

CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE

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51st ANNUAL 2024 CIAC GIRLS SOFTBALL REGULATIONS

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THE SOFTBALL TOURNAMENT INFORMATION IS ARRANGED IN TWELVE (12) SECTIONS.

- 1.0 Divisions
- 2.0 Entry Procedures
- 3.0 Expenses / Tickets
- 4.0 Forfeits
- 5.0 Officials
- 6.0 Protests
- 7.0 Qualifying
- 8.0 Ranking / Seeding
- 9.0 Sites / Dates
- 10.0 Supervision / Sportsmanship
- 11.0 Time of Games / Meets
- 12.0 Tournament Rules / Procedures

- | | |
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| Appendix A | Schedule Form |
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| Appendix E | Certifications/Coaching Certifications |

ALERT

If there is a reasonable doubt about some decision being in conflict with the rules, the head coach has the right to an appeal of the umpires decision and seek its reversal. To ask a question about a call on the field, the head coach may only meet the calling umpire at the midpoint of their respective foul line. To ask a question about a call at the plate or when making a lineup change, the head coach may not enter the dirt circle around home plate.

REGULATIONS FOR CONDITIONING WEEK FOR SOFTBALL PITCHERS (Starting March 9)

1. The conditioning program is limited to six (6) pitchers and four (4) catchers in grades 9 through 12. This limits the number of participants to ten (10) per school with no substitutions for absentees or dropouts allowed. Winter sport athletes still in season are ineligible to take part in this program.
2. Softball conditioning for pitchers (6) and catchers (4) may be conducted for no more than five (5) days per athlete (Saturday through Friday) the week prior to the first date for softball practice as designated by the CIAC.
3. Only one session per day is permitted – the maximum length of the session is one hour and 30 minutes (1½ hours).
4. The program can be conducted indoors or out depending on the weather.
5. Balls, gloves and catcher's protective equipment are the only equipment permitted. (Bats, batting tees, fungos, batting cages, pitching machines, etc., are strictly prohibited.)
6. The program may consist only of warm-ups, stretching, calisthenics, weight training, running, other conditioning exercises and throwing. Throwing is permitted only because it is an important aspect of conditioning the arm.
7. A coach must be present at all conditioning sessions.

NOTE: It is a violation of CIAC rules to allow work on fielding, covering bases, pick-offs or any other related fundamentals, and therefore, these types of drills are strictly prohibited. Also it should not be used as a tryout, and team cuts are not permitted.

Safety Precautions – Catchers should wear full equipment. Do not use anyone to assume a batters position while pitchers are throwing, since although pitching control may be an outcome of the program, it is not a program objective.

Member schools found in violation of the above rules will be subject to disciplinary review by the CIAC Softball Committee and possible action by the CIAC Board of Control.

Conditioning Questions and Answers

1. Now that I have seven (7) days to get five (5) days of conditioning in for my pitchers can I bring in six (6) varsity pitchers on four days and six (6) JV/Freshman pitchers for three days?

No, you cannot substitute players and can ONLY bring in 6 total pitchers from your roster.

2. Do I have to bring in all 6 pitchers and 4 catchers during the five days I select for conditioning?

No, a coach can utilize all 7 days and you are allowed to split the group as long as no one player is there for more than a total of 5 sessions on 5 different days.

3. Can I hold two sessions on one day and split my 6 pitchers and 4 catchers in order to work in smaller groups?

No, more than one (1) session per day is NOT permissible.

Scrimmages – Teams must have a minimum of three (3) days of practice prior to scheduling a full team scrimmage. All sports teams and individual athletes must have a minimum of ten (10) physical/exertional practice days with their school before the date of the first scheduled competition. No team/athlete shall practice/compete with their school more than six (6) consecutive days to provide a day of rest. Saturdays, Sundays, and holidays may be used unless prohibited by local board policy. Sunday practices may be counted to fulfill the 10 day requirement.

