



TO: **VHSL STATE VOLLEYBALL SEMIFINAL WINNERS**  
 FROM: Joyce Sisson, Assistant Director  
 RE: Information for Championship Matches at the Siegel Center  
 DATE: November 6, 2016

**CONGRATULATIONS** on qualifying for the VHSL Volleyball Championship Series! Staffs at the VHSL and Siegel Center have been working with our tournament director, Chris Robinson, to make this year's tournament finals in Richmond a great experience for all teams and their followers. Please read on for information that will help you prepare for your trip to Richmond. Please call me or Chris if you have any questions at all.

**CHAMPIONSHIP** matches will be played at the Verizon Wireless Arena at the Stuart C. Siegel Center on the campus of Virginia Commonwealth University, 1200 West Broad Street, in Richmond, Virginia. Finals will be played on Thursday and Saturday, November 17 and 19. All three boys' championships and the 6A Girls championship will be contested on Thursday beginning with 4A boys at 1:00, and ending with 6A girls at 7:00. The remaining five girls championships will be played on Saturday beginning at 11:00 AM with Group 1A, and ending with Group 5A at 7:00 PM.

Contact the individuals listed below for information or assistance as you plan your trip to Richmond.

<b>VHSL State Tournament Director</b>	Chris Robinson, AD Glen Allen, HS 10700 Staples Mill Road Glen Allen, VA 23060	Athletic Office: (804) 501-3330 School: (804) 501-3330 Home: Cell: (804) 551-0982 Email: <a href="mailto:jcrobinson3@henrico.k12.va.us">jcrobinson3@henrico.k12.va.us</a>
<b>VHSL Staff Contacts</b>	Joyce Sisson, Assistant Director  Faustina Lee, Administrative Assistant  Mike McCall, Information Specialist	Email: <a href="mailto:jsisson@vhsl.org">jsisson@vhsl.org</a> Cell: (540) 903-2670  Email: <a href="mailto:flee@vhsl.org">flee@vhsl.org</a> Phone: (434) 977-8475  Email: <a href="mailto:mmccall@vhsl.org">mmccall@vhsl.org</a> Phone: (434) 977-8475

**HOTELS** – See list of “Approved Marriott Hotels” on website.

**PRACTICE AT THE TOURNAMENT SITE** -- Practice at the Siegel Center is not allowed. Contact the Tournament Director for information about local practice options.

**STUART C. SIEGEL CENTER** -- The Siegel Center is located at 1200 West Broad Street in Richmond, Virginia. Directions and overview maps are included with this document.

- On the day of your match, your team bus may park on Marshall Street behind the Siegel Center.
- Teams will be allowed entry via the ramp at the northwest corner of the Siegel Center. Only those individuals listed in the tournament program and on the Team Admittance List will be admitted through this entrance. The same entrance should be used for entry for all matches played at the Siegel Center. Someone from the tournament staff will be on hand to assist you at the Siegel Center.
- **Do not bring practice volleyballs to the Siegel Center. VHSL will provide all volleyballs needed.**

Additional information is provided on the following pages. All necessary forms are included in this packet and/or posted in the volleyball section of the VHSL web site. Most forms can be completed electronically and printed or emailed. Please call me if you have any questions or need additional information.

**Again, congratulations on a great season, and good luck as you continue on the path to a state championship.**

## DON'T FORGET

### PRE-MATCH SPORTSMANSHIP STATEMENTS

Prior to the start of each match, one player from each team will meet at the scorer's table in front of the public address announcer to read a sportsmanship statement. The statement will be provided, or the player may write his/her own original statement. Please have one of your players prepared to do this.

### POST-MATCH INTERVIEWS

All post-match interviews will be conducted in the Terry Sisisky Media Room. No interviews will be conducted on the volleyball court. Ten minutes after each match has concluded, each participating school is asked to have the head coach and one player report to the media room for interviews if requested. Please cooperate with the media, as it helps to provide positive coverage for your school and the entire tournament.

