



**2011 KHSAA COMMONWEALTH GRIDIRON BOWL  
STATE FOOTBALL PLAYOFFS  
CHAMPIONSHIP GAME INSTRUCTIONS  
FOR GAME OFFICIALS**

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## **INSTRUCTIONS TO OFFICIALS INVOLVED IN STATE FOOTBALL CHAMPIONSHIPS**

November 27, 2011

TO: State Championship Football Officials

FR: Commissioner Julian Tackett

### **2011 KHSAA COMMONWEALTH GRIDIRON BOWL CLASS 1A, 2A, 3A, 4A, 5A and 6A CHAMPIONSHIP FOOTBALL GAMES**

**Houchens/L.T. Smith Stadium, Bowling Green, Kentucky  
December 2 and 3, 2011**

Congratulations on being assigned to the State Football Championships. We hope that these instructions answer most of your questions about your participation in the 2011 Football Championships.

**THE INSTRUCTIONS GIVEN ON THESE PAGES ARE VERY IMPORTANT. PLEASE READ THIS INFORMATION IMMEDIATELY, AND CONTACT JULIAN TACKETT AT THE KHSAA OFFICES SHOULD YOU HAVE ANY QUESTIONS. IT IS THE DUTY OF THE CREW CHIEF (REFEREE) TO MAKE CERTAIN THE ENTIRE CREW IS AWARE OF THESE INSTRUCTIONS.**

#### ***SCHEDULE OF GAMES (ALL TIMES C.T.)***

The game dates and times have been set for this week's championship contests. You need to make no further arrangements in terms of game date and time. Note that all games are Central Time. The schedule will be as follows --

- Class 1A Game 11:00 AM - December 2, 2011
- Class 2A Game Approximately 3:00 PM - December 2, 2011
- Class 6A Approximately Game 7:00 PM – December 2, 2011
- Class 3A Game 11:00 AM - December 3, 2011
- Class 4A Game Approximately 3: 00 PM - December 3, 2011
- Class 5A Game Approximately 7:00 PM - December 3, 2011

#### **ASSIGNMENTS**

- During the course of this year and last, I have seen every official that is working these games officiate at least once, and many times twice, sometimes in person, sometimes in video review. A lot of factors go into my decision of who to use, as well as what game to assign to each crew. I feel we have the best possible combinations matched up with the current assignments. I will have further commentary on previous observations prior to your contest. The exact game you are calling is assigned by me through the Referee and each of you has been notified.

#### **PAY, MILEAGE, ETC.**

- The base fee for the finals is \$85 per officials.
- Mileage will be paid for all NECESSARY mileage. The mileage rate will be .35 per mile. Officials working the same game from the same local area are to combine travel and report which official is driving to the Referee of the game. This will be reported to Commissioner Tackett by Tuesday afternoon.
- Each commuting official (not utilizing housing) will also be reimbursed an allowance for two meals.
- Officials staying overnight will be paid an overnight additional allowance to help offset meal costs.
- All officials should coordinate travel needs with the Referee of the crew who will report this to Commissioner Tackett.
- Each official will also be paid the mileage due from the third round when only two officials were reimbursed. The Referee is to coordinate the collection of this information.
- When you arrive at the stadium, you will receive an expense voucher and other items from Jacquie Radus, the 4<sup>th</sup> Region (SKY conference) assigner who has previously worked the finals, who assists our officials during this weekend or by another official KHSAA representative. Please sign and immediately return the expense voucher and you will receive your check immediately following the finals.

### HOUSING FOR OFFICIALS

- Each official that travels more than forty miles to the game site will be provided one night housing, either before or after the game depending upon assignment.
- Officials may stay an additional night (s), however, payment for those nights will be deducted from the post event payment to the officials.
- Housing accommodations are at the Candlewood Suites, 540 Wall Street, Bowling Green (just outside of the Sam's Club on Scottsville Road.
- Each official is afforded a separate room, however each room has a single King bed. Additional arrangements for roll-away beds or additional sleep arrangements are at the expense of the official.
- Arrival times/dates are to be coordinated through the Referee for each crew who must report these arrangements to Julian Tackett by Tuesday afternoon.
- Contact Julian Tackett at 859-229-3916 if you are unable to make contact with the hotel.
- THERE WILL BE NO REIMBURSEMENT IF YOU STAY AT AN ALTERNATE PROPERTY

### TICKETS, PASSES, ETC

- You have the opportunity to request passes for this weekend for your immediately family only. Your own admission pass will get you in to all six games. These passes must be requested by Wednesday p.m. by 2:00 p.m. through the office. To request, send an email to Julian Tackett, [jtackett@khsaa.org](mailto:jtackett@khsaa.org).
- No "walk-up" passes will be issued. In other words, if you don't take care of business, you won't get your family admission.
- Your particular participant pass will be used only for field level access during your game and immediately prior to and after. **YOU ARE NOT TO BE ON THE FIELD UNLESS IT IS IMMEDIATELY PRIOR TO, DURING, OR IMMEDIATELY AFTER YOUR GAME.**
- **Your brethren in your local officials associations need to be directed to the nearest ticket window as there are no passes for those officials not working.**
- There are no reserved seats for these games provided. Below is the ticket pattern in case you have someone interested in purchasing. All requested tickets will be general admission, good for all games.