CIAC Tournament Site Media Policy – The CIAC places tremendous value on the role the media plays in promoting and highlighting high school sports. To that purpose CIAC tournament venues and hosts should make every effort to provide a working environment conducive to all media (print, broadcast and internet based) covering our events. The following are **minimum standards**, developed in consultation with the CIAC Media Advisory Committee, which should be provided for working media at all CIAC tournament sites:

1. A minimum of one hour following the conclusion of post-game interviews to write in the press box, press area or a suitable facility in close proximity to the site of the event (i.e. office, classroom, etc.).
2. Access to electric power (shared power strip, etc.).
3. Access to wireless internet service.
4. **NO CAMERAS OR MEDIA PERSONNEL ARE PERMITTED ON THE FIELD AND AREAS THAT ARE PLAYABLE DURING CIAC TOURNAMENT GAMES.**

Site directors should communicate these requirements to any staff person who may be responsible for the administration of the event. If for some reason a site will not be able to provide these items for a contest, a site representative should inform the CIAC in advance and work with the media on site before the game and work to provide a reasonable solution to the issue. Members of the media who will be covering events are directed to contact the appropriate site as far in advance as possible to inform them they will be at the event and discuss what arrangements will be made for working media at the site.

Students with Special Needs – Coaches are reminded to inform contest officials prior to each competition of any student with special needs who could be competing in the contest when his/her disability could impact the individual's performance or the conduct of the competition.

Reporting Scores – In order to ensure that standings and rankings on both the CIAC's websites and other sites which draw their data from us are timely and accurate, all regular season scores must be entered online on the day of the game as soon as possible following the game's completion.

Scores may be entered via the Online Eligibility Center, the "submit scores/forms" option of the "CIAC for Coaches" menu at ciacsports.com, or the "submit scores" button in our ciacmobile.com mobile site. Entering scores at ciacsports.com or ciacmobile.com requires either a coaches or scorekeeper's access code, those codes are managed via the Online Eligibility Center and can be retrieved from a school's athletic director.

Special Requests for changes in dates, sites, or game times will not be honored except for proms, graduations or extreme school-based activities.

Visiting teams should be notified if a facility prohibits metal spikes.

Unmanned Aerial Systems at CIAC-Sanctioned Events – The use of unmanned aerial systems, often referred to as drones, is prohibited for any purpose by any person(s) at all CIAC-sanctioned events. This policy includes not only the restricted playing area of the venue(s), but also the physical confines of the entire stadium / field / arena structure. For the purpose of this policy, an unmanned aerial system is any aircraft without a human pilot on board.

National Federation 2024 Girls Softball Rules Changes

- 1-8-6** Permits electronic information to be transmitted to the dugout from anywhere outside of live ball area.
- 3-2-3** Beginning January 1, 2027, uniforms may only bear a single manufacturer's logo, school name, school logo, mascot and/or the participant's name. Advertisements, messages, team slogans, etc., will no longer be permitted.
- 3-2-5** Removes the color restriction for headbands and ribbons.
- 3-2-7** Defines where a wristband with a playbook/playcard may be worn. If worn by the pitcher, the wristband with a playbook/playcard must be worn on the non-pitching wrist or arm.
- 4-2-7, 10-2-3e, h** The umpire may call (end) a game if playing conditions in or around the facility become unacceptable to safely continue the game.
- 6-1-2c, 2-47** The pitcher may now have both feet off the ground at the same time as long as both feet remain within the 24-inch width of the pitcher's plate and the pitcher does not replant the pivot foot. A definition for a replant was added.
- 6-2-2** Pitchers shall only use dirt, powdered rosin or comparable drying agents that are listed on the USA Softball's certified equipment webpage to dry the hand.

2024 Softball Editorial Changes

1-5-1c; Figure 1-8; Figure 1-9; 2-4-3a, b; 5-1-1c, e, q; 6-1-1b; 7-1-2 Penalties 2 & 3; 7-4-4; 9-4; 10-1-4

Reminder: Balls manufactured with the former specifications will be permitted through 2024, to allow for manufacturers and schools to reduce current inventory. The new ball specifications are permitted for use during the 2023-24 season and will be required by January 1, 2025.

