



2023 ASAA FIRST NATIONAL BOWL

Football State Championships Policies & Procedures

DIII Oct. 14 | DI & DII Oct. 21 @ Service HS

Schedules: Each classification has a little different playoff structure. Please look at your division carefully and plan accordingly. Complete game schedules are located on ASAA365.com and ASAA.org [Football Page](#).

Quarter & Semifinal Procedures:

- **Gate Prices & Event Passes:** During all rounds of the playoffs, schools will utilize the ASAA gate prices. Passes issued by regions/conferences will not be honored.
- ASAA will issue participant passes to teams in the semifinals and assess a participation fee.
- Roster size limits are in effect beginning with the quarter finals.
- ASAA program will include teams in the semi finals.
- Host schools choose whether the game will be held on Friday or Saturday and have the broadcast rights.
- Host schools are responsible for selecting and all expenses related to officials. ASAA official conflict of interest policy is in effect.
- Assistance for travel is the same as the regular season.
- **Revenue Split:** Starting with the quarter finals, after all allowable expenses are subtracted from the gross ticket sales, the schools will equally split any net profit. Net losses are the responsibility of the host school. Allowable expenses include: officials pay and travel expenses, cost of ticket takers, security, custodians, and travel allowance given to visiting teams.
- The host school will determine if pep bands are allowed. In the event, pep bands are allowed, each school must be allowed to bring an equal number of students. The host school will determine an appropriate rotation for the bands to play.

Championship Games: All travel and lodging costs are the responsibility of the teams involved. All gate revenue will be retained by ASAA and used to pay for the costs of officials, staff, awards, facilities, rentals, and more.

Rules: Each football game will be conducted under the rules of the 2023 NFHS Football Rule Book. ASAA rules regarding the mercy rule and ejections will be in effect throughout the entire playoffs.

Practice Times: Times to practice at Service HS are NOT AVAILABLE. If you require some practice time upon your arrival to Anchorage please contact a local Anchorage School District school. If you need help in contacting an ASD school for a practice time please contact Isaiah Vreeman (isaiah@asaa.org).

FOOTBALL STATE DEADLINES

DIII - SATURDAY, SEPT. 30 - 11:00PM

DI/DII - SATURDAY, OCT. 7 - 11:00PM

- Email Semifinal Qualifiers and home site game dates & times to championships@asaa.org

DIII - SUNDAY, OCT. 1 - 2:00PM

DI/DII - SUNDAY, OCT. 8 - 2:00PM

Football Team Forms

- [Eligibility Roster Finalized](#)
- [State Entry Form](#)
- [Photo Upload Form](#)
- [Code of Conduct Form](#)
- [Good Sport Nomination Form](#)

Sideline Cheer Forms

- [Eligibility Roster Finalized](#)
- [State Entry Form](#)
- [Photo Upload Form](#)
- [Code of Conduct Form](#)

DIII - TUESDAY, OCT. 3 - 5:00PM

DI/DII - TUESDAY, OCT. 10 - 2:00PM

- [Academic Award Entry Form](#)

THURSDAY, OCT. 12 - 6:00PM

- DIII Coaches Meeting via Zoom:
<https://us02web.zoom.us/j/86838690409?pwd=KzRpMG5LNIQ2U243Njd3a2xJbkllUT09>

THURSDAY, OCT. 19 - 6:00PM

- DI/DII Coaches Meeting via Zoom
<https://us02web.zoom.us/j/87077943504?pwd=K2dtVFExTVR5bXRKNINFeVdGQ2JDUT09>

Official Team Rosters: ASAA is using Planet High School/Big Teams for its School Activities Reporting System (SARS). Schools will need to submit rosters and indicate which students are attending state through this system. This can be done by accessing the football eligibility roster. Indicate the student is a state qualifier. Coaches must verify official rosters at the Coaches Meeting on Zoom prior to leaving the coaches meeting. A copy of your roster will be emailed to you for review. Once reviewed and confirmed or adjusted, no changes to roster personnel may be made. If a jersey number changes, coaches must notify scorekeepers prior to the start of the game. This is a change from previous years. Please make sure to attend the mandatory coaches meeting to learn the new process.