### SEATING PATTERN (ALL GAMES TICKETED SEPARATELY)

- Member School Coaches and Schools (\$72 Complete Sets, all six games, in advance) –Club Level Seating. This area is SOLD OUT.
- Member School Coaches and Schools (\$60 Complete Sets, all six games, in advance) –VIP Level Seating. Complete sets are SOLD OUT.
- Member School Coaches and Schools (\$36 General Admission Complete Sets, all six games, in advance) general seating in open seating in stadium. Complete sets sales are now over.
- Chairback seating – There is a limited amount of VIP Level Seating Available. Any remaining seats will be available at the gate or online through the WKU box office.
- General Seating - Per game pricing, \$8 advance, \$10 at door, General Seating.
- Participant Not Competing in Current game – Should sit in stadium sections 325 and 326. If attending on the other date, admission will only be through Gate 3/4 behind the Press Box.

### DRIVING DIRECTIONS TO HOUCHENS-L.T. SMITH STADIUM

- Our hosts at Western Kentucky University have gone to great lengths to alleviate any past traffic flow and parking problems.
- Participating teams and officials should note the published maps both in this manual, and on a special web site created just for this event. For information, go to <http://www.khsaa.org/football/2011/>
- From EAST - Go to Cumberland PKWY to I-65 South to Exit 28 - Louisville Rd. (68/80). Following signs to Bowling Green via 31W, 68/80, Adams St.
- From NORTH - Go I-65 South to Exit 28 - Louisville Rd. (68/80). Following signs to Bowling Green via 31W, 68/80, Adams St.
- From WEST - Take Wm. Natcher PKWY to Morgantown Rd.
- From SOUTH - Take I-65 North to Exit 20 - Wm. Natcher PKWY. Take Exit 5 and right onto Russellville Rd. (68/80)

### TEAM INSTRUCTIONS

- You will find on our web site, <http://www.khsaa.org/football/> a copy of the manual provided to each of the teams as well as any other material given to the participants. (see the state finals link)
- This booklet and other information includes parking maps, field warmup maps, etc.
- It is critical that you be familiar with all aspects of the arrangements for the championships to alleviate any problems that may arise.
- You do not need to worry about the pre-game time schedule. That has been determined in advance and will be given to you in final form upon arrival. A tentative timetable is in this material.

### **ARRIVAL AND PARKING**

- Arrangements should be coordinated to where all officials arrive at the stadium not less than three (3) hours prior to the scheduled start time for your game.
- Due to the limited amount of parking available to the Association (WKU is charging for parking the majority of the campus), arrangements should be made to meet at the hotel (Candlewood Suites). Each game referee will be mailed 3 parking passes for use by the crew, so that we can minimize the number of cars needing passes.

### **UPON ARRIVAL AT THE STADIUM**

- You will pick up your field level credentials (valid for your game only) from KHSAA staff when you arrive by checking in at the Pass Gate at Ticket Booth 3/4 at the stadium. That gate is located on the US 68 (University Drive) end of the stadium, on the Diddle Arena side.
- A member of the KHSAA event staff will be greeting you at Ticket Booth 3/4. Jacquie Radus will assist you in getting to and from the dressing room as will some of the officials from the Northern Kentucky Football Officials Association along with staff assigned by Western Kentucky.
- You will be dressing in Diddle Arena in one of their dressing rooms and will be shuttled to the stadium.
- We will have security monitoring you as you get you on and off the field. Jacquie and others are there to be of service with anything you need which has not been provided for prior to the game. Feel free to ask.
- We will have a short meeting upon your arrival, and then you can begin your pre-game ritual.
- There will be a short discussion of the video review of the third round. Matt Young of the Northern Kentucky Association has assisted in gathering those tapes and agreed to review them along with me for comments. We will report to you observations and analysis and talk about your third round game, and then clear everyone's heads, and get focused on the game at hand.

### **LOCKER ROOMS**

- Various local officials will be around to help you during your stay in Bowling Green. They are also well aware of your need for privacy and will gladly leave the dressing area should you as a crew chief desire a private setting.
- Under most conditions, only your crew, myself and other KHSAA employees have any business whatsoever in the actual dressing area where you pre-game, etc.
- Once you go to the locker room, there should be no one else in that room, including your family members.

### **PRE-GAME MEETING**

- We will meet very briefly with each crew approximately three hours before the game. Jacquie and Matt will help me with coordinating the location. This will be a closed meeting and should be relatively short. This prohibition on others includes family members, etc.
- I would ask that each of you who also work other levels of football be certain to review any applicable rules differences. Also, remember that the mechanics used are to be high school mechanics, not collegiate.
- Once the meeting starts, everyone needs to be out of there but approved event staff, and the current contest officials.