2024 Points of Emphasis

1. Game Management
2. Unacceptable Conditions
3. Unreported vs Illegal Substitutions
4. Pitching Mechanics: Replant

51st ANNUAL 2024 CIAC GIRLS SOFTBALL REGULATIONS

1.0 DIVISIONS

1.1 Only institutional members of the Conference may enter this tournament which will be in four (4) divisions. Placement of schools has been based on the girl enrollment for 2022-23:

LL – 607 and over	M – 248 - 375
L -- 376 - 606	S -- up to 247

A listing of tournament divisions are available on the softball page at ciacsports.com.

2.0 ENTRY PROCEDURE

- 2.1 **Schedule** – Must be completed and submitted via the password-protected online eligibility center by January 26, 2024. Games cannot be added to the schedule after March 30, 2024.
- 2.2 **Change of Division Form** – Optional, if filed via the password-protected online eligibility center by March 18, 2024.
- 2.3 **Site Availability Form** – Must be filed via the password-protected online eligibility center by March 22, 2024.
- 2.4 **Tournament Rosters/Entry/Officials** – Can be submitted on the Eligibility Center or the “submit scores/forms” option under the CIAC for coaches menu at ciacsports.com. Rosters must be submitted by May 17, 2024
- 2.5 **Game Scores** – In order to ensure that standings and rankings on both the CIAC’s websites and other sites which draw their data from us are timely and accurate, all regular season scores must be entered online on the day of the game as soon as possible following the game’s completion.

Scores may be entered via the Online Eligibility Center, the “submit scores/forms” option of the “CIAC for Coaches” menu at ciacsports.com, or the “submit scores” button in our ciacmobile.com mobile site. Entering scores at ciacsports.com or ciacmobile.com requires either a coaches or scorekeeper’s access code, those codes are managed via the Online Eligibility Center and can be retrieved from a school’s athletic director. LIST SCORES FOR ENTIRE SCHEDULE INCLUDING FORFEITS AND CANCELLATIONS.

Final Games Scores – Regardless of regular season postponed games, the date of Thursday, May 23, 2024, MUST BE THE FINAL DAY TO COUNT FOR TOURNAMENT. **The score of games played on that day must be reported immediately following the game.**

Member schools must make every effort to complete their season as scheduled, including make-up games. Any effort to gain an advantage in tournament play by not playing a game is unacceptable and is subject to action by the CIAC Board of Control. Cancellation of any regular season contest / make-up to play in a league tournament will not be allowed.

- 2.6 **Entry Fee** – There is a \$100 entry fee for softball. Entry fee should be mailed to the CIAC office, 30 Realty Drive, Cheshire, CT 06410. If a school needs an invoice in order to pay its tournament fee, one can be downloaded by using the “Generate Tournament Invoice” link under the girls softball options in the password-protected online eligibility center.
- 2.7 **Qualifying Record** – Win 40% of varsity games against member schools, and eligible out-of-state schools.

3.0 **EXPENSES / TICKETS**

- 3.1 Expenses for all first and second round games will be borne by the participating teams. The host team will pay all game expenses including officials and shall provide the site director who should be someone other than the coach. The visiting team will pay its own traveling expenses.
- 3.2 Schools will bear all traveling expenses.
- 3.3 The Softball Committee will pay a site director fee and the umpires for quarter-final games. In addition, the CIAC will reimburse each host school expenses for essential personnel (i.e. ticket taker, scorer, etc.) submitted on the game reporting form for each quarter-final game up to \$200.
- 3.4 Charges for admission to CIAC tournament games: (Subject to change depending on venue)
- \$5.00 – Students (grades 1-12) and Senior Citizens (age 65 and older)
 - \$10.00 – Adults (all others not in the above categories)
 - Free – Children five (5) and under
 - Free – Military personnel with I.D. or in uniform

ALL TICKET SALES FOR CIAC TOURNAMENT GAMES WILL BE SOLD AND REDEEMED VIA DIGITAL TICKETING.