**TEAM PHOTOGRAPHERS** – If your school has contracted with an individual or company to provide photographic services, your school must contact Mike McCall and provide the name of that individual. The photographer must contact Mike McCall ([mmccall@vhsl.org](mailto:mmccall@vhsl.org)) to request credentials that will allow floor access. No one will be permitted on the court unless properly credentialed.

**SPECTATORS** – Individuals who wish to remain standing throughout the course of the match may do so only in designated areas. School administrators shall see that their spectators do not assemble around the edge of the court prior to the match or go onto the court at the conclusion of the match. Spectators will NOT be allowed on the playing court at the conclusion of any match. Spectators are expected to observe the etiquette and traditions of the sport, and to behave at all times in a manner which is respectful of all players, coaches, officials, tournament personnel, and each other. Spectators who fail to do so will be asked to leave the Siegel Center. School administrators should be sure to convey this information to your team followers prior to coming to the Siegel Center.



# 2016 VOLLEYBALL CHAMPIONSHIPS

## SIEGEL CENTER SCHEDULE

All tickets \$10.00 per session

Game #	THURSDAY, NOVEMBER 17, 2016				
(1)	1:00 p.m.	4A Boys <b>FINAL</b>		vs.	
(2)	3:00 p.m.	5A Boys <b>FINAL</b>		vs.	
(3)	5:00 p.m.	6A Boys <b>FINAL</b>		vs.	
(4)	7:00 p.m.	6A Girls <b>FINAL</b>		vs.	
SATURDAY, NOVEMBER 19, 2016					
(5)	11:00 a.m.	1A Girls <b>FINAL</b>		vs.	
(6)	1:00 p.m.	2A Girls <b>FINAL</b>		vs.	
(7)	3:00 p.m.	3A Girls <b>FINAL</b>		vs.	
(8)	5:00 p.m.	4A Girls <b>FINAL</b>		vs.	
(9)	7:00 p.m.	5A Girls <b>FINAL</b>		vs.	

All times subject to change.



## ADDITIONAL VHSL STATE TOURNAMENT INFORMATION

**ADMISSION TICKETS** -- Please share this information with your fans and students. All tickets for matches at the Siegel Center are \$10.00. Children six years or younger are admitted free if accompanied by an adult. No seats are reserved. Fans who exit the Siegel Center will be required to pay to reenter. The Siegel Center will not be cleared between matches. The ticket office is located on the West end of the Siegel Center. Doors will open to the public one hour before the first match each day.

**AUTHORIZED TEAM ADMITTANCE LIST** – Only individuals listed in the program as players or coaches will be permitted on the team bench. There will be 20 chairs available. Make sure you have sent a copy of this form to the tournament director and to Mike McCall ([mmccall@vhsl.org](mailto:mmccall@vhsl.org)). You should also bring a copy with you to the Siegel Center. The form can be found under “Forms” on the VHSL website.

**AWARDS** -- An awards ceremony will be conducted immediately following each championship match. Medals will be presented to each PLAYER (maximum of 20) on the champion and runner-up teams. Additional medals (if there are fewer than 20 players) will be provided to the coach for distribution to assistant coaches, managers and other non-player team personnel. Champion and runner-up trophies will be presented to the Head Coaches of the champion and runner-up teams. Principals and athletic directors of participating schools may be asked to participate in the awards ceremony.

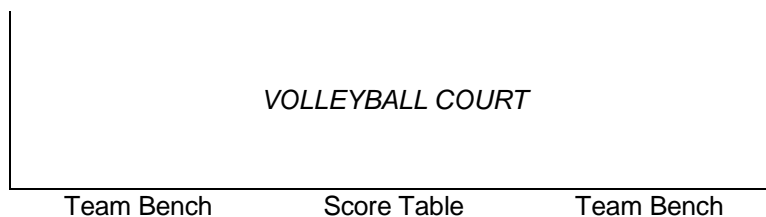
**BALLOONS** -- Balloons are not allowed in the Siegel Center.

