

## UHSAA Drill Team Policies & Guidelines

### 1. Instill the Highest Ideals of Character (NFHS Coaches' Code of Ethics)

The coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student and, thus, shall never place the value of winning above the value of instilling the highest ideals of character. As role models, coaches are expected to be an advocate for good sportsmanship and follow all the rules and regulations with the intent for which they were written.

### 2. Adhere to UHSAA and NFHS Rules and Regulations

To maintain participant safety, coaches must adhere to the NFHS Spirit Rules during all practices, performances and competitions. Coaches are responsible for the rules and regulations contained in the UHSAA Handbook, the UHSAA Yearbook Drill Section, coaches' responsibilities on the UHSAA website Drill Team Page ([www.uhsaa.org](http://www.uhsaa.org)) and the NFHS Spirit Rules Book. Drill team is a female only sport. It is NOT considered a co-educational sport. Coaches should bookmark the Drill Page at [uhsaa.org](http://uhsaa.org) for the latest info.

### 3. Attend Annual UHSAA Drill Team Clinic

All head drill team coaches must attend a UHSAA Drill Team Clinic each year to keep current on UHSAA and NFHS rules and critical safety regulations. Coaches must attend the live drill rules clinic or successfully complete the UHSAA On-Line Rules Clinic and quiz prior to the posted deadline ([uhsaa.org](http://uhsaa.org) Drill Page). New coaches are encouraged to attend the live rules clinic. Failure to attend or view a clinic prior to the deadline will result in a \$50.00 fine to the school. Coaches that fail to attend will still be responsible to know the information presented.

### 4. Submit Dead Time Period Form

By the deadline of January 15, each school must declare dates for the twelve week DEAD TIME PERIOD (no practices, performances, team camps or competitions) as stated on the "DRILL TEAM DEAD TIME PERIOD FORM" from the UHSAA Form Page on the UHSAA website. Each week of the dead time period must include at least seven (7) consecutive days. The UHSAA Handbook outlines dead time period restrictions. Penalties for the violation of the dead time period may include any of the options found in Article III, Section 6 of the UHSAA Handbook.

### 5. Adhere to Budget Restrictions and Track Expenses

To create a level playing field between all participating programs and to limit the financial burden incurred by the participants, coaches shall operate their programs within the stated limitations. The annual maximum budget for a drill team is \$600.00 per girl (or \$600.00 times the number of girls on the team). Donated supplies and all monies, including budgeted school funds, out-of-pocket expenses, fundraised or donated funds for costumes and supplies which are used for competition routines performed during the drill team season, (competition start date through the state competition) must not exceed \$600 times the number of girls on the team. The budget must include the following: character props, rental transportation, costumes, accessories, music fees (i.e. Mixing, CDs, and Thumb Drives), choreography fees, and any costs incurred for state competition routines.

Schools are encouraged to maintain a "uniform closet" for flexibility and originality without the expense of new uniforms. Judging sheets shall not reflect if the uniform is new or used. Routines, props or backdrops/sets and music may be used from year to year.

Drill coaches shall keep track of their expenses in the event it becomes necessary to document accounting procedures to a hearings body. A completed "UHSAA Drill Budget Form" must be received by the UHSAA office the second Friday in February containing the signature of the coach, athletic director and principal. Coaches will list the totals spent in each of the designated areas. Any documentation (i.e. receipts, bills, etc)

should be kept on file at the school. Other costs associated with drill team outside the UHSAA competition season will be monitored by the school/district. This includes travel, camps, day uniforms, etc.

