



# 2019 VOLLEYBALL CHAMPIONSHIP MANUAL



## MISSION STATEMENT

Preparing student-athletes for life's challenges since 1921.

## SOUTHERN CONFERENCE CODE OF SPECTATOR CONDUCT

The Southern Conference and its member institutions are committed to principles of good sportsmanship. We believe that all student-athletes, coaches and spectators should strive to represent the very best spirit and tradition of college athletics. We request your cooperation by supporting the participants and officials in a positive manner at all times.

## VOLLEYBALL SPORTS COMMITTEE

Michelle Durban, Senior Woman Administrator (Chair).....Samford  
Jodi Steffes, Senior Woman Administrator..... Furman  
Mike Capaccio, Athletics Director ..... The Citadel  
A.J. Grube, Faculty Athletics Representative ..... Western Carolina  
Stacy Kosciak, Deputy Athletic Director ..... UNC Greensboro  
Derek Schroeder, Head Coach ..... Mercer

## SOUTHERN CONFERENCE STAFF

Commissioner.....Jim Schaus  
Executive Assistant to the Commissioner ..... Neili Akridge  
Senior Associate Commissioner ..... Geoff Cabe  
Associate Commissioner ..... Sue Arakas  
Associate Commissioner ..... Jason Yaman  
Associate Commissioner for Compliance ..... Doug King  
Assistant Commissioner for Media Relations ..... Phil Perry  
Assistant Commissioner for Video Productions ..... Paul Lollis  
Director of Championships ..... Stanley Broaden  
Director of Creative Services ..... Haley Shotwell  
Assistant Director of Media Relations ..... Hannah Bradley  
Championships Assistant ..... Eynde Frazier  
Operations Assistant..... Sara Yang  
Media Relations Assistant..... Jon Perdue



**SOUTHERN CONFERENCE**  
**702 N. Pine St.**  
**Spartanburg, South Carolina 29303**  
**864-591-5100**  
[www.soconsports.com](http://www.soconsports.com)



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## CHAMPIONSHIP SCHEDULE AND CHECKLIST

<b>Saturday, November 16</b>	Pairings for the championship will be announced.
<b>Monday, November 18</b>	Team Entry Forms due by <b>5:00 p.m. ET</b> to Sara Yang <a href="mailto:syang@socon.org">syang@socon.org</a> - <u>NO FAXES WILL BE ACCEPTED.</u>
<b>Monday, November 18 or Tuesday, November 19</b>	<u>Match 1 – Match time TBA (Hosted by #8 Seed).</u> #8 Seed vs. #9 Seed
<b>Wednesday, November 20</b>	Conference call for teams participating in the championship will take place at <b>11:00 a.m. ET</b> . This call will review information pertinent to the championship. The head coach or his/her designee must attend this call.  <b>Access Number:                   800-220-9875</b>  <b>Participant Passcode:           55158249</b>
<b>Thursday, November 21</b>	Practice times are listed below and will be selected based on geography (i.e. distance away from the championship site.). Practices are not mandatory if teams choose to practice at home.  10:00 a.m. – 10:55 a.m. 11:00 a.m. – 11:55 a.m. 12:00 p.m. – 12:55 p.m. 1:00 p.m. – 1:55 p.m. 2:00 p.m. – 2:55 p.m. 3:00 p.m. – 3:55 p.m. 4:00 p.m. – 4:55 p.m. 5:00 p.m. – 5:55 p.m. 6:00 p.m. – 6:55 p.m. 7:00 p.m. – 7:55 p.m.
<b>Friday, November 22</b>	Quarterfinal matches will be held at the Richardson Indoor Stadium on the campus of the Wofford College.  <u>Match 2 – 11:00 a.m.</u> #5 Seed vs. #4 Seed  <u>Match 3 – 1:30 p.m.</u> Winner of Match 1 vs. #1 Seed  <u>Match 4 – 4:30 p.m.</u> #7 Seed vs. #2 Seed  <u>Match 5 – 7:00 p.m.</u> #6 Seed vs. #3 Seed

**Saturday, November 23**

The following practice times will be assigned based on Saturday's results. Times listed below will be for the championship court only. Practice is not mandatory.