### **AMENITIES**

- Through the Officials Division Recognition program that was formed with Board of Control approval and which is funded by you and your fellow officials, you will be provided with several amenities to recognize your accomplishment.
- Upon your arrival, you will receive several amenities commemorating your accomplishment of working this game. Following the event, the Officials Division will send each of you a picture of the crew.
- There will be no video specifically provided to the crews. However each game is webcast statewide on a delay basis through our agreement with iHigh.com and links are on our web site, so contact a cable provider in your area for a schedule. If available, we will send you the video from the press box that is taken by the Officials division.
- The game tape produced with an officials view, will be loaded onto Hudl.com immediately after the game for follow-up viewing.

### **FIELD LEVEL CREDENTIALS, ACCESS**

- You will receive from KHSAA staff your participant pass for your specific game. By doing this, security will not have any problems as you go to the locker room if one of us is not around.
- There is NO reason for you to be on the field other than just before, during, and just after your game, and as you know, we continually preach "anonymity" by the officials, so your other passes will allow you to sit anywhere and watch any of the six games.
- When you are not officiating, you are expected to be in the stands, or at the worst, in the end zone area on the open end of the field.
- There is NO reason at all for you to be on the sideline when you are not officiating.

## **GAME DRESS**

- Please be prepared for all weather conditions.
- Please be mindful of the Officials Manual references to gloves (all should be black and if worn, all should wear them), jackets (none during the game), and other uniform concerns.
- You are being evaluated during the games and a small portion of this critique is certainly based on uniform. Also, be sure your uniform shirt and pants are large enough to accommodate the additional underclothes some of us like to wear.
- For 2011, the uniform pants are to be the black pants with white stripes and all of the crew must dress alike.
- The current forecast in Bowling Green calls for both days to be sunny in the low 40s, but night temperatures cooling below 30, so dress appropriately.
- If an American Flag is worn on the uniform, all five officials should wear them. It's easier to put on and off the pocket if you are putting on flags new to the uniform. Put it with the top border about 1" down on the pocket, it would be parallel and adjacent to the pocket stitching where the seam is reinforced. If all five flags are placed at the same location, but it isn't the pocket, that is permissible.

## **ENTERING THE FIELD**

- You are to enter the field with 25:00 showing on the pre-game clock. On the KHSAA web site is a tentative time schedule for the two days (contained in the team manual and on the web site), which may be altered slightly, but you will be made aware of any changes. A copy is attached.

## **GROUP PHOTO**

- When you enter the field in uniform prior to the game, the KHSAA photographer will take a group picture. Each of you will be provided with a copy after the event.

## **COIN TOSS**

- Make sure we are flipping the coin when instructed on the timetable, not getting the captains at that time, or talking to them. Plan accordingly:
  - The Referee has two extra coins so that BOTH captains may be given a coin if you desire, while leaving you one for overtime, etc.
  - There will be no time on the clock as the teams leave the field at 0:00 for introductions. We will be around the field to coordinate this ceremony. Concentrate. Remember the order of events.
  - The coin toss ceremony will begin immediately upon conclusion of introductions. As the last group is being introduced (NOT AFTER), get the captains to the 50.
  - Referee and Umpire are only officials that leave the sideline.
  - Umpire, you need to make sure the media does not interfere with the toss, but they are allowed to be out there. Just remind them to stay back. Remember, there will be media reps and many others in the vicinity of that toss.
  - Brief introduction. DO NOT read the sportsmanship card as it will have been read during the pre-game introduction ceremony. This conference should be extremely short, NO SPEECHES.
  - Ceremonial ball will be presented to both coaches by corporate partner.
  - Ask the visiting team for their coin toss option (heads or tails).
  - This week the visitors are the teams from the top half of the bracket, so they will be the teams primarily from the West (Mayfield, Glasgow, Central, Franklin-Simpson, Bowling Green and Trinity)
  - The student who reads the sportsmanship card will toss the coin at Referee direction.
  - Referee indicate the winning captain immediately after the toss.
  - Ask them their choice. If defer, give that signal immediately.
  - After the first captain has made his choice, get the options from the other captain, repeating everyone's choices out loud. Remember, if first captain chooses an end of the field, then we must give that signal immediately, and then proceed to get the second captain's choice.
  - When all choices are made, turn the captains to where their backs face the goal line they are defending, and give choice signals to indicate which team shall receive.
  - Remember, unless a captain chose to kick, there is no signal for the kicking team.
  - IMPORTANT – There will likely be music (rumble, etc.) played during the coin toss. Go ahead, and do not wait.

## **EVALUATION**

- The KHSAA annually reimburses several evaluators from the Officials Division funds to assist in all sports with the evaluation of officials at the championship contests. These are constructive comments that can be used not only for your crew, but carried back to your other members to assist with local training. Everything you do is being watched.
- From how you act before the game, what you do during your pre-game and how you do the toss to how you handle the coaches, officiate the contest, and leave the field. If you will stick with the Rules Books, and the adopted mechanics, and don't make up anything on your own, you don't have anything to worry about.