6. **Deadlines for Region Results and DVD:** Schools qualify for the state drill competition through their region drill competition. The region drill chair and the competition director are responsible to submit/email the "UHSAA Declaration Entry Form," final tabulation results, and overall score sheets to the UHSAA at email: [anderson@uhsaa.org](mailto:anderson@uhsaa.org) no later than **midnight on the Saturday prior to the state drill competition**. The region results will not be official without the final tabulation results. The region drill chair and the competition director are also responsible to send a DVD of the region drill competition to the UHSAA office no later than **Wednesday prior to the state drill competition**. The DVDs will provide a digital record of all routines performed at region for the UHSAA Tournament Committee to use as reference, if needed, at the state competition. Regions who fail to meet the deadline for the region results, or DVD will be fined \$50 per school.
7. **Sanctioned Competitions:** Drill teams may compete in no more than three (3) invitational competitions in addition to the region competition. If no region competition is held, teams may compete in no more than four (4) invitational competitions. A list of competitions sanctioned by the UHSAA can be found on the Drill Team Page at [uhsaa.org](http://uhsaa.org). All sanctioned UHSAA drill team competitions must use a certified competition director, five (5) certified routine judges, three (3) certified technical judges, and a certified tabulator in all classifications (this does not include solo competitions). When teams compete facing both sides at invitationals, there should be three (3) certified technical judges for each side.

Judges for all region and state competitions will be assigned by the UHSAA drill team arbiter. Invitational competition directors can hire judges ONLY AFTER state judges have been assigned (early October). Sanctioned competitions must also use the current UHSAA tabulator's program and score-sheets posted on the Drill Page at [uhsaa.org](http://uhsaa.org). The UHSAA score sheets can be found on the Drill Team Page at [uhsaa.org](http://uhsaa.org). Competitions not in compliance with these guidelines will result in a loss of UHSAA sanctioning. Coaches and judges should submit in writing to the UHSAA any allegations relating to violations. Region competitions are the qualifying meet for the state competition and must follow region, UHSAA, and NFHS rules. All regions must hire a UHSAA certified competition director to run the competition. Administrators should remain neutral and supportive during the region competition. Any event sanctioned by the UHSAA must follow UHSAA and NFHS Spirit Safety Rules and assess penalty violations for said rules (2-points per routine judge). If a competitor is required to be a member of a high school drill team in order to compete as a soloist, she must also follow these rules and will be assessed penalties for violation(s) of said rules in all UHSAA sanctioned competitions. Any routine performed by a high school drill team must follow the UHSAA and NFHS Spirit Safety Rules.

9. **Categories:** Drill teams compete in three (3) designated categories at region and state competitions. The categories for the 2011-12 school year are Military, Dance and Character. Definitions for each of the three state competition categories are listed below.

**MILITARY:** Any basic military maneuvers or steps such as pinwheels, blocks, ranks and files, etc. may be used. Overall emphasis is on precision; straight arm sequences. School uniform or military attire may be worn. Kicks and ripples may be used. DO NOT USE DANCE STEPS. No jazz hands, no head rolls, no body rolls, no hip movements, no jazz runs, no pyramids, no arch backs, no toe touches (Russian or Straddle), nor tumbling may be used. General emphasis is on clean, sharp movements. Props and backdrops/sets may not be used.

**DANCE:** Any dance movement is accepted. Some formation changes are recommended for effect. The overall effect should be dance. Dance attire or school uniforms may be used as long as they follow the NFHS Rules. The movement, music and uniform may be stylized but cannot carry a story line. Kicks, leaps,

pas de bourres, and any dance steps may be used. Tumbling, pyramids and lifts may be used under NFHS rules. Props and backdrops/sets may not be used.

**CHARACTER:** A thematic routine which focuses on the portrayal and development of a character through the movement, music and uniform. The routine may carry a storyline and may include props, provided they serve as an accent to the characterization. This is not a prop routine; backdrops/sets, stages, and ramps of any kind may not be used.

**Prop Guidelines for the Character Routine:**

- If a team includes props in this category, careful consideration should be given to the size, weight and cost restrictions. Funds spent on props must be reported on the budget declaration form.
- To limit the size and weight of props in a routine, they can only be carried on and off the competition floor by single drill team members without any assistance (i.e. another team member, carts, dollies, wheels).
- Props shall only be carried on and off the floor by individuals performing in the routine.
- Props cannot be combined or pushed together on the performance floor to create larger props.

