

IHSAA Official's Handbook



Licensing, Policies and Procedures

Foreword

The IHSAA is encouraged by your interest and participation in our licensing program. It is necessary that we provide our member schools with qualified, competent officials.

Each year in Indiana, sports contests become more sophisticated and technical. Officials must continually upgrade their skills in order to keep pace with the high school programs which have directed themselves towards excellence.

Contrary to popular belief, the rules of athletics are difficult to read, understand and interpret. To achieve officiating excellence, an official must combine knowledge of the rules and the game itself with proper officiating mechanics. It is the responsibility of the official to assure each participant in the contest a fair chance to succeed.

Players, coaches, and fans expect, and should receive, the best an official can give on every play in every contest. Every official must be secure in his or her knowledge of the playing rules and must be confident in order to implement this knowledge and ability with courage.

Athletic officiating is a vigorous activity and demands that a person is in top physical condition. To maintain credibility throughout a contest, an official must be, as well as appear to be, physically fit.

The IHSAA is aware that most of our licensed officials officiate because of a love for sport and a desire to assist in providing wholesome, worthwhile and healthy activities for the more than 160,000 student athletes in Indiana.

Introduction

An official is required to have an IHSAA license to officiate grades 9 through 12 contests between member schools in baseball, basketball, cross country, football, gymnastics, girls lacrosse, soccer, softball, swimming, track and field, volleyball and wrestling. Officials should be aware that if they work a contest while not licensed, they are jeopardizing the member school's membership with the IHSAA. The school responsible for hiring the officials is subject to a penalty as determined by the Commissioner.

Licensing is regulated and controlled by the Executive Committee through the Commissioner.

By-Law Rule 14-3

Officials' conduct, at all times, shall be such (1) not to reflect discredit upon other officials or the Association and (2) to promote discipline, good order and a sportsmanlike environment.

By-Law Rule 14-4

Official licensure by the IHSAA is a privilege and not a right. All licensed officials, all applicants for licensure, and all applicants for renewal of licensure agree to abide by the policies, purposes, rules, and regulations of the IHSAA. Approval of applications for licensure and application for renewal of license shall be at the discretion of the Commissioner and are considered final, binding and not reviewable. The Commissioner may revoke the license of an official for cause which shall include, but not be limited to, the violation of the policies, purposes, rules and regulations of the IHSAA and

any conduct, both on or off the field or court which would have a negative or detrimental effect upon the IHSAA, its members, students or the public.

Officials are expected to be of high moral character, unquestionable integrity, and free of racial, religious, and personal bias. The Committee may revoke, suspend or refuse the licensing of an official for just cause, e.g. nonpayment of fees, being unfair or biased, improper conduct on or off the field or court, incompetency, failure to wear prescribed uniform, or action detrimental to the welfare of the Association.

History of the IHSAA

“It happened down in Harrison County around 1915, or maybe 1916. My older brother was playing baseball on the local high school team and they had a road game with a rival high school in the next town. When my brother’s team arrived to warm-up for the game, they couldn’t believe what they saw. Pitching and catching for the opponent was the battery for the Louisville Colonels of the American Association. My brother’s coach was so upset, he suited up and played second base himself.”

Phil N. Eskew, IHSAA Commissioner, 1962-1976, from The History of the Indiana High School Athletic Association by Dale Glenn

Before the turn of the 20th century, secondary school administrators in Indiana began to face the problem of controlling the abuses growing out of interscholastic activities, particularly athletics. Contrary to popular belief, these activities were initiated by students themselves in the form of debating societies and student athletic clubs to which many of the elite in society at that time belonged.

Imitating their older “brothers and sisters”, high school students around 1890 began to form their own “athletic association”. They elected their own managers, scheduled their own games, and played the only teams available. Predictably, without supervision, disputes and brawls sometimes occurred. Although the schools had no part in sponsoring these activities and generally resisted them, these student groups were soon to be identified with their high schools and caused considerable embarrassment for them.

As these problems began to manifest themselves on a broader basis, school administrators attempted to outlaw interscholastic athletics. Their positions were influenced by the fact that persons other than students were permitted to play on athletic teams representing the schools. Additionally, many teams were coached by volunteer coaches who had no training as teachers, and many practices borrowed from professional and non-school athletics were considered detrimental to the cause of education.

Eventually, educators had to decide whether athletics should be abolished or controlled. Because of the popularity that had developed for athletic activities, it was the opinion of the majority of school administrators that it would be impossible to abolish them and that control of them would be the only feasible alternative.

The first attempt at such controls took place when schools began to form leagues or conferences and to adopt rules. The first rule on record was that all players must be bona fide students of the school they were representing. Other controls followed and eventually became known as “eligibility rules”.

These early attempts to control abuses, however, were soon proven inadequate because of the fact that not all school administrators and school systems adhered to the controls. Schools in certain geographical areas voluntarily agreed to abide by their agreements, but as communication and

transportation improved, schools began to compete in larger areas outside the local conferences. Frequently, these other conferences had a different set of rules. It thus became necessary to have a wider-based agreement that would cover all the schools in the state.

In April of 1903, a group of Indiana high school principals met in Richmond to discuss the organizing of the high schools of the state into a single association for the purpose of controlling athletic activities. The result was a body of suggested rules and regulations called the “Richmond Agreement”. Although there was no central organization having executive power to enforce rules, the way was nevertheless paved for the birth of the Indiana High School Athletic Association before the year was over.

Purpose of the IHSAA

1. It is the purpose of this Association in its program of registering officials to advance the best interest of interscholastic competition by:
 - a. Aiding officials, coaches, and players in acquiring a thorough knowledge of playing rules in all sports.
 - b. Promoting uniformity in mechanics of officiating.
 - c. Propagating competent young officials to replace retiring officials.
 - d. Encouraging observance of the spirit and letter of playing rules and ethical codes on all occasions.
2. A thorough knowledge of playing rules and an ability to interpret these rules shall be regarded by this Association as a primary requirement of all officials. To implement this requirement, this Association conducts rules interpretation meetings in a number of sports. It is imperative that an official attend such meetings in sports in which they are licensed for the purpose of keeping abreast of rule changes and new interpretations as well as general review of all rules and regulations.
3. A thorough knowledge on the part of officials of mechanics of officiating shall be regarded by this Association as imperative for a properly officiated game. The mechanics of the officiating profession are particularly important since officials in certain sports work as members of several different crews during a season, thus requiring mechanics to be standardized in the interest of smooth and efficient performance of duties.
4. Dedication to high professional standards as developed by tradition and through practice shall be regarded by this Association as highly desirable on the part of officials. A proper attitude toward the avocation of officiating will contribute immeasurably toward the total value of the interscholastic program.

Pursuant to the purpose listed above, the IHSAA encourages the formation of local officials’ associations. Individual officials are encouraged to become members of such associations and to take an active role in the association’s programs.

IHSAA Officials’ Ethics, Conduct and Discourse/ Media Policies

Attaining licensure to be an IHSAA official is a privilege, not a right. All officials licensed by the IHSAA are required to conduct themselves, both on and off the court and field, in a manner which promote self-discipline, good order and a sporting like environment, and in a manner which does not reflect discredit upon themselves, upon other officials or upon the IHSAA. To that end, the IHSAA has adopted the following ethics, conduct and discourse/ media policies which requires adherence by all IHSAA licensed officials. Note: the National Federation of State High School Associations has adopted a code of ethics for officials and the National Association of Sports Officials Board has adopted a social media guideline for officials; the IHSAA has liberally incorporated much of such code and such guideline into these policies.

Ethics

Officials SHALL:

- Exercise a high level of self-discipline, independence, and responsibility;
- Uphold the honor and dignity of the profession in all interaction with student-athletes, coaches, athletic directors, school administrators, colleagues, and the public;
- Uphold the IHSAA By-Laws, rules and policies, being aware that high school officiating involves a public trust;
- Not discriminate unfairly by dispensing special favors or privileges to anyone nor accept favors or benefits under circumstances which might be construed by reasonable persons as influencing the performance of one's officiating duties;
- Expose corruption and breaches of integrity wherever discovered;
- Devote the time, thought, and study to the rules of the game and to the mechanics necessary to apply the rules so that the officiating performance will be carried out in an impartial, firm and controlled manner;
- Work with others and the IHSAA in a constructive and cooperative manner;
- Prepare themselves both physically and mentally, dress neatly and appropriately, and present themselves in a manner consistent with the high standards of the profession.
- Exercise a high level of integrity when entering into contracts with the IHSAA and IHSAA member schools, and be punctual and professional in the fulfillment of all contractual obligations;
- Remain mindful that an Official's conduct influences the respect that student-athletes, coaches and the public hold for the profession.
- Remain aware of the inherent risk of injury that competition poses to student-athletes, and where appropriate, inform event management of conditions or situations that appear unreasonably hazardous;
- Take reasonable steps to educate themselves in the recognition of emergency conditions that might arise during the course of competition.

Conduct

Officials SHALL NOT:

- Use their position as an IHSAA official for private gain – exclusive of payment for games worked – and shall not seek to influence a coach or administrator for the purpose of promoting personal officiating opportunities;
- Give preferential treatment to any school or coach;
- Be involved in any action that gives the appearance of a loss of impartiality or neutrality and shall not accept any assignment at a school where the Official graduated, at a school where the Official is employed, had player-coach contact previously with any coach involved, or has a close relative affiliated with the school as a student or an employee;
- Make an officiating decision outside of the contest rules or any official IHSAA channel;
- Be engaged in criminal, dishonest, notoriously disgraceful, or immoral conduct – or any other conduct adversely affecting the confidence of the public or member schools in the integrity of the IHSAA;

- Have previously been engaged in conduct which resulted, or could have resulted, in a conviction for an aggravated felony, a sexual crime, a drug-related crime or a crime of moral turpitude;
- Engage in any behavior that can be defined as sexual harassment by a reasonable person;
- Use any substance prior to officiating a contest that impairs the Official's physical or mental performance, and on the day of a officiated contest, shall not use alcoholic beverages at all;
- Act or speak, during or to/from a contest, in a manner which is not above reproach and which does not demonstrate a strong example of sporting conduct, courtesy, and self-control; and
- Failure to honor an officiating contract.