Mandatory Zoom Coaches Meeting: Football will have a Zoom Coaches Meeting. We will review team rosters, schedule, parking, locker rooms, facility layout, timing, passes and more. Below are the dates, times, and Zoom link for the coaches meetings.

• **DIII Coaches Meeting - Thursday, October 12, 6:00pm**

- Join Zoom Meeting: <https://us02web.zoom.us/j/89080942862?pwd=Q3lNZFNZMlV5UmxFd2c0bjNabEpRUT09>

• **DI/DII Coaches Meeting - Tuesday, October 17, 6:00pm**

- Join Zoom Meeting: <https://us02web.zoom.us/j/88070910238?pwd=U3NQZEQwTmdkcUZKM1M1aXc1L1gzQT09>

Passes: Each participating school will be issued passes for state championships, based on the following guidelines.

- **Coaches:** To qualify for a Coach's pass the coach must be certified and listed on the State Entry Form. Additionally, the coach must have been part of the program all season. The bench/sideline numbers will not increase regardless of the number of passes issued. At all times, coaches must wear or have on their person, their pass while on the bench or sideline. If not, the school will be fined \$25 by ASAA championship staff.
- **Participants:** Student participants and managers should be included on the roster. All participants and managers will be marked with an ultraviolet marker after weigh-ins to be used at the entrance to the facility and to gain field/floor access.
- **Administration:** Passes will be provided for each qualifying school's administrator. There is no charge for this pass. Please let ASAA know if you plan on attending to make sure we have a pass for you. The supervising administrator should check in at the event entrance upon arrival to receive a pass.
- **Adult Medical Passes:** Schools medical team members must check in with ASAA staff or ASAA Medical Staff (OPA) at the state championship site prior to competition to receive a medical pass.
- **Security and ASAA staff members will be checking each player and coach for their blacklight or pass. You will not be allowed access into the facility without a pass.**
- **All passes are non-transferable and will be confiscated if used fraudulently.**
- **If you lose a pass you will have to purchase regular tickets or your school may be billed.**

Bench Area & Personnel Rules: Below outlines the rules for team benches and who are allowed there.

- The allotted team bench/sideline can include a combination of managers and coaches, that is coaches discretion.
- ONLY student participants/managers, and adult coaching staff are allowed in the bench area.
- Non-roster players that are not part of the student managers, fulfilling a managerial role, or one of the purchased passes are not allowed on the bench.

- Due to safety concerns it has been mandated by ASAA that only individuals of 7th grade school age or above may be on the sideline area during state championship games/matches, but only with a pass.
- Clean up your bench area after your matches.

Officials: ASAA has selected certified officials for this event and are assigned to a classification during the playoffs based on a rotation system. Official nominations have come from officials associations, coaches, and school administrators.

Footballs: Each team provides game balls for when their team is on offense. Teams need to designate a manager to ensure balls are available and kept dry throughout the contest.

Medical: Orthopedic Physicians of Anchorage (OPA) is the official ASAA State Championships Medical provider. They will be onsite during the entire championship tournament to help provide medical help for injuries. Each team must provide all their own materials and supplies - including tape - if athletes are going to be taped.

Event Supervision: Each participating school will be requested to identify an administrator or other person approved in advance by the principal who is responsible for the conduct of its coaches, participants and fans throughout the contest, as defined in the ASAA bylaws Article 6, Section 4. Please have the designee check in with ASAA staff upon arrival at the event.

Home Team Designation: After teams have qualified for the finals, ASAA will designate which team is the home team based on the teams seeds.

Jersey Colors: The HOME team is to wear the DARK jerseys and the bench is on the grandstand side. The VISITING team is to wear WHITE colored jerseys and sit on the side opposite of the grandstands (far side).

