



## **General Information**

The following items are applicable to each of the 2025 DIAA Spring Sport State Tournaments. Items specific to the organization and administration of the specific sport Championships are located in separate sections of this manual.

### **Item 1. Authorization**

- A. The Delaware Interscholastic Athletic Association authorized state tournament competition in softball (March 25, 1976), baseball (November 20, 1969) by voting for approval on the dates indicated.
- B. The Delaware Interscholastic Athletic Association authorized state tournament competition in boys' lacrosse (March 25, 1993) and girls' lacrosse (January 22, 1998) by voting for approval on the dates indicated.
- C. The Delaware Interscholastic Athletic Association authorized state tournament competition in boys' volleyball (April 20, 2023) by voting for approval on the dates indicated.
- D. The Delaware Interscholastic Athletic Association authorized state tournament competition in outdoor track and field (1968) by voting for approval during the year listed.
- E. The Delaware Interscholastic Athletic Association authorized state tournament competition in tennis (1963), and golf (1974) by voting for approval during the years indicated.
- F. The Delaware Interscholastic Athletic Association authorized state tournament competition in girls' soccer on March 23, 1995 by voting for approval on the date indicated.

### **Item 2. Management**

- A. The tournaments will be managed by special committees appointed by the DIAA Board of Directors and the Executive Director.
- B. The committees in consultation with the Executive Director, 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. The DIAA will organize, conduct, and underwrite the costs of the tournaments and will receive all proceeds.
- B. All expenditures must be pre-approved by the DIAA Executive Director.
  - 1. No vouchers will be approved unless an itemized statement of cost accompanies the request for payment.
  - 2. No vouchers received after the end of the fiscal year (June 15, 2025) 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 NFHS for outdoor track & field, Baseball, Softball, Boys Lacrosse, Girls Lacrosse, Boys Volleyball, **Tennis and 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 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 (with the exception of the Flag of the United States of America, and the State of Delaware), and signs are prohibited 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 Executive Director and the Sports 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** contests.
  - 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 and may result in ejection from the event.
  - 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 and may result in ejection from the event.
  - 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. Any spectator that enters the playing surface, field and/or area will be ejected from the event.

#### **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 tournaments playing sites without the consent of DIAA Executive Director.

#### **Item 9. Bench and Sideline Personnel**

- A. DIAA requires that all school personnel on the sidelines or in the team bench area be members of the official team party. This includes anyone acting as a team manager. Anyone not properly credentialed may be removed from the team bench or sidelines.

#### **Item 10. 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](mailto: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 in accordance with the DIAA media and media credential policy. DIAA media credentials are only authorized for DIAA State Tournament events and must abide by all sport specific rules related to restricted areas.
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/](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.
5. The DIAA will identify working for the media at each event site. No member of the media without authorization of the DIAA Marketing/Communications representative and/or the Executive Director will be permitted in authorized media areas only. Anyone violating this rule is subject to having their media credential revoked and may be subject to ejection from the venue.

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 Marketing/Communications representative at 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 web casting (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 web casting (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 web casting (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 11. 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 handheld 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 12. 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 13. 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. All reimbursement requests must be submitted to the DIAA office within fifteen day from the date the transportation occurred.



## **DIAA 2025 Baseball State Tournament Manual**

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

The 2025 Baseball State Tournament Manual provides you with detailed information concerning the organization and administration of these state championships.

The regulations and procedures contained in this manual are applicable only to the 2025 Spring State Tournaments and do not govern subsequent championships or to be binding on future committees.

The Committees sincerely hope that each of the 2025 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](http://www.education.delaware.gov/diaa)

Thank you,

*DIAA Baseball*

*This version last edited 10/1/24*

## DIAA 2024-2025 Baseball Committee Members

Committee Member Name	Affiliation	Title
Mike Hart, Chair	DAAD	Chairman
Tom Beddow	St. Elizabeth High School	Trainer/AD/Coach
Tom Disharoon	DIAA	NFHS Baseball State Interpreter
Dr. Matt Donovan	Sussex Tech	Secretary
Chris Eddy	Charter School of Wilmington	Athletic Director
George Eilers	Polytech	AD/Coach
Sam Williams	Public Member	Official
Stan Plastek	Public member	
Charles Wilson	DIAA	Official
Mel Gardner	Public Member	Vice Chairman
Jim Long	Public Member	
Jim Mc Farland	Public Member	
Jim Hudson	Public Member	
Nick Brannan	Sussex Tech	Assistant Coach
Jason Bedford	Newark H.S.	Athletic Director

## 2025 DIAA Baseball State Tournament Manual

### Item 1. Tournament Field

- A. The 2025 tournament field will consist of twenty-four (24) teams:
  1. The Champions of following Conference/Flight/Divisions - Blue Hen Flight A, Blue Hen Flight B, Henlopen North, Henlopen South, Diamond State Conference, the Independent Conference, as selected by that Conference's criteria.
  2. Eighteen (18) at-large teams, selected by the criteria found in Item 1.D (below).
- B. Eligible Teams:
  1. All teams must meet the criteria established by DIAA Regulations to be eligible for tournament consideration.
  2. Teams may play a maximum of eighteen (18) games in the regular season. A team must play a minimum of sixteen (16) varsity games. All opponents must have 14 games minimum at the varsity level in order to be counted in the index.
  3. Team schedules will 'lock down' on Wednesday, April 2, 2025. No games can be added after this date. Team index will be determined by the number of games scheduled for the season at that date. IE: If the schedule has eighteen games, the index is based on eighteen games. If the schedule has seventeen games, the index is based on seventeen games. If a game is canceled on May 17, 2025 due to unplayable conditions that are beyond reasonable control, the tournament committee

chairperson and DIAA has to be contacted (Mike Hart (C) 302-743-5236, [mhart@salesianum.org](mailto:mhart@salesianum.org)) If the game is approved as dropped, the team index is based on one less games.

- C. Conference/Flight/Division Champions' automatic berths will be determined by the following qualifying criteria:
  - 1. Conference/Flight/Division must consist of five participating schools to receive an automatic berth. If a Conference/Flight/Division has fewer than five participating teams, the teams are still eligible for an at-large berth.
  - 2. The champion must possess a .500 winning percentage record or better.
  - 3. The champion must be in the top 50% of all eligible teams in the state tournament field.
  - 4. Teams do not need to be at .500 to be in the tournament
- D. At-Large teams will be selected according to their team index as determined by the procedure in 2.B

## **Item 2. Tournament Seeding**

- A. Team Reports
  - 1. All schools must accurately complete and post the team report on the school's website4sports site by 6 PM on May 17, 2025, which is the last day of regular season competition for baseball.
  - 2. Schools that play out-of-state opponents MUST report that school's contact information on their websites4sports site by May 1, 2025.
  - 3. No team will be considered for the state tournament if these deadlines are not met.
- B. Index Calculation: Team indexes are calculated according to the following procedure:
  - 1. Award three points for each win.
  - 2. Award one bonus point for each game played against an opponent whose winning percentage during their regular season is .500 or higher, regardless of which team won.
  - 3. Award one additional bonus point for each game played against an opponent whose winning percentage during their regular season is .667 or higher, regardless of which team won.
  - 4. Divide the total points accumulated by the number of games scheduled.
- C. Tie-breaking criteria: If two or more teams are tied for any seed, the following tie-breaking criteria will be used in the order listed. Once a team is removed from the tie, the tie-breaker criteria will be reapplied to the teams that are still tied
  - 1. Head-to-head competition. If three or more teams are tied, they must all have played each other.
  - 2. Records against common opponents.
  - 3. Number of opponents with .667 or better records.
  - 4. Number of opponents with .500 or better records.
  - 5. If teams are still tied, the Baseball Committee will decide based on criteria that they establish before starting the tie breaking procedure for these tied teams.
- D. Seeding System
  - 1. The point index as described in Item 2. B will be used to seed the tournament.
  - 2. The eight teams with the highest point indices will be seeded #1-8 and will receive a bye in the first round.
  - 3. If a team is unable to participate in the tournament for any reason and announces its intentions before the committee selects the field, that team will be replaced by the next best team as determined by the at-large selection process. If a school withdraws after the field has been selected, its team will not be replaced and its scheduled opponent will receive a bye into the next round of play.
    - 3.1. A school may be subject to disciplinary action by the DIAA Board of Directors if its team withdraws after the first-round pairings have been established.

### Item 3. Tournament Dates

- A. The 2025 DIAA Baseball Tournament will be held on the following dates:

Round	Date
Round One	May 22nd
Round Two	May 24th
Quarter Finals	May 27th
Semi Finals	May 29th
Finals	May 31st

The rain date for these rounds will be the next day.

### Item 4. Tournament Sites

The Tournament Committee and DIAA will make the final decision to determine the playing sites throughout the tournament and will be announced at the baseball seeding meeting.

- A. First, Second and Quarterfinal round games will be played at a site secured by the higher seeded team and approved by the tournament committee. See item 5. Site selection procedures. The higher seeded team will be responsible for Game Management of the site.
- B. Semifinal and Championship games will be played at Frawley Stadium.
- C. The higher seeded team will be designated as the home team throughout the tournament, and will occupy the dugout that is designated at that site for the home team.
- D. The visiting team will take infield practice last.

### Item 5. Site Selection Procedures:

- A. The Baseball Committee may use any of the following criteria and procedures at their and DIAA's sole discretion to select game sites for the 2025 tournament:
  - 1. The field should be regulated as per the 2025 NFHS Baseball Rules Book.
  - 2. NFHS guidelines will be followed with an emphasis on SAFETY. The committee will evaluate fields according to a set of criteria, which may include but are not limited to, the following considerations:
    - a. The foul lines should not be burned into the field resulting in excessive ruts and/or large burned-in areas.
    - b. The height of the outfield grass should be short without excessive clumps and/or bare areas. The field should be free of holes which would create unsafe playing conditions.
    - c. The field must be marked as per the 2025 NFHS Baseball Rules Book.
  - 3. The back stop must be in good condition without sharp edges or holes.
  - 4. The dead ball areas should be well marked and/or roped off.
  - 5. Parking facilities and spectator areas will be taken into consideration. Bleachers should be available for spectators.
  - 6. Ticket sales are required during all rounds of the tournament and DIAA's ticketing policies and ticketing administration will be in effect.
    - a. Entrance to the spectator areas should be controlled so as to facilitate ticket sales
  - 7. The entire site should lend itself to good crowd control.

### Item 6. Starting Times

All games will start at times as determined by the committee.



## **Item 7. Official Program**

At the discretion of the DIAA Executive Director, if DIAA prepares an official tournament program which contains team pictures, team rosters, tournament pairings and other related information, the host site should display DIAA QR code signs around the facility so fans can access the program which will be available digitally. No printed programs will be printed or sold.

## **Item 8. Admission Policies**

### **A. Paid Admission**

1. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
2. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
3. Fans MUST have a smartphone, tablet, or mobile device to show and redeem purchased tickets for entry into DIAA Championship events. Tickets printed onto paper will not be accepted.
4. Comprehensive DIAA Championship ticketing policies are included in General Information, Item 6, page 2.
5. Ticket Prices
  - i. Student (grades K-12) and adult admission will be \$5 for 1st round, 2nd round, and quarterfinal games;
  - ii. \$12 for semifinal and final games.
6. These ticket prices do not include any additional fees.
7. Any games played at non-DIAA member schools may incur an increased ticket price of \$1.00, at minimum.
8. Children four (4) years and younger will be admitted without charge to all games.
9. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
10. Tickets purchased but unused will not be refunded.

### **B. Complimentary Admission**

1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster as submitted to the DIAA Executive Director prior to the tournament using the AD Portal on the DIAA website. The official school party is defined as players, coaches, managers, scorers/statisticians, and athletic trainer(s). All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
  - i. A maximum of 24 players in uniform are permitted as part of the official school party. The school party will not exceed 32 people.
  - ii. All members of the school party must be in the sixth grade or older. It is recommended that they be of high school age.
  - iii. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
  - iv. One (1) bus driver will be admitted free of charge upon presentation of identification as the team's driver.

### **C. Media representatives who are covering the tournament will be admitted upon presentation of current and official 2024 -2025 DIAA media credentials.**

1. Media/photographers may stand where permitted by game manager, site director, and DIAA.
2. Press box seating (if available) may be available to members of the media per DIAA discretion and if space is available.

## **Item 9. Game Manager**

- A. A member of the Committee will be appointed to serve as the Game Manager. He/she will serve as a liaison between the Committee, the host school, DIAA and the participating schools. It is the Game Manager's responsibility to ensure compliance with the policies and procedures established by the DIAA Baseball Committee. He/she will have the specific responsibilities listed below:
1. Provide the following items:
    - a. Home team will keep the official book and it should be kept electronically.
    - b. Game balls that are provided by DIAA.
  2. Verify Trainer availability.
  3. Copy of completed game results must be sent electronically to Mel Gardner [wpbbcoach@aol.com](mailto:wpbbcoach@aol.com) and to [diaa@doe.k12.de.us](mailto:diaa@doe.k12.de.us) within 24 hours of the game ending.
  4. Collect the score book and balls after the game has been completed.
  5. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, notify the injured party's athletic director, committee chair and the Executive Director as soon as possible.
  6. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible.

#### **Item 10. Responsibilities of Host School**

- A. Member schools agree to host events for the tournament.
- B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA's Executive Director prior to the start of the event.
1. Support personnel may include:
    - a. Ticket redeemer(s);
    - b. Ticket support(s);
    - c. Security (an individual who monitors the crowd but is not a law enforcement officer);
    - d. Scoreboard Operator/Announcer; and
    - e. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.
- C. The Site Director's responsibilities include:
1. Set up the field and bench areas according to current NFHS specifications.
  2. The field should be lined according to current NFHS specifications.
  3. Provide parking facilities for buses and spectators.
  4. If possible, provide seating arrangements for spectators.
  5. Contact the Game Manager and DIAA three hours prior to game time if the field is not in playable condition.
  6. Be in attendance and work closely with the Game Manager and DIAA.
  7. Clear with the Game Manager matters of policy or procedure.
  8. Provide an official scorer unless a person is assigned by the Baseball Committee.
  9. Charge admission until the end of the fifth inning.
  10. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
  11. Review the emergency action plan with the appropriate personnel.
  12. Any additional responsibilities as determined by the host school and DIAA.
- D. The host school must consult with the DIAA office concerning security and police personnel.
1. Any expenses concerning security and police personnel must be pre-approved by DIAA's Executive Director.

2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
- E. The host school is responsible for complying with the DIAA's ticketing administration and financial reconciliation procedures. Host schools are responsible for submitting the pre and post event financial reconciliation documents to the DIAA Office by the next business day before or after the event concludes. All tournament documentation should be emailed to [diaa.finance@doe.k12.de.us](mailto:diaa.finance@doe.k12.de.us)
- F. Public Address System
  1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer. Every effort should be made to have an announcer familiar with baseball.
  2. The public address system, if used, will be operated by a responsible/ adult representative of the host school.
    - a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager or the Executive Director.
    - b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
    - c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.

#### **Item 11. Responsibilities of Participating Schools**

- A. Each team's School/Athletic Administration is responsible for assisting DIAA in safeguarding the playing field before, during and especially after all tournament games.
- B. Teams should not arrive at the game site no more than 60 minutes prior to game time.
  - a. A school administrator and/or athletic director must attend all tournament games, and upon entry should notify the Game Manager as to where they will be located during the contest.
  - b. The school administrator/AD in attendance is responsible for assisting the committee with enforcement of good sportsmanship conduct per DIAA Regulation 1007 Sportsmanship.
- C. Only team members listed on the official team roster and submitted to DIAA upon request to DIAA Executive Director are permitted to participate in DIAA baseball tournament contest(s).
  1. If there are any changes to the official tournament roster at any time during the tournament after it's been submitted to the Executive Director upon request, it is the head coach's responsibility to report those changes of the official tournament roster to the DIAA Executive Director and Committee Chair.

#### **Item 12. Umpires**

- A. Only qualifying and approved officials associations will be eligible to provide officials for state tournament games.
- B. The DIAA Executive Director and/or their designee will assign all officials for all rounds of the tournament. The officials will be chosen by the method established by the Committee with approval of DIAA.
- C. Three umpires will be assigned to games in the first, second rounds and quarterfinals. Four umpires will be assigned for the semifinals and finals.
- D. Officials' Fees: Officials assigned to the 2025 Baseball State Tournament will be paid according to DIAA Regulation 1043.5.1 Fees for Officiating Contests and Competitions.

#### **Item 13. Dressing Rooms and Facilities**

Participating teams should arrive dressed in their uniforms for all games as locker rooms will not be available

at the site. Teams are responsible for securing their own valuables.

#### Item 14. Awards

- A. The following awards will be provided:
1. Team: Trophies for the Champion and Runner-Up Teams.
  2. Individual: Gold medallions (24) will be presented to the champions and silver medallions (24) will be presented to the runners-up.
  3. No awards other than those authorized by the committee will be presented at any time during the tournament

#### Item 15. Pitching Limitations

- A. The Pitch Limit Policy approved by the DIAA Board of Directors will be in effect for the 2024 Baseball State Tournament.

1. Pitch Limits:

Pitches Thrown	Rest Period
1-25	None (no days)
26-50	1 day
51-80	2 days
81-105	3 days

2. There is a 105-pitch limit in any one day. The pitcher may finish the batter if the 105-pitch count is reached during the at bat.
3. A maximum of 205 pitches may be thrown in a 7-day period. The pitcher may finish the batter if the cumulative 205 weekly pitch count is reached during the at bat.
4. A player is ineligible to pitch in the second game of a double header if during the first game he does any one of the following:
  - a. Throws 25-39 pitches in two (2) consecutive innings, and/or
  - b. Throws more than 40 pitches in any one inning
5. The pitcher starting the second game of a double header will be held to the 105-pitch limit. Any pitches thrown during the first game will be counted towards this 105-pitch limit for the day.

#### Item 16. Warm-up Time

- A. Each team will be permitted fifteen (15) minutes of on field warm-up time to be used at the discretion of the coach. Restrictions may be placed upon this time by the Leaser of the Site being used.
1. The first field-use warm-up period will begin 40 minutes before the start of the game. The second field-use warm-up period will begin 25 minutes before the start of the game and the remaining 10 minutes will be used for the pre-game conference and to groom the field.
  2. The visiting team will have the last 15 minutes of on field warm-up time.
  3. The non-field-use warm-up period will begin one and a half hours before the start of the game and is limited to stretching, running, and throwing.
  4. Restrictions concerning the location or type of warm-up may be imposed by the Game Manager if field conditions or host site management require such action.
  5. If batting cages are available at the site, each team will have the opportunity to use them for 10 minutes during the other team's on-field warm-up period on the field. Batting cages will not be available at Frawley Stadium.

**Item 17. Contest Procedures, Equipment and Facilities**

- A. All tournament games will be scheduled for seven innings, and played to the full seven innings, except if the ten-run rule is enacted, per NFHS 2025 Baseball Rules.
- B. Coaches must comply with all uniform rules per 2025 NFHS Baseball Rules.
- C. The next player scheduled to bat will be in the on-deck circle.
- D. There will be no protests as all disputes will be resolved by the umpires at the game site.
- E. The DIAA suspended game rule will be in effect for all tournament games.
- F. The Game Manager will decide, depending on weather and field conditions, if a game should be started. After the game has begun, the umpire in chief will be in charge.
- G. The ten-run “mercy rule” will be in effect for all tournament games (NFHS Rule 4-2-2).
- H. Special Events
  - 1. The national anthem will be played prior to all games unless it is the second game of a double header.
  - 2. Special events will be confined to the opening ceremonies before the championship game and the presentation of awards after the championship game at the DIAA’s discretion.
  - 3. The opening ceremonies may include the following:
    - a. introduction of players, coaches, administrators, and game officials
    - b. National anthem.
    - c. Introduction of DIAA Chairperson.
    - d. Introduction of Executive Director and DIAA Committee members.
    - e. Introduction of other special guests.
  - 4. The committee is authorized to modify the pre-game and post-game activities however it deems appropriate.

**Item 18. Suspended Game**

- A. Any game suspended from play due to circumstances that prevent the full seven innings to be played, will be resumed from the point of suspension as soon as conditions permit. The game will then be played until the full seven innings are completed by rule, or until the ten-run rule comes into effect.
- B. Both Head Coaches and all Umpires are to meet under cover if necessary to ensure that ALL scorebooks have the same information, and that both teams and the umpires agree as to what the current situation is at the time of suspension. The Game Manager should be present during this meeting also.

**Item 19. Press Box**

Press box space, seating, and occupants will prioritize the official statisticians and then if space is available, media representatives. The top of the press box, if possible, will be prioritized for video operators and may be available for team spotters.

## 2025 DIAA BASEBALL STATE TOURNAMENT



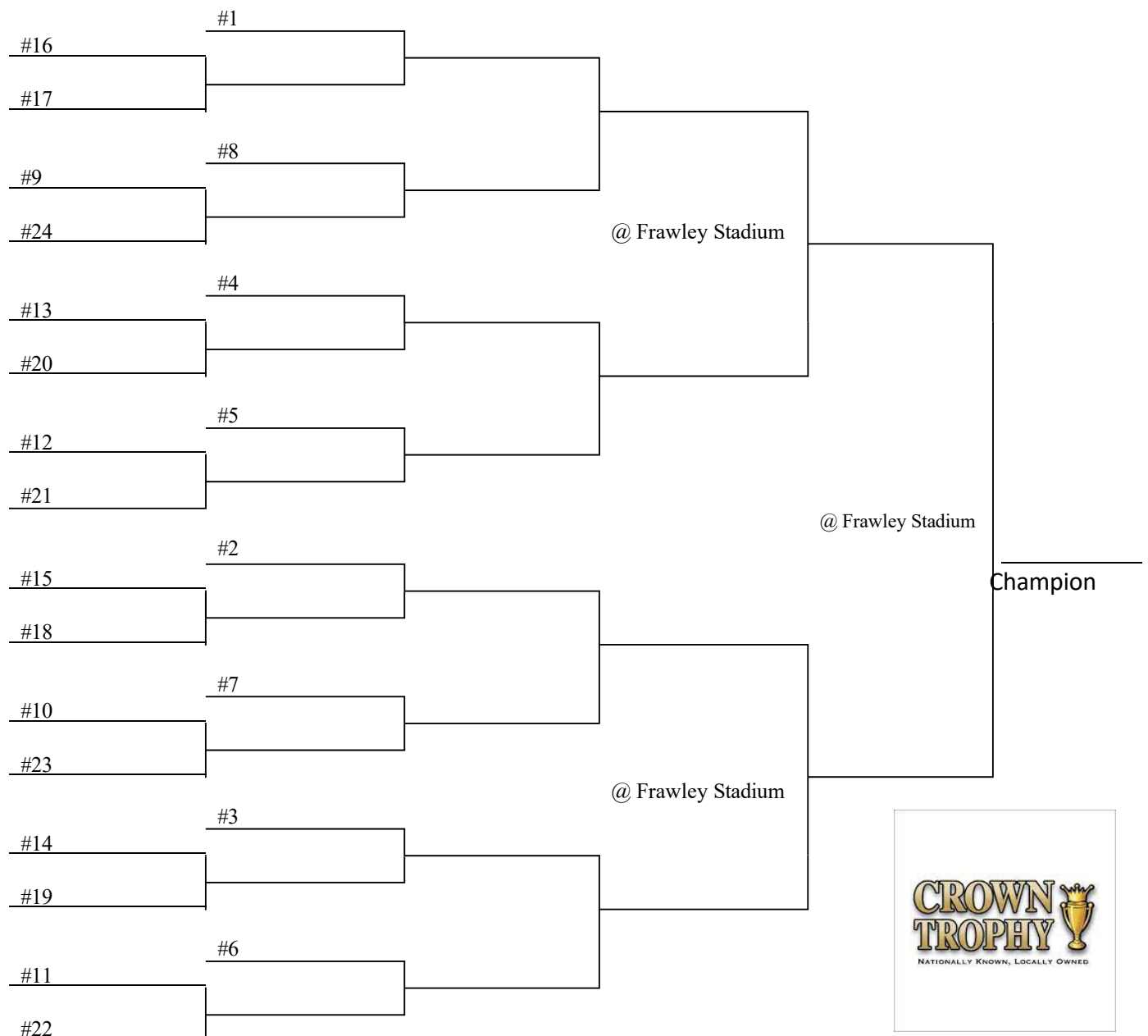
Round 1  
Thursday  
May 22

Round 2  
Saturday  
May 24

Quarterfinals  
Tuesday  
May 27

Semifinals  
Thursday  
May 29

Final  
Saturday  
May 31





## **DIAA 2025 Boys Lacrosse Tournament Manual**

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

Colleagues: The 2025 Boys Lacrosse State Tournament Manual provides you with detailed information concerning the organization and administration of these state championships.