Discourse and Media

Officials SHALL

- Promote officiating in a positive light, with a general feeling of pride and professionalism;
- Recognize and adhere to reasonable restrictions on an Official's officiating-related communications in all forms of public speech, including social media;
- Not criticize or negatively comment about other contest officials, any venue, contest or tournament worker or official or the IHSAA in the presence of coaches, administrators, players, spectators, the public or the media, or through social media, either before, during, or after a contest;
- Not communicate specifics about the Official's assignments, other officials, conferences/schools, coaches, players or any related personnel;
- Not engage in specific play and/or ruling evaluation/commentary, whether it is of a contest the Official worked, one that the Official witnessed or in general about the impact of officials in any sporting event;
- Communicate among officials for learning purposes, but do so privately and not through the use of social media; Officials should also assume that email and other forms of direct communication can and will be made public, and should communicate accordingly;
- Be sparing in the sharing of their personal information, including photos, adjust security settings accordingly and report false profiles or posts to the appropriate authorities/governing bodies in a timely fashion; and
- Assume that all social media communications are public at all times, even if created with private intentions, and that social media communication can and will be read by anyone at any time.

IHSAA Licensing Requirements

To obtaining an IHSAA Officiating License the prospective official must:

1. Have graduated from High School.
2. Have properly completed an IHSAA registration online; *See Becoming a New Official below.*
3. Comply with the IHSAA conviction policy.
4. Have successfully passed a criminal background check.
5. **Have earned at least 75% on the Online Part I Exam;** *See Becoming a New Official below.*

Becoming a New Official

1. Visit us at: www.ihsaa.org, under the Officials tab to obtain directions regarding registration as a new official.
 - a. The IHSAA offers an annual scholarship program to each of the 24 Officials Associations. Each association may utilize their free licenses as they feel appropriate for their association. This initiative is coupled with a mentoring program.
 - b. For Approved College Officiating Classes – the course must be completed in time to take the online exam.
 - c. For Approved Adult Education Classes – course work must be completed in a timely fashion to be able to access the online exam.
2. Part I Exam – to earn your license (75% or better)
 - a. Study the rules book before you take the exam.
 - b. Exam opportunities are located on the myIHSAA.net membership portal – within the “Officials” tab in the top menu.
 - c. Under the Exams section, click on the Exam you would like to complete – these are specific to your registration request(s).
 - d. Read the directions given and use the Next tab to move to the next page.
 - e. You may use the rules book sent to you to take the exam.
 - f. You may open and save the Exam an unlimited number of times before the closing date of the exam.
 - g. Before submitting the exam, you may go back and review any of the exam questions.
 - h. Take your time when submitting your exam answers.
 - i. Once the Exam is submitted, you will receive immediate feedback on the result.
 - j. 75% or better on the exam will earn you your license.
 - k. You can access your Digital (Only) License on myihhsaa.net under your profile.
 - l. If your exam score is 74% or lower you may re-take the exam, once, at any time.
 - m. You will have two chances to take and pass the exam.

NOW THAT I HAVE PASSED THE EXAM, WHAT DO I DO?

1. Review and update your myIHSAA Profile

- Navigate to myIHSAA.net to log in. The first time you sign in you must (a) accept the Terms and Conditions and (b) establish your password.
- Keep your contact information current within your profile.

2. Set Up or Update your account with Eventlink (Phone #: 866-330-7710)

- Keep your calendar up to date. When a school or assigner attempts to schedule you for a game, you will receive a notification email. You should accept or decline games per your availability.
- You will have four days to accept the game contract. Upon acceptance or decline, an email will be sent to the member school or assigner that sent you the game.
- You will receive an e-mail reminder several days prior to your contracted event.

Once you accept a game on a particular date and time, that time on your schedule will be permanently blocked and you will no longer be able to accept another game at the same time. **Note:** It is possible to accept an afternoon game at one site and then accept a game that evening at a different site.

3. Join a Local Officials Association. This can be accomplished during license registration or any time after you become an official. A listing of the secretaries and presidents of the 24 officials' associations is posted under the Officials Resource, Officials Association section.

4. Take advantage of resources

- Rules Books, Case Books and Officials Manuals for the sport– read and study these publications thoroughly.
- Observe veteran officials' work and learn from them.
- Request a mentor to work with you to observe, give you feedback and to answer questions; accept constructive criticism as a method of educating yourself.
- Take advantage of any opportunity to work; free or paid. Work lower-level contests to get the feel of blowing the whistle and positioning on the competition floor or field.
- Attend association meetings.
- Review film of yourself working or of others.
- Consult the NFHS Central Hub for information.
- Attend Clinics offered in your area.
- Take Advantage of any IHSAA online Training Sessions.
- Ask questions.

IHSAA Membership Portal: myIHSAA.net

Designed for Officials and Member School

The IHSAA has developed a membership portal that includes data and information pertaining to both IHSAA Member Schools and IHSAA Licensed Officials. The benefits and functionality are listed below.

1. Provides a complete database of officials, with day-to-day updates, immediately available to athletic administrators;
2. Establishes a personal profile for each official licensed through the IHSAA;
3. Provides access to post-season assignment history;
4. Provides an avenue for athletic directors to better perform the task of locating and hiring officials;
5. Provides an avenue for officials to locate and contact member school administrators;
6. Providing an opportunity for our officials' associations to create their own group to track members, meeting attendance, association announcements, etc.

Each licensed official will need to establish an email account. This email address will be used to access your myIHSAA account. The IHSAA will be able to use the emails of its licensed officials to better communicate on-going issues. Officials can expect to be able to:

1. View your own personal profile whenever necessary;
2. Maintain the demographic information on your personal profile, update address, telephone numbers, email address, etc.
3. Maintain your sports schedule to make yourself available to athletic administrators or assigners for scheduling.

The use of email plays a major role in establishing direct communications with officials. Access to an email account is essential for officials to stay up to date with the IHSAA and services to officials.

Accepting Games with Schools

There are certain factors which could render an official inappropriate for a specific contest assignment. It is difficult to identify all areas an official should consider when accepting contracts, but among them are:

1. Current member of the faculty of either school involved;
2. Recent member of the faculty of either school;
3. A relative on either team;

4. Close personal friend of either coach;
5. Citizen of either community involved;
6. Conflict with the coach or other sport personnel.

This is but a partial list of the type of considerations that should be given when accepting a contract as an official. All items listed above have been identified as violations of good working practices which have occurred recently in contests.

The person doing the hiring, as well as the individual being hired, should consider such matters before extending or accepting a contract. It is easy to assume before the contest that no problems will arise because of these kinds of relationships. Frequently, however, the contest becomes close or tense and, in such cases, it is almost impossible for all parties to ignore those close relationships. Accusations about the judgment used by the person doing the hiring, as well as the person who was hired, and about the honesty of all parties involved are frequently the outcome.

Contest Assignments, Contracts and Fees

Independent Contractor Status: IHSAA licensed officials are considered independent contractors and not employees of the IHSAA or member schools. As independent contractors, the official is entitled to remunerations for services rendered, but has no entitlements which may be available to an employee of the IHSAA or member schools.

Some schools are using assigners to assist with the process of hiring officials for contests at their schools. A list of Approved Assigners, the sports in which they assign and the geographical area in which they live is provided on the **myIHSAA Officials Resource tab**.

Contracts: The IHSAA mandates that all officials enter into contractual agreements for all contests. Do not rely on verbal agreements for any contests. Although assignments may come from another source, contracts should be made with member schools. IHSAA member schools are mandated to enact contracts with contest officials.

Regular Season Assignments: Regular season contests may be assigned from school personnel, local associations, or a conference/school assigner. Any concerns or suggestions regarding these assignments should be directed to the assigning source or the member school.

Fees: Fees are determined locally. The IHSAA only establishes fees for the contests in the IHSAA State Tournament Series.

It is important for the integrity and advancement of the officiating profession that only IHSAA-licensed officials work the contests of IHSAA member schools. If you are aware that an IHSAA member school is hiring officials that are not licensed by the IHSAA or that an assigner is assigning officials who are not licensed by the IHSAA, please inform the IHSAA Officials Department. The IHSAA will investigate these allegations with your name remaining anonymous. The IHSAA By-Laws mandate that member schools hire only IHSAA licensed officials.

Each official is responsible for verifying contests with the home school. Officials should never double book contests.

Officials Breaking Contracts

A small minority of IHSAA licensed officials are guilty of breaking contracts with member schools. IHSAA Executive Committee policy as it relates to officials' contracts states the following:

1. That in case of failure on the part of either one of the contracting parties to fulfill the terms of this contract, except by mutual consent, a forfeiture fee equal to the contractual fee (listed in the above payment column) shall be paid by the offending party to the other party within ten

(10) days after the date set for each game in this contract. It is understood that there is a moral obligation as well as a contractual obligation to be considered in the making and breaking of contracts. Where obligations are not mutually adjusted, the IHSAA reserves the right to review the facts and determine what these adjustments should be.

2. Member schools are to report to the IHSAA within ten (10) days any official who fails to honor contractual agreements. Also, include the reason given, if known. Notification is not required when both parties mutually agree to terminate the contract.

If an administration releases an official from his/her contract because of an important business commitment, sickness, death, accident, or other apparent valid reason and subsequently an administrator discovers that said official has worked another contest for another member school or college on the date the official was released, said official will be required to honor the contract by paying the contractual amount for the original contest. All contracts are made in good faith and should be carried out in the same manner. There are many times through a cancellation or mistake that contracts must be altered. Such alterations are understandable, but when questionable integrity and honesty are involved, then a serious situation might develop. The above applies to all levels of competition.

Officials and IHSAA By-Laws

Game officials should not respond to questions pertaining to IHSAA By-Laws.

- Such should be directed to the respective high school principal, athletic director, or assistant athletic director.
- Erroneous information, no matter how well intentioned, can be costly to a coach, player or school.