8:00 a.m. – 8:55 a.m. – Winner of Match #2

9:00 a.m. – 9:55 a.m. – Winner of Match #3

10:00 a.m. – 10:55 a.m. – Winner of Match #4

11:00 a.m. – 11:55 p.m. – Winner of Match #5

Match #6 – 2:00 p.m.

Winner of Match 2 vs. Winner of Match 3

Match #7 – 4:30 p.m.

Winner of Match 4 vs. Winner of Match 5

**Sunday, November 24**

The championship match will be at 2:00 p.m. ET. Teams competing in the championship match will have regular serve and pass time prior to the match.

12:00 p.m. – 12:30 p.m. – Higher seeded team (Home)

12:30 p.m. – 1:00 p.m. – Lower seeded team (Visitor)

## 2019 NCAA WOMEN'S VOLLEYBALL CHAMPIONSHIP DATES

**First and Second Rounds:** December 5-7

**Third Round and Quarterfinals:** December 13-14

**Semifinals and Championship:** December 19 & 21, Pittsburgh, PA

## FUTURE SOUTHERN CONFERENCE CHAMPIONSHIP DATES

<u>Year</u>	<u>Dates</u>	<u>Round</u>	<u>Site</u>
2020	November 16 or 17	First Round	Campus Site
	November 20-22	Championship	Samford, Birmingham, AL

## CHAMPIONSHIP CONTACT INFORMATION

### HOST (WOFFORD)

**Byron Rucker**, Championship Director

Email: [ruckerbk@wofford.edu](mailto:ruckerbk@wofford.edu)

Cell: 864-430-5115

**Elizabeth Rabb**, Assistant Championship Director

Email: [rabbew@wofford.edu](mailto:rabbew@wofford.edu)

Phone: 864-597-4492

**Anna Gearhart**, Athletic Training

Email: [gearhartam@wofford.edu](mailto:gearhartam@wofford.edu)

**Phil Marcello**, Media Relations

Email: [marcellopr@wofford.edu](mailto:marcellopr@wofford.edu)

**Shelby Taylor**, Ticket Operations

Email: [taylorsh@wofford.edu](mailto:taylorsh@wofford.edu)

Phone: 864-597-4091

**Byron Rucker**, Laundry Services Contact

Email: [ruckerbk@wofford.edu](mailto:ruckerbk@wofford.edu)

Cell: 864-430-5115

### SOUTHERN CONFERENCE

**Stanley Broaden**, Director of Championships

Email: [sbroaden@socon.org](mailto:sbroaden@socon.org)

Cell: 864-398-9377

**Paul Lollis**, Assistant Commissioner, Video Productions

Email: [plollis@socon.org](mailto:plollis@socon.org)

Cell: 864-580-9947

**Haley Shotwell**, Director of Creative Services

Email: [hshotwell@socon.org](mailto:hshotwell@socon.org)

Cell: 540-525-3511

**Hannah Bradley**, Assistant Director of Media Relations

Email: [hbradley@socon.org](mailto:hbradley@socon.org)

Cell: 803-221-8887

**Eynde Frazier**, Championships Assistant

Email: [efrazier@socon.org](mailto:efrazier@socon.org)

Cell: 252-292-1214

**Sara Yang**, External Operations Assistant

Email: [syang@socon.org](mailto:syang@socon.org)

Cell: 704-996-6233



## CHAMPIONSHIP INFORMATION

### ADMISSION

Ticket prices for the first round and quarterfinal matches will be up to the discretion of the host institution. The host institution may keep all the proceeds for first round and quarterfinal matches. The Conference asks that they allow students free with a valid SoCon institution ID. There will be no complimentary tickets or pass lists for the Championship. Wofford will administer a team pass list, but teams will be responsible for any tickets that are used. Ticket prices for the Championship will be as follows.

