

2011 HANDBOOK NORCAL GIRLS TEAM TENNIS CHAMPIONSHIP



Presented by

FARMERS



NORTHERN CALIFORNIA

The CIF State Office
4658 Duckhorn Drive
Sacramento, CA 95834
Phone: (916) 239-4477
Fax: (916) 239-4478
Visit our web site at: www.cifstate.org

This handbook covers policies and procedures
for the administration of the CIF-USTA NorCal Girls Team Tennis Championship.

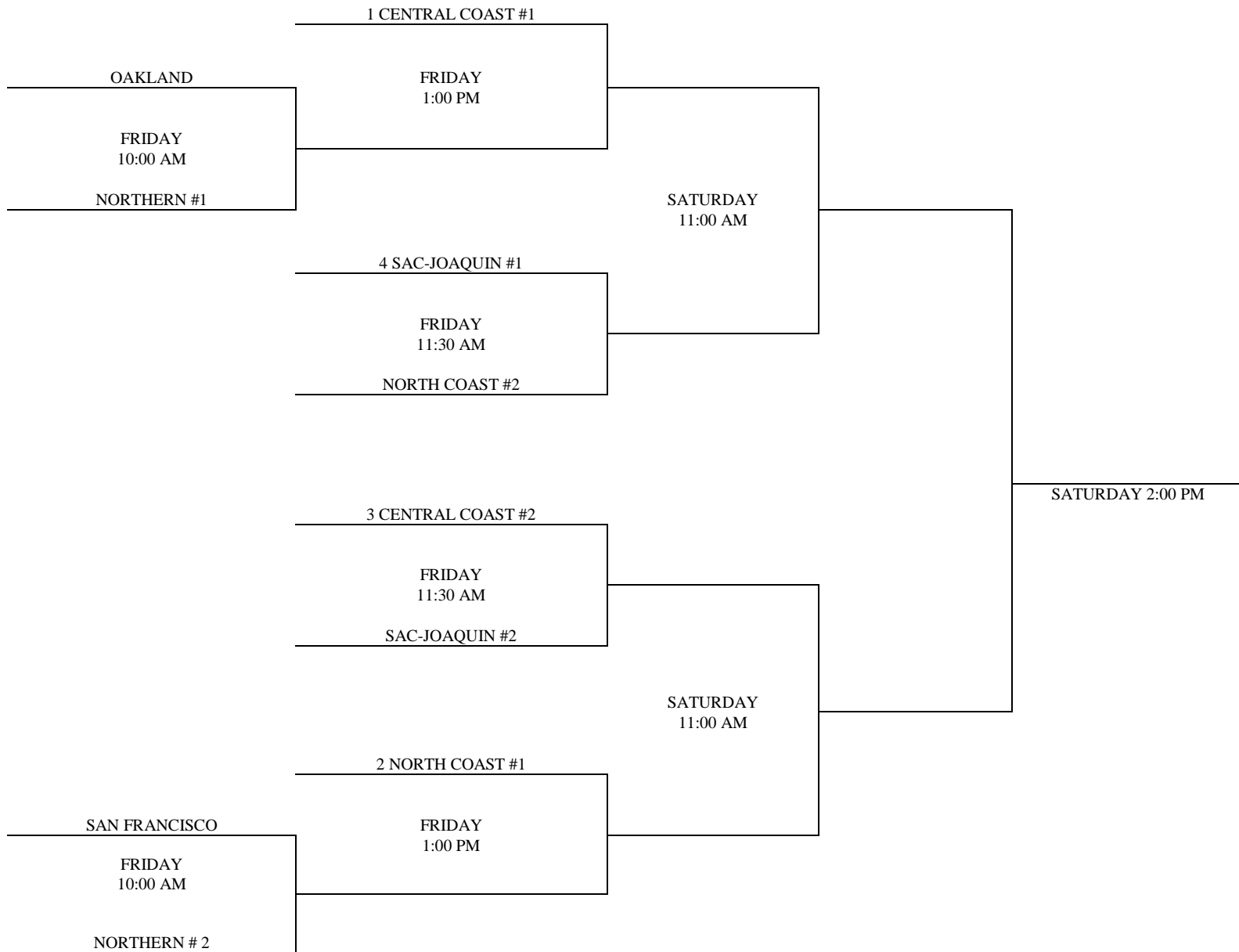
2011 CIF-USTA NORCAL GIRLS TEAM TENNIS CHAMPIONSHIP

