/or recommendations of member schools concerning all aspects of the tournaments. Please submit any comments and/or suggestions in writing to the appropriate committee chairperson.

DIAA 2022-2023 Golf Committee Members

Committee Member Name	Affiliation	Title
Jesse Parsley, Chair	Public Member	Teacher
Dan Spedden, Vice Chair	DSAC	Coaches Assoc. Rep.
Kevin Charles, Secretary	Public Member	Retired, Former DIAA Exec. Dir.
Chris Brosius	Public Member	PGA Professional
Andy Dick	John Dickinson School	Athletic Director
Laura Heien	Public Member	GAP Director of Delaware Golf
John Kelly	Archmere Academy	Coach
Eddie Meredith	Public Member	Retired Teacher
Zack Robie	Salesianum School	Coach
Karen Sinton	Tower Hill School	Coach
Steve Yiengst	Polytech High School	Coach
Mark Robinson	St Georges High School	Athletic Director

DIAA 2023 Golf Tournament Manual

Specific Information

Item 1. Tournament Field

- A. The tournament field will consist of 96 golfers which will be selected based on handicap. Handicaps will be based on 80% of scores posted, dropping highest scores and rounding down in all cases.
 1. Teams must play a minimum of 12 and no more than 18 varsity matches to be eligible for tournament consideration. Teams may play no more than 15 competition dates.
 2. In order for an individual to compete in the tournament, he/she must have competed in at least six of his/her school's regular season golf competition dates.
 3. Automatic Team Qualifiers
 - a. There are no automatic qualifiers for the team competition.
- B. Individual Qualifiers
 - a. The tournament field will consist of 96 golfers which will be selected based on handicap.
 - b. A maximum of six golfers from the same school may qualify.
 - c. Ties for the 96th position will be resolved by the DIAA golf committee with input from coaches.

Item 2. Entry Forms

- A. Schools are responsible for submitting the online form <https://forms.gle/QMwLQrg7ESyGsfSm9> (each school can enter up to six (6) golfers and up to two (2) alternates as long as all entrants have qualified in the top 96 and each has participated in least six of their schools' golf competition dates). The entry form is due by **Sunday, May 21, 2023 by 6pm**. Alternate players will only be used if their scores are tournament eligible. They must also have the results of all matches accurately posted on their websites4sports schedule page and all scores to be considered for entry should be entered by Sunday, May 21, 2023. The last date of competition for golf is Saturday, May 20, 2023

- B. Any changes or scratches to any entries into the DIAA Golf Tournament must be submitted to the Golf Committee Chair and DIAA by Thursday, May 25, 2023 at 6pm.

Item 3. Scoring

- A. Each contestant entered will play 18 holes on the first day of the tournament. The Day 2 tournament field will consist of the top 60 scoring contestants, including ties, both team and individual, from Day 1.
- B. Teams: Any school with four golfers on Day 1 and three golfers on Day 2 is eligible for team competition.
 - 1. If a team fails to qualify by returning three (3) players the second day, the team will be eliminated. However, the remaining individuals on that team who made the “cut” may remain in the field and compete for individual honors.
 - 2. The team championship will be determined by totaling the 36-hole scores of the four lowest scoring contestants who played on the first day and the three lowest scoring contestants who qualified to play on the second day.
- C. Tie-Breakers: If, after regulation play, a tie exists for first place in either the team or individual competition, the committee will conduct *a sudden-death playoff until a winner is declared*.
 - 1. In team competition, the three golfers who scored on Day 2 will compete in the playoff for each team involved in the tie. The team with the lowest aggregate score by all three golfers will be declared the winner.
 - 2. *In individual competition, the golfer with the lowest score on the extra hole (s) will be declared the winner. If no winner is determined after the playoff hole, all competitors tied for the low score on that hole will advance to the next hole. When possible, the results of the playoff holes will determine the order of finish of the other competitors. When the results do not determine the order of finish, a match of cards (last 9, 6, 3, 1 holes respectively, in regulation play) will determine any and all ties in second through fifth place.*
 - 3. *In the event of a team tie for second place, each team will be declared runner-up and DIAA will present awards to each.*

Item 4. Site, Dates, and Starting Times

- A. The 2023 Golf State Tournament will be held on Tuesday, May 30th and Wednesday, May 31st, 2023. The 2023 Golf State Tournament will be hosted by Baywood Greens 32267 Clubhouse Way Long Neck, DE 19966 Phone: (888)844-2254.
 - 1. If weather conditions preclude play on both aforementioned days, the state tournament will be canceled for the 2023 DIAA Golf Tournament unless alternative arrangements can be made with the host course.
 - 2. If only one round can be completed, the 2023 State Tournament, it will be an 18-hole championship event.
 - 3. If round 1 is suspended, it will be completed on the second day. Following completion of round 1 on Day 2, the committee will determine if round 2 will be an 18-hole event, a 9-hole event, or eliminated altogether.
 - 4. The pairings and starting times for Day 1 of the tournament will be determined by the committee and will be distributed to each member school’s Athletic Director and Golf Coach after the DIAA Golf seeding meeting. This information will be sent via email and will be posted on the DSGA website.
- B. Each participant must report to the starter’s table upon arrival to confirm his/her tee off time.
 - 1. If a player arrives at his starting point, ready to play, within five minutes after his starting time, the penalty for failure to start on time is two strokes. Lateness beyond five minutes will result in disqualification. (USGA Rule 5.3a).
 - 2. The clock at the starter’s table will be the official time.
- C. Coaches and players may go to the Website4sports page and click on tournaments at the top of the page to receive Day 2 starting times.