The regulations and procedures contained in this manual are applicable only to the DIAA 2025 Spring State Tournaments and do not govern subsequent championships or to be binding on future committees.

The Committee sincerely hopes that the 2025 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](http://www.education.delaware.gov/diaa)

Thank you,

*DIAA Boys Lacrosse Committees*

*This version last edited 3/1/2025*

## DIAA Boys Lacrosse Committee Members

Committee Member Name	Affiliation	Title
Greg Bulger (Chair)	Officials Association	DLOA
Brad DuPont (Vice Chair)	Independent Conf.	Coach- Tower Hill School
Eric Torbert (Secretary)	Kent County	Public Member
Mark Reynolds	Blue Hen Conf.	Coach-Odessa HS
John Baugher	Administrator	Principal-Sussex Tech HS
JP Bennett	Officials Assoc.	DIAA Rules Interpreter
Pete Duncan	Diamond State Conf.	Coach – Archmere Academy
Matt Faircloth	Kent County	Public Member
Bob Healy	Non-Conference	Coach- Salesianum School
Bud Hitchens	Sussex County	Public Member
Brooks Johnson	Henlopen Conf.	Coach – Caesar Rodney HS
Frank Kerwood	Coaches Association	Coach-Wilmington Friends HS
Bill Madison	New Castle County	Public Member
Lee Powers	New Castle County	Public Member
Jay Fetterman	Athletic Director	AD- Wilm. Christian School

## DIAA 2025 Boys Lacrosse Tournament Manual

### Item 1. Tournament Dates and Times

A. The 2025 DIAA Boys' Lacrosse State Tournament will be held on the following dates.

Round	Date	Location
Round One	Tue/Wed May 20/21	Higher Seed
Quarterfinals	Sat May 24	Higher Seed
Semifinals	Wed. May 28	TBA
Finals	Sat., May 31	TBA

A. The starting times for all games will be determined by the committee. The committee will not accept requests for preferred or alternate starting times unless there is a conflict with a participating school's senior prom,



Baccalaureate, or graduation ceremony. These conflicts should be reported to the Executive Director and committee chair by April 22, 2025.

## **Item 2. Tournament Sites**

- A. The Tournament Committee and DIAA will make the final decision to determine the playing sites throughout the tournament. Fields may be evaluated throughout the season by members of the Boys' Lacrosse Committee.
- B. The following criteria will be considered for selecting tournament sites:
  - 1. Must have livestream capability,
  - 2. Meet the minimum event staff coverage,
  - 3. Security of site,
  - 4. Parking availability,
  - 5. The field must be 110 x 60 yards.
  - 6. Fields must be lined as diagrammed in the 2025 NFHS Boys' Lacrosse Rules Book. The field markings should be IN a color which clearly distinguishes them from the markings of other sports, AND CLEARLY VISIBLE.
  - 7. The lines should not be burned into the field resulting in excessive ruts and/or large burned in areas.
  - 8. The level/height of the grass should be short without excessive grass clumps.
  - 9. The size and angle of the crown will be taken into consideration when evaluating fields.
  - 10. Goals must meet NFHS guidelines, must be in good condition.
  - 11. Goal nets must be free of holes and securely fastened to the goals.
  - 12. Field conditions which, in the opinion of the committee, may jeopardize the safety of the players, will preclude the selection of a site.
- C. In the event of a postponement due to inclement weather, the game will be rescheduled for the following day at the same time and, depending on availability and field conditions, at the same site.

## **Item 3. Tournament Field**

- 1. The tournament field will be comprised of sixteen (16) teams. The qualifying champions of the Blue Hen, Henlopen, Diamond State and Independent Conferences and sufficient at large teams to have a 16-team tournament field.
- B. Eligible Teams:
  - 1. All teams must meet the criteria established by DIAA Regulation 1009 to be eligible for tournament consideration.
  - 2. A team must play a minimum of 12 games at the varsity level in order to be considered for the tournament. A game will count as a varsity contest only if the opposing team has played at least 10 games against varsity opponents. These games must be played during that opponent's regular season games; post-season games will not be considered.
  - 3. All regular season games of a team's opponent will count for seeding purposes. The regular season ends on May 17, 2025. Teams may play a maximum of fifteen (15) games in the regular season.
  - 4. All schedules are locked in on April 7, 2025. No games can be added or canceled after this date. Team index will be determined by the number of games scheduled for the season at that date. IE: If fifteen games are scheduled, the index is based on fifteen games. If fourteen games are scheduled, the index is based on fourteen games. If a game is canceled on May 17, 2025 due to conditions beyond control (weather, unusual events), the tournament chairperson and DIAA must be contacted to approve the cancellation. If approved, the team index will be based on one less game. (Boys Lacrosse Interim Chair (Greg Bulgar) and DIAA [diaa@doe.k12.de.us](mailto:diaa@doe.k12.de.us) )
- C. Conference Champions: Conferences will determine their champion using their established criteria. The Conference Champions must be determined by **May 17, 2025**. For a Conference Champion to earn an automatic berth the following criteria must be met:

1. The Conference must consist of five participating schools to receive an automatic berth.
  2. The champion must possess a .500 winning percentage record or better.
  3. The champion must be in the top 50% of all eligible teams in the state tournament field final index.
- D. At-Large teams will be selected according to their team index as determined by the procedure in 5.B Teams that choose NOT to participate in the tournament or do not meet all the host school requirements must, Boys Lacrosse Committee Chair and DIAA [diaa@doe.k12.de.us](mailto:diaa@doe.k12.de.us) by Friday, May 9, 2025.

#### **Item 4. Tournament Seeding**

- A. Team Reports: All schools must accurately complete and post the team report on the school's website4sports site by 3 PM on May 17, 2025, which is the last day of regular season competition for boys lacrosse.
1. Schools that play out-of-state opponents MUST report that school's contact information to the Committee Chair, by May 8, 2025.
- B. Index Calculation: The tournament index will be calculated according to the following procedures:
1. Teams will receive two (2) points for each win and 0 points for each loss played during the regular season.
  2. In addition, one (1) bonus point will be awarded for each opponent with a regular season win/loss record of .501 or better.
  3. An additional bonus point will be awarded for each opponent with a regular season win/loss record of .701 or better.
  4. Each team's point index will be determined by dividing the total points earned by the number of varsity games played.
- C. Tie Breakers: If two or more teams are tied with the same point index, the committee will use the following tie breaking criteria:
- a. Head-to-head competition. If three or more teams are tied, the teams must have all played each other.
  - b. Win/loss percentage against common opponents during the regular season.
  - c. Win/loss percentage of opponents during the regular season.
  - d. If a tie still exists, the committee will choose by vote.
- D. Seeding: The point index as described in Item 5. B will be used to seed the tournament.

#### **Item 5. Official Program**

- A. At the discretion of the DIAA Executive Director, if DIAA prepares an official tournament program which contains team pictures, team rosters, tournament pairings and other related information, the host site should display DIAA QR code signs around the facility so fans can access the program which will be available digitally. No printed programs will be printed or sold.

#### **Item 6. Admission Policies**

- A. Paid Admission
1. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
  2. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
  3. Fans MUST have a smartphone, tablet, or mobile device to show and redeem purchased tickets for entry into DIAA Championship events. Tickets printed onto paper will not be accepted.
  4. Comprehensive DIAA Championship ticketing policies are included in General Information, Item 6, page 2.
  5. Ticket Prices
    - i. Student (grades K-12) and adult admission will be \$5 for 1st round and quarterfinal games;
    - ii. \$8 for semifinal games;
    - iii. \$10 for championship games played at DIAA member-school venues.
    - iv. For games played at any non-DIAA member school site, the ticket price will be \$12.00.
  6. These ticket prices do not include any additional fees.

7. Children four (4) years and younger will be admitted without charge to all games.
8. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
9. Tickets purchased but unused will not be refunded.

**B. Complimentary Admission**

1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster as submitted to the DIAA Executive Director prior to the tournament using the AD Portal on the DIAA website. The official school party is defined as players, coaches, managers, scorers/statisticians, and athletic trainer(s). All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
  - a. A maximum of twenty eight (28) players in uniform are permitted as part of the official school party. The school party will not exceed 36 members.
  - b. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
  - c. One (1) bus driver will be admitted free of charge upon presentation of identification as the team's driver.
2. Media representatives who are covering the tournament will be admitted upon presentation of current and official DIAA 2024-2025 credentials. Media/photographers may stand where permitted by game manager, site director, and DIAA Boys Lacrosse Committee

**Item 7. Game Manager**

- A. A member of the committee will be appointed to serve as the Game Manager. He/she will serve as liaison between the committee, the host school, and the participating schools. The Game Manager is responsible for ensuring compliance with the policies and procedures established by the DIAA Boys' Lacrosse Committee.
- B. The Game Manager, or his/her designee, will meet each of the participating teams and escort them to their locker room and/or bench area. He will answer any questions the participating teams may have concerning pregame or post game activities.
- C. The Game Manager will contact the Site Director prior to the game to ensure that all preparations are taking place on schedule and that the field is properly lined, especially center lines and end lines.
- D. The Game Manager or his/her designee will confirm each teams travel roster for accuracy.
- E. The Game Manager will bring 1 Dozen Game Balls to host site during first round of play.
- F. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, the Game Manager should notify the injured party's athletic director and the Executive Director as soon as possible.
- G. In the event of a serious sportsmanship related incident, the Game Manager should contact the Executive Director as soon as possible.

**Item 8. Responsibilities of Host School**

- A. Member schools agree to host events for the tournament.
- B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA's Executive Director prior to the start of the event.
  1. Support personnel may include:
    - i Ticket redeemer(s) and Ticket support;
    - ii Security (an individual who monitors the crowd but is not a law enforcement officer);
    - iii Scoreboard Operator/Announcer; and
    - iv NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.
- C. The Site Director's responsibilities include:
  1. Set up the field and bench areas according to current NFHS Boys Lacrosse Rules. The field should be lined according to current NFHS Boys Lacrosse Rules.

2. Provide parking facilities for buses and spectators;
  3. Provide seating arrangements for spectators if available;
  4. Contact the Game Manager and DIAA three hours prior to game time if the field is not in playable condition;
  5. Be in attendance and work closely with the Game Manager;
  6. Clear with the Game Manager matters of policy or procedure;
  7. Provide an official scorer and timer unless a person is assigned by the Lacrosse committee and/or designated by the officials' association.
  8. Charge admission until the end of the third quarter of the game.
  9. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
  10. Review the emergency action plan with the appropriate personnel.
  11. Any additional responsibilities as determined by the host school and DIAA.
- D. The host school must consult with the DIAA office concerning security and police personnel.
1. Any expenses concerning security and police personnel must be pre-approved by DIAA's Executive Director.
  2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
- E. The host school is responsible for complying with the DIAA's ticketing administration and financial reconciliation procedures. Host schools are responsible for submitting the pre and post event financial reconciliation documents to the DIAA Office by the next business day before or after the event concludes. All tournament documentation should be emailed to [diaa.finance@doe.k12.de.us](mailto:diaa.finance@doe.k12.de.us)
- F. Public Address System
1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer.
  2. The public address system, if used, will be operated by a responsible/ adult representative of the host school.
    - a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager and the Executive Director.
    - b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
    - c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.

#### **Item 9. Responsibilities of Participating Schools**

- A. Each team's School/Athletic Administration is responsible for assisting DIAA in safeguarding the playing field before, during and especially after all tournament games.
- B. Teams should not arrive at the game site more than 60 minutes prior to game time.
  1. A school administrator and/or athletic director must be in attendance at tournament games, and upon entry should notify the Game Manager as to where they will be located during the contest.
  2. The school administrator/AD in attendance is responsible for assisting the committee with enforcement of good sportsmanship conduct per DIAA Regulation 1007 Sportsmanship.
- C. Only team members listed on the official team roster and submitted to DIAA upon request to DIAA Executive Director are permitted to participate in DIAA boys lacrosse tournament contest(s).
  1. If there are any changes to the official tournament roster at anytime during the tournament after it's been submitted to the Executive Director upon request, it is the head coach's responsibility to report those changes of the official tournament roster to the DIAA Executive Director and Committee Chair.

#### **Item 10. Officials**

- A. Only qualifying and approved officials associations will be eligible to provide officials for state tournament games.
- B. The DIAA Executive Director and/or their designee will assign all officials for all rounds of the tournament. The officials will be chosen by the method established by the Committee with approval of DIAA.

- a A three-person on-field crew will be assigned to all tournament contests. A timer and a chief box official will also be assigned for all tournament rounds.
- C. Officials' Fees: Officials assigned to the 2025 Boys Lacrosse State Tournament will be paid according to DIAA Regulation 1043.5.1 Fees for Officiating Contests and Competitions.

#### **Item 11. Uniforms**

- A. The higher seeded team will wear white jerseys; the lower seeded team will wear dark jerseys.

#### **Item 12. Contest Procedures, Equipment and Facilities**

- A. Game Balls
  - 1. The host school will provide 18 game balls for each contest Including the twelve game balls provided by the committee. Game balls will follow specific guidelines per Rule 1, Section 5 per 2025 NFHS Boys Lacrosse Rules.
  - 2. The Boys Lacrosse Committee will provide 18 Game Balls for each Semi-Final and Championship Game
- C. Musical Entertainment - The Committee will allow recorded music to be played prior to the start of the game, pending approval by the Site Director and Game Manager. At the Championship site, DIAA will provide pre-game music. Teams are not permitted to use their own speaker with music at the event, including pre-game.
- D. Pre and Post Game Activities
  - 1. The national anthem will be played prior to all games unless it is the second game of a double header.
  - 2. Special events will be confined to the opening ceremonies before the championship game and the presentation of awards after the championship game at the DIAA's discretion.
  - 3. The opening ceremonies may include the following:
    - a. At least 15 minutes before the start of the game - pre-game conference and coin toss will take place.
    - b. 10 minutes before the start of the game - introduction of players, coaches, administrators, and game officials
    - c. National anthem: The national anthem will follow the pre-game conference and coin toss.
    - d. Introduction of DIAA Chairperson, Executive Director and DIAA Boys' Lacrosse Committee members.
    - e. Introduction of other special guests.
  - 4. The committee is authorized to modify the pre-game and post-game activities however it deems appropriate.

#### **Item 13. Awards**

- A. The following awards will be presented:
  - 1. Team: Trophies will be awarded to the Champion and Runner-Up Teams.
  - 2. Individual: Gold medallions (28) will be given to the champions and silver medallions (28) will be given to the runners-up
  - 3. DIAA Scholar-Athlete Awards: Each team participating in the tournament will be eligible to nominate one player. A total of 16 players will be recognized. Criteria for award will be posted on the DIAA website. Nominations must be submitted through the AD Portal by May 19, 2025, 4 PM.
  - 4. No awards other than those authorized by the committee will be presented at any time during the tournament.

#### **Item 14. Player Bench Occupants and Bench Assignments**

- A. The higher seeded team will be designated as the home team and occupy the bench area traditionally used by the home team at that playing site.
- B. Player Bench Occupants and Sideline Personnel

1. Only members of the official school party will be permitted on the sideline. Teams will be allowed a maximum of twenty-eight (28) players in uniform on the bench and a maximum of 36 members of the official school party.
2. All team personnel must be listed on the official eligibility roster as submitted to the DIAA Executive Director in order to be eligible to be in the team bench area.
  - a. If a team has more than the maximum 28 players in uniform, admission will be charged for the extra players.
  - b. The extra players must sit on the spectator side of the field.
3. All personnel are under the authority of the game referee, subject to his/her rulings and must comply with his/her directions and decisions.
4. All occupants of the sideline/team bench area must be in the sixth grade or older.
- C. All team personnel on the sideline during the Championship Game must be wearing the sideline pass. Committee members are authorized to spot-check any and all sideline personnel for compliance. If a team is found in violation, the individuals will be removed from the sideline and possibly the stadium.
- D. Unauthorized duplication or counterfeiting of DIAA sidelines passes will be deemed a major infraction of the sportsmanship code and the school will be referred to the DIAA sportsmanship committee for disciplinary action. During a game, only persons listed on the Official School Party Travel roster may occupy the player bench area.

#### **Item 15. Assignment of Goals for Warm up**

- A. The teams will warm up on the half of the field that corresponds to their player bench assignment; e.g., the team to the right of the scorer's table will use the right half of the field for warm up.
- B. Teams may take the field for warm up no sooner than 60 minutes before game time. The on-field warm up period using balls will be a minimum of 40 minutes prior to the start of the opening ceremony procedure. Stretching, calisthenics and running may be conducted on field prior to the 40 minute period if time and field space allows. No balls may be used on the game field until the scoreboard reads 40 minutes before the opening ceremonies are set to begin, unless both head coaches mutually agree and are ready to use balls before that time.

#### **Item 16. Tie-Breaking Procedure**

- A. All ties during tournament play will be resolved according to the 2025 NFHS Boys Lacrosse Rules.

#### **Item 17. Interrupted Game**

- A. If a game is interrupted due to circumstances beyond the control of the responsible authorities, it will be continued from the point of interruption unless, by mutual agreement of the opposing head coaches and the referee, it is to be considered a completed game.
- B. The committee will determine the date, starting time, and site at which the interrupted game will be completed. Both teams will be permitted to make roster changes when the game is resumed.

#### **Item 18. Press Box**

- A. Press box space, seating, and occupants will prioritize the official statisticians and then if space is available, bona fide media representatives will be permitted at the DIAA's discretion. The top of the press box, if possible, will be prioritized for video operators and may be available for team spotters.



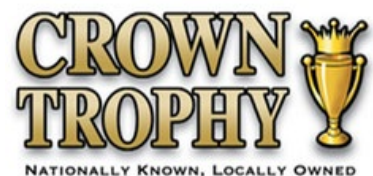
## 2025 DIAA BOYS' LACROSSE STATE TOURNAMENT

Tuesday, May 20/  
Wednesday, May 21

Saturday, May 24

Wednesday, May 28

Saturday, May 31





**DIAA Boys Volleyball Tournament Manual  
Spring 2025**

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

Colleagues:

The 2025 Volleyball State Tournament Manual is intended to provide you with detailed information concerning the organization and administration of these State Championships.

A thorough review of the general information pertinent to all of the tournaments and the specific information for each sport should familiarize you with these events.

The rules and procedures contained in this manual are applicable only to the 2025 DIAA Volleyball State Championships and are not intended to govern subsequent championships or to be binding on future committees.

The Committees sincerely hope that the 2025 DIAA Volleyball 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](http://www.education.delaware.gov/diaa)

Thank you,

*DIAA Volleyball Committee*



### **DIAA Boys Volleyball Committee Members**

<b>Committee Member Name</b>	<b>Affiliation</b>	<b>Title</b>
Katie Godfrey, Chair	Salesianum School	Administrator, Athletic Director
David Lee, Vice Chair	Dickinson HS	Coach
Wendy Kite, Secretary	DVOA	Official, State Interpreter
Steve Andrzejewski	Red Clay School District	Administrator
Tonya Conrad	Christiana HS	Coach
Tyler Coupe	Cape Henlopen HS	Coach
Nicole Florian	ASPIRA HS	Coach
Brian Fraticelli	Charter School of Wilmington	Coach
Dana Gaetano	DVOA	Official
Jeff Gricol	Salesianum School	Coach
Chris Gass	Public Member	Public Member

### **DIAA Boys Volleyball Tournament Manual Specific Information**

#### **Item 1. Tournament Dates**

A. The 2025 Boys Volleyball Tournament will be held on the following dates:

<b>Round</b>	<b>Date</b>
Round One	Tuesday, May 13 and Wednesday, May 14
Quarterfinals	Friday, May 16 and/or Saturday, May 17
Semifinals	Tuesday, May 20
Finals	Thursday, May 22

#### **Item 2. Tournament Sites**

- A. All tournament sites will be determined by the Volleyball Committee based on availability, geographic location, seating capacity, parking facilities, gymnasium condition, and the seeding of teams.

### **Item 3. Starting Times**

- A. All starting times will be determined by the Volleyball Committee.

### **Item 4. Tournament Field**

- A. The tournament field will be comprised of the following teams:
  - 1. The top 16 at-large teams that meet the qualifications and are seeded based on the indicated team point index as determined by the procedure in 5.B.
- B. Eligible Teams:
  - 1. All teams must meet the criteria established by DIAA Regulation 1009 to be eligible for tournament consideration
  - 2. A team must play a minimum of ten (10) matches at the varsity level to be eligible for tournament consideration. Only those opponents who played a minimum of eight (8) matches at the varsity level will be included in a team's win-loss record and index calculation.
    - a. Only the results of matches that consist of the best three out of five 25-point games (no cap) rally scoring or the best two out of three 15-point games side out scoring if played out of state will be used to determine tournament berths or seed the qualifying teams.
  - 3. Team schedules will "lock down" on the first allowable date of competition (March 24, 2025) Any changes made to a schedule after that date must be approved by the Executive Director and Tournament Chair. Otherwise, the team index will be determined by the number of games on the schedule on the lock down date.
  - 4. A match scheduled for the last day of competition that is canceled due to weather related, unplayable conditions, natural causes, or legitimate circumstances beyond the control of the teams playing may be declared a no contest by the Executive Director and Tournament Chair and the game will not be included in the index calculation.
  - 5. No points or bonus points will be awarded to a team that forfeits a match. However, the opponent will be awarded points and bonus points.