## **RULES**

- Absolutely no substitute for thorough rules knowledge, and no excuse for rules mistakes in a championship game. Judgment will always be debated, rules are constant. It is important to point out a few key areas -

### *OVERTIME*

- Review the overtime procedure again, and again, and again. Make sure we get the coin toss (not tosses as has happened before) options right; and all other relevant options.

### *HASH MARKS*

- You will play with whatever marks are on the field which are marked at collegiate dimensions. Make certain you are ready to answer that question is a coach asks, and this is not a debatable issue. In addition, this may play into your pregame mechanics discussions. Certainly with narrower hash marks, the Referee and Umpire cannot be glued between the hashes. I personally am always looking for umpires that attempt to move and don't stop at a magical glass window at the hashes and are willing to move to the numbers as needed.

### *UNSPORTSMANLIKE CONDUCT*

- Don't think that because it is the state championship, that everyone will be on their best behavior. We have proven that in the past. Don't go hunting, but if its there, get it early.

### *INADVERTENT WHISTLE*

- Review the rule, if it happens, do it right, including use of the proper signals. Enough said.

## **MECHANICS**

### *GENERAL*

- Only use what is in the manual. For example, we have no dead ball signal, as they do in other leagues.
- Referees
  - Referee depth and positioning were a bit of an issue in three third round games. If you feel too close, you are.
  - The Referee should be at least five yards deeper than the deepest back, and moving with the quarterback after the snap, not stationary.
  - The Referee should never line up any tighter to the center of the formation than the tackle on a regular scrimmage down.
  - The Referee also has no business on any play and in any formation in a five-person crew for being outside the tight end in terms of lateral position. No business, no reason. Remember that different from brethren who work seven officials, you are responsible for that offensive backfield from side to side. You have to be in a position to be able to get there if play goes away.
  - No reason should a Referee EVER line up to the side, and "cock-eyed" to the formation or QB with back parallel to sideline. Get in a good, square position.
  - A little too much "ambling" between downs by a couple of Referees. Hustle all the time.
  - Initial position on kickoffs was all over the board last year. Referee initial position should be outside of hash marks, but no wider than numbers on goal line. No reason to be any wider. Remember again, you have the goal line from side to side.
- Umpires
  - In the preliminary review of the third round games, some umpires appear to be working very deep, some 8 and 9 yards off the ball and many cases, two to three steps behind the linebackers. That's too deep. You should be able to reach and touch the hips of a linebacker in his normal position. This has caused some to be very slow in getting to the line of scrimmage on pass plays as needed.
  - Keep in mind, we don't have the seven-official luxury of the end man being able to stay at the line of scrimmage.
  - On scrimmage kick coverage, nine to ten yards off the ball gives you the flexibility to freeze, observe, hold and then pivot to cover the return, giving your great peripheral vision on the play.
- Wing officials
  - Do not take off up the field with the receiver. Just because a player is your "key" doesn't mean that he is your sole focus. Football is officiated by zones, not man on man.
  - "Initial position" does not mean that you stayed glued to that position.
  - Lots of third round players where the wing official took a short route to a spot, instead of squaring in like is supposed to be the case. Hustle to the line, then into the spot. Looks professional and is correct mechanics.
  - When you sweep the sidelines after a score (LJ), do not go further out of field than hash marks prior to kickoff. Once line is set for receiving team on kickoff, move back to sidelines.
- Back Judges
  - Calm, cool, and under control. Don't run out of bounds after play unless player is in jeopardy.
  - Normal starting position should never be outside of the uprights, regardless of the position of the ball. That hasn't changed in years.
  - Start wide if possible, work wide, move as needed. I have seen each of the twelve teams participating, and more than half of them definitely use the ENTIRE field for their offensive and defensive play.
  - On kickoffs, instruct kicker and then move to sideline. Do not wait on any signal from wing officials.

### SIGNALS

- Don't make them up, or use signals from other levels that we do not use in First and 10.
- REFEREES- Remember that starting the clock on the ready is TWO distinct signals, ready for play, then winding the clock.
- REFEREES – Remember that there is no visible signal when the clock starts for the snap
- Do not take shortcuts.
- Extra mechanics not covered in the manuals only draw unnecessary negative attention to ourselves.

### SPOTTING THE BALL

- One of the most critical elements about which you will be evaluated is the spotting of forward progress. Get the foremost point of the ball ALL of the time.
- An umpire should never spot the ball with your backside to the Referee but should face the official marking the downfield spot. In good weather, and absent a hurry-up offense, the umpire should spot the ball for the next play and get into position immediately.

### INCLEMENT WEATHER

- Some of our past crews have been a little lax in making sure the ball was covered in a rain situation. Make sure that the umpire is prepared with a towel, and stands over the ball until the huddle is broken.
- Should it rain, the mechanic of holding the ball up under the umpire, with him marking the front point of the ball with his toe until the huddle is broken is still preferred.
- I and our staff will be at field level to help with any decisions regarding inclement weather postponement, etc., which will only occur in the event of dangerous weather such as lightning.