It is the responsibility of the game official to conduct the contest according to the playing rules and standards set forth in the current official rules publications of the National Federation of State High School Associations and the modifications so listed by the Indiana High School Athletic Association.

The responsibility of interpreting IHSAA By-Laws rests solely with the Commissioner and his staff as so charged by the Executive Committee of the IHSAA.

IHSAA Portal

In addition to the scheduling and game contracting component, the IHSAA has also developed a membership portal for all officials and IHSAA Member Schools. This website provides all the information an official will need to: Register/Renew a license, stay current with important dates, access to the Part I and Part II NFHS Exams, apply for tournament work, sportsmanship link, official's handbook, and more. Take a moment to visit www.myIHSAA.net to become familiar with the information provided within each tab. To follow are several descriptions of the information contained within several of the tabs.

Online License Renewal/Registration (Officials Tab):

- April 1 to July 31 – \$70.00 (online) for up to three sports. \$10.00 for each additional sport
- August 1 - **\$50.00 Late Fee Period Begins** - \$120.00 (online) for up to three sports. \$10.00 for each additional sport.
 - *This Late Fee is not intended to penalize, but to encourage renewal so that IHSAA Member Schools and/or Assigners have access to currently licensed officials to secure for contests.*
- **New officials may register at a rate of \$50 for up to three sports at any point throughout the year.**

Official licensure by the IHSAA is a privilege and not a right. All licensed officials, all applicants for licensure and all applicants for renewal of licensure agree to abide by the policies, purposes, rules and regulations of the IHSAA. Approval of applications for licensure and application for renewal of license shall be at the discretion of the Commissioner.

The Commissioner may revoke the license of an official for cause which shall include, but not be limited to, the violation of the policies, purposes, rules and regulations of the IHSAA and any conduct, both on or off the field or court which would have a negative or detrimental effect upon the IHSAA, its members, students or the public.

To Add a Sport

Indicate on your renewal OR through the same renewal link at any point to add a sport(s) to your current license. Complete the process as if you are renewing your official's license for a season and simply choose the sport you wish to add from the appropriate screen. Rule books will be mailed (on a seasonal basis via the NFHS) upon receipt of fee.

Reciprocity

Currently licensed officials from out-of-state may apply for an IHSAA license to cover only those same sport(s) for which they hold a license in another state and by which they gained the license through taking the NFHS Exam offered by the other state:

1. Call the IHSAA or email Libby Chang at lchang@ihsaa.org.
2. Verification of out-of-state license and experience will be required.
3. Official will need to submit payment to the IHSAA for \$50.00 licensing fee for a new official and \$70.00 licensing fee for a renewal.
4. If the above criteria are met, license will be issued in the sport(s) in which out-of-state rating is held. No examination will be required.
5. Reciprocity as it applies to years of experience and tournament experience will be honored.

NOTE: Reciprocity applies only to those persons who have recently established residency in Indiana and persons residing in states which border Indiana.

Non-Renewal of License

An official who works without benefit of proper renewal of an officiating license will suffer the following consequences:

- The hiring school involved remit payment of \$500 to the IHSAA Scholarship Fund (currently covered in the IHSAA By-laws).
- The official involved may not renew the license for the current year (violation) and at the discretion of the IHSAA commissioner may be suspended for the following year as well.
- The official must return any contract fees to the hiring school.

Renewal

Renewal will be permitted only if license has lapsed for one year. The renewal fee will be accepted ONLY from April 1 to July 31. See late renewal policy for reinstating after July 31.

EXAMPLE: 2022-2023 licensed
 2023-2024 lapsed (did not renew)
 2024-2025 must renew (no penalty or Exam required)
 2025-2026 must complete Part I Exam

Questions and Answers

1. I know someone who would like to become a licensed official. What is the process?
 - a. Go to www.ihsaa.org then to the Become An Officials tab – top menu. Follow the directions to complete the process, or, text the word “Official” to 317-943-9030 and complete the automated process.

2. I am already an IHSAA licensed official in one sport, how do I add another sport?
 - a. You should indicate the sport(s) that you wish to add during the renewal process within www.myIHSAA.net
3. Must I renew my license every year?
 - a. An IHSAA official's license expires June 30 of every year regardless of when it becomes effective. The period between April 1 and July 31 is the renewal period. Renewals after July 31 are late and the licensee will incur a late fee upon renewal, \$50 late fee above the renewal fee.
4. When are renewal forms mailed?
 - a. Renewals forms are not mailed. Each official is sent an email indicating the time for renewal. Each official is held responsible for renewing on time regardless of when the renewal notification is received.
5. Can I be inactive in a sport?
 - a. Yes, the IHSAA will track inactive status or past licensure of each official.
6. Is it mandatory to attend a rules meeting?
 - a. Yes. You must attend an online rules interpretation meeting every year in every sport in which you are licensed if you wish to apply for the tournament.
7. Is it mandatory to take the rules exam every year?
 - a. You must take the Part II exam if you are applying to enter the tournament series in a sport.
8. Can I get credit for attendance at a rules interpretation meeting in another state?
 - a. No, all officials wishing to apply for tournament work must complete the online Rules Interpretation meeting prior to the season. Should an official change residencies during the season, verification may be made with the sending state office regarding attendance at the sending state's rules meeting.
9. Can I attend a clinic in another state and get credit in Indiana for that attendance?
 - a. No, you are required to attend a clinic sponsored by the IHSAA.
10. Can I attend a sports meeting at another association and have it count for one of my association meetings?
 - a. Yes, you may attend a sports meeting at another association. Be certain you have registered for the meeting/event within the myIHSAA.net site (Events Tab). Also be certain you were given credit by the Association. Consult your myIHSAA.net dashboard for this information.

Revocation

Officials are expected to be of high moral character, unquestionable integrity, free of racial, religious, and personal bias. The Commissioner and Executive Committee may revoke, suspend, or refuse the licensing of an official for just cause, e.g., non-payment of fees, being unfair or biased, improper conduct on or off the field or court, incompetence, failure to wear prescribed uniform, action detrimental to the welfare of the IHSAA.

The Commissioner may revoke the license of an official for cause which shall include, but not be limited to, the violation of policies, purposes, rules and regulations of the IHSAA and any conduct, both on or off the field or court, which would have a negative or detrimental effect upon the IHSAA, its members, students or the public.

Online Exam (Officials Tab of myIHSAA.net):

Individuals seeking to become an official must have an email address. The Part I Exam (for new officials) and Part II Exam (for experienced officials) will be given online. No longer will the

IHSAA time or monitor Exams. All Exam date windows will be posted within each Official's dashboard.

Rules Interpretation Meeting (Webinar Tab of myIHSAA.net)

The Online Rules Meeting and Trainings (sport specific) will be available during each season. A face-to-face rules interpretation session (if offered) in conjunction with a coach's association meeting is an alternative to the Online Rules Interpretation Meetings.

These meetings are expressly for head coaches and/or officials. It is the responsibility of each coach to teach players to participate/compete in accordance with the rules and interpretations. It is imperative that officials attend these meetings, for it is the responsibility of the official to administer rules as written and interpreted. A thorough knowledge of the playing rules and the ability to interpret these rules is regarded by the IHSAA as a primary requirement of all officials. The mechanics of the officiating profession are particularly important since officials in certain sports work as members of crews or teams, thus requiring mechanics to be standardized for effective communication as well as in the interest of efficient performance of duties.

Notes:

- Officials requesting certification and/or tournament assignment must attend the Rules Interpretation Meeting in that sport to be considered for assignment and to maintain each year the certification classification. A score of 90% on the Part II exam is required. No-retakes are allowed on the Part 2 exam.
- Schools are required to have the head coach attend the online rules interpretation meeting or be assessed a fine of \$50.00. The fine must be paid prior to the submission of the entry form for the IHSAA post-season tournament.

Online Official's Training Sessions (Webinar Tab of myIHSAA.net):

The day you stop learning as an official is the day you start to deteriorate. High school sports programs in the State of Indiana are improving every year, and it is part of the job of the officials to grow with the games. Always remember that to improve you must be open to constructive criticism from others. Use each contest as a learning experience. Observing the work of other officials, working games at all levels, asking for feedback from peers, watching film, reading the rules several times, and discussing with others, practicing signals in the mirror are a few methods of improvement. You do not improve by saying I want to get better. You need to plan for that improvement. Even the "best" officials have room for improvement. Online courses may be offered for each of our sports and can be accessed via myIHSAA under the 'Webinars' tab.

Here are some tips for both new and experienced officials on how to keep sharp and ahead of the game.

1. Know the rules to avoid problems.
 - a. Review the rules book and note the changes.
 - b. Converse with other, more experienced, officials about the rules or game situations.
 - c. Observe other officials' work. Watch your counterparts during contests paying specific attention to his/her rule application, positioning, and mechanics.
2. Do not pass up the opportunity to work scrimmages or inter-squad events. These provide invaluable experiences and a great pre-season warm-up.
3. Mechanics and positioning are an extremely important dimension to officiating any sport.
 - a. Be in the right place at the right time. Try not to put yourself in a situation where it is difficult to make the best call because you are not hustling, and as a result are out of position.
 - b. If you are working with a partner(s), always be aware of where your partner(s) is and what area is being covered by the partner(s).

- c. Be vocal and confident when making a call. Proper mechanics not only look cleaner but increase the credibility of the official.
- d. Attending Officials Clinics is a great way to find the areas in which you can improve in order to be a better official.
4. Physical fitness
 - a. It is strongly recommended by the IHSAA that all member officials submit themselves to a thorough physical examination by a competent before undertaking his/her officiating duties.
 - b. Officials need to meet the physical demands of the job; this means conditioning is necessary before the season begins. Physical fitness is proven preventative medicine.
5. Pre-game Preparation
 - a. Like an athlete, an official must have a pre-game warm-up to allow the body time to physically adjust to the start of the contest and its stresses. Pre-game should also be used to communicate with your partner(s). It is imperative that you communicate when working with a partner. A discussion in the locker-room about positioning in different situations, movement on the playing field/court, etc. is necessary for continuity. Communication makes for a smoother contest.
6. Goal Setting
 - a. Setting attainable goals for each season is a way to focus on working hard to be the best official that you can possibly be.