Adult Tournament Pass: \$25.00  
Youth Tournament Pass: \$15.00  
Single Day Adult: \$10.00  
Single Day Youth (3-17): \$5.00  
2 and Under: Free  
Students with Valid SoCon ID: Free

### AWARDS

Immediately following the conclusion of the final match, an awards ceremony shall be held near midcourt. The head coach and student-athletes of the winning team shall remain on the court for the awards ceremony. The head coach and student-athletes of the losing team shall have the option of immediately exiting the court following the match or remaining for the awards ceremony. The following awards shall be provided by the Southern Conference office and distributed at the awards ceremony:

#### Regular Season Awards

Student-athletes winning regular season awards will be recognized prior to each team's first match. Each institution is responsible for returning their plaques to Levy Recognition for individual engraving.

#### All-Tournament Team

Seven plaques presented to members of the All-Tournament team. The All-Tournament team shall be selected by the head coaches of the four teams participating in the semifinals and final using the following criteria.

- The two teams losing in the semifinals shall receive one slot on the All-Tournament team.
- The losing team of the final shall receive two slots on the All-Tournament team.
- The winning team of the final shall receive three slots on the All-Tournament team (one of which being the MOP)

#### Most Outstanding Player

One plaque will be presented to the player selected as the Most Outstanding Player of the championship. The Most Outstanding Player shall be selected from one of the seven All-Tournament team members by head coach of the winning team immediately following the conclusion of the Championship match.

### Runner-up Trophy

One trophy presented to the head coach and captains of the runner-up team.

### Championship Trophy

One trophy presented to the head coach and captains of the winning team.

### NCAA Championship Automatic Bid

One certificate will be presented to the Senior Woman Administrator of the winning school. The certificate shall signify the school's earning of the Southern Conference's automatic bid to the NCAA Division I Women's Volleyball Championship.

### Individual Championship Team Plaques

Fifteen individual plaques will be presented to the head coach of the winning team for presentation to the student-athletes of the championship team. These plaques will be presented at the head coach's discretion.

## **AWARDS ENGRAVING**

Each institution is responsible for returning their plaques to Levy Marketing & Awards for individual engraving. The Conference contact person at Levy Awards is Brian Liotta. He can be reached at 813-252-2082.

Levy Marketing & Awards  
Brian Liotta-DeVivo  
1916 W. Beach St.  
Tampa, FL 33607

## **BALL PERSONS**

The host institution shall be responsible for providing a minimum of 2 ball persons.

## **BANNED ITEMS**

Artificial noisemakers, air horns, electronic amplifiers and weapons are all prohibited and shall not be permitted on site during competition.

## **BANNERS**

The display of any banner during the championship is subject to the approval of the Southern Conference office.

## **BENCH ASSIGNMENTS**

The higher seeded team (home team) shall start each match by occupying the bench to the right of the official scorer (when seated). Team benches will be set for 16 individuals.

## **CREDENTIALS**

Each member institution will submit a list of individuals to serve as its designated travel squad. These persons will be admitted free of charge to the match (if admission is being charged).

**Administration:** Chief executive officers, faculty athletics representatives, athletics directors, senior woman administrators, and sports information directors shall have all-access championships credentials issued by the conference office and need not be placed on the travel list.

Credentials will be distributed to all head coaches prior to their first match. Each student-athlete will need a valid participant credential to enter the championship venue. Coaches, athletic trainers, managers and student-athletes not in uniform will need to display a visible credential to be allowed on the team bench during a match. To request extra credentials for staff and media, please contact Stanley Broaden at [sbroaden@socon.org](mailto:sbroaden@socon.org) or 864-591-5100.

## **CROWD CONTROL**

The responsibility for crowd control rests with the championship director or designated representative of the host institution.