### **Item 5. Tournament Seeding**

- A. Team Report:
  - 1. The last competition date for volleyball is **Saturday, May 10th, 2025**. It is the school's responsibility to verify that all results listed on their team's Website4Sports page are accurate and **complete by 3pm** on the last date of competition or the team may not be considered for the tournament. Games played after the last date of competition will not be used to determine tournament selection unless approved by the committee chair.
- B. Index Calculation:
  - 1. A team will receive two (2) points for each regular season win.
  - 2. A team will receive one (1) bonus point for playing an opponent with a win-loss record of .501 or better regardless of which team won. Bonus points are not awarded for the third contest against a specific team in the season.
  - 3. A team will receive one (1) additional bonus point for playing an opponent with a win-loss record of .701 or better regardless of which team won. Bonus points are not awarded if a team is played more than two times.
  - 4. The point index will be determined by dividing the total points accumulated by the number of matches played.
  - 5. Pool play will count as one match played with no points earned if a team fails to advance to the next round of the tournament.

- C. **Tie-Breaking Procedures:** If two or more teams are tied for any seed, the following tie-breaking criteria will be used in the order listed. Once a team is removed from the tie, the tie-breaker criteria will be reapplied sequentially to the teams that are still tied.
1. Head-to-head competition. If three or more teams are tied, they must all have played each other.
  2. Win-loss percentage against common opponents. All games against common opponents count in percentage.
  3. Win-loss percentage of all opponents.
  4. Overall win-loss record of teams that are tied (higher win percentage)
  5. A criteria established by the committee at the time.
- D. Tournament Seeding
1. Qualifying teams will be seeded according to their calculated index and placed into a bracket accordingly.
  2. If a team withdraws from the tournament after the field has been selected, that team will not be replaced and its scheduled opponent will receive a forfeit win into the next round of play. Such a withdrawal/forfeit may subject the school to disciplinary action by the DIAA Board of Directors.

#### **Item 6. Official Program**

- A. At the discretion of the DIAA Executive Director, if DIAA prepares an official tournament program which contains team pictures, team rosters, tournament pairings and other related information, it may be sold at all tournament playing sites.
- B. Team Photograph, Roster and Program Information - Team information for the tournament program must be on the school's website4sports site by April 29, 2025. The team photo must be a digital print of no less than 300 DPI in a jpeg or tifi format. Electronic submission is required; hard copies will not be accepted.

#### **Item 7. Admission Policies**

- A. Paid Admission
1. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
  2. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
  3. Fans MUST have a smartphone, tablet, or mobile device to show and redeem purchased tickets for entry into DIAA Championship events. Tickets printed onto paper will not be accepted.
  4. Comprehensive DIAA Championship ticketing policies are included in General Information, Item 6, page 2.
  5. Ticket Prices
    - i. Student (grades K-12) and adult admission will be \$5 for opening round games
    - ii. \$8 for semifinals
    - iii. \$10 for finals
  6. These ticket prices do not include any additional ticket service fees.
  7. Any games played at non-DIAA member schools may incur an increased ticket price.
  8. Children four (4) years and younger will be admitted without charge to all games.

9. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
  10. Tickets purchased but unused will not be refunded.
- B. Complimentary Admission
1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster as submitted to the DIAA Executive Director prior to the tournament. The official school party is defined as players, coaches, managers, scorers/statisticians, and athletic trainer(s). All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
    - a. A maximum of 15 players in uniform are permitted as part of the official school party.
    - b. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
    - c. One (1) bus driver will be admitted free of charge upon presentation of identification as the team's driver.
- C. A maximum of 23 cheerleaders in uniform and one adult sponsor will receive complimentary admission. Additional cheerleaders and/or adults must purchase a ticket or make arrangements in advance to have their school billed for any admission in excess of 23 cheerleaders and one adult.
1. No mini-trampolines or basket tosses will be permitted. Stunts will be allowed if performed in accordance with the 2025 NFHS Spirit Rules Book.
- D. Media representatives who are covering the tournament will be admitted upon presentation of current and official DIAA credentials. See General Item #11.

#### **Item 8. Game Manager**

- A. A member of the Volleyball Committee will be appointed to serve as the Game Manager. They will serve as a liaison between the Committee, the host school and the participating schools. The Game Manager is responsible for ensuring compliance with the policies and procedures established by the DIAA Volleyball Committee. The Game Manager will have the specific responsibilities listed below:
  1. Provide the official game balls.
  2. Scoring sheets [DIAA generated].
  3. From Round 1 of the tournament on, present the game ball to the losing team.
  4. Collect the game balls after the game has been completed.
- B. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, notify the injured party's athletic director and the Executive Director as soon as possible.
- C. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible.

#### **Item 9. Responsibilities of Host School**

- A. Member schools agree to host events for the Tournament.
  - B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA's Executive Director prior to the start of the event.
- Support personnel may include:
1. Ticket seller(s);
  2. Ticket taker(s);
  3. Security (an individual who monitors the crowd but is not a law enforcement officer);

4. School Police;
  5. Scoreboard Operator/Announcer; and
  6. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.
- C. The Site Director's responsibilities include:
1. Assuring the court and bench areas are set up according to NFHS specifications. The first three rows in the bleachers will be designated for team use only.
  2. If possible, provide dressing room and bathroom facilities for the participating schools.
  3. Provide safe and secure passage for the officials to and from the playing area.
  4. Provide parking facilities for buses and spectators.
  5. If possible, provide seating arrangements for spectators. No front row seating by spectators.
  6. Contact the Game Manager three hours prior to game time if the site is not playable.
  7. Be in attendance and work closely with the Game Manager and DIAA.
  8. Clear with the Game Manager matters of policy or procedure.
  9. Provide score table personnel unless assigned by the Volleyball Committee and supplied by the Officials' Association.
  10. Ensure that the complimentary admission policy for all schools is followed (Item 7).
  11. Ensure music played during the contest is approved and appropriate.
  12. Charge admission through the third set of the final match.
  13. Establish a procedure for assisting disabled spectators and review the procedure with the appropriate personnel.
  14. Review the emergency action plan with the appropriate personnel.
  15. Any additional responsibilities as determined by the host school and DIAA Office.
- D. The host school must consult with the DIAA office concerning security and police personnel.
1. Any expenses concerning security and police personnel must be pre-approved by DIAA's Executive Director.
  2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to the DIAA.
- E. The host school is responsible for complying with the DIAA's ticketing administration and financial reconciliation procedures. Host schools are responsible for reporting ticket and program sales to the DIAA Office by the next business day after the event concludes. Unsold programs should be returned to the DIAA office in a timely manner after the event concludes.
- F. Public Address System
1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer. Every effort should be made to have an announcer familiar with volleyball.
  2. The public address system, if used, will be operated by a responsible/ adult representative of the host school.
    - a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager or the Executive Director.
    - b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.

- c. Introduce the players and coaches on each team in whatever order the coach submits.

#### **Item 10. Officials**

- A. Only qualifying and approved officials associations will be eligible to provide officials for state tournament games.
- B. The DIAA Executive Director and/or their designee will assign all officials for all rounds of the tournament. The officials will be chosen by the method established by the Committee with approval of DIAA.
- C. The officiating crew will consist of the following officials for all Tournament matches; R1, R2, 2 Line Judges, scorer and libero tracker.
- D. Officials' Fees: Officials assigned to the 2025 State Tournament will be paid according to DIAA Regulation 1043.5.1 Fees for Officiating Contests and Competitions.
- E. Officials' Table: The following priority list will determine seating at the officials' table:
  1. Scoreboard Operator/Announcer
  2. Official Scorer.
  3. Libero Tracker
  4. Scorer from each participating team.

#### **Item 11. Uniforms**

- A. Team Uniforms will meet all requirements of the NFHS 2024-25 Volleyball Rules Book.

#### **Item 12. Dressing Rooms and Facilities**

- A. Facility operations will be based on the host site facility plan and will comply with all State and Delaware Division of Public Health guidelines during the ongoing COVID-19 health pandemic.
  1. If a dressing room is available at the host site, the coaching staff is responsible for supervising the team dressing room and offending schools will be held accountable for any theft or damage.
- B. If available, a dressing room for Officials' will be provided at the host site's discretion. Officials should be prepared to arrive at the game site dressed.

#### **Item 13. Contest procedures, Equipment, Special Events**

- A. All Tournament matches will be played using the 2024-25 NFHS Volleyball Rules, and any adoptions approved by DIAA
- B. Practice Sessions
  1. No team will be permitted to practice or scrimmage at a tournament playing site unless that site is its home court.
- C. Pre-Match Warm Up Session
  1. A maximum of 15 players in full uniform may participate in the warm up.
  2. The participating teams must provide their own volleyballs for the warm-up session. Teams are permitted to have shaggers during warm-ups. Shaggers must wear appropriate rubber soled shoes and be in compliance with the jewelry regulations while shagging volleyballs during the warm-up.
  3. Teams may begin warming up with balls on their side of the net thirty (30) minutes prior to the start of the match for a single match or for the first match of a double header. For the

second match of a double header teams may begin warming up with balls on their side of the net as soon as the floor is cleared.

4. The official warm-up session will begin after the pre-game conference which is 35 minutes before the start of the match.
5. The official warm-up session will consist of five (5) minutes of combined passing followed by six (6) minutes of each team's court time which includes serving. The home team (higher seed) will have the court for the first six-minute session.
6. While a team is on the court, the opposing team may run a controlled drill (3 balls or less) in a safe, unused area of the gym. It is imperative that players and the balls not interfere with the on-court team's six-minute session.

D. Pre-Match Conference

1. The pre-match conference will be conducted 35 minutes prior to the scheduled start of the first match.
  - a. The visiting team will call the coin toss.
  - b. The winner of the coin toss may choose to serve first or to receive serve. If a fifth game is necessary, another coin toss will be conducted with the home team calling the toss.

E. Game Balls and Scorebooks

1. The Committee will furnish game balls and an official scorebook for each match. Participating schools must provide scorebooks for their own scorekeepers.
2. The Committee will provide Spalding TF VB5 game balls for all tournament matches.

F. Special Events

1. Special events will be confined to the official pre-match activities and the awards presentation after the championship match.
2. The pre-match ceremonies may include:
  - a. National Anthem - All players, coaches, game officials, and school personnel are expected to stand attentively during the presentation of the American flag and the playing of the national anthem.
  - b. Introduction of team members (15 players in uniform), coaches, and officials.
  - c. Other VIPs in attendance will be recognized by asking them to stand momentarily at their seats.
3. The Volleyball Committee is authorized to modify the program of special events however it deems appropriate.
4. No school will be permitted to conduct its own program of special events.

G. Host Site Floors: In respecting the host site floors, coaches are not permitted to wear high heel shoes on the court or on the sideline in all rounds of the tournament.

**Item 14. Awards**

A. The following awards will be presented:

1. Team: Trophies will be presented to the Championship team and the Runner-Up team.
2. Individual: Gold medallions (15) will be presented to the champions. Silver medallions (15) will be presented to the runners-up.
3. Game Ball: Each participating team will receive a game ball.
4. No awards other than those authorized by the Committee will be presented at any time during the tournament.

**Item 15. Player Bench Occupants and Bench Assignments**

- A. During a match, the player bench may be occupied by a maximum of 21 members of the official school party as defined in Item 7.C. The total travel party size is 21 members and no more than 5 administrators.
- B. For scoring purposes, the higher seeded team will be designated as the home team and shall select their team bench.

**Item 16. Paint, Glitter, and Temporary Tattoos on Players**

- A. The players of the participating teams will not be permitted to wear any temporary decorations such as face/hair/body paint, glitter, tattoos, etc. due to the possibility of these substances getting on the ball or floor.

**Item 17. Music and Noisemakers**

- A. The Volleyball Committee will allow the playing of recorded music at an appropriate volume if approved by the site director. Bands or musical groups with one or more instruments, sirens, horns, bells, buzzers, whistles, and other artificial or mechanical noisemakers are prohibited. It is the responsibility of the principal and athletic director of each participating school to inform their student body and community of this regulation.



## 2025 DIAA VOLLEYBALL STATE TOURNAMENT

**\*bracket is at the discretion of the DIAA Volleyball Committee and will be finalized at the seeding meeting**

Round 1  
Tues & Wed  
May 13, 14

Quarterfinals  
Fri, Sat  
May 16, 17

Semifinals  
Tuesday  
May 20

Final  
Thursday  
May 22





## **DIAA 2025 Girls Lacrosse Tournament Manual**

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

Colleagues: The 2025 Girls Lacrosse State Tournament Manual provides you with detailed information concerning the organization and administration of these state championships.

The regulations and procedures contained in this manual are applicable only to the DIAA 2025 Spring State Tournaments and do not govern subsequent championships or to be binding on future committees.

The Committee sincerely hope that each of the 2025 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](http://www.education.delaware.gov/diaa)

Thank you,

*DIAA Girls Lacrosse Committees*

*This version last edited 2.3.25*

## 2025 DIAA Girls Lacrosse Committee Members

Committee Member Name	Representative	Title
Deb Windett, Chair	Kent County	Caesar Rodney High School -Coach
Feffie Barnhill	Non-Conference	Ursuline Academy, Ret. Coach
Mary Sue Christopher	DIAA	State Rules Interpreter
Colleen Kelley	Athletic Director	Middletown High School
Dave Frederick	School Administrator	Frederick Thomas MS
Laurie Garrison	Blue Hen Conference	Nurse
Holly Groff	New Castle County	Public Member
Jay McCormick	Henlopen Conference	Public Member
Molly Phillips	Coaches Association	DIGLAC President & Coach
Gail Ruffins	DSWLOA	Official
Wiz Appelgate	Independence Conference	Tower Hill School -Coach
Corine Valentine	Diamond State Conference	Newark Charter - Coach
Katy Phillips	Athletic Director	Tatnall School
Jill Fitzcharles	Public Member	Official, Retired

## DIAA 2025 Girls Lacrosse Tournament Manual

### Item 1. Tournament Dates and Times

- A. The 2025 DIAA Girls' Lacrosse State Tournament will be held on the following dates:

Round	Date
Round One	May 16 and 17
Round Two	May 19 and 20
Quarterfinals	May 21 and 22
Semifinals	May 28
Finals	May 30 or 31

- B. The starting times for all games will be determined by the committee. The committee will not accept requests for preferred or alternate starting times unless there is a conflict with a participating school's senior prom, Baccalaureate, or graduation ceremony. These conflicts should be reported to the Executive Director and committee chair by April 25, 2025.

## **Item 2. Tournament Sites**

- A. The Tournament Committee and DIAA will make the final decision to determine the playing sites throughout the tournament.
- B. Fields may be evaluated throughout the season by members of the Girls' Lacrosse Committee. A field may be deemed unsuitable for tournament play even though it was used during the regular season.
- C. The following criteria may be considered for selecting tournament sites per DIAA and the committee's determination:
  - 1. Must have livestream capability
  - 2. Meet the minimum event staff coverage
  - 3. Security of site
  - 4. Parking availability
  - 5. Fields must be lined as diagrammed in the 2025 NFHS Girls' Lacrosse Rules Book . The field markings should be in a color which clearly distinguishes them from the markings of other sports, AND CLEARLY VISIBLE. The field should have a minimum length of 82 m (90 yards) from goal line to goal line and a minimum width of 55 m (60 yards).
  - 6. The lines should not be burned into the field resulting in excessive ruts and/or large burned in areas.
  - 7. The level/height of the grass should be short without excessive grass clumps.
  - 8. The size and angle of the crown will be taken into consideration when evaluating fields.
  - 9. Goals must meet NFHS guidelines, must be in good condition, and must be fastened to the ground.
  - 10. Goal nets must be free of holes and securely fastened to the goals.
  - 11. The area behind the goals should be clear of all goals and obstructions.
  - 12. Field conditions which, in the opinion of the committee, may jeopardize the safety of the players, will preclude the selection of a site.

## **Item 3. Tournament Field**

- A. The tournament field will be composed of the following teams:
  - 1. The Blue Hen, Henlopen, Diamond State and Independent Conference Champions, as determined by their Conference
  - 2. Twelve at-large teams, or more if needed to fill out the bracket.
- B. Eligible Teams:
  - 1. All teams must meet the criteria established by DIAA Regulation 1006.2.4 to be eligible for tournament consideration.
  - 2. Teams may play a maximum of fifteen (15) games in the regular season.
  - 3. Teams must have played a minimum of twelve (12) games at the varsity level in order to be considered for the tournament. A game will count as a varsity contest only if the opposing team has played at least 10 games against varsity opponents.
  - 4. A team's schedule as of the first allowable date of competition (March 24, 2025) will be locked in and used to determine the team percentage. Note: the number of games on the schedule on this date will be used to determine the team percentage even if a game is not made up after a postponement or if a game is added to the schedule after the first allowable date of competition.
  - 5. If a game is scheduled for the last day of competition (May 14, 2025) and is canceled due to weather related unplayable conditions, natural causes, or legitimate circumstances beyond the control of the teams playing, the team's percentage will be based on one less game. If this situation arises, the committee chairperson must be contacted before the cancellation is approved. (Deb Windett-302-359-5952)
- C. Conference/Flight/Division Champions must meet the following criteria to earn the automatic berth:
  - 1. The conference/flight/division must consist of a minimum of five participating schools.
  - 2. The conference/flight/division must determine their champion by the last date of competition (May 14, 2025).
- D. At - Large Teams will be selected according to their team index as determined by the procedure in Item 4. B.

## **Item 4. Tournament Seeding**

- A. Team Reports: All schools must accurately complete and post the team report on the school's website4sports site by **6 PM on May 14, 2025**, which is the last day of regular season competition for girls lacrosse. In addition, please contact Deb Windett at 302-359-5952 or [wwindett155@gmail.com](mailto:wwindett155@gmail.com) to confirm scores of games played on May 14..
- B. Index Calculation: The tournament index will be calculated according to the following procedures:
  - 1. Teams will receive two (2) points for each win, 1 point for each tie and 0 points for each loss during the regular season.
  - 2. One (1) bonus point will be awarded for each opponent with a regular season win/loss record of .501 or better.
  - 3. An additional bonus point will be awarded for each opponent with a regular season win/loss record of .701 or better.
  - 4. Each team's point index will be determined by dividing the total points earned by the number of varsity games played per Item 3, B. 4.

- C. Tie Breakers: If two or more teams are tied with the same point index, the committee will use the following tie breaking criteria:
1. Head-to-head competition. If three or more teams are tied, the teams must have all played each other.
  2. Win/loss percentage against common opponents during the regular season.
  3. Win/loss percentage of opponents during the regular season.
  4. If a tie still exists, the committee will choose by vote.
- D. Seeding: Teams will be seeded according to the point index as described in Item. B above. The team with the highest point index will be seeded #1, next highest #2, etc. until the entire 16 team field has been determined.
1. If a school withdraws after the field has been selected, its team will not be replaced and its scheduled opponent will receive a bye into the next round of play. A school may be subject to disciplinary action by the DIAA Board of Directors if its team withdraws after the first round pairings have been established.

#### **Item 5. Official Program**

- A. At the discretion of the DIAA Executive Director, if DIAA prepares an official tournament program which contains team pictures, team rosters, tournament pairings and other related information, the host site should display DIAA QR code signs around the facility so fans can access the program which will be available digitally. No printed programs will be printed or sold.

#### **Item 6. Admission Policies**

- A. Paid Admission
1. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
  2. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
  3. Fans MUST have a smartphone, tablet, or mobile device to show and redeem purchased tickets for entry into DIAA Championship events. Tickets printed onto paper will not be accepted.
  4. Comprehensive DIAA Championship ticketing policies are included in General Information, Item 6, page 2.
  5. Ticket Prices
    - i. Student (grades K-12) and adult admission will be \$5 for 1st round and quarterfinal games;
    - ii. \$10 for semifinal games;
    - iii. \$10 for championship games played at DIAA member-school venues.
    - iv. For games played at any non-DIAA member school site, the ticket price will be \$12.00.
  6. These ticket prices do not include any additional fees.
  7. Children four (4) years and younger will be admitted without charge to all games.
  8. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
  9. Tickets purchased but unused will not be refunded.
- B. Complimentary Admission
1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster as submitted to the DIAA Executive Director prior to the tournament using the AD Portal on the DIAA website. The official school party is defined as players, coaches, managers, scorers/statisticians, and athletic trainer(s). All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
    - a. A maximum of twenty-four (24) players in uniform are permitted as part of the official school party. The school party will not exceed 32 members.
    - b. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
    - c. One (1) bus driver will be admitted free of charge upon presentation of identification as the team's driver.
  2. Media representatives who are covering the tournament will be admitted upon presentation of current and official DIAA 2024-2025 credentials. Media/photographers may stand where permitted by game manager, site director, and DIAA Girls Lacrosse Committee.

#### **Item 7. Game Manager**

- A. A member of the committee will be appointed to serve as the Game Manager. He/she will serve as liaison between the committee, the host school, and the participating schools. The Game Manager is responsible for ensuring compliance with the policies and procedures established by the DIAA Girls' Lacrosse Committee.
- B. The Game Manager, or his/her designee, will meet each of the participating teams and escort them to their locker room and/or bench area. He/she will answer any questions the participating teams may have concerning pregame or post game activities.

- C. The Game Manager will contact the Site Director prior to the game to ensure that all preparations are taking place on schedule and that the field is properly lined, especially center lines.
- D. The Game Manager will have the specific responsibilities listed below.
  - 1. Provide the following items:
    - a. Official score book.
    - b. Game balls.
  - 2. Collect the score book and balls after the game has been completed.
- E. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, the Game Manager should notify the injured party's athletic director, committee chair, and the Executive Director as soon as possible.
- F. In the event of a serious sportsmanship related incident, the Game Manager should contact the Executive Director as soon as possible.