Rule Books (myIHSAA Store on myIHSAA.net):

NFHS Rule Book Distribution Policy

The Indiana High School Athletic Association will provide all National Federation rules publications to its member schools and licensed officials on an alternate-year basis. All officials and schools will be provided summaries of rule/editorial changes online, in print and at rules meetings during the non-distribution years.

While new officials will receive all rules books and case books in their registered sports, renewing officials will receive books as dictated by the schedule detailed below. In the non-distribution years, the IHSAA will provide the most recent rule book to new officials. All publications may be accessed via myIHSAA.net within the myIHSAA Store tab.

NFHS Rules App

Access to rule books and case books are also available via the NFHS AllAccess app. Download the app and create your account. Be sure to use your myIHSAA.net preferred email. These will be free of charge with each printed book within your myIHSAA.net order **either purchased on your behalf by the IHSAA per every other year rotation below, or purchased by an official via the myIHSAA Store.**

The following chart represents the distribution plan for NFHS rules books by the IHSAA:

| 2025-26 | 2026-27 | 2027-28 | 2028-29 |
|----------------------|-------------------------|----------------------|-------------------------|
| Volleyball (R, C) | Football (R, C, M) | Volleyball (R, C) | Football (R, C, M) |
| Basketball (R, C, M) | Soccer | Basketball (R, C, M) | Soccer |
| Swim and Diving | Gymnastics | Swim and Diving | Gymnastics |
| Wrestling (R, C) | Track & Field (R, C, M) | Wrestling (R, C) | Track & Field (R, C, M) |
| Softball (R, C, M) | Baseball (R, C, M) | Softball (R, C, M) | Baseball (R, C, M) |
| Girls Lacrosse (R) | | Girls Lacrosse (R) | Football (R, C, M) |

Rules Book (R), Case Book (C), Officials Manual (M)

Rule Books will NOT be shipped after the State Finals Date in that sport.

NOTE: Golf and Tennis Rule Books will continue to be distributed digitally. These books will be free of charge to our members.

USGA Rules of Golf (Free publication): [USGA Rules of Golf](#)

USGA Rules of Golf – **IOS App** <https://apps.apple.com/us/app/the-rules-of-golf/id347349889>

USGA Rules of Golf – **Android App**

<https://play.google.com/store/apps/details?id=com.usga.rulesofgolf>

USTA Friend at Court – Rule Book: [USTA: Tennis Rules of the Court](#)

Additional NFHS Rule Books may be purchased at any time, through the [myIHSA Store](#), via our public web site at www.ihsaa.org. *NFHS rules books are priced at \$12.00 per book. Shipping is \$2.00 per book purchased.* If you have specific questions, please contact the IHSA at 317-846-6601.

Certification Clinics (Event Tab of [myIHSA.net](#)):

Certification clinics for our officials in all 16 sports will be offered every year. The requirement to remain a “certified” official will remain an every other year obligation. Visit the [myIHSA.net](#) website within the “Events” tab to register for all clinics.

Official’s Uniforms:

Appearance should be of prime importance to all officials. There is no substitute for neat and clean. In certain sports, officials may dress at the contest site. Officials should be neatly dressed. A professionally attired official will receive respect. Uniforms as prescribed in the rule publication in each sport shall be worn by IHSA officials. All the vendors and apparel can be found within this document.

Please read each point below [1-5] carefully.

- 1) Smittys will be our manufacturer for ALL IHSA uniforms.
- 2) We have secured five (5) different vendors by which you may purchase new Uniforms - for EVERY IHSA sport, except Gymnastics. -- intentional competition for pricing purposes for you the official.
- 3) Vendors include: Purchase Officials (Ohio), Officially Dalco (Jasper, IN), Ump Attire (Kentucky), Out of Bounds Sports Apparel (Franklin, IN), and The Winning Edge (Rochester, IN).

IHSA Vendors - Officials’ Uniforms:

| Vendors | Contact | State | City | Website |
|------------------------------|----------------|--------------|-------------|---|
| Officially Dalco | Curtis Shaw | Indiana | Jasper | https://officiallydalco.com/collections/state-associations/indiana |
| Purchase Official | Pat Madine | Ohio | Akron | https://purchaseofficials.com/collections/indiana-ihsaa |
| Ump Attire | Hunter Fry | Kentucky | Louisville | https://www.ump-attire.com/ |
| Out of Bounds Sports Apparel | Gary Hamilton | Indiana | Franklin | https://outofboundssportsapparel.com/# |
| The Winning Edge | Cory Good | Indiana | Rochester | https://www.thewinningedgeathletics.com/ |

As of April 1, 2020, IHSA uniforms will be sold ONLY by the above five (5) vendors.

4) The new uniform comes with the IHSA insignia/patch screened into the fabric - no longer a need to adorn your own patch.

5) The opportunity will exist to order “Professional” and/or “Tournament” distinction(s), again screened into the uniform - should qualifications be met. Our vendors will have access to your level(s) so that orders can be confirmed.

Insignias/Patches

Insignia/Patch will be adorned on the left sleeve of every uniform shirt:

IHSAA - White on Blue lettering with Yellow/Orange blended Logo colors
2 3/4" x 4" located 2 1/2" down from the top seam (Shoulder).

1. "Tournament" or "Professional" identifications may be sublimated on each new uniform ordered – should the ordering official qualify. IHSAA approved vendors have access to confirm each order for each official.
2. Local Association Insignia and National Federation of Officials Association insignia are to be worn ONLY on the jacket.
3. The American flag will be sublimated on the right shoulder of the official's shirt.
4. Exception: Memorial patches - permission must be granted from the officials' department of the IHSAA; permission will be granted for a short period of time.

SPECIFIC REQUIRED UNIFORM FOR EACH SPORT:

Baseball (Men and Women)

Shirt Style: Short Sleeve – USA300IN-NY, Long Sleeve – USA301IN-NY (Tournament Color)

Tournament Uniform: Navy Blue Body with Red/Navy/White Trim on Neck and Sleeves with charcoal gray pants.

Alternative during regular season only: Shirt Style: Short Sleeve – USA302IN-PB, Long Sleeve – USA303IN-PB Powder Blue with White/Navy trim on Neck and Sleeve), with charcoal gray or navy blue pants.

***All crew members on the same game must wear the same uniform shirt and pant.**

1. Navy blue coat/jacket/sweater.
2. Pullover navy blue shirt with red, navy, and white neck and sleeve trim (major league umpire shirt).
3. Navy OR RED undershirt, if worn
4. Navy blue wind breaker or navy-blue pullover jacket (pro-style with half zipper) with red and white trim across the shoulders with IHSAA logo (may be purchased at Honig's); transition to this jacket by 2013. All new officials will need to purchase this jacket. The previous used jacket will be grandfathered in for experienced officials.
5. Navy blue or black socks.
6. Black belt if applicable.
7. Proper navy-blue umpire's cap. Cap of plate umpire should have a 1 1/2" or 2 1/8" visor. Cap of base umpire should have 2 1/2" or 3" visor. A cap with the IHSAA logo is permissible (may be purchased at Honig's or Main Event).
8. Black polished shoes. The shoes of the plate umpire should be of the safety variety. The base umpire should wear the ripple or studded style soles.
9. Plate umpire needs:
 - a. Ball and strike indicator
 - b. Small whisk broom
 - c. Protective supporter and cup
 - d. Properly regulated watch
 - e. Chest protector
 - f. Sturdy mask
 - g. Shin guards
 - h. Charcoal gray ball bag
10. There shall be no numbers worn on any part of the uniform.
11. The IHSAA insignia shall be properly worn at all times.

Basketball (Men and Women)

Shirt Style: Men's – USA200IN – Women's – USA211IN

(1 Inch Black & White continuous stripes with no side panel)

1. Standard black and white vertically striped (1 inch) knit shirt
 - a. Short sleeves (approximately 8 inches in length) with black cuffs
 - b. V-neck shirt shall be worn, and no undershirt shall be visible (the shirt with the solid panels down the sides is not acceptable)
 - c. If an undershirt is worn and it is visible, it shall be black.
 - d. Worn inside pants
2. Black pants.
3. Belt - shall be entirely black.
4. Jackets - shall be entirely black; recommended for wear prior to the game.
5. Shoes - entirely black with black laces.
6. Whistle - black lanyard - (A second whistle should be carried for emergency).
7. The IHSAA insignia shall be properly worn at all times.

Football

Shirt Style: Short Sleeve USA137IN – Long Sleeve USA138IN

(2 1/4 Inch Black & White continuous stripes with no side panel)

1. Required: Black and white vertically striped, long or short-sleeved knit shirt. The shirt shall have 2 1/4" inch stripes, black knit cuffs, and Byron collar. *All officials in a given game are to wear the same type shirt with respect to long sleeve, short sleeve, or inclement weather shirt/jacket.
2. Black football pants that include a single 1 1/4" white vertical stripe running from waist to cuff. The game official must wear black socks.
3. Black football shoes with black shoelaces are required. Shoes should be shined before each game.
4. Black baseball cap with white piping is required. For the purpose of identification, the referee shall wear a solid white baseball-style cap.
5. Black leather belt 1 1/4 to 2 inches wide with a plain buckle.
6. Black jacket (not to be worn during the game).
7. The uniforms should fit properly and be clean and neat. Shoes should be shined before each game.
8. All members of the crew must be attired identically regardless of their choice of uniform with the exception of the referee wearing a white baseball-style cap.
9. All officials must have the proper equipment; essentials are a whistle, penalty marker, blue or white bean bag (all crew members must have the same color bean bag) to mark non-penalty spots, game card, pencil and rubber bands or some device to keep track of the down number. The penalty marker shall be a light gold flag (15 inches x 15 inches) with a middle pouch weighted with sand or beans, etc. The linesman shall furnish a clipping device for use in measuring first downs.
10. Inclement weather gear may include a black and white vertically striped jacket with black knit cuffs. All crew members must wear the same type of inclement weather gear.
11. **Effective since August 2016** – Crews are permitted to use electronic communication devices during contests. The devices must be on a dedicated frequency so as not to be monitored by any persons other than those designated by the crew.