- 3.5 If in the qualifying, first round or second round games schools wish to charge admission they should notify the Principal and Athletic Director of the visiting school in advance.
- 3.6 During the 2024 tournament, the following passes will be honored at all games where an admission is charged.
- a. CIAC Softball Pass (head varsity softball coach only –**written request only**)
 - b. All school administrators and athletic directors with proper identification/membership card. They must identify themselves to the site director and be willing to help with crowd control.
 - c. CIAC softball officials membership card.
 - d. Press Card
- No other complimentary admissions will be permitted.

4.0 **FORFEITS**

- 4.1 Member schools will be required to submit regular season schedules for all sports controlled by CIAC in which member schools participate. Determination of forfeitures will be based on this schedule.
- A forfeit game shall count as a victory for the team declared the winner and as a loss for the team declared a loser in determining tournament qualifications and ratings. For tournament qualifications only the following reasons for a forfeit shall be accepted.
- 4.2 A team shall forfeit a game or games if through a violation it is required to do so under the CIAC Rules of Eligibility.
- 4.3 A team shall forfeit a game if the game official declares the game a forfeit as a result of a National Federation rule violation, or a team refuses to play after being instructed to do so by the game official.

- 4.4 Forfeitures will be honored by each CIAC sports committee when there is mutual agreement between the principals of the two schools involved in the game not played. **Each principal must submit** on the official CIAC Canceled Game – Forfeiture Form his/her decision and it must be received in the CIAC office within 72 hours following the time of the scheduled contest. On the eve of a tournament when there is not sufficient time for normal administrative procedures (72 hours) if a question of team forfeiture arises the Executive Director or his designee, in consultation with the Chairman of the sports committee affected and the principals of the two schools will make an appropriate ad hoc decision in consideration of the best interests of the tournament as a whole.
- 4.5 All games listed on the original schedule and submitted to the CIAC which are not played and have not been forfeited in accordance with this policy will be considered by each sport committee as **No Contest** and shall not count for tournament qualification and ratings unless it affects the minimum number of games required to qualify for tournament participation. In this instance the sport committee shall review the evidence submitted by the team involved and may grant an exception from the minimum game number requirement. The minimum winning percentage as determined by the individual sports committee must be met under all circumstances.

5.0 **OFFICIALS**

- 5.1 By May 6, 2024, each varsity head coach, **regardless of his won or loss record**, should submit via the password-protected online eligibility center a list of up to four (4) umpires from the master list whose services you reject and six (6) umpires that you recommend. From this list a MASTER LIST OF UMPIRES will be developed.
- 5.2 A MASTER LIST OF OFFICIALS will be distributed to participating schools via the CIAC password-protected web site on Friday, May 24, 2024.
- 5.3 From the Master List of Umpires, the higher ranked team will select the two umpires for qualifying, first round and second round games. **IT IS STRONGLY RECOMMENDED THAT THE VISITING TEAM COACH CONTACT THE HOME TEAM COACH TO VERIFY OFFICIALS.** In the event no agreement is reached, the Umpire Coordinator will decide, and that decision will be final.
- 5.4 Beginning with the quarter-final games, the Umpire Coordinator will assign umpires for all games using the Master List of Umpires as the source.
- 5.5 Identity of the umpires assigned games by the Umpire Coordinator will not be disclosed prior to the game.

6.0 **PROTESTS**

- 6.1 On the eve of a tournament when there is not sufficient time for normal administrative procedures and Board of Control hearings, if a question of interpretation of tournament regulations or the operation of the tournament arises, the Chairman of the CIAC Board of Control, the Executive Director of CIAC, and the Chairman of the Tournament Committee in question will make an appropriate ad hoc decision in consideration of the best interest of the tournament as a whole.
- 6.2 **Decisions by Game Officials** – Protests arising from the decisions, interpretations and misapplication of the National Federation or CIAC game rules by officials during the contest will not be considered. The decisions and interpretations of the rules by the officials are final.