### FOOTBALLS

- Due to existing corporate contracts, a Rawlings football MUST be used at all times.
- DO NOT let a team run a different brand of ball into the game but don't make an issue of it either, simply toss it back to the sideline.
- It does not have to be the balls stamped "2011 CHAMPIONSHIPS" which were provided to the teams, but it must be a Rawlings.

### BALL PERSONS

- Each team is to be prepared to provide ball persons for both sides of the field to help with game administration. Work out in the pre-game if the teams are only to have them on one side. They are required to wear the ball person vests so you can easily locate them.
- **UNDER NO CIRCUMSTANCES ARE THESE BALL PERSONS TO GO ONTO THE PLAYING FIELD!!**
- They will relay the ball to the official next to them on the sidelines. This will mandate that the back judge be very active in relaying the ball, and may also mean that the Referee may have to help in a side zone situation.
- Make sure and do not allow the teams to place all of their balls on one side of the field.

### OFFICIAL REPLACEMENT

- Each crew should designate a rotation system should one of the officials become injured, including who would move to Referee in case of injury to that official, Umpire in case of injury, etc. One of the alternates (someone assigned to another game) would then move onto the field at my direction after likely, a short period of four-person coverage.

### TIME MANAGEMENT

- We are on a time schedule, and you are evaluated based on time management.
- One thing that is different this week is that the one minute break after scores and during all time-outs will be 1:30 in length.
- If the red-hat is off the field, we are ready to play.
- Keep the ball rotation good and crisp, and keep the game moving.
- Remember, keeping the game moving keeps them off your back, but moving too quickly makes you appear sloppy.

### SECURITY

- I think we have allowed for plenty of security. I will be at field level 90 percent of the time. If you have concerns, need security, or need anything such as clock resets, etc., let me know. I will have radio contact with the press box.

### FIELD MICROPHONE

- The Referee will be fitted with a microphone to use at field level to announce the coin toss, and the penalty decision.
- For the penalty decision, perform the following steps.
  - Step clear of all obstructions,
  - Face the press box,
  - Turn the microphone on (expect a slight delay)
  - Announce the infraction, **the jersey number**, the team, and the enforcement.
- Give a slightly more detailed explanation of an unusual foul, in the case of a "waved-off" flag, or in the case of a situation where officials have had to huddle together.
- Matt will be giving you further information regarding making announcements.

### **RELATED INFORMATION GIVEN TO PARTICIPATING TEAMS**

- All of the information relative to warm-up time, ends of the field, team benches, is contained in the team instruction manual online.  
LOCKER ROOM ACCOMODATIONS, BENCH LOCATIONS AND ACCESS
- For 2011, the teams in the bottom half of the bracket
  - Will use the benches on the baseball stadium side of the field, where the Club and VIP seating is located;
  - Will have its fans sit on the side of the stadium where the Club and VIP seating is located;
  - Will be the home team on the scoreboard;
  - Will wear its dark colored jersey;
  - Will have its defensive starters introduced as part of the pre-game ceremony.
- For 2011, the teams in the top half of the bracket
  - Will use the benches on the Diddle Arena side of the field, where the press box is located;
  - Will have its fans sit on the side of the stadium where the press box is located;
  - Will be the visiting team on the scoreboard;
  - Will wear its lightest colored jersey, preferably white;
  - Will have its offensive starters introduced as part of the pre-game ceremony.

#### LOCKER ROOM ASSIGNMENTS

- The locker room situation is not perfect at the stadium, but their athletics staff is making great efforts to minimize problems. It may be that your coaches would prefer to contact one of the football schools in Warren County (Bowling Green, Greenwood, Warren Central, Warren East), and arrange for dressing at their school before coming down to the stadium.
- Locker room assignments will be made upon arrival of each team. Teams in the middle game (2A and 4A) each day, there will be accommodations at the Preston Center (across the street from the stadium) for dressing at the stadium to help with the situation of the early teams taking a while to clear out of the dressing rooms.

#### HALF-TIME

- Half-time will be 15 minutes in length for the Class 2A, 5A and 6A games.
- Half-time will be 20 minutes in length for the Class 1A, 3A and 4A games due to recognition ceremonies.

#### MEDIA TIME-OUTS

- There will be a media time-out each quarter, at the first dead ball after the 7 min. mark on the clock. This media time-out will be taken regardless of how many time-outs have been called by the teams before or after the 7 min. mark on the clock.
- The media time-out will only be taken after a change of possession, and only if it does not effect the flow of play.
- All full-length time-outs (media or team) will be 1:30, regardless of the team's readiness to play.

### **ONE LAST NOTE**

Remember, many of us will never get another shot at this event. But neither will many of these kids. Do the very best professional job that you can, and remember to have a good time.