Lacrosse (Women)

Men's Styles: Short Sleeve: USA100IN Standard black and white vertically striped (1 inch)

Long Sleeve: USA 102IN Standard black and white vertically striped (1 inch)

Women's Styles: Short Sleeve: USA147IN Standard black and white vertically striped (1 inch)

Long Sleeve: USA148IN Standard black and white vertically striped (1 inch)

1. Standard black and white vertically striped (1 inch) shirt
 - a. Short sleeves (approximately 8 inches in length) with black cuffs
 - b. Worn inside pants
2. Black shorts, long black pants (in extreme cold weather with all officials dressing the same)
3. Black shoes, ankle high black socks.
4. Two whistles, green card, yellow card, red card, yellow flags, stopwatch, flipping coin, measuring tape for measuring lacrosse sticks, pencil and scorecard.
5. Solid black cap (in inclement weather).
6. Appropriate gear for inclement weather to be worn under the regular uniform.
7. The IHSAA insignia shall be properly worn at all times.

Soccer (Men and Women)

Men's Styles: Short Sleeve: Yellow - USA900IN-YW, Florescent Green - USA900IN-FG

Long Sleeve: Yellow - USA901IN-YW, Florescent Green - USA901IN-FG

Women's Styles: Short Sleeve: Yellow - USA902IN-YW, Florescent Green - USA902IN-FG

Long Sleeve: Yellow - USA903IN-YW, Florescent Green - USA903IN-FG

- Two pockets on each side of chest

1. With the new uniforms of 2020-21, **Yellow and Green jerseys ONLY** shall be worn for high school contests. Phasing out over the next three years will be all other brands and colors previously worn.
2. Black shorts, long black pants (in extreme cold weather with all officials dressing the same)
3. Black shoes, black stockings with white stripes.
4. Two whistles, yellow card, red card, stopwatch, flipping coin, pencil and scorecard.
5. Solid black cap (in inclement weather).
6. Appropriate gear for inclement weather to be worn under the regular uniform.

Softball (Men and Women)

Shirt Style: Short Sleeve – USA302IN-PB, Long Sleeve – USA303IN-PB (Powder Blue with White/Navy trim on Neck and Sleeve)

Tournament Uniform: Short Sleeve – USA302IN-PB, Long Sleeve – USA303IN-PB (Powder Blue with White/Navy trim on Neck and Sleeve) with charcoal gray pants.

Alternative during regular season only:

Navy blue pants.

***All crew members on the same game must wear the same uniform pant.**

1. Pullover powder blue shirt, short or long sleeve, white and navy trim at the neck and sleeve.
2. White undershirt, if worn, may not be visible below uniform shirt.
3. Navy blue pullover jacket (pro-style with zipper with light blue and white trim across the shoulders with IHSAA logo).
4. Black or navy socks.
5. Plain navy ball bag.
6. Black leather belt with small buckle.
7. Solid black polished shoes with black laces. The shoes of the plate umpire should be of the safety variety. The base umpire should wear the ripple or studded style soles.
8. Navy blue cap with the IHSAA logo.
9. Plate umpire needs:
 - a. Ball and strike indicator.
 - b. Small plate brush (to be kept in the ball bag).
 - c. Chest protector.
 - d. Protective supporter and cup for men.
 - e. Sturdy mask with a commercially manufactured throat protector that is attached and unaltered.
 - f. Shin guards.

Swimming and Diving (Men and Women)

Shirt Style: Men's – USA400IN Women's – USA402IN

1. Navy blue slacks or shorts (no jeans or cargo pants).
2. Navy blue or black belt.
3. White polo shirt with IHSAA logo with no pocket.
4. White tennis shoes and white socks.

Track and Field/Cross Country (Men and Women)

Shirt Style: Men's – USA400IN-RED - Women's USA402IN-RED

1. Red polo shirt (warm weather) 3 button, with IHSAA insignia, no pocket.
2. Red jacket (cool weather).
3. Yellow, red, or orange starter sleeve.
4. Solid colored pants (khaki preferred).

Volleyball (Men and Women)

Shirt Style: Men's – USA400IN Women's – USA402IN

1. White polo shirt with IHSAA logo with no pocket
 - a. Permitted: Solid white (short or long sleeve) undershirt.
2. Black pants.
3. Solid black shoes with black shoelaces, all black socks.
4. Belt - should be entirely black.
5. Jacket - should be entirely black.
6. Whistle should have a neck cord and should be such that it may be heard. (A second whistle should be carried for emergency.)

Wrestling

Shirt Style: USA205IN

1. Standard gray short-sleeved knit shirt with black pinstripes.
 - Referees may also wear event-provided shirts common to all referees at that event. **At any event with more than one referee, ALL referees at that event must wear the same shirt.**
2. Black full-length pants and black belt.
3. Black gym shoes without colored highlights and socks.
4. Coin, colored disc, a kit to conduct the random draw, and a whistle.
5. Red and green armbands.

NOTE: It is recommended the referee have hair cut in the traditional manner, sideburns well-trimmed and face free of a full beard. If a mustache is worn, it is to be suitably trimmed. It is unrealistic for the rules to require competitors to be well groomed and clean-shaven within certain limitations and then permit officials to appear less than what is deemed appropriate.

Tournament Status within the myIHSAA.net site

For all officials applying to work into the tournament series, you must review the Official's Rating System for Tournament assignments. You must also become familiar with the Tournament Status area on your dashboard. Within this area you will:

- Apply for the Tournament in your sport.
- View / Update your tournament application.
- Verify your membership within 1 of the 24 officials associations.
- Verify completion of rules interpretation meeting.
- Verify # of association meetings attended.
- Verify completion of certification clinic attendance (every other year requirement).
- Verify Part II test score.
- Verify # of contests worked throughout the season.

- Verify previous tournament assignments accepted in the last six years.

Classification and Tournament Advancement

The IHSAA recognizes three categories of officials:

- A. Registered
 1. An official who has been licensed less than two years, or;
 2. An official who has been licensed more than two years and did not apply for the change in license status or who did not take the certification Exam or attend a rules interpretation meeting or practical clinic in that sport or who did not meet the requirements to move to the next level.
- B. Certified (**to work the Tournament Series**)
 1. An official who has been licensed two or more years;
 2. **Is a member of a local official's association;**
 3. Who has scored 90% or above on the most recent certification (Part II) Exam;
 4. Who has attended IHSAA rules meetings in that sport in the current year and;
 5. Who has attended the certification clinic in that sport either the current year or the previous year.
- C. Professional
 1. A certified official;
 2. Assigned to work 3 or more tournaments in that IHSAA sport;
 3. Is an active, participating member in one of the 24 IHSAA recognized officials' associations and is recommended for this classification in that sport by the local association in which he/she participates;
 4. To be recommended, the official must also meet three of the following guidelines:
 - a. Be an officer in the association
 - b. IHSAA-approved rules interpreter
 - c. IHSAA-approved clinician
 - d. Be a sports chairperson and conduct association meetings in that sport
 - e. Regularly and actively mentor younger or new officials
 - f. Regular and consistent attendance at meetings for that sport

Tournament Assignments

Officials interested in being considered for assignment to IHSAA Tournaments must go to their myIHSAA account and complete the online application process. Deadlines for each sport are posted on our Official's Dashboard.

Process:

1. The application process will be made available through the myIHSAA.net website. Check the Tournament Status section and follow directions.
2. Exams can only be taken online.
3. Upon submission of the application, the tournament official is responsible for verifying the following: applicant's license, Part II Exam results, attendance at rules interpretation meetings, attendance at a certification clinic, membership in an approved local officials' association, contest(s) worked and tournament experience.
4. Schools are required to rate all officials who have worked a home/away contest since the start of last year's rating survey. School ratings from current year and previous two (2) years will determine an official's rating for the purposes of tournament assignment.
5. Assignments of officials are made. This process is very tedious due to the many variables that must be considered such as: computation of pre-tournament vote, Part II Exam completion (90% or higher), distance to tourney site, avoidance of assigning

- officials to sites which may involve a home team, relatives on teams, etc. Member schools are also cross checked with tourney assignments to avoid possible conflicts.
6. Notification of assignment or lack of assignment will be extended to all applicants.
 7. An emergency list is prepared when there is a surplus of qualified applicants.
 8. Once the sectional assignments are made, officials are determined for the next round of competition. Advanced assignments are made specifically on certification status, tourney experience and ratings.
 9. Out-of-state officials will be considered for tournament assignments only when:
 - a) They are members of an Indiana officials' association.
 - b) 75% of their officiating schedule is with Indiana schools.

To be considered for tournament assignments, it is mandatory that officials join one of the 24 local officials' associations around the state. The primary purposes of the associations are recruiting, training, mentoring and retaining officials.

****New, beginning 2023-2024**** Coaches will receive an email, the day following a contest, to rate the official(s). The Coach will receive an e-mail on days 1-3 following a contest until the rating(s) have been submitted. The athletic director will receive a reminder email three days post contest if the rating(s) has not been submitted. The athletic director is solely responsible for submitting the final rating to the IHSAA. Coaches are not allowed to scratch officials unless there is a conflict of interest such as employment of self or other family members, child attends the school, graduated from the school, or lives in the community. These same areas are used by officials to indicate conflict of interests. No other criterion is used to eliminate officials from assignment at a particular site.

Mandatory Criminal Background Check

Each person applying to become a licensed official in the state of Indiana for the first time must clear a criminal background check prior to obtaining a license. The applicant will be made aware of negative background check results. If the information provided by the search is disputed, that person will be given the opportunity to go through a Dispute Resolution process. The results of the Resolution process will determine if the person becomes licensed in the state of Indiana. Officials will be expected to continue the self-disclose process each year.