The record of the official scorekeeper at the conclusion of the contest is final unless an error is discovered. Such error shall be corrected as covered by specific contest rules.

Any team leaving the contest area before the conclusion of the contest because of dissatisfaction with the officiating will render the school liable to disciplinary action by the Conference.

7.0 **QUALIFYING**

- 7.1 To be eligible for consideration in the tournament, a team must play a minimum of twelve (12) games AGAINST VARSITY OPPONENTS and have won 40% of its approved scheduled games played. Only the first two games played with any single opponent will be included in the twelve (12) games.
- 7.2 Only games played with Conference member schools or Region I out-of-state schools who are members of their state athletic association shall be considered.
- 7.3 Games played with non-member Connecticut secondary schools shall not be considered in the rating of teams.

8.0 **RANKING / SEEDING**

- 8.1 The rating of teams shall be determined by the percentage method: the number of games won divided by the number of games played.
- 8.2 When more than one team is undefeated, the team with the most wins WILL be ranked first.
- 8.3 In case of ties the Committee will determine the rankings in the following order:
 - 1) Undefeated teams – most wins
 - 2) Higher number of games played
 - 3) Tie-breaker points for each team (determined by the sum of wins of defeated opponents – one point for each of their wins)
 - 4) By lot
- 8.4 A team MAINTAINS ITS INITIAL PERCENTAGE RANKING throughout the tournament.
- 8.5 In case more than thirty-two (32) teams qualify, a qualifying round game will be held on Saturday, May 25, 2024.
- 8.6 Order of play if more than 32 teams qualify for the tournament in any division.

If 33 teams	If 34 teams	If 35 teams	If 36 teams
32 vs 33	32 vs 33	32 vs 33	32 vs 33
	31 vs 34	31 vs 34	31 vs 34
		30 vs 35	30 vs 35
			29 vs 36
- 8.7 In case there are not thirty-two (32) teams that qualify, byes will be awarded to the appropriate number of higher ranked teams.

8.8 **Tournament Format**

<u>First Round</u>	<u>Second Round</u>	<u>Quarter-finals</u>	<u>Semi-finals</u>	<u>Finals</u>
1 vs 32				
16 vs 17	1 vs 16			
8 vs 25		1 vs 8		
9 vs 24	8 vs 9		1 vs 4	
4 vs 29				
13 vs 20	4 vs 13			
5 vs 28		4 vs 5		
12 vs 21	5 vs 12			1 vs 2
2 vs 31				
15 vs 18	2 vs 15			
7 vs 26		2 vs 7		
10 vs 23	7 vs 10			
3 vs 30			2 vs 3	
14 vs 19	3 vs 14			
6 vs 28		3 vs 6		
11 vs 22	6 vs 11			

8.9 **Ranking and Pairing Information** will be distributed to coaches via the CIAC web site – www.ciacsports.com on Friday, May 24, 2024.

9.0 **SITES AND DATES**

9.1 Member schools may start practice on but not before Saturday, March 16, 2024.

9.2 Member schools may play the first game on but not before Saturday, March 30, 2024.

9.3 **Scheduled Playing Dates for the 2024 Softball Tournament**

Saturday, May 25	Qualifying Round
Tuesday, May 28	First Round
Wednesday, May 29	Second Round
Friday, May 31	Quarter-finals
Saturday, June 3	Quarter-finals (Rain date)
Monday/Tuesday, June 3, 4	Semi-finals – (Tentative – TBA and West Haven)
Saturday, June 8	Finals – Burrill Family Field at UConn
Sunday, June 9	Finals (Rain date)

9.4 In the event of inclement weather, the site director has the authority to postpone the game. **The site director must immediately notify the tournament director.** The postponed game will be played on the next day excluding Sunday, except in the case of games from the quarter-final level on, which may be played on Sunday.