**BANDS** -- School pep bands with adult supervision are permitted at games with the following provisions.

- 1) Complete the "Authorized Spirit Group Admittance List" (on the VHSL web site) and present to the attendant at the Team Entrance (loading dock, lower level, northwest corner of the building). The first 20 members (with instruments) and one director are admitted free of charge. All others must have an admission ticket.
- 2) Must be seated in the area designated by the Director (not on the arena floor);
- 3) May perform only before and after each game/match, and during time-outs.
- 4) Shall not use instruments as noisemakers at any time.

**BANNERS** -- VHSL does not permit any banners which block the view of spectators or which are not in the spirit of good sportsmanship; otherwise banners may be affixed if approved by the Site Director.

**BENCH ASSIGNMENTS** -- All competing schools are pre-assigned in pairings and are pre-assigned as "home" or "visitor" teams.



**CHEERLEADERS** -- A maximum of 20 cheerleaders (in uniform) from each participating school may enter via the Team Entrance (loading dock, lower level, northwest corner of building). Cheerleaders must be listed on the "Authorized Spirit Group Admittance List." You will find all necessary forms on the VHSL website. There are no dressing facilities available.

**CONCESSION SALES** -- Host facility will provide concessions. Prices are set by the concessionaire, not by VHSL.

**CONFETTI** -- Confetti is not allowed. Schools whose patrons throw confetti will be asked to assist with the cleaning of the facility.

**DRESSING ROOMS** -- Site Director will assign dressing rooms for competing schools and game officials.

**FACILITY USE** -- The Siegel Center will be open one hour prior to the start time of the first match each day.

**GAME BALLS** -- Game ball for the Final-Four is the **WILSON iCOR VOLLEYBALL**. **The ball is red, white and blue.**

**GAME OFFICIALS** -- Four-person crews are pre-assigned by VHSL staff.

**HOSPITALITY** – There will be no hospitality room for coaches or administrators.

**HOTELS** -- There is a link to hotels on the VHSL website in the “VHSL Championship Info” area of the volleyball section.

**MEDIA INTERVIEWS** -- All post-game interviews will be conducted in the Terry Sisisky Media Room. Tournament personnel will notify coaches of media requests shortly after teams have retired to their locker rooms. Please cooperate with the media, as it helps to provide positive coverage for your school and the entire tournament.

**MEDIA CREDENTIALS** -- Obtained from Mike McCall, VHSL Director of Information Services (mmccall@vhsl.org).

**NATIONAL ANTHEM** -- Will be played prior to the first match each day. The Site Director will provide Anthem.

**NOISEMAKERS** – Artificial noisemakers will not be permitted in the Siegel Center. Anyone using these items will be directed to leave the facility.

**PARKING** -- Team busses may park on Marshall Street (behind/north of the Siegel Center) on the day of their game(s). All other vehicles must park in one of the parking garages (\$8.00) or in an available, legal, on-street spot. **Please pay close attention to informational signs and those that designate parking restrictions.**

**POST-MATCH PROCEDURES** – Immediately following the conclusion of each match, players from each team will form a line, led by team captains, and will proceed immediately to a post-match handshake with each member of the opposing team. Coaches will also participate in this process. This should be done PRIOR to any other celebration or team activity. No spectators will be permitted on the court or near the team benches. Awards will be presented at the conclusion of each championship match (after the teams have completed the post-match handshake).

**POSTPONEMENTS** -- In the event unusual weather conditions prevent a majority of teams arriving at the state site on time, the Site Director with approval from the VHSL Director has the authority to rearrange the original schedule to allow the late arrival teams the latest possible scheduled playing time. When the Site Director determines that the state tournament cannot expediently be postponed, the tournament will be played if a majority of teams are at the tournament site. Postponed games can be played on Sunday with permission of the VHSL Executive Director in consultation with the League and/or Group Board Chairman and **provided there is no local school board policy to prevent a participating school from playing on Sunday.** **School teams SHALL bring with them a written letter from the Principal that the team may play on Sunday.**

**SECURITY – (from the Siegel Center website)**

The following items are prohibited for all events at the Siegel Center:

- Alcohol
- Backpacks/Duffle bags
- Weapons
- Laser Pointers
- Food & Drink
- Coolers, Bottles, Cans
- Wrapped Packages
- Balloons

**The following items are prohibited depending on the event:**

- Cameras
- Video Cameras
- Cell Phones
- Artificial Noisemakers
- Umbrellas
- Banners/Signage

**SOUVENIR PROGRAMS** -- The official VHSL State Volleyball Tournament Program will be available online at [www.vhsl.org/Publications](http://www.vhsl.org/Publications). A link will be provided via PA announcements. All efforts will be made to provide a roster sheet for each match.

**SOUVENIR MERCHANDISE** – *Fine Designs* is the official supplier of all VHSL tournament merchandise. *Fine Designs* will be on-site at the Siegel Center. *Fine Designs* is solely responsible for all designs and pricing.

**SPECTATOR SEATING** – The Site Director will designate the areas for spectator seating for matches at the Siegel Center. Though all seating is General Admission, spectators are encouraged to sit in the designated areas. All spectators must be seated in the bleachers. Areas will be designated for students or other patrons who may wish to remain standing throughout the match. Standing and/or sitting in the aisles is not permitted. Spectators will not be permitted directly behind the opposing team's bench. Spectators will NOT be allowed on the playing court at the conclusion of any match.

**SPECTATOR SUPERVISION** -- The administrators of competing schools are responsible for the organization, management and supervision of their students and spectators before, during and following each contest. Principals and athletic directors from each participating school are asked to introduce themselves to the site director prior to the start of the match, and to let the site director know where they will be seated during the match. This will help tournament personnel locate them should their assistance be required in resolving any problems involving their school's fans. Administrators from participating schools must help in ensuring that their school's followers behave appropriately. Particular attention should be paid to the behavior of fans sitting near the opposing team's bench area, as well as to areas in which fans from opposing teams are seated in close proximity to one another. Taunting, baiting, booing of cheerleaders, throat-slashing and other gestures directed at opponents or opponents' fans, and any other behavior intended to ridicule, threaten, intimidate or demean officials, players, coaches, cheerleaders or team followers should not be tolerated. Behaviors often seen in televised college and professional contests are not acceptable. Keep in mind that this is a high school competition intended to provide a framework in which our student athletes learn valuable lessons about ethics, integrity and respect. The price of admission is not an entitlement to behave badly. **Spectators are expected to observe the etiquette and traditions of the sport as well as the VHSL Sportsmanship Guidelines for State Events (on the VHSL website). Respect is the key -- insist on it.**

Administrators shall see that their spectators do not assemble around the edge of the court prior to the game or go onto the court at the conclusion of the game. Spectators will not be allowed on the courts at any time. Opportunities for pictures will be provided at the conclusion of each championship awards ceremony. Each school administrator shall make sure that his/her staff/fans know the VHSL guidelines of sportsmanship and the regulations for the state tournament games. **REMINDER: Responsibility of payment for any property damages to the host institution must be borne by the school(s) causing the damage.**

**SPORTSMANSHIP AWARD** – There will be a sportsmanship committee in place to evaluate the conduct of teams and team followers. The committee will determine whether or not to award a sportsmanship plaque.

**TEAM ENTRANCE** -- The team entrance is located at the lower level, northwest corner of the Siegel Center. Players, coaches, cheerleaders, performing groups and game officials may use this entrance.

**TEAM PHOTOGRAPHERS** – If your school has contracted with an individual or company to provide photographic services, your school must contact Mike McCall at the VHSL office and provide the name of that individual. The photographer must also contact Mike McCall ([mmccall@vhsl.org](mailto:mmccall@vhsl.org)) to request credentials that will allow floor access. No one will be permitted on the court unless properly credentialed.