#### **Item 8. Responsibilities of Host School**

- A. Member schools agree to host events for the tournament.
- B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA's Executive Director prior to the start of the event.
  - 1. Support personnel may include:
    - a. Ticket redeemer(s) and Ticket support;
    - b. Security (an individual who monitors the crowd but is not a law enforcement officer);
    - c. Scoreboard Operator/Announcer; and
    - d. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer
- C. The Site Director's responsibilities include:
  - 1. Set up the field and bench areas according to current NFHS Girls Lacrosse Rules.
  - 2. The field should be lined according to current NFHS Girls Lacrosse Rules.
  - 3. Provide parking facilities for buses and spectators;
  - 4. Provide seating arrangements for spectators if available;
  - 5. Contact the Game Manager and DIAA three hours prior to game time if the field is not in playable condition;
  - 6. Be in attendance and work closely with the Game Manager;
  - 7. Clear with the Game Manager matters of policy or procedure;
  - 8. Provide an official scorer and adult timer unless a person is assigned by the Lacrosse committee and/or designated by the officials' association.
  - 9. Charge admission until there are 10 minutes left in the 4th quarter.
  - 10. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
  - 11. Review the emergency action plan with the appropriate personnel.
  - 12. Any additional responsibilities as determined by the host school and DIAA.
- D. The host school must consult with the DIAA office concerning security and police personnel.
  - 1. Any expenses concerning security and police personnel must be pre-approved by DIAA's Executive Director.
  - 2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to the participating schools and included as an expense on the DIAA Event Reconciliation form. The invoice must accompany the submission per DOE Finance.
- E. The host school is responsible for complying with the DIAA's ticketing administration and financial reconciliation procedures. Host schools are responsible for submitting the pre and post event financial reconciliation documents to the DIAA Office by the next business day before or after the event concludes. All tournament documentation should be emailed to [diaa.finance@doe.k12.de.us](mailto:diaa.finance@doe.k12.de.us)
- F. Public Address System
  - 1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer.
  - 2. The public address system, if used, will be operated by a responsible/ adult representative of the host school.
    - a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager and the Executive Director.
    - b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
    - c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.
    - d. The committee will allow recorded music to be played prior to the start of the game, pending approval of the Site Director and Game Manager. No music is allowed during time-outs, halftime, or during the game.

#### **Item 9. Responsibilities of Participating Schools**

- A. Each team's School/Athletic Administration is responsible for assisting DIAA in safeguarding the playing field before, during and especially after all tournament games.

- B. Teams should not arrive at the game site more than 75 minutes prior to game time.
  - a. A school administrator and/or athletic director must be in attendance at tournament games, and upon entry should notify the Game Manager as to where they will be located during the contest.
  - b. The school administrator/AD in attendance is responsible for assisting the committee with enforcement of good sportsmanship conduct per DIAA Regulation 1023 Sportsmanship.
- C. Only team members listed on the official team roster and submitted to DIAA upon request to DIAA Executive Director are permitted to participate in DIAA girls lacrosse tournament contest(s). If there are any changes to the official tournament roster at anytime during the tournament after it's been submitted to the Executive Director upon request, it is the Athletic Director's responsibility to report those changes of the official tournament roster to the DIAA Executive Director and Committee Chair.
- D. Upon arrival at the game site, the Head Coach should provide the Site Director with a list of players and their positions, coaches, managers, statisticians, and trainers. Include the team's win-loss record and place in the conference standings. The Site Director will use this information for the pre-game introductions.
- E. Provide the following personnel:
  - 1. One individual to assist with scorekeeping.
  - 2. Provide two timing devices (clock and stopwatch) and an air horn.
- F. Arrive on time at the game site. If a late arrival is anticipated, the host school athletic director, game manager, and committee chair should be contacted immediately.

#### **Item 10. Officials**

- A. Only qualifying and approved officials associations will be eligible to provide officials for state tournament games.
- B. The DIAA Executive Director and/or their designee will assign all officials for all rounds of the tournament. The officials will be chosen by the method established by the Committee with approval of DIAA.
- C. A three-person crew, an alternate/timer and an official scorer will be assigned to all rounds and games.
- D. Officials' Fees: Officials assigned to the State Tournament will be paid according to DIAA Regulation 1043.5.1 Fees for Officiating Contests and Competitions.

#### **Item 11. Uniforms**

- A. The higher seeded team will be the home team and will wear light uniforms. The lower seeded team will be the visitors and wear dark uniforms.

#### **Item 12. Contest Procedures, Equipment and Facilities**

- A. Game Balls
  - 1. The committee will provide a minimum of eight game balls for each contest. Game balls will follow specific guidelines per Rule 2, Section 1 of the 2025 NFHS Girls Lacrosse Rules.
- B. Musical Entertainment - The Committee will allow recorded music to be played prior to the start of the game, pending approval by the Site Director and Game Manager.
- C. Special Events
  - 1. The national anthem will be played prior to all games unless it is the second game of a double header.
  - 2. Special events will be confined to the opening ceremonies before the championship game and the presentation of awards after the championship game at the DIAA's discretion.
  - 3. The opening ceremonies may include the following:
    - a. 15 minutes before the start of the game - pre-game conference and coin toss will take place
    - b. 10 minutes before the start of the game - introduction of players, coaches, administrators, and game officials, followed by the National Anthem
    - c. Introduction of DIAA Chairperson.
    - d. Introduction of Executive Director and DIAA Committee members.
    - e. Introduction of other special guests.
  - 4. The DIAA and committee is authorized to modify the pre-game and post-game activities however it deems appropriate.

#### **Item 13. Awards**

- A. The following awards will be presented:
  - 1. Team: Trophies will be awarded to the Champion and Runner-Up Teams.
  - 2. Individual: Gold medallions (24) will be given to the champions and silver medallions (24) will be given to the runners-up.
  - 3. DIAA Scholar-Athlete Awards: Each team participating in the tournament will be eligible to nominate one player. A total of 16 players will be recognized. Criteria for award will be posted on the DIAA website. Nominations must be submitted through the AD Portal by May 9, 2025, 4 PM.
  - 4. No awards other than those authorized by the committee will be presented at any time during the tournament.

**Item 14. Player Bench Occupants and Bench Assignments**

- A. The higher seeded team will be designated as the home team and occupy the bench area traditionally used by the home team at that playing site.
- B. Player Bench Occupants and Sideline Personnel
  - 1. Only members of the official school party will be permitted on the sideline. Teams will be allowed a maximum of twenty-four (24) players in uniform on the bench and a maximum of 32 members of the official school party.
  - 2. All team personnel must be listed on the official eligibility roster as submitted to the DIAA Executive Director in order to be eligible to be in the team bench area.
    - a. If a team has more than the maximum 24 players in uniform, admission will be charged for the extra players.
    - b. The extra players must sit on the spectator side of the field.
  - 3. All personnel are under the authority of the game referee, subject to his/her rulings and must comply with his/her directions and decisions.
  - 4. All occupants of the sideline/team bench area must be in the sixth grade or older.
- C. All team personnel on the sideline during the Championship Game must be wearing the sideline pass. Committee members are authorized to spot-check any and all sideline personnel for compliance. If a team is found in violation, the individuals will be removed from the sideline and possibly the stadium.
- D. Unauthorized duplication or counterfeiting of DIAA sidelines passes will be deemed a major infraction of the sportsmanship code and the school will be referred to the DIAA sportsmanship committee for disciplinary action. During a game, only persons listed on the Official School Party Travel roster may occupy the player bench area.

**Item 15. Pre-game Warm-up**

- A. Except for the pre-game warm-up, practice is prohibited at any tournament playing site unless the site is the home field of a team participating in the tournament. Violation of this rule will result in disqualification from the tournament.
- B. The teams will warm up on the half of the field that corresponds to their player bench assignment; e.g., the team to the right of the scorer's table will use the right half of the field for warm-up.
- C. Each team is limited to a 45-minute warm-up on the field prior to the scheduled start of the game which will begin 60 minutes before the scheduled starting time. Warm-up must terminate 15 minutes prior to game time. If there is a double header and warm-up space is available, the warm-up time on the game field may be adjusted, per committee decision.

**Item 16. Tie-Breaking Procedure**

- A. All ties during tournament play will be resolved according to the 2025 NFHS Girls Lacrosse Rules which can be found in Rule 4, Section 6 Overtime Procedures.

**Item 17. Practice Sessions**

- A. No team will be permitted to practice at a tournament playing site unless that field is its home field.

**Item 18. Interrupted Game**

- A. In the event of an interrupted game due to circumstance beyond the control of the responsible authorities, the game should be handled per Rule 4 Section 4 of the 2025 NFHS Girls Lacrosse Rule book
- B. The committee will determine the date, starting time, and site at which the interrupted game will be resumed.

**Item 19. Press Box**

- A. Press box space, seating, and occupants will prioritize the official statisticians and then if space is available, bona fide media representatives will be permitted at the DIAA's discretion. The top of the press box, if possible, will be prioritized for video operators and may be available for team spotters.





## 2025 DIAA GIRLS' LACROSSE STATE TOURNAMENT

### Round One

Friday, May 16 and  
Saturday, May 17

### Round Two

Monday, May 19 and  
Tuesday, May 20

### Quarterfinals

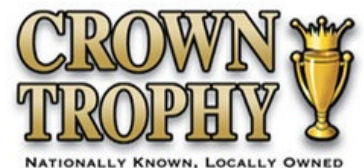
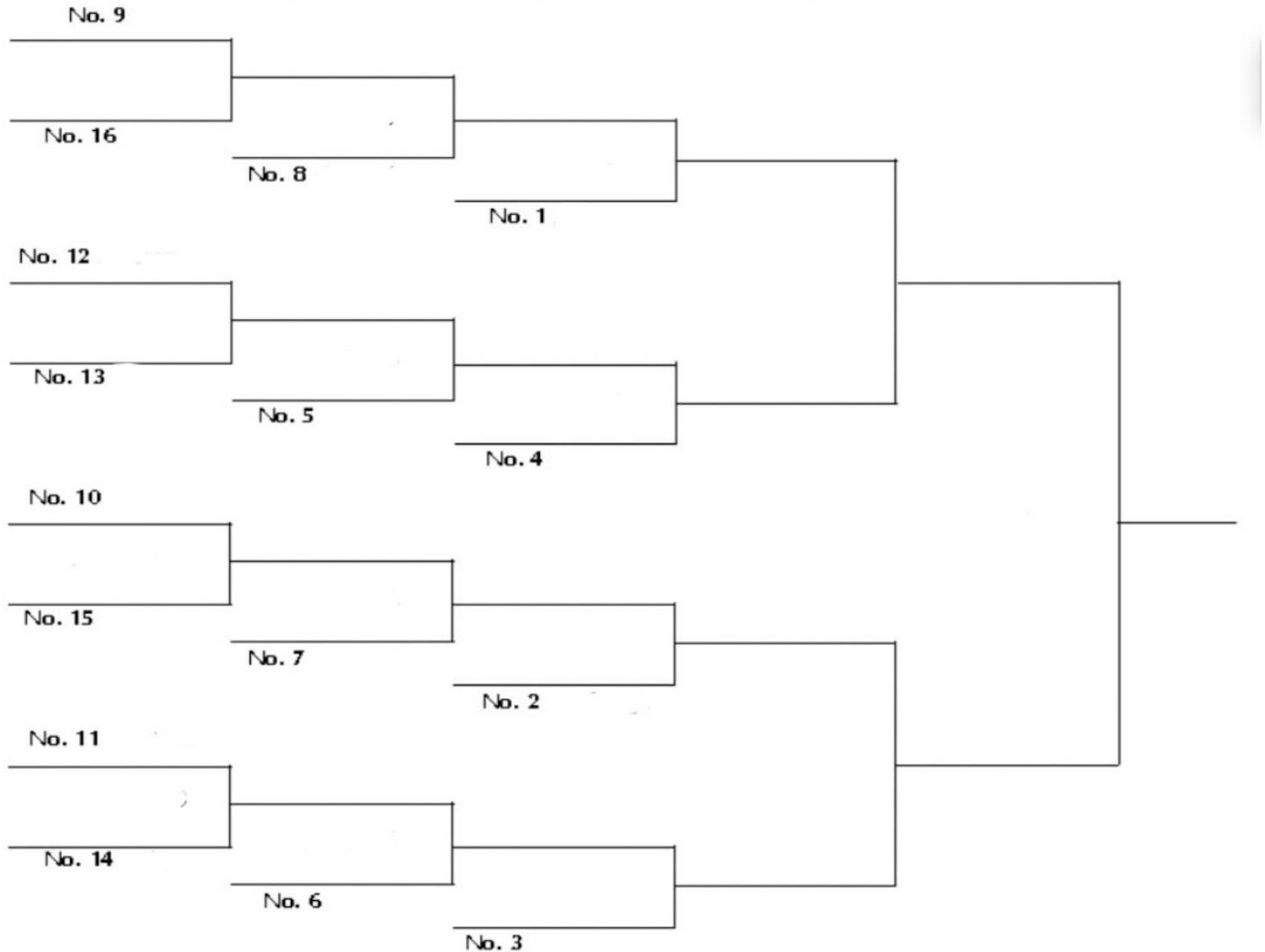
Wed, May 21 and  
Thurs., May 22

### Semis

Wed., May 28

### Finals

Friday, May 30  
or Saturday,  
May 31





## **DIAA Girls Soccer Tournament Manual Spring 2025**

TO: Member School Administrators and Athletic Directors; Girls Soccer and Coaches and Officials; and  
Members of the Media

Colleagues:

The 2025 Girls Soccer State Championship Manual is intended to provide you with detailed information concerning the organization and administration of this State Championship.

A thorough review of the general information pertinent to all of the tournaments and the specific information for girls soccer should familiarize you with these events.

The rules and procedures contained in this manual are applicable only to the 2025 DIAA Girls Soccer State Championship and are not intended to govern subsequent championships or to be binding on future committees.

The Committee sincerely hopes that the 2025 DIAA Girls Soccer State Championship 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](http://www.education.delaware.gov/diaa)

Thank you,

*DIAA Girls Soccer Committee*

## 2024-2025 DIAA Girls Soccer Committee Members

<b>Committee Member Name</b>	<b>Affiliation</b>	<b>Title</b>
Joseph Manlove	Archmere Academy	Committee Chair
Michael Incitti	DSSOA	Officials Association Representative
Robert Cordrey	DIAA	NFHS State Soccer Rules Interpreter
David DuHadaway	Caravel Academy	Coach/Vice Chair
Tyler Edelman	DSOA	Officials Association President
Katy Ellis	Archmere Academy	Athletic Trainer
Leo Marianiello	DHSSCA	Coaches Association President
Scott Myers	Odessa High School	Teacher
Katie Varga	Alexis I. duPont HS	Administrator
Marco Avila	Public Member	Official
Heather Taylor	Sanford School	Teacher
Katy Sturdivant	Archmere Academy	Athletic Trainer
Michael James	Newark HS	Coach
Patrick Kilby	Cape Henlopen HS	Coach
R.J. Dina	Sussex Academy	Coach

## DIAA 2025 Girls Soccer Tournament Manual

### Specific Information

#### Item 1. Tournament Dates

- A. The 2025 DIAA Girls' Soccer State Tournament will be held for each Division on the following dates.

<b>Round</b>	<b>Division I</b>	<b>Division II</b>
Round One	N/A	May 17
Quarterfinals	May 21/22	May 21/22
Semifinals	May 30	May 30
Finals	May 31/June 1	

#### Item 2. Tournament Sites

- A. Game sites for all rounds of the tournament will be chosen by DIAA and the committee.

#### Item 3. Starting Times

- A. The Committee will determine the starting time for all games.  
 B. The Committee will not accept requests for preferred or alternate starting times.

#### Item 4. Tournament Field

- A. The 2025 DIAA Soccer State Championships will consist of a Division I tournament and a Division II tournament.
  - 1.
  - 2. The Division I tournament field will be comprised of the qualifying Blue Hen Flight A Champion, the Henlopen North Champion, and six (6) at-large teams or more if needed to fill out the 8 team bracket.
  - 3. The Division II tournament field will be comprised of the qualifying Blue Hen Flight B Champion, Henlopen South Champion, Independent Champion, Diamond State Champion and eight (8) at-large teams or more if needed to fill out the 12 team bracket.
  - 4. The school classifications can be found in General Item #6, page 2.
- B. Eligible Teams:
  - 1. All teams must meet the criteria established by DIAA Regulation 1009 to be eligible for Tournament consideration.
  - 2. A team must play a minimum of ten (10) games at the varsity level in order to be considered for the tournament. Only those opponents who played a minimum of 10 games at the varsity level will be included in a team's index calculation and record.
    - a. Team schedules will “lock down” on the first allowable date of competition (3/24/2025). Any changes made to a schedule after that date must be approved by the Executive Director and Tournament Chair, Joseph Manlove. Otherwise, the team index will be determined by the number of games on the schedule on the lock down date.
  - 3. **Teams are expected to meet the eligibility requirements as outlined in this spring tournament manual for consideration of selection to the DIAA girls soccer tournament field.**
- C. Conference Champions: Each conference will determine their champion. The Diamond State Conference will forfeit their automatic berth if The Charter School of Wilmington wins the conference. If a conference qualifier chooses not to participate in the tournament, that berth will be awarded to another at-large team.
- D. At-Large teams will be selected according to their team index as determined by the procedure in 5.B.

#### Item 5. Tournament Seeding

- A. Team Report
  - 1. The last competition date for girls soccer is Wednesday, May 14, 2025. It is the school's responsibility to verify that all results listed on their team's website4sports page are accurate and complete by the last date of competition or the team may not be considered for the tournament. Games played after the last date of competition will not be used to determine tournament selection unless approved by the committee chair.
  - 2. It is each school's responsibility to send all Out-of-State opponent's contact information to the committee chair, Joseph Manlove and DIAA by May 5, 2025.
- B. Tournament Index Calculation
  - 1. The team's win-loss percentage will be determined by adding 3 points for each win, 1 point for each tie, and 0 points for each loss divided by the total number of possible points (number of games played multiplied by 3).
  - 2. An opponents' win-loss percentage will be calculated using the same formula. The team's opponent's average win-loss percentage will be calculated by adding the calculated win-loss percentage of each opponent together and dividing by the number of opponents. Opponents played twice are counted twice.
  - 3. The team's index will be determined by adding the team's win-loss percentage and the opponents' average win-loss percentage and dividing the total by 2.
- C. Tie-Breaking Procedures: If two or more teams are tied for any seed, the following tie-breaking criteria will be used in the order listed. Once a team is removed from the tie, the tie-breaker criteria will be reapplied sequentially to the teams that are still tied.
  - 1. head-to-head competition during the regular season
  - 2. the teams' win-loss percentage against common opponents during the regular season
  - 3. Carry out the index past thousandths until tie is broken
  - 4. If teams are still tied, the committee will decide based on criteria established before starting the tie breaking procedures.
- D. Seeding
  - 1. The teams in each division will be seeded according to their calculated index. The top eight (8) teams in Division I and the top twelve (12) teams in Division II will be identified and placed into the bracket accordingly.

2. If a team withdraws from the tournament after the field has been selected, that team will not be replaced and its scheduled opponent will receive a forfeit win into the next round of play. Such a withdrawal/forfeit may subject the school to disciplinary action by the DIAA board of directors.

#### **Item 6. Site Selection Procedures**

- A. The Girls' Soccer Committee will select all sites for the 2025 Girls Soccer State Tournament and may use the following criteria in evaluating host sites:
  1. The field must meet all NFHS specifics per the 2024-25 NFHS Soccer Rule Book.
  2. Goals must meet or exceed NFHS guidelines and must be in good condition without sharp edges.
  3. The stadium should be enclosed by a fence and have proper lighting for night games.
  4. Parking facilities and spectator seating areas should be conducive to the anticipated attendance.
  5. The stadium should also have a public address system available for use and consideration of a concessions stand.
  6. Locker rooms should be available for use during doubleheaders and in case of inclement weather.
- B. If the committee deems the higher seeded team's facilities do not meet the minimum criteria above as listed in item 21, the committee and DIAA will choose an alternative site for the game to be played.

#### **Item 7. Official Program**

- A. At the discretion of the DIAA Executive Director, if DIAA prepares an official tournament program which contains team pictures, team rosters, tournament pairings and other related information, the host site should display DIAA QR code signs around the facility so fans can access the program which will be available digitally. No printed programs will be printed or sold.
- B. Team Photograph, Roster and Program Information - Team information for the tournament program must be on the school's website4sports site by May 5, 2025. The team photo must be a digital print of no less than 300 DPI in a jpeg or ttf format. Electronic submission is required; hard copies will not be accepted.
  1. Schools should assume that their team is going to make the tournament and submit a roster and team photo by the date listed in Item 6, B. Program information as outlined in Item 6 must be submitted by May 5, 2025 for consideration of any complimentary coaches tickets.

#### **Item 8. Admission Policies**

- A. Paid Admission
  1. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
  2. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
  3. Fans MUST have a smartphone, tablet, or mobile device to show and redeem purchased tickets for entry into DIAA Championship events. Tickets printed onto paper will not be accepted.
  4. Comprehensive DIAA Championship ticketing policies are included in General Information, Item 7, page 2.
  5. Ticket Prices
    - i. Student (grades K-12) and adult admission will be \$5 for opening round games;
    - ii. \$8 for semifinal games;
    - iii. \$10 for championship games played at DIAA member-school venues.
    - iv. For games played at any non-DIAA member school site, the ticket price will be \$10.00.
  6. These ticket prices do not include any additional fees.
  7. Children four (4) years and younger will be admitted without charge to all games.
  8. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
  9. Tickets purchased but unused will not be refunded.
- B. Complimentary Admission
  1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster as submitted to the DIAA Executive Director prior to the tournament using the AD Portal on the DIAA website. The official school party is defined as players, coaches, managers, scorers/statisticians, and athletic trainer(s). All of these individuals should assemble together outside of the venue entrance and be admitted together as one group.
    - a. A maximum of 22 players in uniform are permitted as part of the official school party. The school party will not exceed 30 members.

- b. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
  - c. One (1) bus driver will be admitted free of charge upon presentation of identification as the team's driver.
- 2. The pep bands (maximum of 15 students) of the two schools competing in the championship game will be allowed to play and will be admitted without charge provided they are accompanied by an adult band director. Pep bands will be granted free admission and will be allowed to play only at the championship game. The pep band roster must be submitted to the Executive Director upon request and prior to the championship game for entry.
- D. Media representatives who are covering the tournament will be admitted upon presentation of current and official DIAA 2024-2025 credentials.
  - 1. Media/photographers may stand where permitted by game manager, site director, and DIAA Soccer Committee.

#### **Item 9. Game Manager**

- A. A member of the Committee will be appointed to serve as the Game Manager, who will serve as a liaison between the Committee, the host school and the participating schools. It is the Game Manager's responsibility to ensure compliance with the policies and procedures established by the DIAA Girls Soccer Committee.
- B. The Game Manager will contact the Site Director prior to the game to ensure that all preparations are taking place on schedule.
- C. The Game Manager or his/her designee will meet each of the participating teams and escort them to their locker room (if available) and/or bench area. He/she will answer any questions the participating teams may have concerning pregame or postgame activities.
- D. The Game Manager will provide the following items:
  - 1. Official DIAA Game Report Sheet [Score Sheet]
  - 2. Official Game Balls - The official DIAA Soccer Championship ball is Wilson Veza, Serial WTF1003
- E. The Game Manager will collect the game balls at the conclusion of the game and will present the losing team a game ball.
- F. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, notify the injured party's athletic director and the Executive Director as soon as possible.
- G. In the event of a serious sportsmanship related incident, contact the DIAA Executive Director and Committee Chair as soon as possible.