1ST ROUND
FRIDAY
NOVEMBER 18

2ND ROUND
FRIDAY
NOVEMBER 18

SEMIFINALS
SATURDAY
NOVEMBER 19

FINALS
SATURDAY
NOVEMBER 19



TOURNAMENT COMMITTEE

The Tournament Committee is composed of Section Commissioners, a representative from the State CIF Office and a representative from the United States Tennis Association-Northern California (USTA NorCal). The Committee will advise the Tournament Co-directors in the conduct of the tournament (eligibility, format, and dates) and ensure that all CIF rules and regulations are enforced. USTA and the head referee shall have full control on all matters of competition and rules of play and the decision shall be final.

USTA NorCal Administrator

Cherryl Silva, NorCal USTA

1350 South Loop Road, Suite 100

Alameda CA 94502

phone (510) 224-7304

fax (510) 245-8982

silva@norcal.usta.com

Tournament Co-Director

Jim Devine

3040 Hartley Dr.

Santa Rosa, CA 95405

phone (707) 576-1014

jpdevine@sbcglobal.net

Additional Contact

Brian Seymour, Assistant Director, State CIF Office

4658 Duckhorn Drive; Sacramento, CA 95834

Phone (916) 239-4477

Fax (916) 239-4478

bseymour@cifstate.org

Head Referee

Sande French - Head Referee

CHAMPIONSHIP SITE

Natomas Racquet Club

2450 Natomas Park Drive

Sacramento, CA 95833

Phone: (916) 649-0909

DIRECTIONS

See Map in Appendix D

FACILITY

There is limited seating available at Natomas Racquet Club. You may want to bring blankets or chairs for seating.

PARKING

Parking is available at the Natomas Racquet Club.

GENERAL RULES

- ◆ The United States Tennis Association (USTA) Rule Book is the governing authority in tennis.
- ◆ The USTA Point Penalty System will be strictly enforced. Unsportsmanlike conduct will not be tolerated and may result in a default if so ruled by the Tournament Referee.
- ◆ Foot faults will be called without warning by roving officials and court monitors.
- ◆ Penalties for lateness will be strictly enforced. After checking in, players must remain in vicinity of the tournament. This includes teams/individ. who go offsite after their first match of the day and return late.
- ◆ Individual defaults: In the event a team is short a player, they will have to default an individual match, leaving vacant the last position in either singles or doubles.
- ◆ The coach is responsible for all team members' behavior both on and off the court. An exciting element of team tennis is the opportunity to cheer and encourage your teammates during a match. However, coaches must restrict players and spectators not to applaud an opponent's error or double fault.

TEAM COMPOSITION RULE – STRENGTH LADDER & LINEUPS

The player strength ladder must represent both singles and doubles players strength on team roster starting with highest strength player as number one to lowest strength player listed last. This player strength ladder will be enforced for all matches.

Each team will consist of four (4) singles players and three (3) doubles teams. Players may only play in one event (singles or doubles). Each school shall decide which event a player will enter. The number one singles player must be ranked higher on the team individual player strength ladder (ladder) than the number two player. The number two singles player must be ranked higher than the number three player. The number three singles players must be ranked higher than the number four singles player.

The ranking of the doubles teams will be determined by the sum of the ladder positions of each team. The #1 doubles team will be the team with the lowest sum, the #2 team with the next lowest sum, and the #3 team with the highest sum. If the sum of any of the ladder positions for two or three of the teams is equal, then the highest ranked individual player shall play on the higher ranked doubles team.

Lineups may change from one match to the next. If a player in the lineup is unable to play, a substitution is allowed, providing the ladder rules stated above are met. No player can appear in the lineup unless he is listed on the ladder. Moving players with the intent of gaining an advantage is not permitted and shall subject the team to default by the tournament directors.

The player strength ladder submitted for Regional Championships shall be the same player strength ladder as used for the Sections Championship.

NOTE: The Section office will now submit Player strength ladders. These strength ladders will be submitted to Brian Seymour the day following the completion of each Section championship. Please see the notes in Appendix A regarding Sections using separate singles and double ladders.

Note: The coaches' information sheet located at <http://cifstate.org/index.php/regional-championship/tennis-norcal/431-forms> must be completed online in full and submitted to Brian Seymour at rnocetti@cifstate.org no later than Monday, **NOVEMBER 14th**. (We would greatly appreciate receiving it as early as possible).