9.5 All qualifying, first round, second round and quarter-final games will be played on the field of the higher ranked team based on the **original percentage rankings**. The host school shall provide a site director who should be someone other than the coach. In the event of consecutive day postponed preliminary, first round, second round and quarter-final games, the tournament director has the authority to select another site if the higher ranked field is not playable, and the higher ranked team cannot find a suitable site.

9.6 **The Tournament Director will determine the sites and times for all semi-final and final games. Night games may be scheduled. The Tournament Director will designate the site director. Sites are subject to change due to unforeseen circumstances.**

10.0 SUPERVISION / SPORTSMANSHIP

- 10.1 **IN THE INTEREST OF CROWD CONTROL AND PROPER SUPERVISION THE CIAC BOARD OF CONTROL HAS APPROVED THE TOURNAMENT REGULATION REQUIRING THE PRINCIPAL OF THE PARTICIPATING SCHOOLS OR HIS/HER DESIGNEE TO ATTEND ALL TOURNAMENT GAMES. The school administrator must identify him/herself to the site director.**
- 10.2 When a member school's coach is ejected from a game for an infraction as prescribed by the rules, the game may not continue until the member school replaces the ejected coach with a certified coach. If this cannot be accomplished within 15 minutes after the ejection, the official in charge will declare a forfeit win for the opposing team.
- 10.3 Electronic devices may be used for coaching purposes during the course of the game. (Refer to CIAC Handbook)
- 10.4 Use of tobacco products, vaping products or possession of alcoholic beverages of any kind, including champagne, are not permitted on the field of play, including dugouts, or within the field or park at which a tournament game is scheduled. Many towns or fields which we use have local ordinances prohibiting use of tobacco products or possession of alcoholic beverages. The principal or his/her designee at the game shall see that this rule is enforced and adhered to by the teams.
- 10.5 **Sportsmanship** – Member schools are expected to conduct their relations with each other at all levels of competition in a spirit of good sportsmanship. The school administration is responsible for the athletic program, including the policies and procedures relating to sportsmanship and the conduct of activities in the school. The CIAC “Class Act” standards will be used in all CIAC contests. The CIAC Standards for Sportsmanship as defined in the Class Act program are found at http://ciacsports.com/site/?page_id=10438.
- 10.6 **Bench and Field Conduct**
- Personnel – Only school representatives, coaches, players on the tournament roster (maximum 18), statisticians, managers and trainers will be allowed in the dugout or bench area.
- Conduct – The above identified personnel shall not be outside the vicinity of the designated dugout (bench) or bull pen area if not a batter, runner, on-deck batter, in the coach' box or one of the nine players on defense.
- If there is a reasonable doubt about some decision being in conflict with the rules, the head coach has the right to an appeal of the umpires decision and seek its reversal. To ask a question about a call on the field, the head coach may only meet the calling umpire at the midpoint of their respective foul line. To ask a question about a call at the plate or when making a lineup change, the head coach may not enter the dirt circle around home plate.**
- Violations will be subject to the penalties cited in National Federation Rule 3-3-1 and 3-3-2.
- 10.7 **Through the quarter-finals the home team is responsible for providing a certified athletic trainer. For the semi-finals and finals, each team is responsible for providing their own trainer. Schools should coordinate athletic trainer coverage with their opponent and the tournament director.**

11.0 TIME OF GAMES

- 11.1 **Whenever possible, all first round, second round and quarter-final games will start at 4:00 p.m., except by mutual agreement. All changes in game start times must be approved by the tournament director and no game should be started earlier than the announced time unless there is threatening weather.** If a team's arrival is delayed due to transportation problems the site director should be called and the team will be given a minimum of 30 minutes for warm-up. If rain causes a postponement, games will be played on the next day. The site director will have the authority to postpone games in the event of inclement weather, and in the case of a **postponed game he/she will immediately notify the tournament director.**