**Grounds for Removal:** Profanity, racial or sexist comments, or other intimidating actions directed at officials, student-athletes, coaches or team representatives will not be tolerated and are grounds for removal from the site of competition. Also, the consumption of alcoholic beverages and tobacco products is prohibited.

## **EVACUATION PLAN**

The host venue should provide a copy of its evacuation plan as well as other crowd control measures for review by the Games Committee.

## **GAMES COMMITTEE**

A Games Committee shall be appointed for the championship consisting of Volleyball Committee members on site, the tournament director and the Southern Conference staff liaison on site (who shall serve as chair of the committee). The Games Committee shall:

- Ensure that the championship is conducted in accordance with the rules and regulations of the Southern Conference as contained in the Southern Conference Sports Regulations and this manual;
- Make decisions regarding situations that occur where resolution is not covered in the rules and regulations of the NCAA or the Southern Conference as stated in the Southern Conference Sports Regulations or in this manual;
- Inspect the playing facilities prior to the start of the event.

## **HOSPITALITY**

Hospitality will be available for credentialed coaches and administrators during the event. Meals and refreshments will be available during specific times. Times will be announced closer to the event date.

## **INSURANCE**

The host institution must have in place primary comprehensive general public liability insurance coverage, with combined single limits of at least \$1 million per occurrence for bodily injury and property damage.

## **LAUNDRY**

The Wofford will be providing laundry services for teams, if necessary. Please contact **Byron Rucker** ([ruckerbk@wofford.edu](mailto:ruckerbk@wofford.edu) / Cell: 864-430-5115) to set up services.

## **LOCKER ROOMS**

Locker rooms will be available for the teams before and after all matches.

## **LODGING**

Teams are responsible for booking their own travel and lodging. We encourage all groups to utilize [www.socontravel.com](http://www.socontravel.com) for team travel and share this site with parents and fans attending the championships.

## **MATCH BALLS**

The official ball as adopted by the Southern Conference (Molten IV58L-N Super Touch NCAA blue/silver/white) shall be used during all championship matches. The Southern Conference office shall be responsible for ordering a minimum of one dozen new balls for use during the championship. Six balls shall be available for each team to use during warm-ups.

## **MATCH TIMES**

All match times shall be set by the Southern Conference Volleyball Committee and approved by the Athletics Directors Association. Matches may not start before announced times.

## **MATCH VIDEO**

Each participating team is permitted to staff its respective matches during the championship with a single camera person. Schools wishing to videotape their matches should make all arrangements with the championship director. Video representatives are permitted to film matches in which their team is not participating per conference approval and provided adequate space is available. Upon completion of the match being filmed, the video representative will be required to immediately depart the filming area in order for other video representatives to establish their shooting positions. The Southern Conference will not provide teams with DVDs of matches on site.

## MEDIA

All coaches and student-athletes shall be available for interviews with the media following each match.

The dressing rooms of teams competing in the championship will be closed to all members of the media unless a media member requests access to that area prior to the conclusion of a match. This request must be made to the media coordinator or the SID of the competing institution. If a dressing room is opened, it will be done only after a 10-minute cooling off period is observed.

The cooling off period will begin when all coaches and players have entered the dressing room following a match. The cooling off period will not be extended to allow coaches or players to do interviews with a broadcasting television network (ESPN). In the event that these interviews take place, the cooling off period will begin when the majority of a team's players and coaches have entered the dressing room.

The Southern Conference retains the radio and television rights for the Championships. For information contact Geoff Cabe, Senior Associate Commissioner at [gcabe@socon.org](mailto:gcabe@socon.org) or 864-591-5100.

A media work area with electrical outlets, phones and statistical and team information shall be available in the arena.

## MEDICAL

**Physician:** A physician shall be on site or on call before, during and after all competitions.

**EMS:** An EMS unit will be on-call for all championship matches.

**Medical Facilities:** That planned and pre-arranged access to a medical facility, including transportation services, is available at all times.

**Athletic Training:** That athletic training facilities and athletic training supplies are available for all championship events.