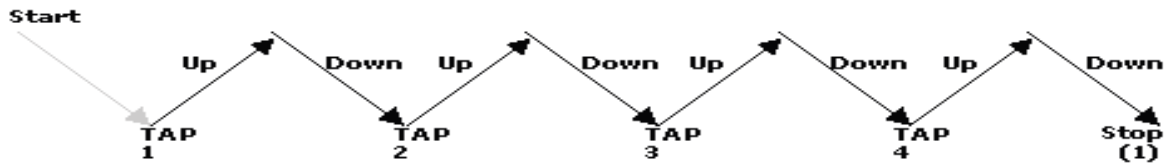
- 10. Qualifying for State Tournament:** Each region receives the following number of qualifiers for the state competition. Schools qualify for the state competition through their region competition. The number of qualifiers may be adjusted according to the number of participating schools.

<u>5A Schools</u>	<u>4A Schools</u>	<u>3A Schools</u>	<u>2A &amp; 1A Schools</u>
Region 1: 4 teams	Region 5: 5 of 6 teams	Region 9: 4 of 5 teams	All participating 2A schools
Region 2: 4 teams	Region 6: 3 of 4 teams	Region 10: 3 of 4 teams	All participating 1A schools
Region 3: 4 teams	Region 7: 5 of 6 teams	Region 11: 6 of 7 teams	
Region 4: 4 teams	Region 8: 3 of 4 teams	Region 12: 5 of 6 teams	

- 11. Seeding for State:** Seeding for the order of performance at the State Drill Competition is based on the finish in each category at the Region Drill Competitions unless exceptions are approved by the Executive Committee. Once region results are sent to the UHSAA, any placements not filled with a team will bump all other qualifiers either up or down in the seeding. Regions must list teams in the order they finished in each category. This determines the seeding at the state competition rather than overall region finish. A list of seeding and order of performance for the state competition will be available on the Drill Team Page on the UHSAA website.
- 12. State Competition:** Information on the State Drill Competition will be posted on the Drill Team Page at uhsaa.org. Drill teams are not allowed to practice or compete at the state tournament site within two (2) weeks of the state competition. There is no outside food or drink allowed inside the UVU arena with the exception that each team will be allowed to bring in one cooler for necessary nourishment. Only team members on state qualifying teams are eligible to compete in the Drill Down at the State Competition. Teams placing first in any category, but not qualifying by overall region standing, will qualify and compete with that routine at State. Regions must list these teams on the declaration sheet for that specific category.
- 13. State Drill Routines:** All music, props, backdrops/sets and costumes that were used to qualify a routine at the region competition must remain the same for the state competition. No alterations are allowed. Choreography changes due to injury, eligibility, judges' recommendations, etc., will be allowed up to 16 total counts. A DVD from each region drill competition shall be received by the UHSAA office the Wednesday prior to the state competition. The DVDs will provide the UHSAA with a digital record of all routines performed at region, if necessary, for reference at the state competition. At the state competition, all coaches will be required to complete a "Declaration Change Form" to verify the total counts of choreography changes made to each qualifying routine since the region competition. Protests or complaints alleging a violation of this rule must be made and submitted in writing, by an appropriate official and/or school leader, to a member of the UHSAA Tournament Committee within the time frame of the current competition category. If it is confirmed by the UHSAA Tournament Committee that the rule was violated, the routine in question will not receive a

qualifying score. To be eligible for an overall team ranking at the state competition, a team must earn a qualifying score in each of the three categories.

**Definition of a count:** One count is given for every down beat in the music, regardless of the tempo (i.e. 2/4, 3/4, 4/4). This would be considered real time. To change the counting to: one and, two and, three and – it MUST still result in one count per down beat. To count and tap beats on your knee, you would begin with your hand in the air. The beat begins when you tap your knee. The diagram below is an example of four complete counts.