## 2011 RUSSELL ATHLETIC / KHSAA COMMONWEALTH GRIDIRON BOWL STATE FOOTBALL CHAMPIONSHIPS TIME TABLE

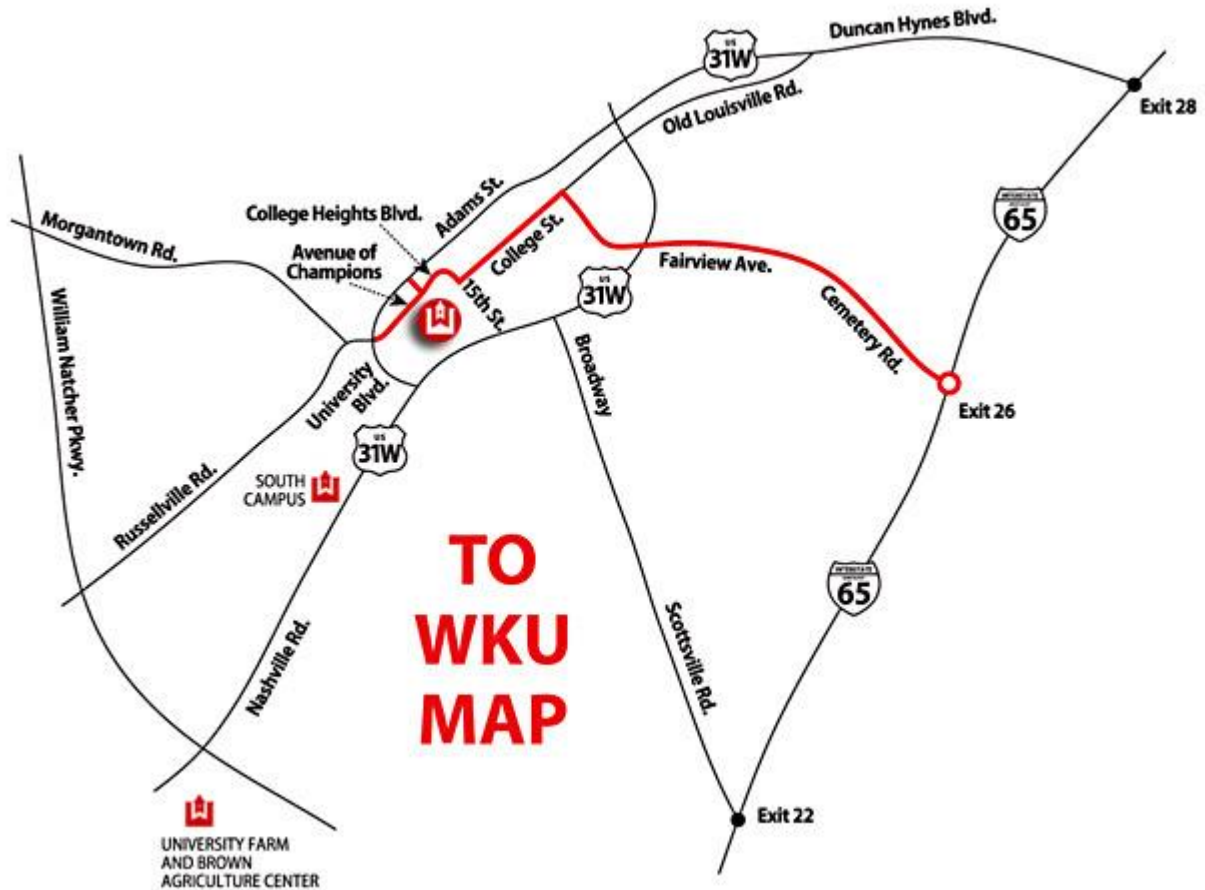
### Friday, December 2, 2011 (all times C.T.)