#### **Item 10. Responsibilities of Host School**

- A. Member schools agree to host events for the Tournament.
- B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA's Executive Director prior to the start of the event. Support personnel may include:
  - a. Ticket redeemers(s);
  - c. Ticket sales/supports(s);
  - d. Scorekeeper(s);
  - e. Security (an individual who monitors the crowd but is not a law enforcement officer);
  - f. School Resource Officer or School Police (approval needed);
  - g. Scoreboard Operator/Announcer; and
  - h. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.
- C. The Site Director's responsibilities include:
  - 1. Provide seating for the game officials and players of both teams on the same side of the field and wherever space permits, on the opposite side of the field from the spectators.
    - a. The field should be lined according to current NFHS specifications.
    - b. Seating should be arranged for the players, coaches, managers, statisticians, and trainers.
    - c. Seating should be arranged for the official timer and scorers (a table and at least four chairs should be placed at the 50-yard line for the official score table).
  - 2. Provide if possible, provide dressing room and bathroom facilities for the participating schools.
  - 3. Provide safe and secure passage for the officials to and from the playing area.
  - 4. Provide parking facilities for buses and spectators.

5. If possible, provide seating arrangements for spectators.
  6. Contact the Game Manager and DIAA Executive Director three hours prior to game time if the field is not in playable condition.
  7. Be in attendance and work closely with the Game Manager.
  8. Clear with the Game Manager matters of policy or procedure.
  9. Provide a scoreboard operator unless assigned by the Soccer Committee and supplied by the Officials' Association.
  10. Ensure that the complimentary admission policy for all schools is followed (Item 7).
  11. Charge admission until there are 20 minutes remaining in the last game of the day.
  12. Establish a procedure for assisting disabled spectators and review the procedure with the appropriate personnel.
  13. Review the emergency action plan with the appropriate personnel.
  14. Any additional responsibilities as determined by the host school and DIAA office.
- D. The host school must consult with the DIAA office concerning security and police personnel.
1. Any expenses concerning security and police personnel must be pre-approved by DIAA's Executive Director.
  2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
- E. The host school is responsible for complying with the DIAA's ticketing administration and financial reconciliation procedures. Host schools are responsible for submitting the pre and post event financial reconciliation documents to the DIAA Office by the next business day after the event concludes. All tournament documentation should be emailed to [diaa.finance@doe.k12.de.us](mailto:diaa.finance@doe.k12.de.us)
- F. Public Address System
1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer. Every effort should be made to have an announcer familiar with soccer.
  2. The public address system, if used, will be operated by a responsible/ adult representative of the host school.
    - a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager or the Executive Director.
    - b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
    - c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.

#### **Item 11. Responsibilities of Participating Schools**

- A. Each team's School/Athletic Administration is responsible for assisting DIAA in safeguarding the playing field before, during and especially after all tournament games.
- B. Teams must arrive at the game site at least 45 minutes prior to game time.
  - a. A school administrator and/or athletic director must be in attendance at tournament games, and upon entry should notify the Game Manager as to where they will be located during the contest.
  - b. The school administrator/AD in attendance is responsible for assisting the committee with enforcement of good sportsmanship conduct as described in the General Information Section Item 7.
- C. Provide the Site Director with four (4) neatly printed copies of the official tournament roster which must include:
  1. the name, position and grade of each player,
  2. the names of coaches, managers, trainers and other official team personnel
  3. the current team won-loss record and the team's finish in their conference if applicable.
  4. Only players listed on the submitted official team roster to DIAA Executive Director are permitted to participate in DIAA Girls Soccer tournament contest.
  5. If there are any changes to the official tournament roster at any time during the tournament after it's been submitted to the Executive Director upon request, it is the head coach's responsibility to report those changes of the official tournament roster to the DIAA Executive Director and Committee Chair.
  6. This information is necessary for pre-game introductions and the official DIAA score sheet. Copies are needed for the referees, opposing coach, PA announcer and official scorekeeper.
- D. Provide the following volunteers:
  1. Provide one individual to assist the official scorekeeper in identifying players who score goals, assists on goals and/or receive cautions or ejections.

2. Two or three ball holders for each soccer contest during the tournament.
  - a. Ball holders are under the direct supervision of the officials whom they assist by carrying an extra game ball and retrieving balls which cross boundary touchlines.
  - b. Ball holders must be in the 6th grade or older, they shall wear 'pinnies' provided by the schools in a color that contrasts with those of the opposing teams. 'Pinnies' are to be worn at all times during the match.
  - c. Ball Holders must meet with the referee fifteen (15) minutes prior to the start of the game.

#### **Item 12. Officials**

- A. Only qualifying and approved officials associations will be eligible to provide officials for state tournament games.
- B. The DIAA Executive Director and/or their designee will assign all officials for all rounds of the tournament. The officials will be chosen by the method established by the Committee with approval of DIAA.
- C. A four-person officiating crew will be used for all tournament games. Three officials will be on-field and the fourth official will assist the referee and act as the official DIAA scorekeeper with duties as assigned by the committee per NFHS Rule 5.3.3.
- D. Officials' Fees: Officials assigned to the 2025 State Tournament will be paid according to DIAA Regulation 1043.5.1 Fees for Officiating Contests and Competitions.

#### **Item 13. Home Team and Uniforms**

- A. The higher seeded team (host school) will be designated as the home team and wear dark jerseys and dark socks. The visiting team will wear solid white jerseys and solid white socks. [NFHS Soccer Rule 4-1-1A]
- B. Players from each team will wear the legal uniform designated by 2021-22 NFHS Soccer Rule Book.
  1. When an illegally uniformed team is unable to correct the situation, the coach will be issued a yellow card to start the game. The school may be required to appear before the DIAA Sportsmanship Committee.

#### **Item 14. Dressing Rooms and Facilities**

- A. Facility operations will be based on the host site facility plan.
  1. If dressing rooms are available at the host site, the coaching staff is responsible for supervising the team dressing room and offending schools will be held accountable for any theft or damage.
- B. If available, a dressing room for Officials' will be provided at the host site's discretion. Officials should be prepared to arrive to the game site dressed.

#### **Item 15. Contest Procedures, Equipment and Facilities**

- A. Game Balls
  1. The committee will provide a minimum of three game balls with the required NFHS authenticating mark for each contest. The **Wilson Veza [WTF1003]** is the official game ball.
  2. The eight teams that advance to the quarterfinals will each receive a game ball.
- B. Musical Entertainment - The Committee will allow recorded music to be played prior to the start of the game, pending approval by the Site Director and Game Manager.
- C. Special Events
  1. The national anthem will be played prior to all games unless it is the second game of a double header.
  2. Special events will be confined to the opening ceremonies before the championship game and the presentation of awards after the championship game.
  3. The opening ceremonies may include the following:
    - a. national anthem
    - b. introduction of DIAA Executive Director, Soccer Committee Chairperson and Soccer Committee Members
    - c. Introduction of other special guests
    - d. Introduction of players, coaches, administrators, and game officials
  4. The committee is authorized to modify the pre-game and post-game activities however it deems appropriate.

#### **Item 16. Awards**

- A. The following awards will be presented:
  1. Team: A trophy and game ball will be awarded to the Champion and Runner-Up teams.
  2. Individual: Gold medals (22) will be presented to the champions. Silver medals (22) will be presented to the



runners-up.

3. DIAA Scholar-Athlete Awards: Each team participating in the tournament will be eligible to nominate one player. A total of 20 players will be recognize. Criteria for award will be posted on the DIAA website. Nominations must be submitted through the AD Portal by Friday, May 16. Noon. Players will be recognized throughout the tournament and award plaques will be distributed to the schools at the completion of the fall championships.
4. No awards other than those authorized by the Committee will be presented at any time during the tournament.

#### **Item 17. Player Bench Occupants, Sideline Personnel, and Bench Assignment/Warm Up**

- A. Bench Assignment/Warm Up
  1. The home team, the higher seeded team, will sit to the right of the scorer's table as the teams face the playing field.
  2. At neutral sites, the Committee will determine bench assignments.
  3. The teams will warm up on the half of the field that corresponds to their player bench assignment. Only players in uniform, bona fide coaches and team managers are allowed on the field for warm-ups.
  4. The on-field warm-up with the use of balls will be a maximum of 30 minutes prior to the start of the contest, unless approved by the Game Manger and the participating teams.
- B. Player Bench Occupants and Sideline Personnel
  1. Only members of the official school party will be permitted on the sidelines. Teams will be allowed a maximum of twenty-two (22) players in uniform on the bench and a maximum of 32 members of the official school party.
  2. All team personnel must be listed on the official game roster as submitted to the DIAA Executive Director in order to be eligible to be in the team bench area.
    - a. If a team has more than the maximum 22 in uniform, admission will be charged for the extra players.
    - b. The extra players must sit on the spectator side of the field.
  3. All personnel are under the authority of the game referee, subject to his/her rulings and must comply with his/her directions and decisions.
  4. All occupants of the sideline/team bench area must be in the sixth grade or older.
- C. All team personnel on the sideline during the Championship Game must be wearing the sideline pass. Committee members are authorized to spot-check any and all sideline personnel for compliance. If a team is found in violation, the individuals will be removed from the sideline and possibly the stadium.
  1. Unauthorized duplication or counterfeiting of DIAA sidelines passes will be deemed a major infraction of the sportsmanship code and the school will be referred to the DIAA sportsmanship committee for disciplinary action.

#### **Item 18. Practice Sessions**

- A. No team will be permitted to practice at a tournament-playing site unless that site is the team's home field.

#### **Item 19. Game Tie-Breaking Procedure**

- A. If a regulation game ends in a tie, the teams will play a maximum of (2) sudden victory 10-minute overtime periods.
- B. If the score is still tied at the end of the second sudden victory overtime period, the game will be decided by alternating penalty shots. Only players as listed on the DIAA official championship roster as submitted to the DIAA Executive Director are permitted and eligible to be selected as shooters.
  1. Each team will select five players as shooters. Substitutions are permitted per NFHS 2024-2025 Soccer Rule 3-3 ART 1.
  2. The penalty shots will be taken alternately at the same goal as chosen by the officials. The officials will conduct a coin toss to determine which team will take the first penalty shot. The visiting team will call the coin toss and the winner will choose to either shoot or defend the goal first.
  3. The penalty shots will end as soon as one team has a goal advantage that cannot be overcome by the opposing team.
  4. If still tied after the first round of penalty shots, the second set will be sudden victory rounds (1 for 1). The first team to score more goals than their opponent, after an equal number of shots will be declared the winner. The team starting the first set of penalty shots will begin the sudden victory round shooting second. The same 5 shooters must shoot and in the same order that they originally shot.
  5. If the goalkeeper is injured and is unable to play or he receives a red card, he may be replaced by any eligible

- player in uniform. The injured or disqualified goalkeeper may not return to the game.
6. If the goalkeeper receives a yellow card, he must be replaced for at least the next shot. They may be replaced by any eligible player in uniform and may reenter the game at any time after the next shot
  7. If a shooter is injured and is unable to play or he receives a red card, he must be replaced by any rostered player. The injured or disqualified shooter may not return to the game.
  8. If a shooter receives a yellow card, they may be replaced for at least his next shot in the rotation. They may be replaced by any player on the official roster. They may reenter the game at any time after her next shot in the rotation.

#### **Item 20. Interrupted Game**

- A. Any tournament game interrupted due to circumstances beyond the control of the committee and the responsible administrative authorities will be completed or replayed according to the following guidelines:
  1. After waiting a reasonable period of time and after consulting with the game officials and the other committee members in attendance, the Game Manager will order that play either be resumed or terminated.
  2. If the decision is made to terminate play and the game was interrupted during the first half, the entire game will be replayed.
  3. If the decision is made to terminate play and the game was interrupted after the completion of the first half, the game will resume from the point of interruption, unless by mutual agreement of the competing schools and the Game Manager, it is to be considered a completed game.
  4. All records, goals, penalties, warnings, suspensions, etc. will be carried over from the interrupted game if it is to be completed.
  5. The committee will determine the date, starting time, and site at which the interrupted game will be completed or replayed in its entirety.

#### **Item 21. Press Box**

- A. Press box space, seating, and occupants will prioritize the official statisticians and then if space is available, bona fide media representatives will be permitted at the DIAA's discretion. The top of the press box, if possible, will be prioritized for video operators and may be available for team spotters.

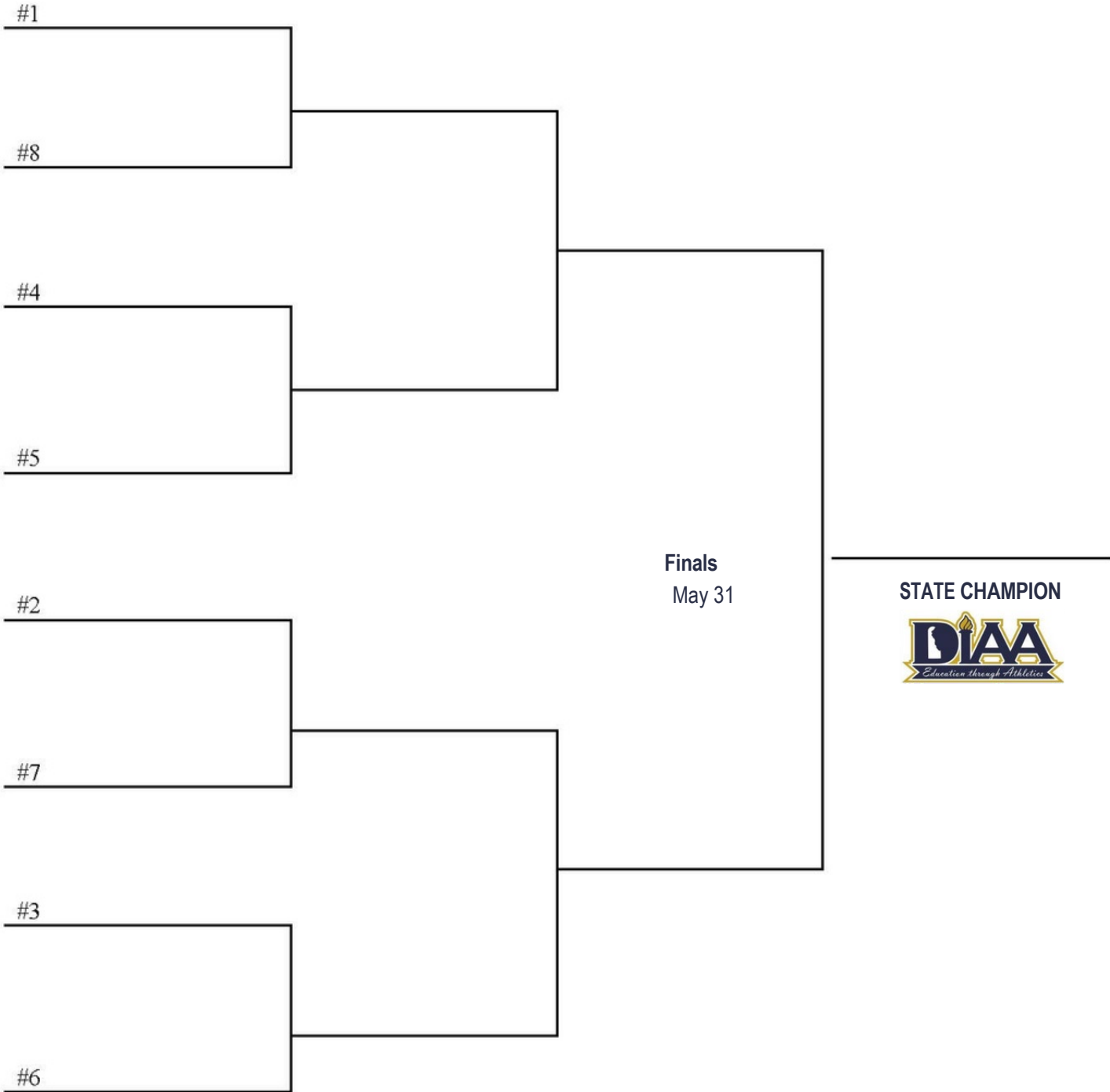
# D1

2025 DIAA  
GIRLS SOCCER STATE CHAMPIONSHIP



Quarterfinals  
May 22/May 23

Semifinals  
May 29



REFUEL WITH  
**CHOCOLATE MILK**

**Wilson**

 AMERICAN  
LUNG  
ASSOCIATION



# D2

Round 1

## 2025 DIAA GIRLS SOCCER STATE CHAMPIONSHIP

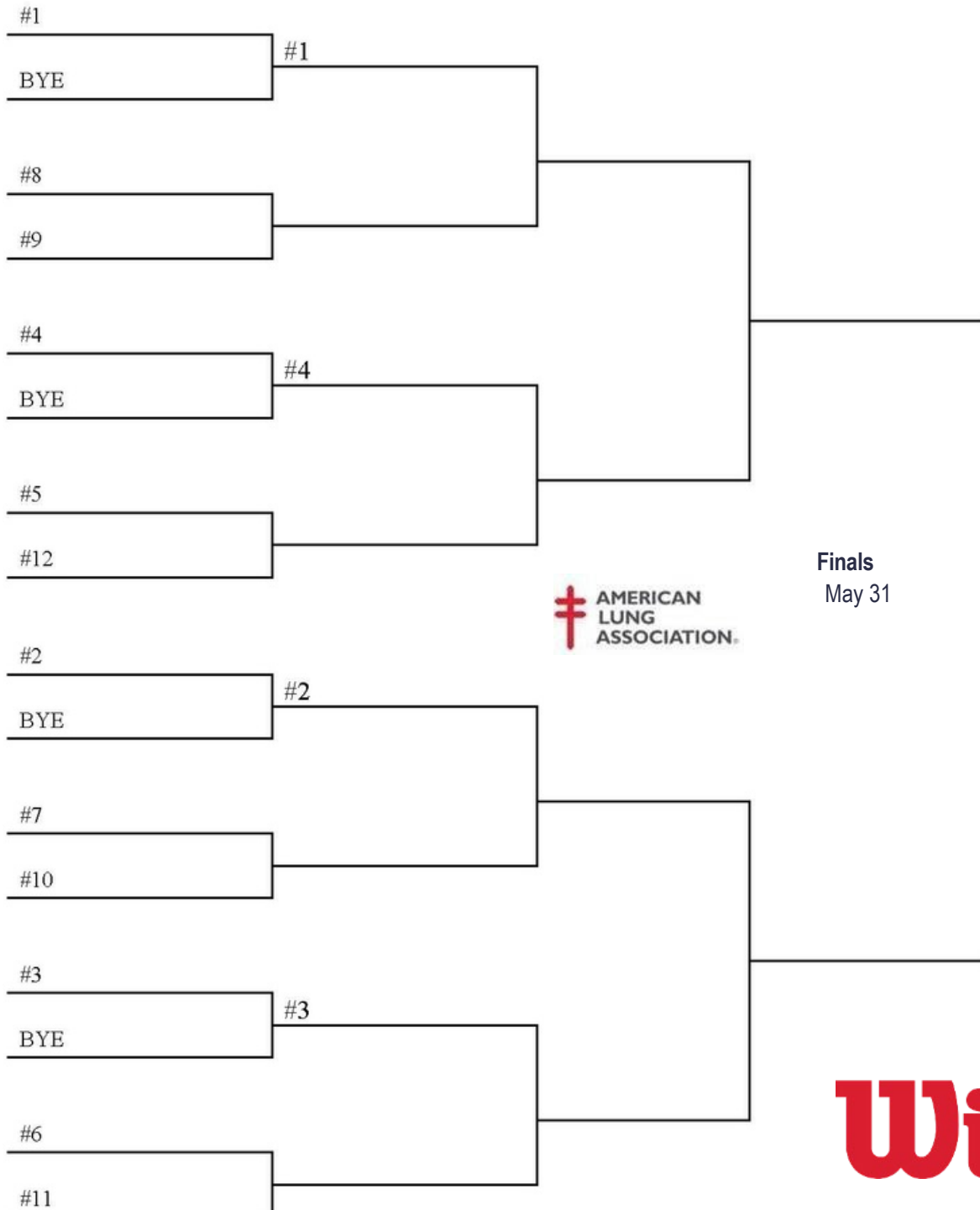


### Quarterfinals

May 18

May 22/May 23

Semifinals  
May 29



Finals  
May 31



REFUEL WITH  
**CHOCOLATE MILK**



# 2025 DIAA Softball Tournament Manual

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

Dear Colleagues:

The 2025 Softball 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 2025 Spring State Tournaments and do not govern subsequent championships or to be binding on future committees.

The Committees sincerely hope that each of the 2025 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](http://www.education.delaware.gov/diaa)

Thank you,

*DIAA Softball Committee*

### 2025 DIAA Softball Committee Members

Committee Member Name	Affiliation	Title
Greg Shivery, Chair	Newark Charter	Athletic Director/Coach
Diane Carden	DIAA	NFHS Softball State Interpreter
Deb Hauth	DSUA Softball	Official
Bud Hitchens	Public Member	Retired
John Marvel	Sussex Tech High School	Coach
Dave Morrow	Hodgson Vo-Tech High School	Coach
Brian Corey	Newark HS	Coach/Asst. AD
Karen Pritt	Public Member	Retired
Jeff Ransom	Wilmington Friends School	Athletic Director
David Swift	DSUA Softball	Official
Dr. Eileen Voltz	Charter School Wilm	Coach
John Wells	Sussex Central HS	Coach

## DIAA Softball State Tournament Manual

### Item 1. Tournament Field

#### A. The tournament field will consist of 24 teams:

The 24 team tournament field will be selected by the index and criteria found in Item 2.B (below).

#### B. Eligible Teams:

1. All teams must meet the criteria established by DIAA Regulation 1009 to be eligible for tournament consideration.
2. A team must play a minimum of thirteen (13) varsity games. In order to be considered a varsity opponent, an opposing team must play a minimum of 13 games at the varsity level.
3. Team schedules will 'lock down' on April 7, 2025. Any changes to a team's schedule must be approved by the softball committee chair and DIAA. Email Angel Prinos at [angel.prinos@doe.k12.de.us](mailto:angel.prinos@doe.k12.de.us) with a request and reason for a change. All games must be completed by May 17, 2025 which is the last date of competition. Games played after that date will not be included in the at-large selection procedure.