**Medical Information:** That information concerning medical and athletic training accommodations is distributed to all head athletic trainers and head coaches prior to their arrival at the championship site.

**Water:** That water shall be provided on site for all teams before, during and after competition.

## MERCHANDISE

The Southern Conference retains the rights to all souvenir merchandising at the Championships. For information on merchandising, contact Eynde Frazier, Championships Assistant at [efrazier@socon.org](mailto:efrazier@socon.org) or 864-591-5100.

## **OFFICIALS**

The Southern Conference Coordinator of Volleyball Officials shall assign all officials for the Championships. The Southern Conference will pay all officials' expenses.

Officials and their duties are outlined in the NCAA Volleyball Rules. As per the policy of the Collegiate Commissioner's Association, no gifts shall be provided for officials that work the championship.

## **PLAYER INTRODUCTIONS**

Pre-match player introductions for the championship shall be as follows:

Players shall proceed from the team bench to the end line as their names are announced. The visiting team non-starters, then starters, then coaches will be introduced first, followed by the home team in the same order.

## **PLAYING RULES**

The playing rules for the championship shall conform to those rules adopted for NCAA Division I Volleyball and as stated in the Southern Conference Volleyball Sport Regulations and this manual.

## **PRACTICE POLICIES**

It is the policy of the Southern Conference to make as many practice opportunities as possible available to competing teams during the semifinal and championship matches. Practice times are listed below and will be selected based on geography (i.e. distance away from the championship site.) for Thursday, November 21. Practices are not mandatory if teams choose to practice at home.

### **Practice Times: Thursday, November 21**

10:00 a.m. – 10:55 a.m.  
11:00 a.m. – 11:55 a.m.  
12:00 p.m. – 12:55 p.m.  
1:00 p.m. – 1:55 p.m.  
2:00 p.m. – 2:55 p.m.  
3:00 p.m. – 3:55 p.m.  
4:00 p.m. – 4:55 p.m.  
5:00 p.m. – 5:55 p.m.  
6:00 p.m. – 6:55 p.m.  
7:00 p.m. – 7:55 p.m.

Practices during the championship will be assigned based upon the conclusion of Friday and Saturday matches. Regular serve and pass time will be available Monday prior to the Championship match.



## **Practice Times: Saturday, November 23**

8:00 a.m. – 8:55 a.m. – Winner of Match #2  
9:00 a.m. – 9:55 a.m. – Winner of Match #3  
10:00 a.m. – 10:55 a.m. – Winner of Match #4  
11:00 a.m. – 11:55 p.m. – Winner of Match #5

## **Serve and Pass: Sunday, November 24**

12:00 p.m. – 12:30 p.m. – Higher seeded team (Home)  
12:30 p.m. – 1:00 p.m. – Lower seeded team (Visitor)

### **PRE-MATCH FORMAT**

The following items address the issues of pre-match format:

Teams involved in the first match of each session shall have access to the championship court one hour prior to the start of their match. Teams involved in the second match of each session may begin warm-up on the practice court. These teams will be allowed a minimum of 30 minutes of warm-up on the championship court regardless of when the prior match finishes.

The official timeline and pre-match clock countdown shall begin one hour prior to match time for the first match of each session and at least 30 minutes prior to match time for the second match of each session. Timing sheets for each match will be provided by the conference office and posted near the official timekeeper.

Both teams should be prepared for player introductions when the pre-match clock countdown reaches 0:00.

A national anthem shall be played prior to the first match of each session. The national anthem shall take place immediately prior to team introductions.

### **PROGRAMS**

The Southern Conference is responsible for a program for the Championships.