- 14. Coaches' Certification and Certified Teachers:** Refer to UHSAA Handbook By-Laws, Article 5. Coaches' certification in Utah includes five components: Background Check, First Aid Training, CPR Training Concussion Training (20 minute free course at [nfhslearn.com](http://nfhslearn.com)) and the "Fundamentals of Coaching" course. The "Fundamentals of Coaching" course only has to be completed one time and can be completed through a blended course under the direction of a certified NFHS/UHSAA instructor OR through the National Federation on-line course, "Fundamentals of Coaching" available at [nfhslearn.com](http://nfhslearn.com). Head drill team coaches and paid assistant coaches with a major, minor or endorsement in physical education, *dance* and/or minor in coaching are considered trained and will **not** have to complete the First Aid, CPR or the Coaches' Fundamentals course.
- 15. Competition Directors:** Competition directors shall register and certify with the UHSAA on an annual basis by attending the live UHSAA Competition Directors' Clinic and live UHSAA Drill Rules Clinic or successfully completing the UHSAA On-Line Competition Directors' Clinic and UHSAA Drill Rules Clinic and quiz prior to the posted deadline ([uhsaa.org](http://uhsaa.org) Drill Page). **Dates and times of the clinics will be posted on the UHSAA website Drill Team Page.** Competition packets will be given at the meeting to ensure UHSAA rules and deadlines are followed. A region who fails to select a competition director by no later than **September 16** will have one assigned by the UHSAA Arbiter. The Competition Director must arrange for the UHSAA certified tabulator.
- 16. Tabulators:** Tabulators shall register and certify with the UHSAA on an annual basis. Interested individuals should contact the UHSAA and go to the Drill Page at [uhsaa.org](http://uhsaa.org) for information on registration and training.
- 17. Judges:** Drill Judges are required to certify with the UHSAA on an annual basis. To certify, all drill judges must submit a registration form and fee, (available on the Drill Team Page at [uhsaa.org](http://uhsaa.org)), attend or view a UHSAA Drill Rules Clinic, attend a live training session and pass a test with a minimum score of 80%. Judges should attend UDJA training meetings to receive additional hands-on training and improve their ranking.
- It is the responsibility of the Competition Director to hire only UHSAA certified judges and tabulator for an invitational competition. Judges for an invitational can only be hired after the judges for State have been assigned.
  - The UHSAA Arbiter assigns all judges for the region and state competitions.
  - For region and state competitions, the arbiter will assign one of the five routine judges to serve as the head judge. Two technical judges will be seated with routine judges and one will be on the floor.
  - Judges selected as Routine Judges for State, shall not judge the same classification at invitationals or region competitions.
  - Judges selected as Technical Judges for State, are encouraged to judge the same classification at invitational and region competitions.

- F. The payment of region judges and other personnel are as follows: All region judges and a certified tabulator will be paid \$85.00. One floor technical judge will be paid an additional \$10.00 for the extra judge time. Drivers will also be paid .38 cents per mile for all miles over 50 miles round trip. Riders will be paid an additional .05 cents per mile for all miles traveled over 50 miles round trip. Since regions will not pay all judges to drive, drivers will be assigned by the UHSAA arbiter based on years of experience and availability of the driver. Therefore, judges will be asked to ride together.
- G. The region should make any decision regarding payment of the certified competition director and the person who may call Drill Down. The payment of all region competition personnel, including judges, is the responsibility of each region and not the UHSAA.

#### 18. Penalties:

- A. During the three (3) minute routine, teams and all props or backdrops/sets must stay within the inside edge of the boundary lines of the competition floor. The lines are considered out-of-bounds.
- B. All team members must not step out-of-bounds. Meaning team members must have weight bearing contact within the boundaries of the competition floor. The boundary lines are the four inside edges of the basketball court on the floor where the competition is being held, regardless of its size. Each violation will result in a 2-point penalty per routine judge to be assessed by the floor technical judge.
- C. A 2-point penalty per routine judge will be assessed to teams that disrupt the flow of the competition, such as: not being ready to enter the floor; entering the floor out of schedule order; entering from the wrong side of the floor; marching all the way across the back of the floor and performing an about-face to enter the actual floor from the opposite end; problems associated with music or removing props or backdrops/sets, etc. A penalty of this nature will be assessed by the floor technical judge.
- D. Any violations will result in a 2-point penalty per routine judge to be assessed by the floor judge.
- E. If a safety penalty of 2 or more points per judge is given, the offending school will be notified by the competition director after that category has been completed.
- F. A floor judge will check shoes prior to performance, and any **shoe not in compliance must be corrected before the performance or the shoes cannot be used**. Shoes will also be checked as you leave the floor. Any violations will result in a 2-point penalty per routine judge to be assessed by the floor technical judge. See additional information on shoes in #25.