<b>CLASS 1A</b>	
9:00 AM	⇒ Locker rooms available to teams (clock start at 45:00)
10:00 AM	⇒ Gates open
10:05 AM	⇒ Class 1A Teams may begin warm-ups on field, official clock to start countdown
10:50 AM	⇒ Teams go to end zone closer to locker room
	⇒ National Anthem to be played
	⇒ Introduction of Starting Lineups (Visiting Offense, Home Defense)
	⇒ Officials and captains meet for toss of coin
11:00 AM (est)	⇒ Kickoff of Class 1A Final
1:15 PM (est)	⇒ Immediately following the conclusion of the game, the public address will make efforts to clear the field.
	⇒ After the field is clear, the trophy presentation will be made.
	⇒ Coaches will be taken to the media room for post game interviews, All other media interviews are to be conducted on the sidelines.
<b>CLASS 2A</b>	
	⇒ Game will start 45 minutes to one hour after the conclusion of the trophy presentation ceremony (after the field is clear) for the Class 1A Championship game, but not before 3:30 PM. Class 2A teams may enter field 45 minutes before kickoff but not prior to 2:05 PM.
2:00 PM	⇒ Gates re-open
2:05 PM (est)	⇒ Class 2A Teams may begin warm-ups on field, official clock to start countdown
2:50 PM	⇒ Teams go to end zone closer to locker room
	⇒ National Anthem to be played
	⇒ Introduction of Starting Lineups (Visiting Offense, Home Defense)
	⇒ Officials and captains meet for toss of coin
3:00 PM (est)	⇒ Kickoff of Class 2A Final
5:15 PM (est)	⇒ Immediately following the conclusion of the game, the public address will make efforts to clear the field.
	⇒ After the field is clear, the trophy presentation will be made.
	⇒ Coaches will be taken to the media room for post game interviews, All other media interviews are to be conducted on the sidelines.
<b>CLASS 6A</b>	
	⇒ Game will start 45 minutes to one hour after the conclusion of the trophy presentation ceremony (after the field is clear) for the Class 2A Championship game, but not before 7:30 PM. Class 6A teams may enter field 45 minutes before kickoff but not prior to 6:05 PM
5:00 PM	⇒ Locker rooms available to teams (clock start at 45:00)
6:00 PM	⇒ Gates open
6:05 PM	⇒ Class 6A Teams may begin warm-ups on field, official clock to start countdown
6:50 PM	⇒ Teams go to end zone closer to locker room
	⇒ National Anthem to be played
	⇒ Introduction of Starting Lineups (Visiting Offense, Home Defense)
	⇒ Officials and captains meet for toss of coin
7:00 PM (est)	⇒ Kickoff of Class 6A Final
9:15 PM (est)	⇒ Immediately following the conclusion of the game, the public address will make efforts to clear the field.
	⇒ After the field is clear, the trophy presentation will be made.
	⇒ All post-game media interviews will be done on the field

### Saturday, December 3, 2011 (all times C.T.)

<b>CLASS 3A</b>	
9:00 AM	⇒ Locker rooms available to teams (clock start at 45:00)
10:00 AM	⇒ Gates open
10:05 AM	⇒ Class 3A Teams may begin warm-ups on field, official clock to start countdown
10:50 AM	⇒ Teams go to end zone closer to locker room
	⇒ National Anthem to be played
	⇒ Introduction of Starting Lineups (Visiting Offense, Home Defense)
	⇒ Officials and captains meet for toss of coin
11:00 AM (est)	⇒ Kickoff of Class 3A Final
1:15 PM (est)	⇒ Immediately following the conclusion of the game, the public address will make efforts to clear the field.
	⇒ After the field is clear, the trophy presentation will be made.
	⇒ Coaches will be taken to the media room for post game interviews, All other media interviews are to be conducted on the sidelines.
<b>CLASS 4A</b>	
	⇒ Game will start 45 minutes to one hour after the conclusion of the trophy presentation ceremony (after the field is clear) for the Class 3A Championship game, but not before 3:30 PM. Class 4A teams may enter field 45 minutes before kickoff but not prior to 2:05 PM.
2:00 PM	⇒ Gates re-open
2:05 PM (est)	⇒ Class 4A Teams may begin warm-ups on field, official clock to start countdown
2:50 PM	⇒ Teams go to end zone closer to locker room
	⇒ National Anthem to be played
	⇒ Introduction of Starting Lineups (Visiting Offense, Home Defense)
	⇒ Officials and captains meet for toss of coin
3:00 PM (est)	⇒ Kickoff of Class 4A Final
5:15 PM (est)	⇒ Immediately following the conclusion of the game, the public address will make efforts to clear the field.
	⇒ After the field is clear, the trophy presentation will be made.
	⇒ Coaches will be taken to the media room for post game interviews, All other media interviews are to be conducted on the sidelines.
<b>CLASS 5A</b>	
	⇒ Game will start 45 minutes to one hour after the conclusion of the trophy presentation ceremony (after the field is clear) for the Class 4A Championship game, but not before 7:30 PM. Class 5A teams may enter field 45 minutes before kickoff but not prior to 6:05 PM
5:00 PM	⇒ Locker rooms available to teams (clock start at 45:00)
6:00 PM	⇒ Gates open
6:05 PM	⇒ Class 5A Teams may begin warm-ups on field, official clock to start countdown
6:50 PM	⇒ Teams go to end zone closer to locker room
	⇒ National Anthem to be played
	⇒ Introduction of Starting Lineups (Visiting Offense, Home Defense)
	⇒ Officials and captains meet for toss of coin
7:00 PM (est)	⇒ Kickoff of Class 5A Final
9:15 PM (est)	⇒ Immediately following the conclusion of the game, the public address will make efforts to clear the field.
	⇒ After the field is clear, the trophy presentation will be made.
	⇒ All post-game media interviews will be done on the field