### **SEEDING**

The seeds for the tournament shall be determined based on each team's regular-season Conference finish. In the event of a tie for a particular seed, the seed will be determined as follows:

1. If one team has a head-to-head win advantage over the other, that team shall be awarded the higher seeded position;
2. If each team has won one game against the other, the higher position will be awarded to the team with the best set winning percentage against each other;
3. If the two teams have the same set winning percentage, the higher position will be awarded to the team with the highest total points in the combined matches;

4. If each team has won one game against the other, the higher position will be awarded to the team that has the best winning percentage against the highest seeded team not involved in the tie;
5. If each team has the same record against the highest seeded team not involved in the tie, then the winning percentage against the next highest seeded team not involved in the tie would be considered and so on down the line until the tie is broken;
6. If the records are the same against all teams, then the tie will be broken by comparing each team's Ratings Percentage Index (RPI) as published by the NCAA after completion of the regular season;
7. In the event of a three-way tie, the set winning percentage of the tied teams against each other is first considered;
8. If each team has the same set winning percentage, the higher position will be awarded to the team with the highest total points in the combined matches;
9. For all multiple ties, the tie is broken by first deciding the highest seeded team involved in the tie before deciding other seeding positions.

### **SET INTERVALS**

All breaks between sets shall be three minutes in length, except the break between sets two and three which shall be five minutes in length. The clock counting down the time between changeovers shall begin when both teams have left the court or gathered in the bench area, or as instructed by the head official.

### **SPORTSMANSHIP**

The athletics directors of the competing institutions are expected to communicate with their student-athletes and other fans to encourage enthusiastic support within the confines of good sportsmanship.

### **SQUAD SIZE**

An institution may designate any combination of student-athletes as eligible for competition and no more than nine additional persons in the team bench area. Team benches will be set for 16 individuals. A student-athlete will need a valid participant credential to enter the tournament venue. Coaches, trainers, managers and student-athletes not in uniform will need to display a visible participant credential to be allowed on the team bench during a match.

### **STUDENT-ATHLETE ELIGIBILITY**

Each institution is responsible for submitting an entry form. The Conference office shall compare the list to previously submitted institutional squad lists and will notify an institution if a problem arises with any of its student-athletes. Student-athletes not deemed eligible to compete may not be in uniform during the Championships.

### **STUDENT-ATHLETE GIFTS**

Gifts will be distributed to teams during their practices. Please contact Eynde Frazier at [efrazier@socon.org](mailto:efrazier@socon.org) for further information regarding the student-athlete gift.

## **TIMEOUTS**

All timeouts shall be 75 seconds in length.

## **UNIFORMS**

For all championship matches, the higher seeded team shall wear home or light-colored uniforms. The visiting team shall wear road or dark colored uniforms. All competitors must wear exclusively the official uniform of their institution in competition, warm-up and during the post-championship awards ceremony.

In accordance with NCAA rules, the institutions' official uniform (including warm-ups) and all other items of apparel (socks, head bands, t-shirts, wrist bands, towels, etc.) should bear only a single manufacturer's or distributors' normal label or trademark. The label or trademark may not exceed 2 1/4 inches square in size. Equipment (i.e., shoes) may bear only the manufacturer's normal label or trademark as it is used on all such items for sale to the general public. Failure to comply with this regulation may cause disqualification or may jeopardize a student-athlete's eligibility.