If you have any questions regarding the above rule, please call Brian Seymour at (916) 239-4477.

DEFAULTS:

If during team play, a player is “defaulted” by his/her coach, for **any** reason, he/she will not be allowed to play in the next round of play. As a result of the default match, one point will be awarded to the opposing team.

In the next round, a coach may substitute a new player, but **MUST** maintain the integrity of the team ladder. The “defaulted” player may not play in the next round. **(NOTE: Once a “defaulted player” sits out one round, he/she may be placed back into the team line up for any of the remaining rounds in the tournament. Player must go back into place of strength he/she was originally in, before time of default.)**

TEAM TRANSPORTATION AND LODGING

Participating schools will be reimbursed for travel, lodging and/or food costs if they qualify based on certain mileage requirements. Please consult Appendix C (Official Statement of Travel and Expense) for requirements. Schools are responsible for making their own travel arrangements.

SCORING

For the first two rounds and the semifinals, the scoring will be two out of three sets, with no-add-scoring (12-point tie-breaker system). This rule will be in effect, up to the final championship matches. The final championship matches shall be two out of three sets with add-scoring (12-point tie-breaker).

Players are responsible for returning the tennis balls and reporting match results to the Tournament Director immediately after their matches.

BALL

The Wilson U.S. Open Extra Duty Tennis Ball is the official ball for the tournament and will be provided by the tournament management.

REST PERIOD

At the **CIF NorCal Team Tennis Championships**, the rest period in a three-set tennis match shall be a maximum of 10 minutes between the second and third sets.

All teams participating in the Championship round will be guaranteed a maximum of 30 minutes rest after the completion of the semifinal round.

WARM-UP

Team members will be guaranteed a minimum of 10 minutes warm-up time on the courts.

WATER & TOWELS

Players should bring their own water jug (plastic, NO glass), and a supply of towels. Water will be provided for players.

COACHES

- a) All public school teams must be coached by a person who meets the requirements of the California Education Code and the California Administrative Code Title V and CIF Bylaw Art 2; 22.B(9).
- b) In the case of a nonpublic school, a person engaged by that school on a yearly contract basis and certified by the administrator of that school as competent for that position held

COACHING

Coaches can coach during changeovers (per USTA changeover code rules) between odd games except for the first game of each set.

TENNIS DRESS CODE

Players must wear appropriate tennis attire. Any clothing worn with derogatory statements will **not** be permitted. The shirt must be worn at all times. Appropriate shorts must be worn (no cutoffs allowed). The individual match will be declared "forfeit" for noncompliance. Warm-up suits are acceptable. Team uniforms are most acceptable for this situation.

AWARDS

Trophies (maximum 15 per team) will be awarded to the players on the Champion and Finalist (second) place teams. Additional trophies will be available for purchase from USTA NorCal. Plaques will be awarded to the first and second place schools. A perpetual trophy will be presented to the championship team, which will maintain possession of it until the next year's tournament. Regional Qualifier Certificates will be available online at <http://cifstate.org/index.php/regional-championship/tennis-norcal/431-forms> for each participating athlete.

OFFICIALS

All officials will be provided and assigned by the USTA NorCal.

SOUVENIRS

T-shirts and hats will be available for purchase by athletes, coaches, parents and fans.

SPORTSMANSHIP LETTER

Please distribute the attached sportsmanship letter (See Appendix A) to all athletes and parents.

SPECIAL NOTE

Coaches are asked to review, with their student athletes and parents, the regulations outlined above prior to the tournament.

APPENDIX A

LETTER TO PARENTS

The role of the parent in the education of a student is important. The support shown in the home is often manifested in the ability of the student to accept the opportunities presented at school, in the classroom, and through co-curricular activities.

There is a value system established in the home and nurtured in the school which young people are developing. Their involvement in the classroom and other activities contributes to that development. Integrity, fairness, and respect are lifetime values taught through athletics. These are the principles of good sportsmanship. With them, the spirit of competition thrives, fueled by honest rivalry, courteous relations, and graceful acceptance of the results.