#### 19. Timing Penalties:

- A. Length of the routine will be 2-3 minutes. There will be a 2-point penalty per routine judge for every ten seconds over three minutes or under two minutes to be assessed by the technical judge (i.e. 3:01= 2 points/routine judge, 3:11 = 4points/routine judge).
- B. All teams are to be ready one team ahead. Teams must stay out of view. Teams must not get into an entrance position until the announcer specifically says, "Team, take your position." All team members, props, and backdrops/sets will **enter and exit from the north end of the gym at the state competition**. Only drill members who are participating in that particular routine will be allowed onto the floor.
- C. Judging and timing will start with the first note of music. The entrance and exit must be concise and direct. Entrances and exits are not to be judged by the routine judges.
- D. Judging and timing will stop with the last note of music. **An entrance and exit shall not exceed 30 seconds each for any competition routine. Additional time is not allowed for the Character routine.** The technical judge will deduct 2-points per routine judge for every 10 seconds over the entrance or exit time. Timing of the entrance will start when the team and/or props or break the plane of the floor boundary.

- 20. **Sportsmanship:** Unsportsmanlike conduct by drill team members or coaches prior to, during, or after the conclusion of the competition will result in a 2-point penalty per routine judge for each violation. If unsportsmanlike conduct is committed during the competition, a written complaint must be submitted to the

competition director within the time frame of the current competition category. Any member of the UHSAA Tournament Committee may assess these points. The points would be deducted before the ranking scores are given and would be assessed to routine category being performed nearest the infraction.

- 21. Scoring:** The “true” ranking scoring system will be used at all invitationals, region, and state competitions for the overall winners. Ranking points are assessed in the tabulating room. It is important that judges keep a running total so they do not give ties. Dropping of the high and low placement ranking (1, 2, 3, 4, etc.) will take place. In the event of a category and/or an overall tie, the tie will be broken using the head to head placement of the two tied teams for each of the five judges. The team with the better placement by a majority of the judges will be declared the winner. In the event of a tie between more than two teams, the same process will be used to eliminate one team at a time until one winner remains. For an individual routine judge who may have a tie between teams as a result of penalty point(s), the ranking points for that individual judge will be split for the teams tied. All other teams will stay in the ranked order and will receive the appropriate ranking points for that position.

For example: Judge #1 gives Team A 99 points, Team B 98 points, Team C 96 points, Team D 95 points and Team E 94 points, etc. Then, Team B is penalized two penalty points per routine judge, which results in Team B and Team C both having 96 points and a tie for 2nd and 3rd place. The 5 ranking points for adding the 2nd and 3rd place ranking points together would be split (each team by splitting the ranking points, the penalty point(s) still has/have its value in the overall judging of the category). Therefore, the result of the ranking points for Judge #1, because of the penalty on Team B, would be the following: Team A 1 point, Team B 2.5 points, Team C 2.5 points, Team D 4 points, Team E 5 points, etc. All five routine judges would not break this kind of tie. Note: Judges must use whole and .5 scores when judging routines. For example, a routine score of 95 or 95.5 is acceptable. Exception: when more than ten teams are competing in the same category .25 and .75 scores may be used. This helps keep the range between the teams more acceptable and clear. The category score sheets and technical score sheets may be found on the Drill Team Page at uhsaa.org.