12.0 TOURNAMENT RULES / PROCEDURES

- 12.1 The official National Federation Fast Pitch Rules will prevail for the tournament with the following clarifications or state options.
- 12.2 **Double Base** – If there is a double base, the white (inside) base will be used exclusively. No double base may be used for semi-final or final games.
- 12.3 A CIAC tournament game must be seven (7) innings, or if tied after seven innings must be completed to constitute a legal game. In the event of rain or any other cause which prevents the game from continuing the game will be resumed at the exact point where it left off and will be completed at the first opportunity. **FOR CIAC TOURNAMENT PLAY ONLY (NOT REGULAR SEASON) – After 4.5 or 5 innings of play and one team is 12 or more runs ahead, the run ahead (mercy) rule will be invoked. The run rule will not be applying to the state championship games. Therefore, each game will be at least seven (7) innings.**
- 12.4 Beginning with the semi-final games, the umpire must consult with the site director before a game is called because of inclement weather.
- 12.5 **BALL** – *The official ball for the 2024 tournament will be the Dudley WT12 YFP (Item #43-147)* Each school shall provide two (2) Dudley WT12YFP NFHS leather balls for the qualifying games through semi-final games.
- 12.6 The Softball Committee will provide balls only at the Finals.
- 12.7 The higher ranked team has the privilege of choosing dugouts or benches. The higher ranked team is the team with the higher percentage ranking in its division.
- 12.8 During all tournament games, the team to bat last will be determined by the higher ranked team.
- 12.9 **Pre-game procedures** – During infield practice pitchers may be on the mound only to practice fielding, they may not be practicing pitching. The home team will take infield practice for 10 minutes starting 30 minutes prior to game time. The visiting team will take infield practice for 10 minutes starting 20 minutes before game time. No team will be allowed to take batting practice on the infield prior to any tournament game.
- It is the coaches responsibility to verify players are legally equipped including all bats and helmets used in the game.**
- 12.10 The home team scorer will be considered the official scorer through the quarter-finals. The site facility at semi-finals and finals will provide the official scorer.

12.11 In the event of any situation not covered in the rules, the decision of the Committee or its representatives shall be final. Selection of teams and sites by the Committee is final.

12.12 **Reporting of Tournament Games**

Tournament qualifying teams must add post-season contests to their schedules and report game results via the online eligibility center.

In the event that coaches are unable to access the online eligibility center, the coaches of winning schools will telephone or text game scores to Trish Witkin immediately after all games. In the event the winning coach cannot make contact with the Committee member named above, for his/her division he/she should call the other committee member.

12.13 **CIAC Late Entry Policy**

- No tournament entries will be accepted after the established deadline except those approved by the CIAC Board of Control.
- Corrections requested by a school to an entry form that was submitted by the established deadline but prior to seeding/pairing data being published on the web site, will be assessed a fee of \$50 per correction to a maximum of \$250.
- All requests for corrections must be submitted on a support ticket via the online eligibility center. **No phone requests will be considered.**

Tournament Regulations Violations: If a school fails to comply with tournament regulations and such requires the CIAC tournament sports committee, central office staff, or the CIAC Board of Control to redo any portion of the tournament pairings or such non-compliance adversely impacts the management of the tournament, an administrative violation fee of \$500 will be imposed upon the school before entry into the tournament will be allowed.

APPENDIX A

2024 Softball Schedule – Must be completed and submitted via the password-protected online eligibility center by January 26, 2024. Games cannot be added to the schedule after March 30.