A good sport, whether a student or a parent, is a true leader in the community. As a parent of a student at a CIF member school, your sportsmanship goals should include:

- Realizing that athletics are part of the educational experience and the benefits of involvement go beyond the final score of the game;
- Encouraging our students to perform their best, just as we would urge them with their class work, knowing that others will always turn in better or lesser performances;
- Participating in positive comments that encourage our students and discouraging any comments that would redirect that focus, including those that taunt and intimidate opponents, their fans, and officials;
- Learning, understanding and respecting the rules of the game, the officials who administer them and their decisions;
- Respecting the task our coaches face as teachers; and supporting them as they strive to educate your children;
- Respecting our opponents as fellow students, and acknowledging them for striving to do their best; and
- Developing a sense of dignity under all circumstances.

Be a fan.....not a fanatic!

You can have a major influence on your student's attitude about academics and athletics. The leadership role you take in sportsmanship will help influence your child and our community, for years to come.

Thank you for supporting CIF Educational Athletics and all the student-athletes we serve!



APPENDIX B

**THIS FORM SHOULD NOW BE FILLED OUT AND SUBMITTED ONLINE
AND CAN BE ACCESSED AT:**

<http://cifstate.org/index.php/regional-championship/tennis-norcal/431-forms>

CIF & USTA GIRLS' Regional Team Tennis Championship

COACHES INFORMATION FORM

CIF SECTION: _____

SECTION QUALIFIER:

1ST _____

2ND _____

PLEASE NOTE: Failure to complete this form in full shall be subject to disqualification from participation in this tournament.

School Name: _____

School Phone: _____

School Fax: _____

School Address: _____

School City: _____

School Zip: _____

Principal's Name: _____

Home Phone: _____

Coach's Name: _____

Day Phone: _____

Day Fax: _____

Home Phone: _____

Home Fax: _____

Coach's Email: _____

Cell Phone: _____

Team Overall Record: _____

Team League Record: _____

Final Draft is due on Nov 14, 2011

Note: CIF Sections using a separate ladder for singles and doubles for their section championships are required to place all participating players on one singles strength ladder for the CIF/NorCal Tennis Championship.

APPENDIX C

**THIS FORM SHOULD NOW BE FILLED OUT ONLINE
AND CAN BE ACCESSED AT:**

<http://cifstate.org/index.php/regional-championship/tennis-norcal/431-forms>

OFFICIAL STATEMENT OF TRAVEL AND EXPENSE- CIF REGIONAL GIRLS TENNIS (Please complete a separate form for each travel day)

School Name: _____

Game Site: _____

Date: Nov 18 19

Note: If your team did not travel more than 150 miles one-way and you were not granted prior approval by the CIF State Office to file for hotel and/or meal reimbursement, please complete Parts I, II, and V only. If your team traveled more than 150 miles one-way and you received prior approval from Brian Seymour, CIF Assistant Director, for hotel and/or meal reimbursement, please complete the entire form.

Part I: Official Traveling Party (up to 10 student-athletes and 1 adult) = _____ in travel party

Part II: Ground/Air Travel (choose one of following three options; RT = round trip)

If traveling by van: _____ RT miles @ \$1.25/mile for one van = \$ _____

If traveling by bus between 1-399 miles one-way: _____ RT miles @ \$1.50/mile for one bus = \$ _____

Part III: Lodging Allowance (if traveling over 150 miles one-way/prior approval required – one night limit)

in travel party (from Part I) _____ ÷ 2 = _____ rooms (round-up if needed) @ \$89.00/rm. = \$ _____

****Max. of 6 rooms for travel party of 11 (Please include the original hotel receipt)****

Part IV: Meal Allowance (if traveling over 150 miles one-way, choose one of the following two options)

Teams traveling 151-300 miles one-way **without hotel stay:**

in travel party (from Part I) _____ @ \$12.00 = \$ _____

Teams traveling 151-300 miles one-way **with approved hotel stay:**

in travel party (from Part I) _____ @ \$20.00 = \$ _____

Part V: Total Reimbursement Requested: Part II + Part III + Part IV = \$ _____

Submitted by: _____ (please print)

Signature: _____

Title: _____

Date: _____

Approved by School Principal: _____

STATE CIF OFFICE
4658 DUCKHORN DRIVE
SACRAMENTO, CA 95834
ATTN: FINANCE DIRECTOR

RETURN THIS FORM TO THE CIF OFFICE NO LATER THAN NOVEMBER 28

APPENDIX D

Map to Natomas Racquet Club

2450 Natomas Park Drive

Sacramento, CA 95833

Phone: (916) 649-0909