- 22. Tabulation Protest:** A team has 48 hours after the conclusion of the competition to PROTEST TABULATION ERRORS. That protest must be received by the UHSAA office in writing to be valid. Only tabulation errors may be protested after the competition. Tabulators are required to email the final spreadsheet results to the UHSAA and Head Tabulator by 7:00 am the morning following a competition.
- 23. Procedure for Protests:** Protests or complaints alleging a violation of rules or policies of the UHSAA must be submitted to the Association in writing. All protests concerning the outcome of a competition must be made and concluded by appropriate officials and school leaders prior to the end of the protested competition. After a competition has completed, protests regarding the outcome are not allowed. No protest shall be considered if the protest is based upon a judgment call of a judge (The foregoing is not to be construed as prohibiting the Association from initiating action on a rule or policy violation, UHSAA By-Laws, Article 3). For protests regarding state drill see number 13..
- 24. Costumes:** Any costume must have been worn on the school’s home floor before wearing it at the state competition. Uniforms and dress for a performance is at the discretion of the team or coach as long as they comply with the category and NFHS rules. Appropriate attire must be approved by the school’s administration and possibly a parent committee before use in a performance. School and UHSAA administrators are concerned with the continued suggestiveness of some uniforms and advise discretion in choosing uniforms for all competitions.
- 25. Shoes:** See NFHS Spirit Rule 3 Section 1 Article 5: *Dance, drill and pom teams must wear footwear that is appropriate for the activity involved. At a minimum, footwear must cover the ball of the foot.* Precaution should be taken so that the performing area is not marred. In general, good quality leather, crepe or soft-soled shoes may be worn. Any shoes that will scuff floors must be taped with non-marking tape. The coach is

responsible for having shoes checked at the specified time. A floor judge will check shoes prior to performance, and any **shoe not in compliance must be corrected before the performance or the shoes cannot be used**. Shoes will also be checked as you leave the floor. Any violations will result in a 2-point penalty per routine judge to be assessed by the floor technical judge. The UHSAA is concerned with teams removing protective coverings on their shoes after the initial shoe check.

**26. Props:** used during a competition routine, must be moved on and off of the competition floor only by drill team members who are participating in that particular routine. This means that they are an active dancing participant in the competition routine. Do not put a uniform on an alternate member to have them help bring anything out to the floor and not be an active drill team participant in the routine (penalty is 2-points per routine judge). When props are allowed, they must be used in such a way as to not mark or damage the floor. This includes during entrance and exit. They must have rubber, carpet, foam or padding that will protect the floor (this includes any section which is touching the floor in the choreography of the routine). Consideration must be given to the weight and use of the prop and surface coverings. A floor judge will check these items prior to performance. Coaches are responsible for having all items checked at the specified time. Any props not in compliance must be corrected or the items cannot be used. Judges may also check all items and the performing surface after the performance. If a prop damages the floor, a fine will be assessed to the school. Props must be moved on and off the floor from the designated side. **See the prop guidelines included with the Character definition.**

**27. Special Effects:** No provisions will be made for special effects. The use of fire, fog, dry ice, water or smoke WILL NOT be allowed.

#### **28. Music**

- A. No musicians may be used as musical accompaniment, not including musical props used by team members. No drums used on entrance or exit.
- B. All music must be recorded on a good quality tape or CD. Performing music should be recorded on the beginning of a cassette tape or CD with no other music preceding or following the music being used for the performance.
- C. A representative of each team must be present at the announcer's table when their team is performing to cue the music. No responsibility is taken by sound crew if no one is there (penalty is 2 points per routine judge for disrupting flow of competition).
- D. If the DJ and Competition Director agree that any problems associated with the music are NOT the fault of the coach or team and are in fact technical difficulties, **the team will be given the opportunity to exit the floor and re-enter to begin the performance from the start without penalty (before the next team in that classification and category performs).** Order of performance will not be disrupted.

**29. Awards:** Dates for Academic All-State nominations can be found on the UHSAA calendar at uhsaa.org. The UHSAA will present 1st and 2nd place trophies to the overall winners and 1st and 2nd place plaques in each category and classification will be awarded at the UHSAA State Drill Competition. The UHSAA will also award medals (1st, 2nd and 3rd) in each classification to the winners in the Drill Down competition.

#### **30. Penalties for Violating Rules**

Refer to Article 7 Section 6 in the UHSAA Handbook for a list of penalties that may be issued for violations.