Conviction Status

- A. A person applying to be newly licensed or applying for renewal will not be approved if that person has been:
 1. Convicted or adjudicated with a finding of fault, guilt or violation, an offense involving a minor or any sexual offense; unless/until such offense has been reversed by proper authority having jurisdiction over the matter; or
 2. Convicted or adjudicated with a finding of fault guilt or violation to an offense involving any illegal/illicit drug or controlled substance as prescribed by Federal or State law or regulation, prior to ten (10) years following the completion of any sentence/parole/probation period imposed for the offense; or
 3. Currently serving a sentence/parole/probation for any offense or adjudication of guilt imposed by any court, judge or administrative body, other than simple traffic court.Each individual is required to self-disclose any criminal history on the license application.
- B. Currently licensed officials
 1. When a currently licensed official is indicted or charged with any criminal offense or charged with a violation of any statute pertaining to minors, drugs or a controlled substance, such license will automatically be suspended pending resolution of the indictment or charge. Conviction or adjudication of fault, guilt, or violation under any such

indictment or charge shall result in immediate and automatic forfeiture of the officiating license.

2. Currently licensed officials must inform the IHSAA of any such indictment of charge immediately upon receipt of or upon having knowledge of such indictment or charge. Failure to notify IHSAA may itself be a basis for immediate and automatic forfeiture of the officiating license.

C. Reinstatement/Reapplication for License

An official whose license has been forfeited, suspended, or revoked or an applicant who is denied a license under the provisions of this statement, may petition the commissioner, in writing, for reinstatement/reapplication based on the following:

1. If suspension, revocation or forfeiture of a license is based on a conviction, adjudication or finding as a result of a felony: the official/applicant may petition for a license one year after the completion of the parole/probation period; other than conviction of illegal or illicit drugs controlled substances where a 10-year probation period is used, or immediately upon dismissal or reversal of the charge or conviction (provided the offense was not involving a minor or sexual offense).
2. If suspension, revocation, forfeiture or denial results from a misdemeanor or other non-felony charge. The official/applicant may petition for a license immediately upon the completion of the parole/probation period (provided the offense was not involving a minor or sexual offense).
3. If Suspension, revocation, forfeiture or denial of a license is based upon any conviction, adjudication or finding involving a minor or sexual offense, reinstatement/reapplication will not be permitted, unless/until such offense has been reversed by proper authority having jurisdiction over the matter.

Reporting Acts of Unsporting & Exemplary Conduct

The link to an Unsporting Conduct & Exemplary reports can be found within the myIHSAA.net website.

Exemplary Report - Should be completed when there is a desire to recognize behavior that goes beyond the expected behavior in a positive manner on the part of a student-athlete, coach, fans, administrators, etc. This report is an online process. Once completed, the member school(s) involved and the IHSAA will receive the report via email.

Reporting Unsporting Conduct of Players, Coaches, Fans, Administrators - In an effort to prevent the recurrence of unfortunate incidents that occur in any varsity, reserve or freshman contest, the IHSAA requires that the following report of explanation be submitted by the Licensed Official involved.

The official shall report via the link within the myIHSAA.net website:

- a. Any contestant, coach, patron, or administrator who is ejected from a contest and the reason.
- b. Any contestant, coach, patron, or administrator who displays unsporting conduct requiring the assessment of a penalty.

The School Athletic Administrator:

- a. Receives the report from the official.
- b. Reviews the information presented.
- c. Verifies the information (correct name, spelling of name, etc.).
- d. Submits the report to the IHSAA.

Ejection of Coach: When the misconduct of a coach warrants being banished from the field or court during a game, before taking such action, THE OFFICIAL:

- a. Must determine that there is a responsible school official available to direct and supervise the team for the remainder of the game. (Superintendent, Principal, Assistant Principal, Athletic Director, or Assistant Coach).
- b. May not banish the coach if no responsible school official is available but should declare the game forfeited.

The basic criterion inherent in athletic competition and written into the contest rules in all sports is guaranteed fair play, that no player or team may gain an unfair advantage over an opponent. Unfortunately, there are a few coaches who include the berating and carping of officials in their game strategy.

Officials who permit coaches to “perform” are allowing potentially unhealthy situations to develop. To wait until “the last straw” to assess a penalty that was “earned” early on in a contest is not good procedure. Ninety-eight percent of the unsportsmanlike reports filed with IHSAA indicate that when a penalty is assessed with the first infraction, the contest proceeds with no further problems.

IHSAA By-Law 8-4 reads: Any coach, Contest Administrator, School Administrator or Fan who is ejected from a contest for an unsportsmanlike act the first time during a sports season shall be suspended from the next two (2) interschool contest (home contests for a fan) at that level of competition and all other interschool contests (home contests for a fan) at any level in the interim, unless an IHSAA sport-specific rule or policy provides a different protocol or penalty for ejection.

The reporting of unsporting conduct of a coach or student-athlete is a necessary preventive measure. The member school principal is notified when circumstances require such; serious infractions are referred to the Commissioner. Unsporting conduct reports should be made within 24 hours of the completion of the contest.

Sportsmanship – The Official’s Responsibility

One of the goals of interscholastic competition is to teach values while enriching the educational experience of the young men and women who participate. Good sportsmanship is certainly one of the important values, and as a result, promoting good sportsmanship is clearly one of our highest priorities. The IHSAA believes the officials play a key role in teaching and promoting good sportsmanship. The following information contains a summary of sportsmanship expectations for officials. By following these guidelines, officials can enhance the lifelong lessons that are being taught in the interscholastic classroom. The IHSAA urges you to read them carefully and hopes that you will remember that SPORTSMANSHIP IS CONTAGIOUS – PASS IT ON!

- Accept your role in an unassuming manner. Showboating and over-officiating are not acceptable.
- Maintain confidence and poise, controlling the contest from start to finish.
- Know the rules of the contest thoroughly and abide by the established Code of Ethics.
- Publicly shake hands with coaches of both teams before the contest.
- Never exhibit emotions or argue with participants and coaches when enforcing rules.
- When attending a contest as a spectator, give the officials working the contest the same respect you expect to receive when you are working a contest.

Tips to Minimize Ejections

Use these seven ideas throughout the season to minimize conflicts with coaches and the need for ejections:

1. Take control of bench dissent early in the contest.
2. Stop the contest and discuss bench behavior with the coach in a calm manner.

3. Isolate the coach and talk away from players and fans.
4. Stay calm and try to let the coach talk in a rational manner.
5. Do not challenge or berate the coach.
6. Avoid baiting.
7. Avoid an authoritarian stance.

Officials are mandated, by way of NFHS rules in each sport, to conduct a pregame conference with team captains and the head coach. The pregame conference should include a statement about the expectation of good sportsmanship for all team personnel.

Officials Association Membership Benefits from NFHS – Indiana is a 100% STATE MEMBER

Membership / Benefits being a 100% state member:

The Individual Membership period is one calendar year from the date the properly completed application and appropriate fees are received by the NFHS. One annual dues payment covers all sports. NOTE: Some states provide automatic membership in the NFHS Officials Association as part of the state's licensing process. Check with your state high school association to determine if this benefit already exists.

Exclusive Online Educational Content: Access to NFHS centralized officiating educational content (NFHS Central Hub) exclusively for high school officials.

Features include:

- Searchable NFHS Rules/Case Database
- Other NFHS Publications – PDFs or 3-D Manuals
- Video and Animation of NFHS Rules and Mechanics
- Officials Forum – Secured Discussion Area for Officials Regarding Rules, Mechanics and Other Officiating Topics.
- Feature Articles on Officiating (archived past issues of Officials' Quarterly and integrated feature and sport-specific articles on the NFHS Central Hub)
- General NFHS Rules and Mechanics Educational Content

Awards Program

First-class national awards and recognition program acknowledging officials at the state, sectional and national levels. Nominations are submitted to the NFHS by the official's state high school association.

NFHS Committees

Representation on NFHS sport rules committees and standing committees. Nominations are submitted to the NFHS by the official's state high school association.

National Federation of High School Associations Officials Insurance Coverage Limit Summary - 2025-2026

National Federation of State High School Associations Coaches and Officials Benefits Summary 2025-26

General Liability Insurance

Carrier: Lexington Insurance Company
 Effective Date: July 1, 2025 – July 1, 2026
 General Aggregate Limit: \$5,000,000
 Products-Completed Operations Aggregate Limit: \$5,000,000
 Each Occurrence Limit: \$2,000,000
 Personal and Advertising Injury Limit: \$1,000,000
 Damage to Premises Rented to You: \$500,000
 Premises Medical Payments: \$5,000
 Sexual Abuse & Molestation – Each Occurrence: \$1,000,000
 Sexual Abuse & Molestation – Aggregate: \$2,000,000
 Participant Legal Liability: \$1,000,000 Covered Endorsement
 Crisis Response – Each Event/Aggregate: \$25,000
 Deductible: \$0 (zero)

Excess Liability Insurance

Carrier: HDI Global Specialty SE
 Effective Date: July 1, 2025 – July 1, 2026
 Each Occurrence Limit: \$1,000,000
 General Aggregate Limit: \$1,000,000

Blanket Accident Program

Carrier: Mutual of Omaha
 Effective Date: July 1, 2025 – July 1, 2026
 Benefits: Excess Accident Medical Expense Benefit



| | |
|--|---|
| Maximum Benefit | \$50,000 |
| Deductible (Disappearing) | \$250 |
| Accidental Death and Dismemberment Maximum Benefit | \$10,000 |
| Physical Therapy – per Visit | Up to \$50 per Day |
| Physical Therapy – Maximum per Injury | 40 Days, Limited to One Treatment per Day |
| Durable Medical Equipment – Maximum per Injury | Up to \$1,000 per Covered Accident |
| Prescription Drug – Maximum per Injury | Up to \$1,000 per Covered Accident |
| Benefit Period | 52 Weeks |
| Concussion | Covered up to policy max of \$50,000 |
| Concussion Diagnosis | \$100 cash benefit (5 per year) |
| Treatment by Physician | Within 72 Hours |

Covered Activities: Insured persons are covered for injury resulting from an accident which occurs directly from:
 *Activities that are scheduled, sponsored, or supervised by the policyholder; *Premises owned, leased or borrowed by the policyholder;
 *Travel scheduled, sponsored or supervised by the policyholder; (accident medical coverage only)
 *or officials/referees, coverage shall apply only while the member is engaging in officiating activities during regularly schedule sports or activities competition, which includes assigning, chain crew, and attending or operating officiating camps, clinics or meetings.
 *Coaches Excess Liability – coverage is only afforded to those members of the National Federation Coaches Association who earn a Level 1, 2, or 3 National Coaching Credential through the NFHS Learning Center. Completion provides an additional \$1 million dollars in liability coverage.
 *Per occurrence limit is a combination of Lexington Insurance Company General Liability and Excess Liability Policies.
 This summary is for illustration only. For a complete list of all coverage, covered activities and exclusions please contact Dissinger Reed.