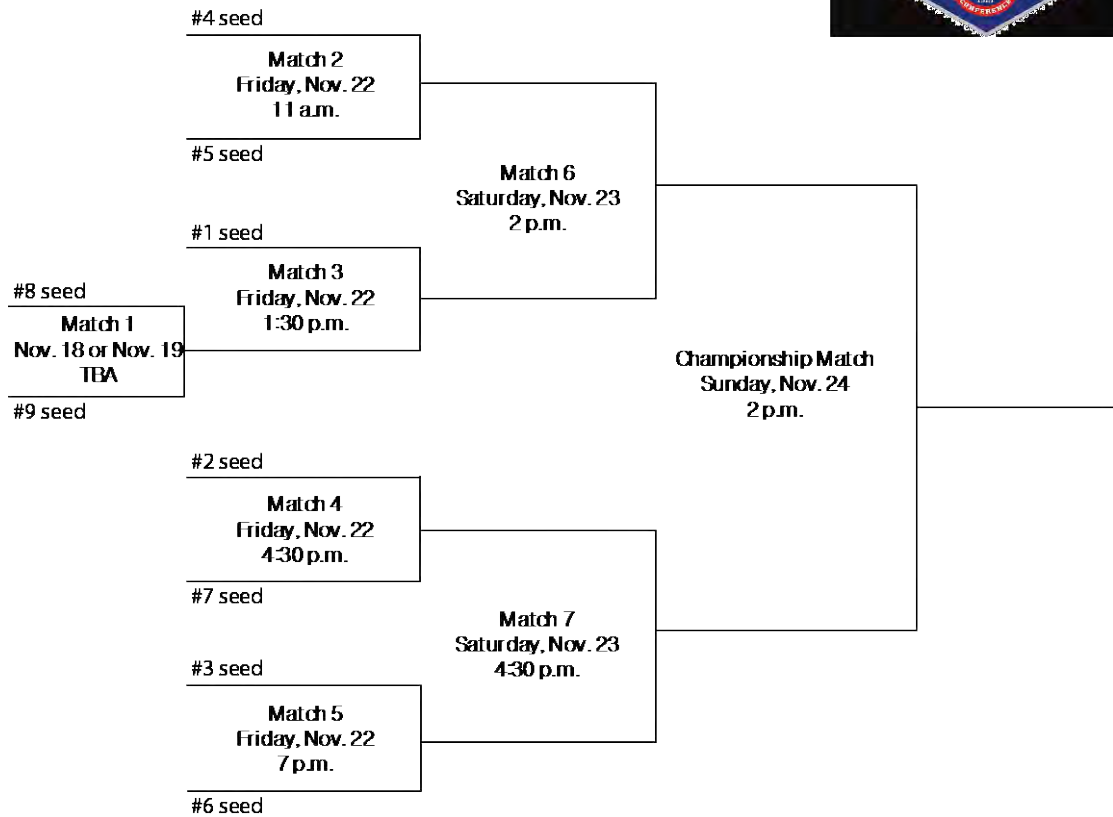
## **VOLLEYBALL COMMITTEE INVOLVEMENT**

The Southern Conference Volleyball Committee shall provide general oversight of the championship. The Volleyball Committee shall have the authority to discipline and/or fine any member institution that does not abide by Conference regulations.

# CHAMPIONSHIP BRACKET

## SOUTHERN CONFERENCE VOLLEYBALL CHAMPIONSHIP

Woford / Spartanburg, S.C. / Richardson Indoor Stadium / Nov. 22-24, 2019



All times Eastern



# MATCH TIMING SHEET TEMPLATE

## 2019 SOUTHERN CONFERENCE VOLLEYBALL CHAMPIONSHIP TIMING SHEET

<b>Match Clock</b>	<b>Actual Time</b>	<b>Time Allotted</b>	<b>Description</b>
60:00	_____	41:00 Minutes	Court available for shared warm-up.
30:00	_____		Coin toss.
19:00	_____	4 Minutes	Visiting team court.
15:00	_____	4 Minutes	Home team court.
11:00	_____	5 Minutes	Visiting team court.
6:00	_____	5 Minutes	Home team court.
1:00	_____	1 Minute	Team huddle / Announcements. (National Anthem) Introductions
0:00	_____		Match begins.

## **SOUTHERN CONFERENCE RISK MANAGEMENT STATEMENT**

The Southern Conference recognizes that the host institution is familiar with the facilities it will be providing for use for the Southern Conference Volleyball Championship and that the institution's staff members are in the best position to oversee safety preparations and inspections. Accordingly, on behalf of the host institution, its staff members must agree to perform such preparations and inspections and to provide such facilities free from all defective and hazardous conditions that are known to be reasonably defective. If any conditions cannot be cured before the championship, specifics must be provided to the Southern Conference in writing as far in advance as possible. Receipt of any such notice will obligate the Southern Conference to cure the condition in question or to relieve the host of its legal duties with respect hereto.