Bus Parking: Please review the [ASAA Football State Championship Parking Map](#). Team buses need to turn into Service using the turn-off just past the school. Buses then can take that road to in front of the field, drop off, then use the road that goes in front of the gym building, aka under the skybridge", to park in the east lot. The pick up process will be the same, however you can leave out the main exit after the games. If the bus is not staying onsite you still need to exit thru the drive in front of the gym under the skybridge.

Home Locker Rooms: The Home Team locker room has an outside door access. Team buses can drop the team off right by the locker room door. The Home Team Locker Room is on the WEST SIDE OF THE GYM. The door which is closer to the football field.

Visiting Locker Rooms: The Visiting Team locker room has an outside door access. Team buses can drop the team off right by the locker room door. The Visiting Team Locker Room is on the EAST SIDE OF THE GYM. The door which is furthest from the football field.

Warm Up Time/Facility Opening: The Service HS Field/Stadium will be open for teams 2 hours before the scheduled time. Access will not be granted before the two hour window. DIII: The Service HS Field & Stadium will be open for teams at 12:00pm, for a 2:00pm game. DII: The Service HS Field & Stadium will be open for teams at 11:00am, for 1:00pm game. DI: The Service HS Field & Stadium will be open for teams at 4:30pm, for a 6:30pm game. The general public is allowed into the facility one and a half (1.5) hours before kick off.

Game Timelines: Championship game timelines will be provided to each head coach and school administration.

Stadium Rules:

- NO PORTABLE HEATERS OF ANY TYPE ARE ALLOWED (gas/electrical/etc)
- NO DOGS/PETS/ANIMALS
- NO OUTSIDE FOOD/DRINK (besides water) allowed on field or sidelines
- NO SUNFLOWER SEEDS
- NO GUM

Press Box: The Press Box space at Service High School is limited and being used by crews for webcast, announcing, and team personnel. Here is a breakdown of the Press Box. When looking at the field from the Press Box, the far left are for the teams. The windowed box is for the home team, and the box with no window is for the visiting team. The middle box and the two on the right side are being used by NFHS Network streaming.

Team/Medical Ice: Medical coverage will be provided by OPA. Ice will be available in emergencies. Local teams please bring your own ice, and if it runs out OPA will have some for emergencies.

Water: Water will be available for managers to fill up water bottles from Service HS. ASAA encourages you to fill up everything before you arrive.

Hospitality Area: The hospitality area at the ASAA First National Bowl games are for state staff, officials, dignitaries, and ASAA Sponsors/VIP's ONLY! Football coaching staffs and others not allowed access will be removed.

Pep Bands: School pep bands and drum lines are encouraged to accompany their teams to the state championships! Seating area space is limited and will be granted ONLY if ASAA has been notified, walk up requests will be denied. This is a neutral site game so school pep bands may attend state championship events when conditions allow. Specific guidelines must be followed as to when bands may play (only at pre-game, after a score, and the end of quarters). Musical instruments may not be used as noise makers during the contests.

Pep Bands must adhere to the following:

1. Contact ASAA Associate Director *Isaiah Vreeman* (isaiah@asaa.org) by 5pm the Monday prior to the event.
2. School Administrators shall confirm the "Pep Band" typically performs during regular season games of the team they are coming to support.
3. The student's performing in the "pep band" shall:
 1. Meet all ASAA eligibility requirements
 2. Listed on the school's pep band roster in the School Activities Reporting System
4. ASAA doesn't provide power for pep bands outdoors.

On the day of the event, the director must meet with the ASAA Associate Director Isaiah Vreeman, Game Announcer prior to each game for the times they will be allowed to play. Time will be allotted based on what else is planned for entertainment, crowd interaction, ASAA sponsors, and special guests. ASAA will provide all directors a timeline with details on what is planned during the game along with pre and post game.