Official's Checklist

Below are some points to keep in mind when officiating sports at any level. All officials must have a good working knowledge of the rules and mechanics. In addition to this, very successful officials have an understanding of the human relations aspect of their jobs.

BE COMPETITIVE

- The players give maximum effort, so should you. You are hired to make the calls that control the game. Make Them!
- Have your head on right. Don't think your striped shirt grants you immunity from having to take a little criticism. It's part of officiating. Plan on it. Successful officials know how much to take. Some officials develop irritating characteristics. Don't be one of them.

GET INTO THE FLOW OF THE GAME

- Each game is different. Good officials can feel this difference. Concentrate on the reactions of the players. Take note of the tempo of the game changes. A ragged game calls for a different style of officiating than a smooth one.

DON'T BARK

- If you don't like to be shouted at, don't shout at someone else. Be firm but with a normal relaxed voice. This technique will do wonders in helping you to reduce the pressure. Shouting indicates a loss of control - not only of one's self, but also of the game.

SHOW CONFIDENCE

- Cockiness has absolutely no place in officiating. You want to exude confidence. Your presence should command respect from the participants. Try to present the proper image.

FORGET THE FANS

- As a group, fans usually exhibit three characteristics: ignorance of the rules, highly emotional partisanship, and delight in antagonizing the officials. Accepting this fact will help you ignore the fans, unless they interrupt the game or stand in the way of you doing your job.

ANSWER REASONABLE QUESTIONS

- Treat coaches and players in a courteous way. If they ask you a question reasonably, answer them in a polite way. Be firm, but relaxed.

CHOOSE YOUR WORDS WISELY

- Don't threaten a coach or player. This will only put them on the defensive. More importantly, you will have placed yourself on the spot. Some things you say will be a form of threat, but using the proper words can make it subtle.

STAY COOL

- Your purpose is to establish a calm environment for the game. Nervous or edgy officials are easily spotted by fans, coaches, and players alike.
-

Officials Associations & Helpful Information

For a complete listing of current officials' associations, leadership and chairpersons, visit: myIHSAA.net within the Officials Resource tab.

Indiana High School Officials' Leadership Associations (IHSOLA)

The IHSAA Executive Committee at its February 1986 meeting approved the formation of the organization IHSOLA—Association of Secretaries of Officials Associations. In 2013 the name was

changed to reflect the composition of the association. The purpose of IHSOLA is to aid the development of local associations under the leadership of the IHSAA, to identify problem areas and offer positive solutions, to upgrade the programs of the local associations in all sports, and to enhance communication between the IHSAA, the local associations and the member schools. The group is to serve in an advisory capacity.

The IHSOLA meets three times a year. The following is a list of their responsibilities:

- Assist in the planning of practical clinics for officials;
- Represent Indiana at National Conferences of NFOA;
- Assist in the selection of the Outstanding Officials Award Recipients;
- Improve lines of communication between athletic administrators and officials;
- Work to improve communication between coaches and officials;
- Recommend by-law changes that would benefit the officiating community;
- Assist in the planning of Regional and/or State-Wide Officials' meetings;
- Recommend improvements to the quality of local associations;
- Recommend changes and/or additions to the current officials' rating system

2025-26 IHSOLA Officers

Chairperson: Craig Hirschy, Mississinewa

Vice-Chairperson: Justin Faw, Mississinewa

Secretary: Andy Simpson, Lake County

Mentor Chair: Tracy Black

IHSAA Staff Liaison: Brian Lewis

Committee Structure: All 24 associations are assigned to a committee on a two-year rotation.

***All IHSOLA Meeting Agendas and Approved minutes: myIHSAA.net/Resources/OfficialResources/IHSOLA**

- **Awards / Publications**
- **Recruiting / Onboarding / Retention**
- **Technology / Social Media**
- **Bylaws / Official Ratings / Survey Policy**
- **Certification Clinics / Officials Training**
- **Official Assigners**

IHSAA Officials Associations

The 24 area associations were formed primarily for the purpose of improving officiating knowledge and skill. Each of the associations, in its regularly scheduled meetings, studies rules, mechanics of officiating and has organized group discussions. Another important function is to serve as a connecting link between member schools and officials. The associations take on the responsibility for official recruiting, training, and retaining. Training officials is the most important function of the officials' associations.

The IHSAA encourages and supports the officials' associations and commends them for the important contributions they make in promoting wholesome athletics throughout the state. Strong officials' associations with meaningful programs are excellent avenues for developing quality officials. The IHSAA urges all officials to join an association. Working within such an organization can enhance the quality of officiating from each official and serve to professionalize all officials.

Guidelines for Forming a Local Officials Association

1. Request must be in writing to IHSAA.
2. Location - must be in an area not currently serviced by an already established association and/or must not impact negatively on an existing association.
3. Purpose - must include a dedication to high professional standards, developed through active study and participation with persons of similar interests.
4. Program - must be a multi-sports program, with a minimum of five IHSAA-sanctioned sports.
5. Membership - a minimum of 20 licensed officials to initiate the association.
6. Goals - must list as one of its goals the active recruitment of officials in all sports.
7. Must be approved by
 - a. IHSOLA (Representative must meet with IHSOLA to establish need for a new association.)
 - b. IHSAA Executive Committee - staff liaison will present request to Executive Committee.
8. Upon receiving approval (Probationary Status) of IHSOLA, must submit the following within one year:
 - a. Constitution and By-Laws
 - b. Current Membership Roster
 - c. Officers of Association
 - d. Future Meeting Dates
 - e. History of the beginning of the local association
9. Upon acceptance, must meet the requirements for maintaining membership in the IHSAA Family of Officials.
 - a. Must have on file all items listed in #8 a-e.
 - b. Cooperative efforts with IHSAA.
 - (1) Conduct minimum number of scheduled meetings as prescribed in IHSAA Attendance for Associations
 - (2) Host selected IHSAA Rules Interpretation Meetings
 - (3) Forward meeting attendance records of members by sports on a regular basis to IHSAA
 - (4) Secretary to serve as liaison to IHSAA (IHSOLA Board)
 - (5) Supervise and administer locally IHSAA rules examinations for new applicants for licensing
 - (6) Conduct an active and ongoing program for the recruitment of new officials
 - (7) Assist in the planning and implementation of area IHSAA practical clinics for officials
 - (8) Submit nominations of outstanding officials for recognition

Attendance at Local Association Meetings

The IHSAA believes that dedication to high professional standards, developed through active study and participation with persons of similar interests, is a necessary ingredient for developing and maintaining competent officials. Officials must aid the local association in developing programs in their sport interest area. These organizations have proven without a doubt that they are of significant value to the individuals as well as to the overall officiating program. Working with a local association can enhance the quality of each official and serve to professionalize all officials.

Association Attendance & Member in Good Standing (10% of Official's Tournament Rating)

| 1. Team Sports Officials | | 2. Individual Sports Officials | |
|--------------------------|---------------|--------------------------------|---------------|
| <i>Meetings Attended</i> | <i>Points</i> | <i>Meetings Attended</i> | <i>Points</i> |
| 6 | 10 | 4 | 10 |
| 5 | 8 | 3 | 8 |
| 4 | 6 | 2 | 6 |

| | | | | |
|-------------|---|--|---|---|
| 3 | 4 | | 1 | 4 |
| 2 | 2 | | 0 | 2 |
| Less than 2 | 0 | | | |

Professional Development Opportunities

1. Meetings will be credited on the official's rating profile as outlined on the form (verified by each Association's Officers).
2. Officials attending meeting(s) of association(s) in which they are not members can receive credit by alerting the host of the meeting of your "primary" association. Email verification will be necessary.
3. An IHSAA Official's Certification Clinic may be substituted for Association Meeting #2.
4. IHSAA Rules Interpretation Meetings are mandatory for all tournament officials and may not be substituted for an association meeting.

Officiating Mechanics

Another extremely important dimension to officiating any sport is mechanics. One dimension of mechanics can be translated to "being in the right place at the right time." There are countless situations in officiating that make it difficult or impossible for you to make the correct call if you are out of position. Whether you are working alone or with other officials, there are proven mechanisms that get you and your partner/s into the best position to cover all dimensions of the contest. Any conscientious official will not only read and study the Officials Manual which deals to a large degree with mechanics, but also observe experienced officials and ask questions regarding how best to cover various game situations.

Another dimension of mechanics is knowing where the other official(s) is and what he or she is covering. Faulty mechanics or not knowing where your partner is and what he/she is covering will eventually lead to more than one official covering the same thing and, as a result, some other area not being covered.

Post-Game Procedures

Once the contest is over, it is businesslike for the officials to leave the court/field/mat/pool together. Make no statements and offer no comments concerning the game to representatives of the press or radio. Officials should take no part in responding to radio talk-shows that require giving opinions on the play of schools.