Item 5. Playing Regulations

- A. The state tournament will be conducted in accordance with the playing rules and regulations of the United States Golf Association (USGA) and any modifications by the DIAA Board of Directors.
- B. Sportsmanship: During the round, defined as from the time the player hits the first shot until the scorecard is submitted, a player will be assessed a warning for unsportsmanlike conduct (i.e. willful acts of defacing the golf course, club throwing or breaking, abusive language, or any acts contrary to the spirit of the rules of golf). Serious misconduct by any competitor must be called to the attention of the committee and the rules officials. If it is decided that a warning should be given to the player, *a committee member or rules official will give the warning*. If two unsportsmanlike conduct warnings occur, the player will be disqualified. Appeals will be heard immediately after the completion of the round.
- C. Participants will play in foursomes on Day 1 and threesomes on Day 2 of the tournament, unless otherwise determined by the committee.
- D. Players will start from the first and tenth tees on the first day and from the first tee on the second day of the tournament unless otherwise determined by the committee.
- E. Females will tee from the reds. Males will tee from the whites.

- F. Unless granted an exemption by the DIAA Board of Directors, the use of a caddie or golf cart by any player is prohibited and will result in disqualification. The use of pull carts is permitted as long as they are not motorized and the host course allows their usage.
- G. Players are required to wear golf shoes or sneakers, trousers, Bermuda-type shorts or golf skirts and short or long sleeve shirts with collars while participating in the state tournament. Tank tops and cut-off shorts are prohibited.
- J. The use of tobacco (*e-cigarettes, vape, juul,*) and/or alcohol/illegal drugs by any player is strictly prohibited and will result in disqualification.

Item 6. Coaching

- A. *Coaching will be permitted from the time the last player in the group holes out and your player is off the green until the time the first player in the group addresses the ball on the next tee. Coaches are not permitted on the tee or on the green. When a player begins taking his/her stance to begin a stroke, the coach of that player must not stand in a location on or close to an extension of his/her player's line of play behind the ball. There must not be coaching, by anyone, from tee to green. If a coach or anyone is found to be in violation of any of these rules, a warning will be given (by a committee member or DSGA staff) for the first offense and removal from the course thereafter.*
 - For 2023 only, Baywood Greens has offered to provide one golf cart for the head coach of each participating school during each round. Teams with more than one participant will be provided one additional cart. Students and spectators are prohibited from using or driving carts. In general, the provision of carts for coaches is up to the host course. Any associated fee is the responsibility of the coach or school.

Item 7. Spectators

- A. Spectators are welcome and must keep their distance (think outside the ropes on the pro tours) from the competitors. Spectators should keep up with the group they are following and should stay in the rough or on cart path. However, spectators are encouraged to help competitors look for errant golf balls. However, coaching competitors is strictly prohibited. Spectator and admission policies will be followed per the host site facility.
- B. Availability of golf carts is based on host courses' policy and availability. Associated costs are the responsibility of the spectator.

Item 8. Practice

- A. No contestant will be allowed to practice on the tournament course on either day of the tournament.
- B. The driving range at the tournament course will be available for use on both days of competition. Practice balls will be available in the pro shop or at the driving range.
- C. Range balls will be made available to contestants without charge for practice prior to competition on each day of the tournament. If permitted by the host course, golfers may use the driving range at their own expense at the end of the day's competitive round.

Item 9. Awards

- A. The DIAA Golf Committee will provide the following awards:
 - 1. Trophies to the first and second-place teams;
 - 2. Six (6) gold medallions to members of the first-place team and six (6) silver medallions to members of the second-place team;
 - 3. Medallions to the top five (5) male individual finishers and the top five (5) female individual finishers. In the event of a tie for fifth place, medallions will be awarded to those tied for fifth.
- B. No awards other than those authorized by the committee will be presented at any time during the tournament.

Item 10. Tournament Workers

- A. Each participating school must designate on the Golf State Tournament Entry Form at least one representative (coach, athletic director, or administrator) who will be available to assist with the conduct of the tournament on both days. The work schedule will be determined on a "first come, first served" basis. Failure to comply with this requirement may result in disqualification of the offending school's team.

Item 11. Challenge Form

- A. Any charges of scoring violations must be submitted in writing on the OFFICIAL CHALLENGE FORM within one hour of the completion of play on that day. The form must be signed by the head coach and submitted to the committee chair, Jesse Parsley, and DIAA.