**TEAM PICTURES** – Immediately following the awards presentations photos will be taken.

**TEAM PRACTICE** – Teams may not practice at the Siegel Center prior to the tournament.

**TEAM PERSONNEL** -- No more than a total of 20 players, coaches, managers and trainers as listed on the official roster and one bus driver will be admitted without charge via the Team Entrance. There will be 20 seats provided at the bench. Make sure you bring a copy of your Team Admittance List with you to the Siegel Center. Spectators, cheerleaders, parents, school administrators, city officials are not team personnel. A pass gate on the upper level is available for those with an acceptable pass and proper identification.

**TEAM SUPPLIES** -- Teams shall provide their own towels, locker locks, training tape and other training supplies, half-time refreshments, home uniforms and visitor uniforms. No towels or laundry service will be provided. The host site will provide ice. Practice volleyballs and game balls will be provided by VHSL.

**TEAM TRAVEL REIMBURSEMENT** – Requests for reimbursement must be submitted on the proper form to Denise Marshall ([dmarshall@vhsl.org](mailto:dmarshall@vhsl.org)) at the VHSL Office by December 10. VHSL will distribute payments in January. The “Team Travel Reimbursement Request” form can be found on the VHSL website under “Forms.”

**TRAINING ROOM** -- A Certified Athletic Trainer and training room facilities will be available to all participating teams. Teams shall provide all of their needed training supplies.

**VIDEO RECORDING** -- (1) A competing school desiring to record a game in which that school competes must receive permission in advance from the Site Director. Schools not competing in the game shall not record the game. Under no conditions may the recording be used for scouting purposes by schools other than those involved in the game, be used to second guess decisions made by the game officials, be sold, rented or loaned for commercial purposes. (2) Spectators may take short clips of action; however permission must be granted by the Site Director to record the entire event. If permission is granted it is with the understanding that the recording may not be sold, leased, borrowed or rented for commercial purposes. The Site Director will not permit spectators to interfere with the view of other spectators or news media personnel covering the activity.

**VHSL RECOGNIZED PASSES** -- Members in the following organizations who present this year's membership card and a photo ID will be admitted free of charge. Faculty, district, regional, "Allied," and "Associate" cards will not be honored. Recognized organizations are VHSCA Life Member, VIAAA Life Member, VHSCA, VIAAA, VHSL Honored Guest, VHSL, VSBA and VATA. At the Siegel Center, enter the VHSL Pass Gate on the upper level, east side of the building (near the tower).

#### **WARM-UP SCHEDULE FOR FIRST MATCH IN SESSION – 8-6-6 FORMAT**

- Officials/Captains' Conference will begin 30 minutes prior to the scheduled start time for the first match.
- **Timed warm-ups will begin 28 minutes prior to the scheduled start time for the first match.**
  - First 8 minutes -- Both teams warm-up on their half of the court.
  - At 20 minutes -- The team to serve 1st uses the full court. The other team may use any area outside the court.
  - At 14 minutes -- The team to receive uses full court. The other team may use any are outside the court.
- 8 minutes prior to scheduled start of the first match of the day – Welcome followed by sportsmanship statement.
- 7 minutes prior (12:53 on Thursday, 10:53 a.m. on Saturday) – National Anthem
- 5 minutes prior (12:55 on Thursday, 10:55 a.m. on Saturday) – Team Introductions



**WARM-UP SCHEDULE FOR SECOND or SUBSEQUENT GAME(S) IN SESSION – 6-6 FORMAT**

- Teams will warm-up in the auxiliary gym. Teams will be escorted to and from the warm-up area by tournament personnel.
- Officials will meet with captains and coaches 5 minutes after conclusion of previous match, or 18 minutes prior to scheduled start time, whichever is earlier.
- Depending on the schedule, and at the discretion of the Tournament Director, teams will be permitted the 6-6 warm-up on the court (the team serving first will have the entire court for six minutes; then the opponent will have the entire court for 6 minutes)
- Welcome and sportsmanship statements – 6 minutes prior to start
- Team introductions – 5 minutes prior to start

**QUESTIONS?** -- Contact the VHSL State Tournament Director or the VHSL office.

**GOOD LUCK IN THE TOURNAMENT!**

## AWARDS CEREMONY

An awards ceremony will be conducted immediately following the championship game. At the game's conclusion, members of each team must participate in a post-match handshake with the other team (see "Post-match Procedures" above).