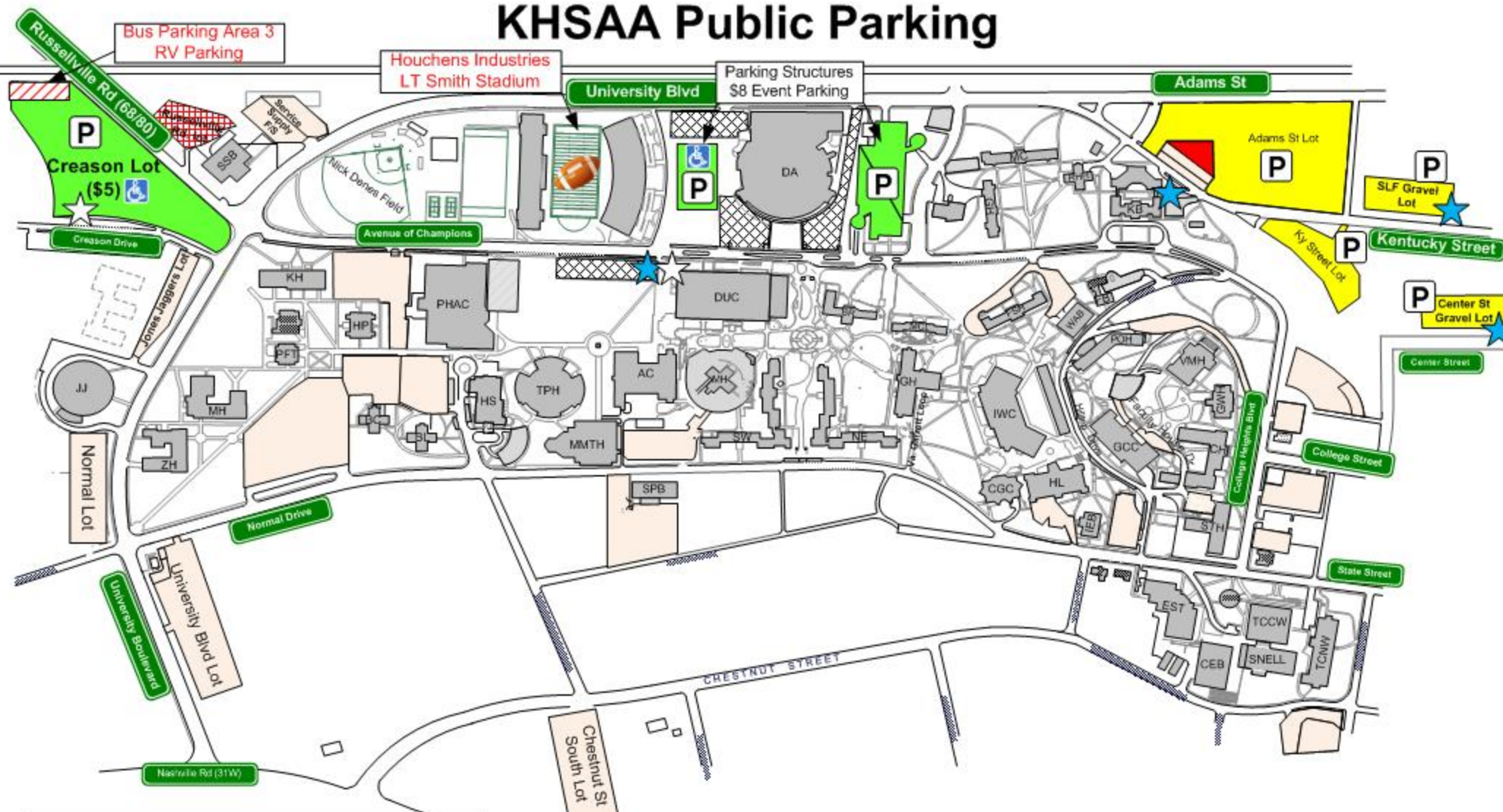
## ***HOUCHENS / L.T. SMITH STADIUM AND WKU CAMPUS DIRECTION DIAGRAM***



### **DRIVING DIRECTIONS TO HOUCHENS/LT SMITH STADIUM**

- Our hosts at Western Kentucky University have gone to great lengths to alleviate any past traffic flow and parking problems.
- Participating teams should note the published maps both in this manual, and on a special web site created just for this event. For information, go to the diagrams on the KHSAA web site and as appendices to this manual.
- From EAST - Go to Cumberland PKWY to I-65 South to Exit 28 - Louisville Rd. (68/80). Following signs to Bowling Green via 31W, 68/80, Adams St.
- From NORTH - Go I-65 South to Exit 28 - Louisville Rd. (68/80). Following signs to Bowling Green via 31W, 68/80, Adams St.
- From WEST - Take Wm. Natcher PKWY to Morgantown Rd.
- From SOUTH - Take I-65 North to Exit 20 - Wm. Natcher PKWY. Take Exit 5 and right onto Russellville Rd. (68/80)

# KHSAA Public Parking



## PUBLIC PARKING:

- Event Parking
  - Recommended Disability Parking
  - Free Parking & Park and Ride
  - Open Parking (if space available)
- No Tailgating on Campus**

## PARK AND RIDE BUS STOPS:

- White Line (Fri Only)
- Blue Line (Fri Only)