Your dressing room is intended to be for your private use. Who is allowed in that room is entirely up to you. It is our suggestion that you allow no one into the dressing room other than the host school administration, i.e., principal or athletic director. If, after you have showered and people have had an opportunity to calm down, you wish to talk to either coach, this would be acceptable. Your conversation, however, should be with one at a time and in the dressing room, not in the hall. If at any time the situation seems to be getting more emotional than is good for the sport, you should terminate the conversation and leave. It must be emphasized here that parents, fans, news media, scorers, timers or athletes should, at no time, be involved in conversation with you.

If you do not evaluate your performance personally as well as with your partner(s), you are not completing your task. A very objective analysis of what you did right as well as what you may have done wrong is very necessary if you are going to improve for the next contest. Constructive criticism between officials should be encouraged and welcomed. No one should be offended by a partner that is trying to help him/her improve.

Avoiding Problems

The single most effective way to avoid problems is to know the rules. As was indicated in the section on preparing to perform your duties, if you have not studied all of the printed materials mailed to you as well as any other efforts to improve upon your knowledge, mechanics, etc., you have not done everything possible to avoid problems.

Additional ways to eliminate potential problems:

1. Never degrade another official. They, just like you, will receive enough criticism without getting it from their colleagues. This includes officials you may see as a spectator. Don't offer or give, if requested, anything but positive criticism. You may very well be considered an expert, especially by someone trying to find fault with the officials.
2. Establish a firm but polite relationship with coaches. Trying to be overly friendly will get you in just as much trouble as being too gruff.
3. Be on time! The official who arrives late, or even at the very last minute, is probably not mentally prepared, and has, in addition, no doubt raised questions in the minds of the coaches about his or her sincerity and dedication. Be certain you have enough time to talk to your timers, scorer, chain crew, etc.
4. Either by yourself, or with your partner(s), prepare yourself psychologically. You must "get up" for the contest. Review basic rules, mechanics, and procedures.
5. Do not talk to the fans. This only encourages them to talk to you, and you may very well wish you had not encouraged them. Try not to have "rabbit ears"! Even if you do hear comments made by fans, you must learn to ignore them and not let them influence you.
6. Inspect the field, court, mat, or whatever facility is being used. If you can detect problems with the facilities before the contest begins, you can make adjustments and notify coaches and players of them.
7. Review procedures with your captains. Be certain to ask them if they have any questions.
8. Support the decisions made by your fellow officials. To disagree with him or her, or overrule the decision made, can only indicate to the athletes, coaches and fans that one of you made a mistake. If, however, an error is made by you or your partner in rule application, you should admit it and make the necessary correction. The only thing worse than making a mistake is not correcting that mistake when possible.
9. Maintain your poise or emotional control. You may be the only one around who is remaining "cool". If you get emotional, the situation can only get worse.
10. Be clear and concise with your signals. If players, fans, and coaches don't understand what is going on and why the penalty was called or what the penalty was, you raise doubts in their minds as to whether you were right.
11. Use common sense. Any number of situations occur during a contest where the officials must use common sense. Under certain circumstances, you may be asking for more trouble than it is worth to enforce a very technical and almost insignificant rule.

Athletic Injury Guidelines

These guidelines are for your protection and the protection of the athlete:

- Coaches and medical personnel must be aware that some sports rules will require officials to remove an injured player and/or charge the team with a time-out.
- Coaches and medical personnel should be allowed to enter the field/court and should be given unlimited time to evaluate an injury and give emergency care. Officials should not request that coaches move an injured athlete.
- The officials' only role in dealing with athletic injuries is to stop play as soon as possible. Officials should not encourage an injured athlete to move, nor should they offer medical advice or act in any way dictating injury management.

IHSAA Suggested Guidelines for Management of Concussion

“Any athlete suspected of having a concussion should be evaluated by an appropriate health care professional that day. Any athlete with a concussion should be medically cleared by an appropriate healthcare professional prior to resuming participation in any practice or competition.”

The language above appears in all National Federation sports rule books as part of the suggested guidelines for the management of concussion. It reflects a heightened emphasis on the safety of athletes suspected of having a concussion, especially since the vast majority of concussions do not involve a loss of consciousness. The State of Indiana has a law (Ind. Code 20-34-7) which mandates a protocol to be observed in the event there is an athletic head injury or concussion sustained by a high school student in a high school practice or contest. The following guidelines provide the IHSAA’s suggested procedures to be followed when there may be a head injury or may be a concussion in a practice or in a contest in an IHSAA recognized sport.

1. A high school student athlete who may have sustained a concussion or a head injury in a high school practice or a high school contest in an IHSAA recognized sport should immediately have the existence of a concussion or a head injury confirmed by the school’s medical person, who (i) is an individual who has training in the evaluation and management of concussions and head injuries and who is either an Indiana athletic trainer ATC/L or an Indiana medical doctor (MD) or doctor of osteopathic medicine (DO) holding an unlimited license to practice medicine in the state of Indiana, and (ii) has been assigned to a contest to provide medical services or has been assigned to provide medical services to students at a school’s athletic practice. If it is confirmed by the school’s medical person that the student athlete has not sustained a concussion or a head injury, the student athlete may continue participation in the contest or practice.
2. A high school student athlete, suspected of having sustained a concussion or a head injury in a high school practice or contest in an IHSAA recognized sport, and who is unable to have the absence of the concussion or head injury confirmed, should:
 - a. be removed from practice and play at the time of the concussion or head injury is sustained,
 - b. be evaluated immediately by an appropriate health care professional, who (i) is an Indiana medical doctor (MD) or doctor of osteopathic medicine (DO) who holds an unlimited license to practice medicine in the state of Indiana, and (ii) has training in the evaluation and management of concussions and head injuries,
 - c. follow a step-wise protocol which has provisions for the delay of the return to practice or play based upon the return of any signs or symptoms of concussion or head injury, and
 - d. not return to a practice or play (i) until the high school student athlete is cleared in writing to return to practice and play by the health care professional who conducted an evaluation of the student athlete, or (ii) any sooner than twenty-four (24) hours after the student athlete was removed from practice or play.
3. An official has a role in recognizing concussive signs and in making a report during a contest in an IHSAA recognized sport, and that role includes:

- a. if, during a contest, and an official observes a player who exhibits concussive signs (including appearing dazed, stunned, confused, disoriented, to have memory loss, or the athlete is either unconscious or apparently unconscious), the official should immediately notify a coach that a player showed concussive signs and advise that the player should be seen by the school's medical person or by an appropriate health care professional, and
 - b. if an official observes a player who exhibits concussive signs during a contest and regardless of whether the student athlete returns to play or not, following the contest, an official's report shall be filed with the school of the player who exhibited concussive signs, including the athletic director, by the official that initially observed the student who exhibited concussive signs; this report may be found on the IHSAA website at www.ihsaa.org.
4. In cases where an assigned IHSAA Tournament Series physician (MD/DO) is present, his or her decision regarding any potential concussion or head injury, or to forbid an athlete to return to competition, is final, binding and may not be overruled.

Communicable Disease Procedures

While risk of one athlete infecting another with HIV/AIDS during competition is close to nonexistent, there is a remote risk that other blood borne infectious diseases can be transmitted. For example, Hepatitis B can be present in blood as well as in other body fluids. Precautions for reducing the potential for transmission of these infectious agents should include, but not be limited to, the following:

1. The bleeding must be stopped, the open wound covered and if there is an excessive amount of blood on the uniform, it must be changed before the athlete may participate.
2. Routine use of gloves or other precautions to prevent skin and mucous-membrane exposure when contact with blood or other body fluids is anticipated.
3. Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or other body fluids. Wash hands immediately after removing gloves.
4. Clean all contaminated surfaces and equipment with an appropriate disinfectant before competition resumes.
5. Practice proper disposal procedures to prevent injuries caused by needles, scalpels and other sharp instruments or devices.
6. Although saliva has not been implicated in HIV transmission, to minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags or other ventilation devices should be available for use.
7. Athletic trainers/coaches with bleeding or oozing skin conditions should refrain from all direct athletic care until the condition is resolved.
8. Contaminated towels should be properly disposed of/disinfected.
9. Follow acceptable guidelines in the immediate control of bleeding and when handling bloody dressings, mouthguards and other articles containing body fluids.

It shall be the responsibility of the contest officials to ensure that the school personnel follow these precautions in clean-up of the contest floor and the injured individual prior to resuming play.

IHSAA Suggested Guidelines on Handling Contests and Practices During Lightning or Thunder Disturbances

In the presence of lightning, thunder, and other forms of severe weather, it is imperative that member schools have a plan to make decisions regarding the suspension and resumption of contests and practices. Those responsible for making these decisions must have clearly defined lines of communication to officials, coaches, competitors, and spectators. Proactive planning,

with repeated review of responsibilities, makes for a successful execution of procedures when they are needed.

The IHSAA recommends the following proactive planning steps be followed by member schools:

1. Assign responsible staff members to monitor local weather conditions before and during all practices and all contests.
2. Develop an evacuation plan, including identification of appropriate nearby safe areas.
3. Develop criteria for suspension and resumption of practices and contests during the presence of lightning, thunder, and other forms of severe weather, which might include the following:
 - a. Suspension of play criteria: when thunder is heard or lightning in any form (cloud-to-ground, cloud-to-cloud, etc.) is seen, which means that the thunderstorm is close enough to strike your location with lightning, the suspension of play at contests and at practices is warranted and the execution of your school's emergency/severe weather action plan, including the taking of shelter immediately, is recommended.
 - b. Return to play criteria (thirty-minute rule): once play in a contest or practice has been suspended, resumption of play, if warranted, should not occur until at least thirty (30) minutes has passed since the last thunder was heard or the last flash of lightning was witnessed. Note that any thunder heard, or lightning seen after the beginning of the 30-minute count resets the clock and another thirty (30) minute count begins.
4. Review annually with all administrators, coaches, and game personnel these guidelines and all associated criteria, plans, and policies.
5. Inform student athletes of these guidelines and all associated criteria, plans, and policies at the start of the season.

For more detailed information, refer to the "Guidelines for Lightning Safety" section contained in the NFHS Sports Medicine Handbook.