## Item 2. Tournament Seeding

- A. Team Reports: All schools must accurately complete and post the team report on the school's [website4sports](#) site by 2 PM on May 17, 2025, which is the last day of regular season competition for softball.
- B. Obtaining out of state records is the responsibility of the school AD & coach. You must receive an email from the out of state school AD that verifies their regular season record. Contact information for the out-of-state opponent must be posted on [websties4sports](#) by May 1, 2025. Please note that regular season tournament games do count as they do in other sports. Post season games do not count. The deadline for out of state records is May 17<sup>th</sup>. If you are playing an out of state team on May 16/17 please have their record to date by the 17<sup>th</sup> and we can recalculate after the results of that game. If you do not submit this information the out of state records will not count.
- C. Index Calculation: Team index is determined by the following procedure:
  1. Calculate the total number of wins and losses for the team's opponents.
  2. Convert to win/lose percentage. Double.
  3. Add the team's win/loss percentage.
  4. Divide by three.
- D. If two or more teams are tied for any seed, the following tie-breaking criteria will be used in the order listed. Once a team is removed from the tie, the tie-breaker criteria will be reapplied to the teams that are still tied.
  1. head-to-head competition during the regular season
  2. record against common opponents
  3. carry out an index (past thousands) until the tie is broken.
- E. Seeding System
  1. The point index as described in Item 2. B will be used to seed the tournament.
- F. If a school chooses not to participate in the tournament, the committee will take the following action:
  1. If a school announces its intentions before the committee meets to select the tournament field, its team will be replaced by the next best team as determined by the win/loss index system used to select the at-large teams.
  2. If a school withdraws after the field has been selected, its team will not be replaced and its scheduled opponent will receive a bye into the next round of play. A school may be subject to disciplinary action by the DIAA Board of Directors if its team withdraws after the first-round pairings have been established.

## Item 3. Tournament Dates

- A. The 2025 DIAA Softball Tournament will be held on the following dates below. These dates are subject to change if site availability is a problem, or due to circumstances beyond the control of the Committee.

Round	Date
Round One	May 20
Round Two	May 22
Quarter Finals	May 24
Semi Finals	May 28
Finals	May 30

#### **Item 4. Tournament Sites**

- A. The Tournament Committee and DIAA will make the final decision to determine the playing sites throughout the tournament and will be announced at the softball seeding meeting.
- B. If a field is in poor condition, it may be deemed unsuitable for tournament play even though it was used during the regular season. Alternate sites will be determined by the Committee and DIAA.
- C. The Committee considers the following criteria when selecting a host site:
  - 1. Must have livestream capability
  - 2. Field meets specified requirements per NFHS Softball Rules
  - 3. Meet the minimum event staff coverage
  - 4. Security of site
  - 5. Parking availability
  - 6. Spectator capacity for seating

#### **Item 5. Starting Times**

- A. Starting times for all games will be determined by the committee and announced at the seeding meeting.
- B. The committee will not accept requests for referred or alternate starting times unless there is a conflict with a participating school's senior prom, Baccalaureate, or graduation ceremony.

#### **Item 6. Official Program**

- A. At the discretion of the DIAA Executive Director, DIAA may prepare an official tournament program that contains team pictures, team rosters, tournament pairings and other related information, it may be sold at all tournament playing sites.

#### **Item 7. Admission Policies**

- A. Paid Admission
  - 1. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
  - 2. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
  - 3. Fans MUST have a smartphone, tablet, or mobile device to show and redeem purchased tickets for entry into DIAA Championship events. Tickets printed onto paper will not be accepted.
  - 4. Comprehensive DIAA Championship ticketing policies are included in General Information, Item 6, page 2.
  - 5. Ticket Prices
    - a. Student (grades K-12) and adult admission will be \$5 for 1st round, 2nd round, and quarterfinal games;
    - b. \$8 for semifinals
    - c. \$12 for finals
  - 6. These ticket prices do not include any additional ticket service fees.
  - 7. Any games played at non-DIAA member schools may incur an increased ticket price.
  - 8. Children four (4) years and younger will be admitted without charge to all games.
  - 9. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
  - 10. Tickets purchased but unused will not be refunded.
- B. Complimentary Admission
  - 1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster as submitted to the DIAA Executive Director prior to the tournament using the AD Portal on the DIAA website. The official school party is defined as players, coaches, managers, scorers/statisticians, and athletic trainer(s). All of these individuals should



assemble together outside of the venue entrance and be admitted together as one group.

- a. **A maximum of 20 players in uniform are permitted as part of the official school party. The school party will not exceed 28 people.**
  - b. All members of the school party must be in the sixth grade or older. It is recommended that they be of high school age.
  - c. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
  - d. One (1) bus driver will be admitted free of charge upon presentation of identification as the team's driver.
- C. Complimentary coaches tickets to any round of the event are no longer available. No complimentary coach admission will be honored at any round of the DIAA Tournament including semifinal or championship games.
- D. Media representatives who are covering the tournament will be admitted upon presentation of current and official 2024-2025 DIAA media credentials.
1. Media/photographers may stand where permitted by game manager, site director, and DIAA.
  2. Press box seating (if available) may be available to members of the media per DIAA discretion and if space is available.

#### **Item 8. Game Manager**

A member of the committee will be appointed to serve as the Game Manager. He/she will serve as a liaison between the committee, the host school, and the participating schools. He/she will be responsible for ensuring compliance with the policies and procedures established by the DIAA Softball Committee. The Game Manager will have the specific responsibilities listed below.

1. Provide the following items:
  - a. Official score book.
  - b. Game balls.
2. Collect the score book and balls after the game has been completed.
3. In the event of a serious accident or injury to a coach, athlete, official, spectator, or game worker, notify the injured party's athletic director, committee chair and the Executive Director as soon as possible.
4. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible.

#### **Item 9. Responsibilities of Host School**

- A. Member schools agree to host events for the tournament.
- B. Each host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel **MUST** be approved by DIAA's Executive Director prior to the start of the event.
  1. Support personnel may include:
    - a. Ticket redeemer(s);
    - b. Ticket support(s);
    - c. Security (an individual who monitors the crowd but is not a law enforcement officer);
    - d. Scoreboard Operator/Announcer; and
    - e. NATA-certified trainer or school nurse unless both participating schools will be accompanied by a trainer.

- C. The Site Director's responsibilities include:
  - 1. Set up the field and bench areas according to current NFHS specifications.
    - a. The field should be lined according to current NFHS specifications.
  - 2. Provide parking facilities for buses and spectators.
  - 3. If possible, provide seating arrangements for spectators.
  - 4. Contact the Game Manager and DIAA three hours prior to game time if the field is not in playable condition.
  - 5. Be in attendance and work closely with the Game Manager and DIAA.
  - 6. Clear with the Game Manager matters of policy or procedure.
  - 7. Provide an official scorer unless a person is assigned by the Softball Committee.
  - 8. Charge admission until the end of the fifth inning.
  - 9. Ensure that the complimentary admission policy for all schools is followed (Item 7)
  - 10. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
  - 11. Review the emergency action plan with the appropriate personnel.
  - 12. Any additional responsibilities as determined by the host school and DIAA.
- D. The host school must consult with the DIAA office concerning security and police personnel.
  - 1. Any expenses concerning security and police personnel must be pre-approved by DIAA's Executive Director.
  - 2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
- E. The host school is responsible for complying with the DIAA's ticketing administration and financial reconciliation procedures. Host schools are responsible for submitting the pre and post event financial reconciliation documents to the DIAA Office by the next business day before or after the event concludes. All tournament documentation should be emailed to [diaa.finance@doe.k12.de.us](mailto:diaa.finance@doe.k12.de.us)
- F. Public Address System
  - 1. The host school will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer. Every effort should be made to have an announcer familiar with softball.
  - 2. The public address system, if used, will be operated by a responsible/ adult representative of the host school.
    - a. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Game Manager or the Executive Director.
    - b. The public address announcer must be a responsible individual who will remain impartial at all times. He/she must never question or criticize the coaches or officials during the game.
    - c. Introduce the players and coaches on each team beginning with the non-starters of the away team, then starters and coaches, and then the home team.
    - d. Walk up music: It has been determined that the teams will agree prior to the game if walk up music will be allowed. The committee feels that if one team has it then both teams should have it. Please note that music should be administratively approved.

#### **Item 10. Responsibilities of Participating Schools**

- A. Each team's School/Athletic Administration is responsible for assisting DIAA in safeguarding the playing field before, during and especially after all tournament games.
- B. Teams should not arrive at the game site more than 60 minutes prior to game time.
  - a. A school administrator and/or athletic director must be in attendance at tournament games,

and upon entry should notify the Game Manager as to where they will be located during the contest.

- b. The school administrator/AD in attendance is responsible for assisting the committee with enforcement of good sportsmanship conduct per DIAA Regulation 1007 Sportsmanship.
- C. Only team members listed on the official team roster and submitted to DIAA upon request to DIAA Executive Director are permitted to participate in DIAA state tournament contest(s).
  - 1. If there are any changes to the official tournament roster at any time during the tournament after it's been submitted to the Executive Director upon request, it is the head coach's responsibility to report those changes of the official tournament roster to the DIAA Executive Director and Committee Chair.

#### **Item 11. Umpires**

- A. Only qualifying and approved officials associations will be eligible to provide umpires for state tournament games.
- B. The DIAA Executive Director and/or their designee will assign all officials for all rounds of the tournament.
  - 1. DIAA Executive Director and his/her designee will meet with the Presidents or other designated member and/or assigners for each official's organization to review rankings and assignments to tournament games. Game assignments will be conducted for each round including semi-finals and finals. Any changes in the assignments must be approved by the chairperson of the softball committee and DIAA.
- C. During the 2025 Softball State Tournament, the tournament games will be divided amongst qualifying organizations based upon the criteria for assignments:
  - 1. Two umpires will be assigned to games in the first and second rounds. Three umpires will be assigned for the quarterfinal rounds and on. No alternates will be provided.
  - 2. Each association must supply the DIAA with a list of umpires eligible to work the tournament by Thursday, May 8<sup>th</sup>.
  - 3. The umpires assigned to the games at the semifinal and finals round will be selected from the umpires ranked #1 - #6 on the composite list. The plate umpire in the finals must be in the top three on the composite list. A composite list is a list of qualified and ranked umpires from coaches and the umpiring associations.
- D. Officials' Fees: Officials assigned to the 2025 Softball State Tournament will be paid according to DIAA Regulation 1043.5.1. Fees for Officiating Contests and Competitions.
- E. An official scorer will be designated by the Site Director and/or tournament committee. He/she will sit at the official scorer's table, which will be located behind the backstop or in another suitable area as determined by the umpires and tournament committee. Only the official scorer and designated committee members may sit at scorer's table. The official scorer may occupy the dugout if approved by the Softball Committee.

#### **Item 12. Dressing Rooms and Facilities**

Participating teams should arrive dressed in their uniforms for all games as locker rooms may not be available at all sites. Teams are responsible for securing their own valuables.

#### **Item 13. Contest Procedures, Equipment and Facilities**

- A. Game Balls and Scorebooks
  - 1. DIAA will provide game balls and the official score book for all tournament games.

- a. Participating schools must provide scorebooks for their own scorers.
- b. The *Dudley* SB12L Softball will be the official ball for all tournament games. Three new balls will be provided for each game with the winning team being awarded a game ball.

**B. Field Usage**

No team will be permitted to practice on a field that will be used as a neutral site during the tournament, unless it is that school's homeschool field.

**C. Special Events**

1. No school will be permitted to conduct its own program of special events.
2. No school will be permitted to bring its band or other musical group. School bands will not be allowed to perform even if the members of the band provide their own transportation and purchase tickets for the game.
3. The national anthem will be played prior to all games unless it is the second game of a double header.
4. Special events will be confined to the opening ceremonies before the championship game and the presentation of awards after the championship game at the DIAA's discretion.
5. The pregame ceremonies may include:
  - National Anthem
  - Introduction of team members, coaches, and umpires.
  - Other VIPs in attendance will be recognized by asking them to stand momentarily at their seats.
6. The Committee is authorized to modify the pregame or postgame activities however it deems appropriate.

**Item 14. Awards**

The following awards will be presented by DIAA:

1. Team: Trophies will be present to the Champion and Runner-Up Teams.
2. Individual: Gold medallions (20) will be presented to the champions and silver medallions (20) will be presented to the runners-up.
3. DIAA Scholar-Athlete Awards: Each team participating in the tournament will be eligible to nominate one player. A total of 24 players will be recognized. Criteria for award will be posted on the DIAA website. Nominations must be submitted through the AD Portal by May 19, 2025, 5PM.
4. No awards other than those authorized by the committee will be presented at any time during the tournament.

**Item 15. Player Bench Occupants and Bench Assignments**

- A. In all games prior to the championship, the higher seeded team will occupy the same dugout or player bench that it (or the home team at that site) occupied during the regular season.
- B. In the final round games, the higher seeded team will occupy the third base dugout or player bench.
- C. During the 15-minute pre-game warm-up and throughout the game, a maximum of 20 team members in uniforms and a maximum of 28 members of the official school party will be permitted on the field or in the player bench area. However, those individuals will be restricted to board approved coaches, players, managers, statisticians, trainers, and administrators.

**Item 16. Home Team**

The home team in all rounds of the tournament will be the higher seeded team.

**Item 17. Warm-up**

Each team is limited to a 15-minute warm-up on the field prior to the scheduled start of the game. The home team will be assigned the first 15-minute warm-up period, which will begin 45 minutes before the scheduled starting time. The final 15 minutes will be used to groom the field, team introductions and the National Anthem.

**Item 18. Safety**

If the softball field is not enclosed by a fence, restraining ropes should be placed parallel to and a minimum of five yards from the foul lines for the semi final and championship games.

**Item 19. Suspended Game Rule**

The DIAA suspended game rule will be in effect for both regular season and state tournament play. The rule states that a game called for any reason when a winner cannot be determined or a game called at any time for mechanical failure (e.g. artificial lights, water systems, etc.) will be treated as a suspended game. Such a game will be continued from the point of interruption, with the lineups and batting orders for both teams exactly the same as at the time of suspension subject to the rules of the game. A brief explanation of the rule is as follows:

1. If a game is stopped prior to the completion of 4 1/2 innings, it is a suspended game and will be resumed from the point of interruption.
2. If a game is stopped after 4 1/2 innings or in the bottom of the 5th inning and the home team is ahead, it is a completed game and the home team is declared the winner. If the score is tied or the visiting team is ahead, it is a suspended game and will be resumed from the point of interruption.
3. If a game is stopped after 5 or 6 complete innings and either team is ahead, it is a completed game and that team is declared the winner. If the score is tied, it is a suspended game and will be resumed from the point of interruption.
4. If a game is stopped in the top of the 6th inning, after 5 1/2 innings, in the top of the 7th inning, or after 6 1/2 innings, the score reverts back to the last completed inning. If either team was ahead, it is a completed game and that team is declared the winner. If the score was tied, it is a suspended game and will be resumed from the point of interruption.
5. If a game is stopped in the bottom of the 6th or 7th inning, the score reverts back to the last completed inning unless the home team scored to tie or take the lead in the bottom of the incomplete inning. If so, the score remains as it was when the game was discontinued. In either case, it is a suspended game if the score was tied and will be resumed from the point of interruption.

**Item 20. "Mercy Rule"**

A ten-run "mercy rule" after five innings is in effect for ALL rounds of play including the Championship game.

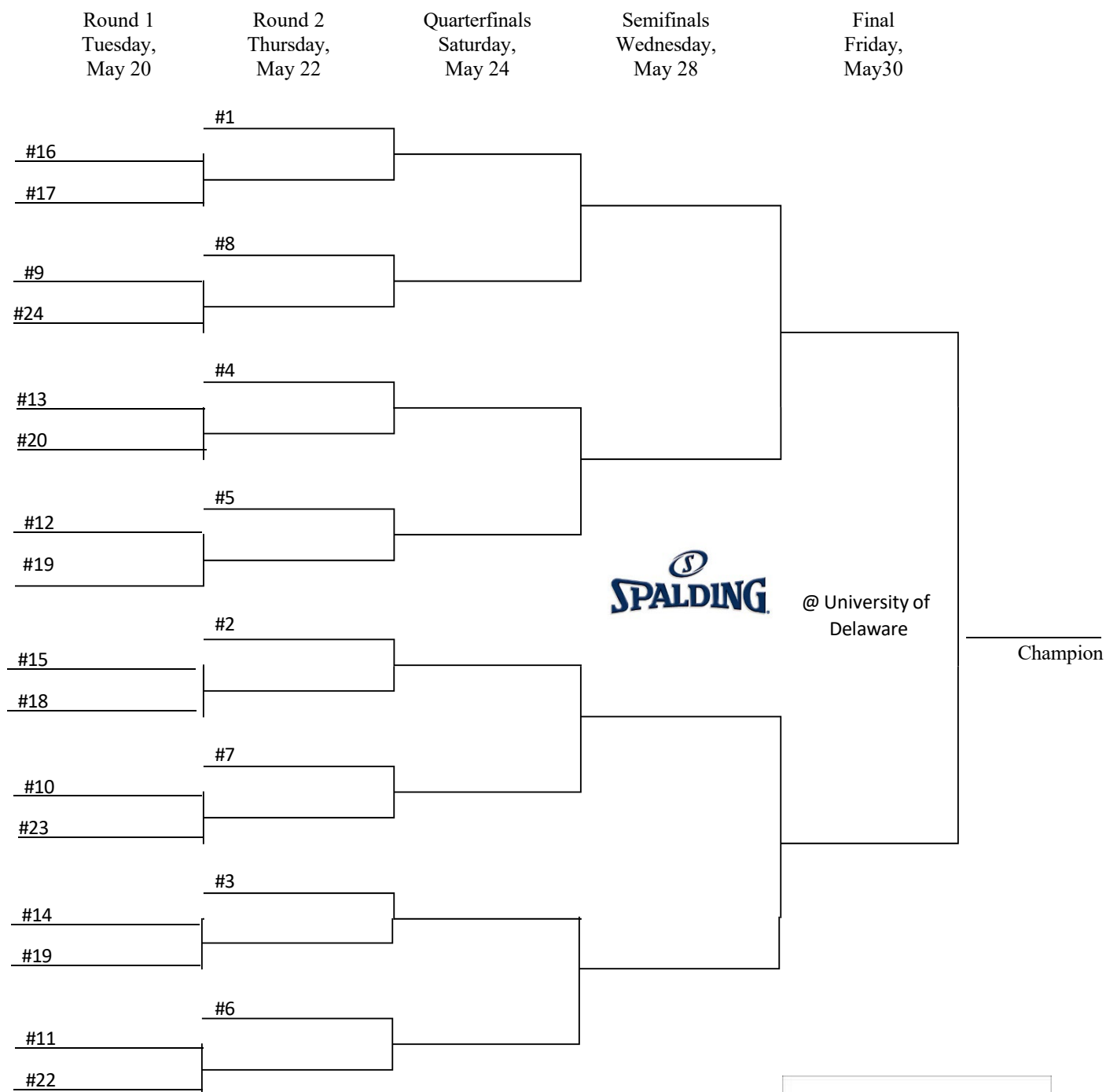
**Item 21. Tie - Breaking Procedure**

The tie-breaking procedure, which was approved by the DIAA Board of Directors for regular season play, will be in effect for the first three rounds of the state tournament. This is the use of the International Tie-Breaker procedure beginning in the top of the tenth inning. There will be no tie-breaking procedure used in the finals.

**Item 22. Site Selection Procedures**

- A. The field should be regulated as per the 2025 NFHS Softball Rules Book, except regularly used home fields that meet the tournament committees' approval.
- B. NFHS guidelines will be followed with an emphasis on safety. The committee will evaluate fields according to a set of criteria, which will include but not be limited to, the following considerations:
  - 1. The foul lines should not be burned into the field resulting in excessive ruts and/or large burned-in areas.
  - 2. The height of the outfield grass should be short without excessive clumps and/or bare areas. The field should be free of holes which would create unsafe playing conditions.
  - 3. The field must be marked as per the 2025 NFHS Softball Rules Book.
  - 4. The infield should be skinned.
  - 5. The outfield should be contained by a fence reaching from foul pole to foul pole. The outfield distances to the fence shall meet the criteria established by the NFHS Softball Rules Book.
- C. The back stop must be in good condition without sharp edges or holes.
- D. The dead ball areas should be well marked and/or roped off.
- E. Parking facilities and spectator areas will be taken into consideration. Bleachers should be available for spectators.
- F. Ticket sales are required during all rounds of the tournament and DIAA's ticketing policies and ticketing administration will be in effect.
  - a. Entrance to the spectator areas should be controlled so as to facilitate ticket sales
- G. The entire site should lend itself to good crowd control.

# 2025 DIAA SOFTBALL STATE TOURNAMENT



@ University of Delaware

Champion





## **DIAA Golf Tournament Manual Spring 2025**

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

Colleagues:

The 2025 Golf 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 2025 Spring State Tournaments and do not govern subsequent championships or to be binding on future committees.

The Committees sincerely hope that each of the 2025 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](http://www.education.delaware.gov/diaa)

Thank you,

*DIAA Golf Committee*



## DIAA 2024-2025 Golf Committee Members

Committee Member Name	Affiliation	Title
Jesse Parsley, Chair	Public Member	Teacher
Dan Spedden, Vice Chair	D.I.G.C.A.	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
Frederick Schrank	Sussex County	Public Member
Karen Sinton	Tower Hill School	Coach
Steve Yienst	Polytech High School	Coach
Bill Fitzpatrick	Salesianum School	Coach

## DIAA 2025 Golf Tournament Manual

### Specific Information

#### Item 1. Tournament Field

- A. **Individual-** The individual 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.
- In order for an individual to compete in the tournament he/she must be a member of an approved school golf team and must have competed in at least six of his/her school's regular season golf competition dates.
  - A maximum of six golfers from the same school may qualify.
  - Ties for the 96<sup>th</sup> position will be resolved by the DIAA golf committee with input from coaches. **All scratches will be replaced by qualified golfers in order of their position on the handicap list.**
- B. **Teams-** The team tournament field will consist of all schools that qualify a minimum of four golfers on day one and 3 golfers on day two.
- Teams must play a minimum of 6 and no more than 15 varsity competition dates to be eligible for tournament consideration.
  - There are no automatic qualifiers for the team competition.