## CRISIS MANAGEMENT PROTOCOL

1. **Safety and security first. Call Police and 911 immediately if there are injuries.**
2. Assess the situation.
3. Notify Conference representative on site.
  - a. Alert commissioner of situation.
4. Designate person in charge.
5. Notify institution athletics director or senior-most administrator in charge.
  - a. Implement *institutional* Crisis Management Procedures.
  - b. Secure additional help.
  - c. Get Conference representative on site.
  - d. Contact university administrators, parents.
  - e. Have one central contact for releasing information (SID).
6. Contain/control activities around incident.

## CONCUSSION PROTOCOL

A concussion is a brain injury that may be caused by a blow to the head, face, neck or elsewhere on the body with an “impulsive” force transmitted to the head. **Concussions can occur without loss of consciousness or other obvious signs.** A repeat concussion that occurs before the brain recovers from the previous one (hours, days or weeks) can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in brain swelling, permanent brain damage and even death.

**Recognize and Refer:** To help recognize a concussion, watch for the following two events among your student-athletes during both matches and practices:

1. A forceful blow to the head or body that results in rapid movement of the head.

-AND-

2. Any change in the student-athlete’s behavior, thinking or physical functioning (see signs and symptoms).

### SIGNS AND SYMPTOMS

#### Signs Observed By Coaching Staff

Appears dazed or stunned.  
Is confused about assignment or position.  
Forgets plays.  
Is unsure of match, score or opponent.  
Moves clumsily.  
Answers questions slowly.  
Loses consciousness (even briefly).  
Shows behavior or personality changes.  
Can’t recall events before hit or fall.  
Can’t recall events after hit or fall.

#### Symptoms Reported By Student-Athlete

Headache or “pressure” in head.  
Nausea or vomiting.  
Balance problems or dizziness.  
Double or blurry vision.  
Sensitivity to light.  
Sensitivity to noise.  
Feeling sluggish, hazy, foggy or groggy.  
Concentration or memory problems.  
Confusion.  
Does not “feel right.”

An athlete, who exhibits signs, symptoms or behaviors consistent with a concussion, either at rest or during exertion, should be **removed immediately from practice or competition** and should not return to play until cleared by an appropriate health care professional. Sports have injury timeouts and player substitutions so that student-athletes can get checked.

### IF A CONCUSSION IS SUSPECTED:

1. **Remove the student-athlete from play. Look for the signs and symptoms of concussion if your student-athlete has experienced a blow to the head.** Appendix V / Concussions<sup>97</sup> Do not allow the student-athlete to just “shake it off.” Each individual athlete will respond to concussions differently.
2. **Ensure that the student-athlete is evaluated right away by an appropriate health care professional.** Do not try to judge the severity of the injury yourself. Immediately refer the student-athlete to the appropriate athletics medical staff, such as a certified athletic trainer, team physician or health care professional experienced in concussion evaluation and management.
3. **Allow the student-athlete to return to play only with permission from a health care professional with experience in evaluating for concussion.** Allow athletics medical staff to rely on their clinical skills and protocols in evaluating the athlete to establish the appropriate time to return to play. A return-to-play progression should occur in an individualized, step-wise fashion with gradual increments in physical exertion and risk of contact. Follow your institution’s physician supervised concussion management protocol.
4. **Develop a match plan. Student-athletes should not return to play until cleared by the appropriate athletics medical staff.** In fact, as concussion management continues to evolve with new science, the care is becoming more conservative and return-to-play time frames are getting longer. Coaches should have a match plan that accounts for student-athletes to be out for at least the remainder of the day.

For further details please refer to the “NCAA Sports Medicine Handbook Guideline on Concussions” or online at [www.NCAA.org/health-safety](http://www.NCAA.org/health-safety) and [www.CDC.gov/Concussion](http://www.CDC.gov/Concussion).