Awards will be presented in the following order:

1. Sportsmanship Award – The coach or other representative of the winning school will accept this award (if present and if awarded).
2. Runner-up Medals – Medals will be presented to each PLAYER on the runner-up team (maximum of 20). Each player will be announced and will come forward to accept the medal. Medals for coaches, assistant coaches, managers, statisticians, and other team personnel will be provided to the school. If more than 20 medals are needed, the school may order additional medals by contacting Faustina Lee at the VHSL office.
3. Runner-up Trophy – The runner-up trophy will be presented to the Head Coach of the runner-up team.
4. Championship Medals – Medals will be presented to each PLAYER on the runner-up team (maximum of 20). Each player will be announced and will come forward to accept the medal. Medals for coaches, assistant coaches, managers, statisticians, and other team personnel will be provided to the school. If more than 20 medals are needed, the school may order additional medals by contacting Faustina Lee at the VHSL office.
5. Championship Trophy – The Championship trophy will be presented to the Head Coach of the winning team.
6. Each team will remain for post-match photos.



## PLAYER SPORTSMANSHIP ANNOUNCEMENT (Home Team)

My name is \_\_\_\_\_ and I am a member of the \_\_\_\_\_ volleyball team.

Both teams are here on a mission to win a state title – only one team can achieve that dream. But we can all leave as winners if we conduct ourselves in a positive way, win or lose. We ask that our fans do the same. Support us in a positive way, showing respect for our opponents and game officials. Thank you.

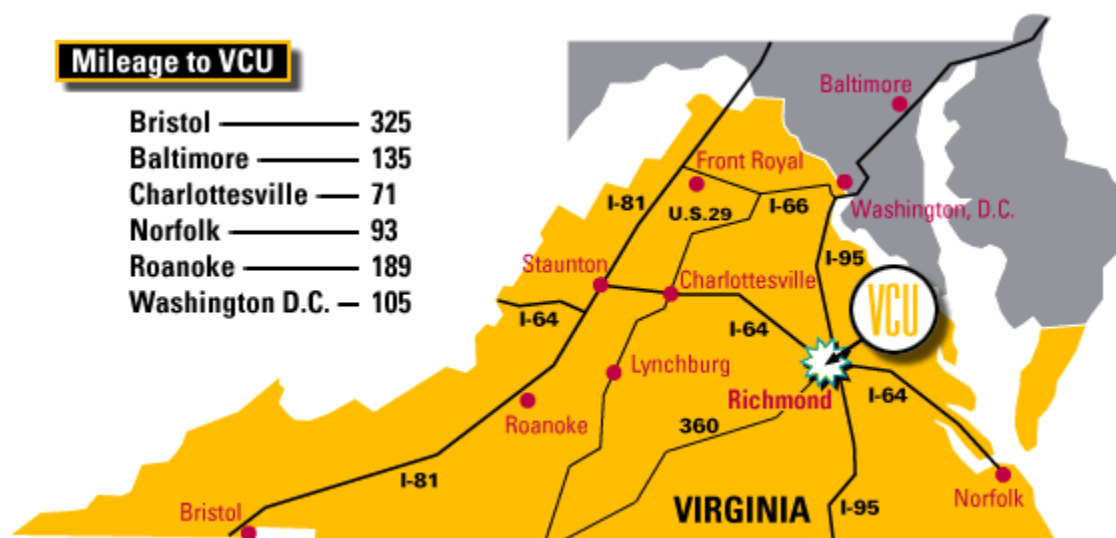


## PLAYER SPORTSMANSHIP ANNOUNCEMENT (Visiting Team)

My name is \_\_\_\_\_ and I am a member of the \_\_\_\_\_ volleyball team.

Only one of the teams here today will win a state championship. But win or lose, it is the character of our team that matters and will be remembered. We ask our fans to be positive in the way you support us, and that you respect our opponents and game officials. Thank you.