#### Item 2. Tournament Entry

- A. 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 18, 2025. The last date of competition for golf is Saturday, May 17, 2025. 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 22, 2025 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- victory playoff until a winner is declared*. The committee, in consultation with the host course, will determine which hole(s) will be used for the playoff.
  - 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 2025 Golf State Tournament will be held on Tuesday, May 27<sup>th</sup> and Wednesday, May 28<sup>th</sup>, 2025. The 2025 Golf State Tournament will be hosted by **St. Anne’s Golf Links 1100 St. Anne’s Blvd, Middletown, DE 19709 Phone: (302) 268-8888**.
  - 1. If weather conditions preclude play on both aforementioned days, the state tournament will be canceled unless alternative arrangements can be made with the host course or an alternative site.
  - 2. If only one round can be completed, the 2025 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 posted on the GAP website (<http://gapgolf.org/diaa>).
- 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 or GAP website (<http://gapgolf.org/diaa>) 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 (metal spikes are prohibited) 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.
- H. 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. **Coaches must be formally approved by their school prior to the DIAA approved first date of regular season competition in order to coach at the state tournament. Exceptions will be handled by DIAA on a case-by-case basis. The committee will record each**

schools' golf coaches listed on Websites4sports on the first date of competition and only those coaches listed will be permitted to coach at the state tournament. 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 GAP staff) for the first offense and removal from the course thereafter.

#### 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. **Spectators are strictly prohibited from coaching competitors. USGA Rule 10 applies to spectator coaching which could include a 2-stroke penalty.** 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.
  - 4. DIAA Scholar Athlete award winners will be selected based on the selection criteria for individual sports. DIAA will finalize selections and the top 15 nominees will be recognized.
- 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.

## DIAA 2025 GOLF STATE CHAMPIONSHIP - OFFICIAL CHALLENGE FORM

Any charges of a scoring violation must be submitted in writing on the Official Challenge Form within one hour after the final group completes play for the day. This form must be completed in detail and signed by the person filing the complaint. Any charges of a scoring violation submitted after the one-hour waiting period will not be considered.

**Signature**

## Time

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**Date**



## **DIAA Tennis Tournament Manual Spring 2025**

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

Colleagues:

The 2025 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 2025 Spring State Tournaments and do not govern subsequent championships or to be binding on future committees.

The Committees sincerely hope that each of the 2025 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](http://www.education.delaware.gov/diaa)

Thank you,

*DIAA Tennis Committee*

## 2025 Tennis Committee Members

Committee Member Name	Representation	Title
Mary Moore, Chair	Coaches Association Rep.	Coach – Ursuline, girls
Jarod Klose, Vice Chair	Diamond State Conference	Coach – Charter School of Wilmington, boys
Emily Grugan-Heagy	Non-Conference	Coach - Padua Academy. girls
David Dill	Diamond State Conference	Coach – Newark Charter
Mike Weller	Blue Hen Conference	Coach, Glasgow HS, girls
Dr. Bruce McFall	Henlopen Conference	Coach – CR, boys
Elizabeth Lancelotti	Independent Conference	Coach – Sanford, boys
Kelly Rasero	Public Member	US Tennis Association - Middle States
Melissa Jackson	Officials Association	Official
Vacant	Athletic Director	
Vacant	School/District Administrator	

## DIAA 2025 Tennis Tournament Manual

### Specific Information

#### Item 1. Location, Dates and Starting Times

1. The 2025 DIAA Boys and Girls Tennis State Tournament will be on the following dates:

Round	Date
Round One & Two	Saturday, May 17
Quarterfinals	Monday, May 19
Semifinals	Tuesday, May 20
Finals	Wednesday, May 21

- A. Round locations and start times will be sent out closer to the start of the tournament.
- B. The 15-minute default rule for tardiness will be in effect for all rounds of the tournament unless communication has been made with the Tournament Committee through the coach.
- A. Inclement Weather Procedure:
  1. The dates and/or times of the state tournament may change, **including to an earlier date**, depending on weather conditions. Coaches will be notified of any changes in the dates and/or times by their athletic director or by a member of the committee at the playing site.
  2. Saturday: If weather conditions are bad on Saturday morning, the start may be delayed a couple of hours. Every effort will be made to play both rounds, if possible. Any second round matches not completed on Saturday will be played on Monday, time and place TBA. Information will be emailed to athletic directors and coaches directly Saturday morning.
  3. During the Week of May 12, DIAA will email all Athletic Directors and coaches and post on the DIAA website any weather related changes or updates.

#### Item 2. Tournament Seeding

- A. The tournament field will consist of a maximum of 30 entrants in a 32-bracket draw. The draws will be conducted by the tournament committee.

1. Each entrant must have played a majority of matches in that position or must have been playing in that position at the end of the regular season.
  2. Each player will compete only against the other players in his/her event. For example, all 1st singles players as of the end of the season will be in the same draw.
- B. **Entrants:** Participating schools may enter a boys' team and a girls' team with each team consisting of a maximum of seven players. There will be three singles events and two doubles events. No individual may participate in more than one event.
- C. All players participating in tennis during the 2025 season must have their regular season scores entered into website4sports score reporting on their school site.
- D. **Entry Forms and Seeding Forms:** The "Entry Form" and "Request for Seeding" must be received by the DIAA Office no later Monday, May 12, 2025, 10 PM. The last date of competition is Monday, May 12th. The entry form is located directly on the DIAA Tennis sport page. For the 2025 tournament, all entries must be submitted through the online Entry Form. The link to the Online Entry Forms will be emailed directly to Athletic Director's and will also be available online. Submitting seeding forms is NO LONGER required. These will be determined based on the seeding criteria below.
1. Entries received past the deadline may not be considered for the tournament.
  2. **ALL Schools must submit the entry form. If a school is not participating in the tournament, the "Entry Form" must be submitted with the box "NO ENTRIES" checked.**
- E. **Seeding:** The committee will seed eight entrants in each event. The committee will consider the following criteria when seeding players: won/loss record, head-to-head competition, matched results against common opponents, an opponents' strength of schedule, previous tournament performance.
1. **This year, it is not necessary to submit a seeding request form.**
  2. Entrants must have played a minimum of seven (7) matches in that position in order to be considered for seeding. The AD can request an exception and discuss special circumstances to request seeding without seven matches in that position. The exception request must be sent to the Committee Chair or Vice-Chair (Mary Moore (Girls), Jared Klose (Boys), Subject Line: "Seeding Exception Request, Name of School" by **Monday, May 12<sup>h</sup>, 10PM.**
  3. The #1 and #2 seeded entrants will receive byes. If fewer than 30 singles players/doubles teams enter, the next highest seeded entrants will also receive byes in order to complete the draw.
- E. If a player(s) in a particular position is unable to participate in the state tournament, he/she/they may be replaced by a player(s) lower on the team ladder but such a substitution must take place prior to the draw.
- F. Substitutions after the draw but prior to the start of the tournament must be approved by the committee and will be considered for extenuating circumstances such as injury, illness, or death in the family. Substitutions after the start of the tournament will not be permitted.

### Item 3. Governing Rules

- A. The 2025 USTA Official Rules and the 2025 DIAA Rules, Regulations, and Procedures for Regular Season Tennis Matches, including the adjusted point penalty system, will be in effect for all rounds of the tournament. However, during the two-minute break between the 1st and 2nd sets, a player(s) may receive coaching from other members of his/her/their team who are in uniform.

### Item 4. Entry Fees

- A. The entry fee for the 2025 Tennis Tournament is \$100 for each separate girls and boys team. Entry fees should be paid by the school with their 2025 Member Dues.

### Item 5. Coach and Player Reminders

- A. Participants must wear tennis uniforms and no lettering or logos other than the school logo or name/nickname/acronym will be permitted. Bare midriff tops are not allowed. The 15-minute default rule will be in effect if a participant must change to a legal uniform.
- B. Only coaches listed on the school's official roster may coach during the designated times of a match.
- C. Coaching may take place during one changeover per set but only by an approved coach. Players must complete the changeover and be ready to play within 90 seconds or a point penalty will be assessed. Players may not leave the court during a changeover.
- D. Coaching may take place during the two-minute break between the 1st and 2nd sets of a match but only by a team's board approved coach(es) as listed on the official school party roster or current team members in uniform. The point penalty system will be invoked if non-authorized persons provide advice or instruction. Players may not leave the court during this break.
- E. There will be a 10-minute break between the 2nd and 3rd sets of a match during which players may leave the court.
  1. In the first round, a 10 point Tie Break will be played in place of a third set. There is no coaching during the Tie Break

and players are not permitted to leave the court before or during the Tie Break.

2. In the second round, there will be a 10 minute break between the 2<sup>nd</sup> and 3<sup>rd</sup> sets of a match during which players may leave the court. If the combined temperature and humidity reading reaches 155 +/- 5, for the second round, the tournament committee reserves the right to also use the 10 point tie break in the second round.
- F. The server will call out the point score to his/her opponent(s) during each game and will also call out the game score at the start of each game.
- G. At the conclusion of each match, the winner(s) will return the balls, report the score of the match, and obtain the scheduled starting time of his/her/their next match from the Site Director.

#### **Item 6. Scoring**

- A. Teams will receive one point for each win regardless of the round. No points will be awarded for a bye unless that singles player/doubles team wins in the following round. The winners of the finals will receive two points. Points will be awarded for defaults regardless of whether that singles player/doubles team wins in the following round.

#### **Item 7. Defaults**

- A. Teams will lose one point if a singles player/doubles team defaults for reasons other than illness, injury, or death in the family. No substitutions will be allowed after the tournament begins.

#### **Item 8. Admission Policies**

- A. Paid Admission (Finals Site Only)
  1. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
  2. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
  3. Fans MUST have a smartphone, tablet, or mobile device to show and redeem purchased tickets for entry into DIAA Championship events. Tickets printed onto paper will not be accepted.
  4. Comprehensive DIAA Championship ticketing policies are included in General Information, Item 6, page 2.
  5. Ticket Prices
    - a. Student (grades K-12) and adult admission will be \$8 for finals only.
  6. These ticket prices do not include any additional ticket service fees.
  7. Any games played at non-DIAA member schools may incur an increased ticket price.
  8. Children four (4) years and younger will be admitted without charge to all games.
  9. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
  10. Tickets purchased but unused will not be refunded.

#### **Item 9. Awards**

- A. The following awards will be presented:
- B. Team: Trophies will be awarded to the first and second place boys' and girls' teams.
- C. Gold medallions (6) will be given to the members of the both the girls' and boys' championship team and silver medallions (6) will be given to the members on the girls' and boys' runners-up team.
- D. Individual medals will be presented to the winner and runner-up in each event also for both boys and girls.
- E. Scholar Athlete award winners will be selected based on the selection criteria for individual sports. DIAA will finalize selections and the top 15 nominees will be recognized.
- F. No awards other than those authorized by the committee will be presented at any time during the tournament.

#### **Item 10. The 7 Point Tie-Break (Tie-Break Game)**

- A. Singles: A, having served the first game of the set, serves the first point from the right court. B serves points 2 and 3 (left and right), A serves points 4 and 5 (left and right), B serves point 6 (left) and after they change ends, point 7 (right). If necessary, A serves points 8 and 9 (left and right). B serves points 10 and 11 (left and right), and A serves point 12 (left).
  1. A player who reaches 7 points, provided there is a margin of 2 points over the opponent, wins the game and the set. If the score has reached 6 points all, the players change ends and continue in the same pattern until 1 player establishes a margin of 2 points, which gives him/her the game and set.
  2. Note that players change ends every 6 points and that the player who serves the last point of one of these 6 point segments also serves the first point of the next one from the right court. For the following set, the players change ends and B serves the first game.
- B. Doubles follow the same pattern with partners preserving the serving sequence. Assume A- B vs C-D, with A having served the first game of the set. A serves the first point (right), C serves points 2 and 3 (left and right), B serves points 4 and 5 (left and right), D serves point 6 (left) and the teams change ends. D serves point 7 (right). If necessary, A serves points 8 and 9 (left and right), C serves points 10 and 11 (left and right), B serves point 12 (left).
  1. A team that wins 7 points provided there is a margin of 2 points over the opponents, wins the game and set. If the score



has reached 6 points all, the teams change ends. B then serves point 13 (right) and they continue until 1 team establishes a 2 point margin and thus wins the game and set. As in singles, they change ends for 1 game to start a following set with team C-D serving first.

**Item 11. The 10 Point Tie-Break (Match Tie-Break)**

- A. The 10 point Tie-Break is just like the 7 point tie-break except that the winner is the first player/team to reach 10 points (ahead by at least 2 points). When it is used in lieu of a third set, there is only a 2 minute break after the second set and players do not come off the court. In doubles, the serving team may decide who is serving first for their team. A doubles team may also change receiving positions at the start of a match tie-break.

## TOURNAMENT INSTRUCTIONS FOR COACHES AND PLAYERS

1. Players are to wear their team shirts with the school logo or plain white shirts only. They have 15 min. default time to correct the situation.
2. A 15 minute default rule will be followed.
3. Winners are to: return the balls, report the score and obtain the time for the next match. (3:30 Qts, semi's, 1:30 Doubles finals, Singles to follow).
4. A maximum of 1 hour will be allowed between matches. Players may take less time if both players agree.
5. The warning for the point penalty system will be announced before the matches begin. \*Any player with cell phones that ring during their match will be given a point penalty.
6. Coaches have been assigned to assist in first and second round matches. Please be available to assist with lines judging during the first and second rounds.
7. Lines judges stand on opposite sides of the net. They do not make the calls but confirm or overrule a call when players ask.
8. Players are not to leave the courts during changeovers, after the first set, or before the 10 point tie break.
9. Only coaches may talk to the players during 1 changeover per set, within the 90 sec. Time limit. Coaches/teammates may talk to players between the first and second set. (3 min). In the best 2 of 3 sets, players may come off of the courts if they split sets. (10 min.). Cell phones may be used by the players during the time allowed, between sets only.
10. If weather conditions are bad on Saturday morning, the tournament will be delayed a couple of hours. If possible, both rounds will still be played. If a second round match has not been completed, it will be played on Monday, time and place TBA. An email will be sent to Athletic Directors and coaches.
11. It is the responsibility of the coach to inform all players and parents of the rules.
12. Trainers will not be available on site for the entire tournament.

### ADJUSTED POINT PENALTY SYSTEM

#### Table of Violations and Penalties

##### Code Violations - Delay/ Conduct

- Intentional delay after warm-up or between points or intentional violation of the 180 sec. rule
- Not resuming play within 30 seconds after a medical timeout.
- Delay caused by obvious cramping (but only if the player has already received a medical timeout for cramping).
- Receipt of evaluation or treatment for one misconduct which is condition on more than 2 changeovers or Set breaks.
- Taking more than two medical timeouts during 1 stoppage of play.
- Not resuming play after a changeover or Set Break during which the player received treatment.
- Not playing within 20 seconds of having been directed to resume play.
- Passage of 20 seconds after any time violation.
- Delay caused by getting a replacement racket that is not on the court.
- Visible or audible profanity or obscenity.
- Abuse of racket, balls or equipment.
- Verbal or physical abuse of a player or official.
- Coaching
- Abusive conduct by a player or a person associated with a player (IV.C.10. refers to this situation).
- Retaliatory calls (obviously bad calls made in retaliation for opponent's calls).
- Unsportsmanlike conduct (any other conduct that is abusive or detrimental to the sport).

##### Penalties

Warning is given during the pre-match introductions.

First Offense – Loss of Point

Second Offense- Loss of Game

Third Offense – Default

If a player defaults as a result of a verbal or physical misconduct which is sportsmanship related, he/she would also be suspended for the next match in accordance with the DIAA game ejection rule. The point penalty system should be enforced by the coaches during the regular season and by DIAA tennis committee members or site officials during the state tournament.



## DIAA 2025 Outdoor Track Championship Manual

TO: Member School Administrators and Athletic Directors; Outdoor Track Coaches and Officials; and Members of the Media

Colleagues:

The 2025 Track Championship Manual provides you with detailed information concerning the organization and administration of this championship event.

The regulations and procedures contained in this manual are applicable only to the 2025 Spring State Tournaments and do not govern subsequent championships or to be binding on future committees.

The Committees sincerely hope that each of the 2025 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](http://www.education.delaware.gov/diaa)

Thank you,  
DIAA Track Committee

## DIAA Track and Field Committee Members

Committee Member Name	Affiliation	Title
Chair Person	Vacant	
George Pepper	Rules Interpreter	
Rick Schuder	Charter School of Wilmington	Coach
Tim Byrne	Salesianum School	Coach
Patrick Castagno	Tatnall School	Coach
Antwain Flowers	A.I. DuPont High School	Coach
Katrina Holloway	Conrad Schools of Sciences	Coach
Dick Wolf	Delaware Sports Club	Official
Marnie Giunta	Padua Academy	Coach
Brittany Keller	Ursuline Academy	Coach
Jim Fischer	Public Member	Advisor
Chuck Klous	Public Member	
Jen Cawthern	Cape Henlopen High School	Coach
Pat McCoy	Public Member	
John Amery	Technical Delegate	

### **2025 DIAA Outdoor Track and Field Tournament Manual**

#### Item 1. Governing Rules

- A. The rules as stipulated in the current edition of the NFHS Track and Field Rules Book and DIAA Regulations will be in effect.

#### Item 2. Location, Date and Starting Times

- A. The 2025 Track & Field State Championship Meet will be held on Friday, May 16, 2025 and on Saturday, May 17, 2025 at Dover High School.
- B. Team arrival times will be communicated prior to the meet. Team buses must park in areas designated by the host site.
- C. Inclement Weather/Postponement
  1. In the event of inclement weather on Friday, the trials and finals will be conducted on Saturday beginning at 9:00 AM. If the finals on Saturday must be postponed, they will be rescheduled for Monday beginning at 3:00 PM.
  2. Information concerning the postponement and rescheduling of events can be obtained through the DIAA website, a school's athletic website and school personnel through the school athletic director.
- D. **Order of Competition:** In Odd Years – Division 1 Events followed by Division 2 Events. Even Years – Division 2 followed by Division 1 Events.

#### Item 3. Entry Fees and Procedures

- A. **All state meet entries must be done using de.MileSplit.com (and any Hand time performances) and the entry deadline is Monday, May 12<sup>th</sup>, 2025 by 7:00 PM**
- B. Events and performances should be listed exactly as recorded at the meet with the seeding committee making the conversions.
  1. Auto times are listed to the hundredth. Hand times are only listed to the next higher tenth and are never listed in hundredths. Hand times listed to the hundredth will not be accepted and may be considered a Sportsmanship issue. Coaches must note a Hand Time by adding an "h" after the time (ie: 3:20.4h).
  2. Times from the 3000m and the mile will be accepted as qualifying times for the 3200m and 1600m respectively provided unconverted times are reported according to meet guidelines.
  3. **All Events under 400m submitted for Qualifying Times must be Times recorded Using Fully Automatic Timing ONLY. No Hand Times** for these Events will be accepted for Qualifying Marks.

- C. The Individual Performances from any Spring 2025 outdoor track meet must be:
  - 1. Posted to the [WebSites4Sports Track Performance Tracker](#) website.
  - 2. Coaches are responsible for updating their athlete's performances on the [WebSites4Sports Track Performance Tracker](#). Coaches must use login and password that will be sent to each school to access and edit Performance Tracker website.
  - 3. Any performances considered as qualifying performances must be listed on the official results for the meet. Scoresheets from Dual/Tri/Quad Meets must be electronically scanned and a copy posted on Team's webpage on Websites4Sports.com and input by Coaches on the [WebSites4Sports Track Performance Tracker](#) website.
- D. The Relay teams should be entered listing all relay personnel and possible alternates. Coaches should enter up to eight athletes per relay (per NFHS Track and Field Rule Section 10, ART 2.) The actual participants will be listed on the card handed in at the time of the event. If an athlete is not on the team's roster submitted on de.milesplit.com, the relay team will be disqualified. There will be no additional entries on meet day. An athlete must be on the team's submitted roster to participate in a relay.
- E. If athletes are submitted to the State Meet in multiple events without the knowledge of whether they would be accepted in any of those events AND with the possibility that they could be accepted in all of the events, the coach must submit an email to John Amery ([jamerusp@aol.com](mailto:jamerusp@aol.com)) stating which events they would accept in the event that they are accepted in some or all the events. E.g. An athlete is entered in the 800m, 1600m, and 3200m, hoping to get into one of the events. If the athlete is accepted in two or all three of the events and does not wish to be in all three, the coach needs to send the email stating what their wishes are for that athlete. **Deadline for change / scratch is Tuesday, May 13<sup>th</sup> by 12 PM(Noon).**

#### Item 4: Entry Procedures Timeline

- A. Monday, May 12<sup>th</sup> at 7:00 PM: Entries due at MileSplit.com ( <http://de.milesplit.com/> ) including an email to John Amery ([jamerusp@aol.com](mailto:jamerusp@aol.com)) about event cancellation if athlete is accepted in multiple events.
- B. Monday, May 12<sup>th</sup> by 10:00 PM: Email entries separately to each team (including athletes who may not make the meet). A Preliminary Schedule of Events will be included with the emailed entries to give coaches a basic idea of the time schedule.
- C. **Tuesday, May 13<sup>th</sup> by Noon: Corrections / Scratches to entry list due to John Amery ([jamerusp@aol.com](mailto:jamerusp@aol.com)) no later than 12 Noon. These are your final entries.**
- D. Tuesday, May 13<sup>th</sup> at 7:00 PM: Seeding Meeting
- E. Wednesday, May 14<sup>th</sup> at 8:00 AM: Complete list of Top 16 accepted entries in both divisions with performances posted and distributed.
- F. Wednesday, May 14<sup>th</sup> at 12:00 NOON: Deadline for Entry Challenges
- G. Wednesday, May 14<sup>th</sup> at 5:00 PM: Final entry list posted and distributed.

#### Item 5: Entry Limitations and Requirements

- A. All athletes meeting the automatic qualifying standard will be eligible for entry in that event. Not more than three (3) contestants from a given school shall be allowed to enter an individual event regardless of meeting the Auto Standard.
- B. An athlete may be eligible for an event if he/she meets the minimum performance standard and the entry limit for that event has not been met.
  - 1. Some events may not reach the entry level if the minimum performance standard is not met.
  - 2. Some events may exceed the entry level due to automatic qualifying standards and ties.
  - 3. See the chart below for automatic qualifying standards and minimum performance standards.
- C. All events will be filled using the automatic qualifying standards and then filled with descending order time based on state meet entries submitted on de.milesplit.com
- D. Meet participation and entry limits will be adhered to per 2025 NFHS Track and Field Rule 4, Section 2. Not more than three (3) contestants from a given school shall be allowed to enter an individual event.
- E. The Outdoor Track and Field qualifying season will begin on **Monday, March 24<sup>th</sup>** and conclude for all member schools on **Monday, May 12<sup>th</sup>**. Performances in any 2025 DIAA sanctioned Outdoor Meet held during this season may be used to submit event entries. These performances must be documented and will be checked by the outdoor seeding committee.