1. May play before the game begins as times allows.
2. May play at halftime before or after any performances and/or promotions as times allows.
3. May play between quarters and during time-outs as long as it does not interfere with coach's ability to communicate with players or any ASAA sponsorship promotions.
4. May play at the end of the contest as times allows.
5. May not play during live action.
6. Musical instruments may not be used as noise makers during the contests.
7. Participation fees will be charged.

Reminder that this is a NEUTRAL SITE game, so even with only one pep band at a game, they will not be allowed to play a whole warm up period or halftime. If a pep band doesn't follow the direction of ASAA state staff instructions and times for playing, they will be warned first. If it happens again they will not be allowed to play for the rest of the tournament.

Music: All music played for warm-ups and during the game is provided by ASAA. Teams may not submit music.

Sideline Cheer Halftime Performances: School cheer squads are allowed to perform at halftime of their teams game. Half time routines will be no more than 2:30 minutes long. After participating sideline cheer teams are finished, other pre-arranged halftime entertainment will preform. The FIRST team to perform will be the VISITING TEAM. The SECOND team to go will be the HOME TEAM.

Cheerleading Rules and Guidelines: All cheer coaches/teams are required to follow the 2023-2024 NFHS Spirit Rules. If any rules are violated, the team will be removed from the track. They may choose to cheer the rest of the game while seated in the bleachers.

Stunts and Tumbling: Stunts and tumbling of any kind are permitted only if the weather conditions are conducive to safety, i.e. if it's raining, snowing, extremely windy, or if participants are wearing slick or baggy warm-ups it is NOT safe to stunt. If you question whether it's completely safe or not, assume it is not.

Spectator Support Items | Artificial Noise Makers: Thunder-sticks and other artificial noise makers are allowed only when the game/contest is not in play, or deemed not to be a hinderance to the spectator experience by ASAA staff on site. However, if the host school district policies are in conflict to this, ASAA will enforce their policies at those school venues. NFHS rules may restrict other items.

Spectator Etiquette: All spectators are restricted to the spectators areas. The tournament/meet director and ASAA officials are empowered to remove anyone displaying unacceptable conduct from the area and may temporarily suspend the meet, if necessary.

Event Supervision: Each participating school will be requested to identify an administrator or other person approved in advance by the principal who is responsible for the conduct of its coaches, participants and fans throughout the contest, as defined in the ASAA bylaws Article 6, Section 4. Please have the designee check in with ASAA staff upon arrival at the event.

Fundraising: ASAA approves certain groups or others to sell items at ASAA State Championships. All these groups must have the permission of ASAA. Non-approved groups will not be allowed access and asked to leave the facility. Contact Isaiah Vreeman (isaiah@asaa.org) for request and approval.

Broadcast Media: The NFHS Network will be webcasting ALL State Championship Football games live on NFHSnetwork.com.

Live Streaming: LIVE STREAMING DURING ASAA EVENTS IS STRICTLY PROHIBITED! Violators will be shut down and video staff will be escorted from the facility.

School/Team Event Video or Photography: Video & Photography service of this event will not be provided by ASAA. Teams are encouraged to make other arrangements if they wish a video copy or photography of their performance.

- **TEAM VIDEO RECORDING:** A School/Team can video their performance as long as it is not live streamed. Student team managers or assistant coaches can record their performance.
- **PHOTOGRAPHY:** Special and limited arrangements can be made for the school yearbook staff or an adult that is approved by the school administration. A team may request one (1) pass to gain access to this event for team photography. The request must be emailed to media@asaa.org by TUESDAY 2:00 PM the week of the state event. Once we receive the request ASAA will communicate with the school to provide more information including areas to take photos. ASAA Credential Media, ASAA Photographer, and ASAA approved TV/Webcast production crews are the only people allowed to photograph and video outside the spectator area unless approved by ASAA.

Awards: For details on the awards given out please review the [ASAA Handbook Football Policies & Procedures](#).