## THE ROAD TO RICHMOND



## DIRECTIONS TO SIEGEL CENTER

### Virginia Commonwealth University - Academic Campus Map

### Stuart C. Siegel Center - 1200 West Broad St.

**Directions:** Directions to the Siegel Center:

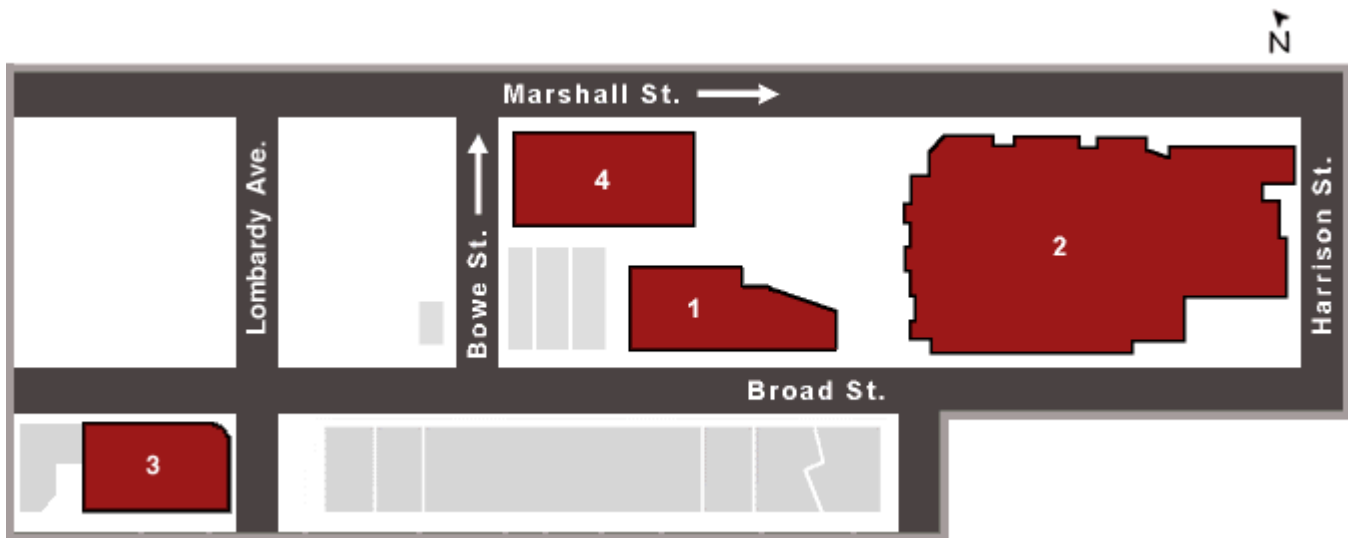
#### I-95 South/I-64 East (I-95 and I-64 merge)

1. Take exit #76B for Belvidere Street
2. Turn left off exit ramp on to Leigh Street
3. Go to 1st traffic light, turn right onto Belvidere Street
4. At the 3rd traffic light, turn right onto Broad Street
5. The Siegel Center is on the right after the third traffic light

#### I-95 North/I-64 West

1. Take exit #76A Chamberlayne and get in the left lane on exit ramp
2. Turn left at the traffic light
3. After crossing the bridge, bear right onto St. Peter's Street
4. At the stop sign, turn right onto Leigh Street
5. Turn left at the first traffic light onto Belvidere Street
6. At the 3rd traffic light, turn right onto Broad Street
7. The Siegel Center is on the right after the third traffic light

## SIEGEL CENTER AREA MAP



1. [Sports Medicine Building](#), 1300 W. Broad St.
2. [Stuart C. Siegel Center](#), 1200 W. Broad St.
3. [Lombardy Building](#), 612 N. Lombardy.
4. [Bowe Street Parking Deck](#), 609 Bowe St.

## BROAD STREET PARKING DECK

(Across from Siegel Center - On Broad St. between Harrison and Shafer)