Event	Girls' Standards		Boys' Standards		Entry Limit
	Automatic	Minimum	Automatic	Minimum	
100 m	12.70	13.80	11.00	11.80	16
200 m	26.10	28.00	22.30	24.00	16
400 m	59.40	1:06.00	50.10	54.30	16
800 m	2:22.00	2:36.00	1:59.00	2:07.00	16
1600 m	5:14.00	5:55.00	4:26.00	4:50.00	16
3200 m	11:32.00	13:20.00	9:40.00	10:40.00	16
110 hurdles	N/A	N/A	15.50	21.00	16
100 hurdles	15.90	21.00	N/A	N/A	16
300 hurdles	48.30	58.00	41.00	48.00	16
Event	Girls' Standards		Boys' Standards		Entry Limit
	Automatic	Minimum	Automatic	Minimum	
Shot Put	34'6"	30'0"	47'0"	38'0"	16
Disc	102'06"	75'0"	138'0"	105'0"	16
High Jump	5'00"	4'6"	6'0"	5'8"	16
Pole Vault	8'6"	6'6"	11'0"	9'0"	16
Long Jump	17'3"	14'6"	21'0"	19'0"	16
Triple Jump	34'9"	28'0"	47'00"	38'0"	16

\*for conversion purposes only

Item 6. Order of Events and Time Schedule (Tentative & Subject to Change)

- A. The Girls Division II, Girls Division I, Boys Division II, Boys Division I and Unified Track Schedule of Events will be released once finalized by the Track Committee.
- B. Field Events will consist of 3 trials and Top 9 Competitors will advance to a 3 attempt Final. (other than HJ and Pole Vault).**

Item 7. Admission Policies

- A. Paid Admission
- All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
  - Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
  - Fans MUST have a smartphone, tablet, or mobile device to show and redeem purchased tickets for entry into DIAA Championship events. Tickets printed onto paper will not be accepted.
  - Comprehensive DIAA Championship ticketing policies are included in General Information, Item 7, page 2.
  - Ticket Prices
    - Student (grades K-12) and adult admission will be \$10 for the Friday/Preliminary Session and \$10 for the Saturday Championship Session.
    - These ticket prices do not include any additional fees.
  - Children four (4) years and younger will be admitted without charge to all games.
  - Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
  - Tickets purchased but unused will not be refunded.
- B. Complimentary Admission
- Participating schools will receive complimentary admission for all those members of the Official School Partly listed on the official roster as submitted to the DIAA Executive Director prior to the tournament using the AD Portal on the DIAA website. All of these individuals should assemble together outside of the venue entrance and be admitted together as one group. Each participating school will be issued complimentary admission for the following individuals:
    - All coaches listed on the school's websites4sports,
    - Maximum of two managers,
    - One student helper per boys' team and one student helper per girls' team,

4. One bus driver, and One admission for each individual event qualifier and each member of a relay team.
- C. Committee members will have an identification badge visibly clipped to their clothing. DIAA Board members, media representatives, meet officials, and concession stand personnel will be admitted upon presentation of proper credentials and by signing in on the comp list at the entrance as directed by DIAA.
- D. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
- E. Media representatives who are covering the championship events will be admitted upon presentation of current and official DIAA 2024-2025 credentials. Media/photographers may stand where permitted by game manager, site director, and DIAA Committee.

Item 8. Host School and Site Director

- A. A member school agrees to host the meet with an approved DPH facility plan.
- B. The host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA's Executive Director prior to the start of the event.
  1. Support personnel may include:
    - a. Ticket seller(s),
    - b. Ticket supports(s),
    - c. Security (an individual who monitors the crowd but is not a law enforcement officer), and
    - d. Scoreboard Operator/Announcer
- C. The Site Director's responsibilities include:
  1. Arrange for the services of a certified athletic trainer.
  2. Ensure that an Announcer is assigned for both days of the Meet
  3. Set up the track and field areas according to current NFHS specifications.
  4. Provide parking facilities for buses and spectators.
  5. Provide seating arrangements for spectators
  6. Contact the Meet Director three hours prior to event to confirm playable conditions.
  7. Be in attendance and work closely with the Meet Director and DIAA.
  8. Clear with the Meet Director matters of policy or procedure.
  9. Charge admission per DIAA Office instructions.
  10. Establish a procedure for assisting spectators with disabilities and review the procedure with the appropriate personnel.
  11. Review the emergency action plan with the appropriate personnel.
  12. Any additional responsibilities as determined by the host school and DIAA.
- D. The host school must consult with the DIAA office concerning security and police personnel.
  1. Any expenses concerning security and police personnel must be pre-approved by DIAA's Executive Director.
  2. Police will be paid the game fee or hourly rate customarily paid at the game locale. The bill should be sent to DIAA.
- E. The Meet Director's general responsibilities will include the following:
  1. Supervise the conduct of the meet and perform such duties as are necessary to ensure that the meet runs smoothly.
  2. Confer with the Outdoor Track Committee regarding the personnel and resources necessary to organize and conduct a successful meet.
  3. Participate in a preseason meeting with the officials and head coaches to preview the meet procedures.
  4. Assign all officials so as to ensure the orderly conduct of all events.
  5. In the event of a serious accident or injury to a coach, athlete, official, spectator, or meet worker, notify the injured party's athletic director, the committee chair and the Executive Director as soon as possible.
  6. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible.
- F. Student Helpers
  1. Coaches will be asked to submit preferences in work assignments for student helpers during the Track and Field Championship Meet with their entries. These student helpers should be listed on the official school party roster to be submitted to the Executive Director prior to the meet when requested. The Games Committee will assign one student from each participating boys' team and one student from each participating girls' team to assist the meet officials and judges in conducting the events.
  2. Coaches are responsible for ensuring that the student helpers are in place when their assigned events are called.
- G. Public Address System
  - a. The host site will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer. Any announcements not directly related to the game/tournament or not of an emergency nature must be approved by the Meet Director or the Executive Director.

#### Item 9. Responsibilities of Participating Schools

- A. Supervision
  - 1. All team members must be in the designated team areas when not competing and should arrive on time to the meet.
  - 2. Coaches must supervise their team members at all times. Athletes are NOT to be in the bleacher area near the finish line.
- B. Participating schools will review and read all championship information as distributed by DIAA. Additionally, participating schools will complete and submit all pre-championship information as requested by the DIAA and adhere to the provided deadlines. Championship meet rosters should be completed and submitted to the DIAA as instructed through the AD Portal. Member schools are solely responsible for contacting DIAA with any changes to the submitted championship meet eligibility rosters.
- C. The infield and track will be restricted to coaches, competing athletes in uniform, meet officials, committee members, DIAA officials, staff, and those individuals with a valid DIAA Media Pass (2024-2025). Only athletes competing in the next events are permitted on the infield. **No parents, spectators, non- athletes, and athletes not in the next events are permitted in the infield.**

#### Item 10. Officials

- A. Only qualifying and approved officials associations will be eligible to provide officials for state tournament games. The DIAA Executive Director and/or their designee will assign all officials.
- B. The Games Committee will be comprised of members of the Outdoor Track Committee and will be responsible for the general supervision of the meet. They will be authorized to conduct the activities and carry out the duties stipulated in the 2025 NFHS Track and Field Officials Manual. In the event that additional or modified restrictions and/or guidelines are issued during the Championships, those restrictions/guidelines will apply and may result in required changes to the meet's operations.
- C. A referee will be appointed and he/she will have sole responsibility for the proper conduct of all phases of the competition.
  - 1. The referee will have authority over all meet officials.
  - 2. All protests must be submitted to the referee first. No other meet official should be approached.
- D. The Head Field Judge will have authority over all field event officials.
- E. The Jury of Appeals will be comprised of three individuals appointed by the Games Committee. Active coaches will be excluded.
  - 1. Appeals lodged with the Jury must be submitted in writing by the head coach within 30 minutes of the completion of the disputed event and must be accompanied by a \$20.00 fee.
    - a. If the appeal is denied by the Jury, the \$20.00 fee will be placed in the meet receipts.
    - b. If the appeal is upheld by the Jury, the \$20.00 fee will be returned to the head coach.

#### Item 11. Uniforms and Dressing Rooms

- A. Competitors must wear school uniforms provided by their high school and in compliance with current NFHS rules.
- B. Locker room facilities are not available. Participants must come dressed.

#### Item 12. Contest Procedures, Equipment and Facilities

- A. The head coach of each team will receive an information packet put together by the Track Committee.
- B. Coaches and non-participants are prohibited from being in the event areas when competition begins. Failure to comply with this regulation will be considered unsportsmanlike conduct and will result in removal from the stadium for the remainder of the meet. A designated coaching box will be provided for all field events.
  - 1. Concerns or protests should be addressed to the Referee away from the competition areas.
- C. No one is permitted to carry a shot put or discus into the bleachers.
- D. No one is permitted to bring large radios or portable stereos into the stadium as they could interfere with the public address announcements to the participants, coaches, and spectators. A small, personal music player with a headset or earphones is permissible; however, these devices are not permitted in the competition area.
- E. Athletes and coaches are not permitted to use cell phones, cameras or electronic communication devices in the competition areas (within the confines of the track or near the jumping or throwing areas.)
- F. Team Camp policies will be adhered to per the host site's guidelines.



Item 13. Scoring and Awards

- A. Eight (8) places will be scored in each individual and relay event and the following points will be awarded: 10-8-6-5-4-3-2-1.
- B. There will be no Printed Results posted, results will be posted online at <https://live.usp-sports.com> immediately after completion of each event.
- C. The public address official will announce the results of each event.
- D. The following awards will be awarded:
  - 1. Team: Trophies will be awarded to the first and second-place teams in each boys' and girls' division.
  - 2. Individual: Medals will be awarded by the Custodian of Awards to the first, second and third-place finishers in each track and field event.

Item 14. Practice at Meet Site

- A. The meet host site will not be available for practice prior to the meet.

Item 15. Preliminary Schedule for the 2025 DIAA Track & Field Championships is as follows:

**Friday, May 16, 2025**

**Track Events** (4:00 p.m.)

4 x 800m relay finals  
100m hurdles trials  
110m hurdles trials  
100m dash trials  
3200m finals  
200m dash trials

**Field Events** (4:00 p.m.)

Division I and II Boys High Jump  
Girl's Long jump  
Girl's discus  
Boy's shot put  
Division I and II Girl's Pole Vault

**Saturday, May 17, 2025**

**Field Events** (to be announced.)

Boy's pole vault  
Boy's discus  
Unified Shot Put  
Girl's shot put  
Triple jump  
Division II and I girls high jump 34

**Track events** (to be announced)

100m hurdles finals  
110m hurdles finals  
100m dash finals  
Unified 100m dash  
4 x 200m relay finals (heats)  
1600m run finals  
4 x 100m relay finals (heats)

# UNIFIED TRACK & FIELD TEAM CHAMPIONSHIP

## Unified Sports Committee Members

Jon Buzby, Chair.....	Special Olympics Delaware
Andrew Layton .....	Vice Chair, Public Member, Coach, Woodbridge High School, Retired
Theresa Repole.....	Secretary, Coach, Newark Charter High School
Schaeffer Stark .....	Coach, William Penn High School
Gary Cimaglia.....	Special Olympics North America
Kevin Charles .....	Public Member, DIAA Executive Director, Retired
Layne Drexel .....	Official, IAABO 11, DIAA State Unified Basketball Rules Interpreter
Jerry Kobasa .....	Athletic Director, Retired
Pete Celeberti.....	Official, DFOA, DIAA State Unified Flag Football Rules Interpreter
Bob Beron.....	Athletic Director, Caesar Rodney High School
Dr. Matt Voltz.....	Medical Professional, Delaware Orthopedics Specialists
Brian Mattix.....	Administrator, Red Clay School District
Chris Muscara.....	Athletic Director, Appoquinimink High School
Nate Threatts.....	Special Olympics Delaware
Todd Fuhrmann.....	Athletic Director, Indian River High School

## Specific Information

### Item 1. Governing Rules

- A. The rules as stipulated in the current edition of the DIAA/SODE Unified Track & Field Rules, the NFHS Track and Field Rules Book, and the DIAA Official Handbook will be in effect.

### Item 2. Location, Date and Starting Times

- A. The 2025 Track & Field State Championship Meet will be held on Friday, May 16, 2025 and/or on Saturday, May 17, 2025 at Dover High School.
- B. Team arrival times will be communicated prior to the meet. Team buses must park in areas designated by the host site.
- C. Inclement Weather/Postponement
  1. In the event of inclement weather on Friday, the trials and finals will be conducted on Saturday beginning at 9:00 AM. If the finals on Saturday must be postponed, they will be rescheduled for Monday beginning at 3:00 PM.
  2. Information concerning the postponement and rescheduling of events can be obtained through the DIAA website, a school's athletic website and school personnel through the school athletic director.

### Item 3. Entry Fees and Procedures

- A. Entry fees for the 2025 DIAA Outdoor Track State Championships are \$50.00 per boys' team and \$50.00 per girls' team. Entry fees should be paid by the school with their 2024-2025 Member Dues.
- B. All state meet entries must be done using de.MileSplit.com (and any Hand time performances) and the entry deadline is Monday, May 12, 2025 by 7:00 PM
- C. Events and performances should be listed exactly as recorded at the meet with the seeding committee making the conversions.
  1. Auto times are listed to the hundredth. Hand times are only listed to the next higher tenth and are never listed in hundredths. Hand times listed to the hundredth will not be accepted and may be considered a Sportsmanship issue. Coaches must note a Hand Time by adding an "h" after the time (ie: 3:20.4h).
- D. The Individual Performances from any Spring 2025 outdoor track meet must be:
  1. Posted to the [WebSites4Sports Track Performance Tracker](#) website.
  2. Coaches are responsible for updating their athlete's performances on the [WebSites4Sports Track Performance Tracker](#) Coaches must use login and password that will be sent to each school to access and edit Performance Tracker website.
  3. Coaches must use login and password that will be sent to each school to access and edit Performance Tracker website.
- E. The Relay teams should be entered listing all relay personnel and possible alternates. Coaches should enter up to six athletes per relay (per NFHS Track and Field Rule Section 10, ART 2.) The actual participants will be listed on the card handed in at the time of the event. If an athlete is not on the team's roster submitted on de.milesplit.com, the relay team will be disqualified.
  1. There will be no additional entries on meet day. An athlete must be on the team's submitted roster to participate in a relay.

### Item 4: Entry Procedures Timeline

- A. Monday, May 12 at 7:00 PM: Entries due at MileSplit.com ( <http://de.milesplit.com/> ) including an email to John Amery (jamerusp@aol.com) about event cancellation if athlete is accepted in multiple events.

- B. Monday, May 12 by 10:00 PM: Email entries separately to each team (including athletes who may not make the meet). A Preliminary Schedule of Events will be included with the emailed entries to give coaches a basic idea of the time schedule.
- C. Tuesday, May 13 by Noon: Corrections to entry list due to Tommie Neubauer [thomas.neubauer@doe.k12.de.us] and John Amery (jamerusp@aol.com). Corrections on Tuesday between 8:00 AM and Noon are subject to a \$20.00 fine per correction.
- D. Tuesday, May 13 at 4:00 PM: Top 16 (Track & Field) Lists posted without performances. Coaches have until 6:00 PM on Tuesday to scratch entered athletes from the meet. No scratches will be accepted after this deadline.
- E. Tuesday, May 13 at 7:00 PM: Seeding Meeting
- F. Wednesday, May 14 at 8:00 AM: Complete list of Top 16 accepted entries in both divisions with performances posted and distributed.
- G. Wednesday, May 14 at 12:00 NOON: Deadline for Entry Challenges.
- H. Wednesday, May 14 at 5:00 PM: Final entry list posted and distributed.

#### **Item 5: Entry Limitations and Requirements**

- A. All athletes meeting the automatic qualifying standard will be eligible for entry in that event.
- B. An athlete may be eligible for an event if he/she meets the minimum performance standard and the entry limit for that event has not been met.
  - 1. Some events may not reach the entry level if the minimum performance standard is not met.
  - 2. Some events may exceed the entry level due to automatic qualifying standards and ties.
  - 3. See the chart below for automatic qualifying standards and minimum performance standards.
- C. All events will be filled using the automatic qualifying standards and then filled with descending order time based on state meet entries submitted on de.milesplit.com
- D. Meet participation and entry limits will be adhered to per 2025 NFHS Track and Field Rule 4, Section 2. Not more than three (3) contestants from a given school shall be allowed to enter an individual event.
- E. The Outdoor Track and Field qualifying season will begin on March 18 and conclude for all member schools on Monday, May 12th. Performances in any 2025 DIAA sanctioned Outdoor Meet held during this season may be used to submit event entries.

<b><u>Track Events</u></b>	<b><u>Boys</u></b>	<b><u>Girls</u></b>
100 meter	14.4	22.0
200 meter	31.4	54.5
400 meter	1:16	1:49
Shot Put (6 lb)	26'2"	10'5"
Running Long Jump	10'6"	4'9"
4x 100 meter relay*	Each School can enter 1 Co-Ed team	
4x 200 meter relay*	Each School can enter 1 Co-Ed team	

**\*Relay teams must consist of two runners with disabilities and two Unified Partners (without disabilities). Relay teams have no gender requirements. Running order must be (Unified Partner, Athlete, Unified Partner, Athlete).**

#### **Item 6. Order of Events and Time Schedule (Tentative & Subject to Change)**

- A. The Girls Division I, Girls Division II, Boys Division II, Boys Division II and Unified Track Schedule of Events will be released once finalized by the Track Committee.

#### **Item 7. Admission Policies**

- A. Paid Admission
  - 1. All tickets will be purchased through GoFan, DIAA's official ticketing partner, unless otherwise noted.
  - 2. Tickets for DIAA state tournament events can be found by visiting <https://gofan.co/app/school/DIAA>
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  - 5. Ticket Prices
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  - 6. Children four (4) years and younger will be admitted without charge to all games.
  - 7. Ticket prices and fees are subject to change per approval by the DIAA Board of Directors.
  - 8. Tickets purchased but unused will not be refunded.

**B. Complimentary Admission**

1. Participating schools will receive complimentary admission for all those members of the Official School Party listed on the official roster as submitted to the DIAA Executive Director prior to the tournament using the AD Portal on the DIAA website. All of these individuals should assemble together outside of the venue entrance and be admitted together as one group. Each participating school will be issued complimentary admission for the following individuals:
  1. All coaches listed on the school's website's sports,
  2. Maximum of two managers,
  3. One student helper per boys' team and one student helper per girls' team,
  4. One bus driver, and
  5. One admission for each individual event qualifier and each member of a relay team.
- C. Committee members will have an identification badge visibly clipped to their clothing. DIAA Board members, media representatives, meet officials, and concession stand personnel will be admitted upon presentation of proper credentials and by signing in on the comp list at the entrance as directed by DIAA.
- D. All other school personnel must pay the regular admission fee if they wish to enter the contest. Spouses of administrators and coaches are similarly obligated. No complimentary tickets will be issued to schools.
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**Item 8. Host School and Site Director**

- A. A member school agrees to host the meet with an approved DPH facility plan.
- B. The host school designates and supervises the individuals who serve as the Site Director and support personnel. The number of support and police personnel MUST be approved by DIAA's Executive Director prior to the start of the event.
  1. Support personnel may include:
    - a. Ticket seller(s),
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    - c. Security (an individual who monitors the crowd but is not a law enforcement officer), and
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  4. Provide parking facilities for buses and spectators.
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  6. Contact the Meet Director three hours prior to event to confirm playable conditions.
  7. Be in attendance and work closely with the Meet Director and DIAA.
  8. Clear with the Meet Director matters of policy or procedure.
  9. Charge admission per DIAA Office instructions.
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  2. Confer with the Outdoor Track Committee regarding the personnel and resources necessary to organize and conduct a successful meet.
  3. Participate in a preseason meeting with the officials and head coaches to preview the meet procedures.
  4. Assign all officials so as to ensure the orderly conduct of all events.
  5. In the event of a serious accident or injury to a coach, athlete, official, spectator, or meet worker, notify the injured party's athletic director, the committee chair and the Executive Director as soon as possible.
  6. In the event of a serious sportsmanship related incident, contact the Executive Director as soon as possible.
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  1. Coaches will be asked to submit preferences in work assignments for student helpers during the Track and Field Championship Meet with their entries. These student helpers should be listed on the official school party roster to be submitted to the Executive Director prior to the meet when requested. The Games Committee will assign one student from each participating boys' team and one student from each participating girls' team to assist the meet officials and judges in conducting the events.

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1. The host site will make every effort to provide a public address system and designate and supervise a responsible adult to serve as an announcer.
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- B. Participating schools will review and read all championship information as distributed by DIAA. Additionally, participating schools will complete and submit all pre-championship information as requested by the DIAA and adhere to the provided deadlines. Championship meet rosters should be completed and submitted to the DIAA as instructed through the AD Portal. Member schools are solely responsible for contacting DIAA with any changes to the submitted championship meet eligibility rosters.

#### **Item 10. Officials**

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- B. A referee will be appointed and he/she will have sole responsibility for the proper conduct of all phases of the competition.
1. The referee will have authority over all meet officials.
  2. All protests must be submitted to the referee first. No other meet official should be approached.
- C. The Head Field Judge will have authority over all field event officials.
- D. The Jury of Appeals will be comprised of three individuals appointed by the Games Committee. Active coaches will be excluded.
1. Appeals lodged with the Jury must be submitted in writing by the head coach within 30 minutes of the completion of the disputed event and must be accompanied by a \$20.00 fee.
    - a. If the appeal is denied by the Jury, the \$20.00 fee will be placed in the meet receipts.
    - b. If the appeal is upheld by the Jury, the \$20.00 fee will be returned to the head coach.

#### **Item 11. Uniforms and Dressing Rooms**

- A. Competitors must wear school uniforms provided by their high school and in compliance with current NFHS rules.
- B. Locker room facilities are not available. Participants must come dressed.

#### **Item 12. Contest Procedures, Equipment and Facilities**

- A. The head coach of each team will receive an information packet put together by the Track Committee.
- B. Coaches and non-participants are prohibited from being in the event areas when competition begins. Failure to comply with this regulation will be considered unsportsmanlike conduct and will result in removal from the stadium for the remainder of the meet. A designated coaching box will be provided for all field events.
1. Concerns or protests should be addressed to the Referee away from the competition areas.
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- E. Athletes and coaches are not permitted to use cell phones, cameras or electronic communication devices in the competition areas (within the confines of the track or near the jumping or throwing areas.)
- F. Team Camp policies will be adhered to per the host site's guidelines.

#### **Item 13. Scoring and Awards**

- A. Eight (8) places will be scored in each individual and relay event and the following points will be awarded: 10-8-6-5-4-3-2-1.
- B. There will be no Printed Results posted, results will be posted online at <https://www.milesplit.com/live-results> immediately after completion of each event.
- C. The public address official will announce the results of each event.
- D. The following awards will be awarded:
1. Team: Trophies will be awarded to the first and second-place teams in each boys' and girls' division.

2. Individual: Medals will be awarded by the Custodian of Awards to the first, second and third-place finishers in each track and field event.

**Item 14. Practice at Meet Site**

- A. The meet host site will not be available for practice prior to the meet.