All regular season game scores must be entered on the day of the game as soon as possible following the game's completion. Scores may be entered via the Online Eligibility Center, the "submit scores/forms" option of the "CIAC for Coaches" menu at ciacsports.com, or the "submit scores" button in our ciacmobile.com mobile site. Entering scores at ciacsports.com or ciacmobile.com requires either a coaches or scorekeeper's access code, those codes are managed via the Online Eligibility Center and can be retrieved from a school's athletic director. **LIST SCORES FOR ENTIRE SCHEDULE INCLUDING FORFEITS AND CANCELLATIONS.**

Member schools must make every effort to complete their season as scheduled, including make-up games. Any effort to gain an advantage in tournament play by not playing a game is unacceptable and is subject to action by the CIAC Board of Control. Cancellation of any regular season contest / make-up to play in a league tournament will not be allowed.

APPENDIX B

Softball Tournament Umpires List – By May 6, 2024, each varsity head coach, regardless of his/her won/loss record, should submit via the password-protected online eligibility center a list of up to four (4) umpires from the Master List whose services you reject and six (6) umpires that you recommend. From this list a Master List of Umpires will be developed.

APPENDIX C

Change of Division – Any principal desiring a change to a higher division must make the request no later than March 18, 2024 via the password-protected online eligibility center. Schools electing to move up a division must remain in that division for a period of three (3) years.

Site Form – Must be submitted by March 22, 2024 via the password-protected online eligibility center.

APPENDIX D

Tournament Rosters – Can be submitted on the Eligibility Center or the "submit scores/forms" option under the CIAC for Coaches menu at ciacsports.com. Rosters must be submitted by Friday, May 17, 2024.

Final game scores, regardless of regular season postponed games, the date of Thursday, May 23, 2024 must be the final day to count for tournament. All games played on May 23 must be started by 4:00 p.m. The score of games played on that day must be reported via the password-protected online eligibility center immediately following the game.

Each school will be allowed no more than eighteen (18) girls in uniform. List all girls with uniform number and grade level.

Entry fee of \$100 must be mailed to the CIAC, 30 Realty Drive, Cheshire, CT 06410.

APPENDIX E

CERTIFICATIONS/COACHING CERTIFICATIONS

- Coaching Education Overview: Required coaching certifications, including medical certifications, can be found at this link: <http://www.ctcoachinged.org/>
- Information on Coaching Permit Renewal for the State of Connecticut can be found at: <https://portal.ct.gov/SDE/Certification/Coaching-Permit-First-Time-Issuance>
- Temporary coaching permit application can be found at this link: https://portal.ct.gov/-/media/SDE/Certification/Forms/ed_186.pdf
- 5 Year coaching permit application can be found at this link: https://portal.ct.gov/-/media/SDE/Certification/Forms/ed_185.pdf
- Coaching Course Registration: <http://www.ctcoachinged.org/>
- Sudden Cardiac Arrest Renewal: https://portal.ct.gov/-/media/SDE/Certification/Coaching/coaches_sudden_cardiac_arrest_awareness_annual_review.pdf?la=en
- Information on concussion training and certification can be found at this link: <http://www.ctcoachinged.org/concussionpage.html>
- Concussion Renewal Form for Coaches: <https://caadinc.org/2023-24ConANNRev.pdf>
- Mandated Reporter Training: <https://portal.ct.gov/DCF/Mandated-Reporter-Training/Home>
- EpiPen Training: <https://cprtrainpro.com/epi-pen-training>
- Coaches Guide to Dehydration and Other Heat Illnesses: <https://www.nata.org/sites/default/files/heat-illness-parent-coach-guide.pdf>
- Heat Illness Legislation for Coaches, Parents and Students: <https://www.cga.ct.gov/2021/ACT/PA/PDF/2021PA-00087-R00HB-06492-PA.PDF>
- Exertional Heat Illness Review for Coaches: <http://www.caadinc.org/23-24HeatRev.docx>

Volunteer Coaches – The State of Connecticut Department of Education does not distinguish between volunteer or paid coaches when considering certifications or responsibilities. All coaches who are responsible for or instruct students in any way must follow Connecticut State Law for certifications and responsibilities. Therefore, volunteer coaches are required to obtain the same certifications as all other coaches.