

## **2018-19 ILH KAYAKING OPERATIONAL PROCEDURES**

### **SECTION I – SCHEDULE**

#### **A. START DATE**

Official Starting Date: Wednesday, August 1, 2018

#### **B. SEASON FORMATS**

Coaches must assign racers to either the Junior Varsity team or the Varsity team at the beginning of the ILH season.

- Junior Varsity team members may be promoted to the Varsity team at any time during the regular season.
- Once a racer has competed at the Varsity level, this racer may not return and compete at the Junior Varsity level.
- A racer so promoted will not be eligible for the Junior Varsity Series Championship award but may be eligible for the Varsity Series Championship award provided all criteria are met.

#### **C. GAME SCHEDULING**

1. The Athletic Director assigned to Kayaking will determine the schedule format and obtain approval from the BADILH.
2. The season will consist of distance and sprint races.
  - Three distance races for both genders, and the Championship Regatta.
  - Three sprint races for both genders, and the Championship Regatta.
4. A student may compete in only one discipline – *i.e.* the distance race or sprint race – at the Championship Regatta.

### **SECTION II – METHOD OF DETERMINING CHAMPION**

#### **A. LIST BY DIVISIONS**

1. A boys' and a girls' Junior Varsity Division (9<sup>th</sup> through 11<sup>th</sup> grades)
2. A boys' and a girls' Varsity Division (9<sup>th</sup> through 12<sup>th</sup> grades).

#### **B. ILH JUNIOR VARSITY CHAMPIONSHIP REGATTA**

1. The Junior Varsity Team Champions will be determined by the outcome of the ILH JUNIOR VARSITY CHAMPIONSHIP REGATTA.
2. To enter the ILH JUNIOR VARSITY CHAMPIONSHIP REGATTA, an athlete must have competed in at least one regular season regatta to be eligible to compete in the championships.

3. The official school entry roster list must be submitted to the ILH Sport Coordinator by 12:00pm, on the Wednesday preceding the ILH JUNIOR VARSITY CHAMPIONSHIP REGATTA. Entry lists must contain the names of the racers entered.
4. Schools entered in the Junior Varsity Division shall have sixteen places in the ILH JUNIOR VARSITY CHAMPIONSHIP REGATTA. Coaches will assign their racers to their respective races on the entry form submitted to the Race Coordinator.
  - a. The top eight racers from each school, as ranked by the coach, will be placed in Heat A.
  - b. The next eight racers from each school, as ranked by the coach, will be placed in Heat B.
  - c. Results of Heats A and B will be merged by fastest time to determine the winners of the distance competition.

### **C. SCORING, POINTS**

1. Team scores will be computed for each event in the ILH JUNIOR VARSITY CHAMPIONSHIP REGATTA.
2. Distance: The results of the Distance Heats will be merged and sorted by time (fastest to slowest) to determine the final order of finish.
3. Points will be awarded on the sort
4. Sprints: The results of the Sprint races will be determined based on progression and the outcome of the final race event in accordance with the current edition of the International Canoe Federation Canoe Sprint Competition Rules, as modified for this league.
5. Points will be awarded on the order of finish and outcome of the final race.
6. The team's score will be the addition of the top two kayakers' place in the Distance Race and the top two kayakers' place in the Sprint Race.
7. The team with the best overall score will be awarded the ILH JUNIOR VARSITY CHAMPIONSHIP.
8. The top five finishers in the Boys and the Girls ILH JUNIOR VARSITY CHAMPIONSHIP REGATTA will be awarded medals based on their place of finish.

### **D. JUNIOR VARSITY DISTANCE SERIES CHAMPIONSHIP**

1. To qualify for these medals, Junior Varsity racers must compete in a total of three race events during the regular ILH season, one of which must be the ILH JUNIOR VARSITY CHAMPIONSHIP REGATTA. (NOTE: If the league is not able host the minimum number of races, no SERIES CHAMPIONSHIP will be tabulated or medals presented.)

2. Racers will receive points based on their place of finish. First place = 1 point, second place = 2 points, third place = 3 points, etc. A racer's top two regular season point finishes, plus his or her points from the ILH JUNIOR VARSITY CHAMPIONSHIP REGATTA will be totaled to determine his or her points towards the ILH Junior Varsity Distance or Sprint Series Championship.
3. The top ten Junior Varsity racers, based on the total points earned throughout the season, will be awarded the ILH Junior Varsity Distance or Sprint Series Championship medals. A racer's place finish in the ILH JUNIOR VARSITY CHAMPIONSHIP REGATTA will break ties in points.

#### **E. ELIGIBILITY**

1. Once promoted to the Varsity level, this racer will not be allowed to drop back down to the Junior Varsity level during the current season and any future seasons.
2. A racer may compete at the Varsity Championship in an event for which he or she has a qualifying time in the varsity regular season.

#### **F. ILH VARSITY DISTANCE AND SPRINT CHAMPIONSHIP REGATTA**

1. The Varsity Team Champions will be determined by the outcome of the ILH VARSITY CHAMPIONSHIP REGATTA.

#### **G. ENTRIES**

1. To enter the ILH VARSITY CHAMPIONSHIP REGATTA, an athlete must have competed in at least one regular season regatta to be eligible to compete in the championships.
2. The official school entry roster list must be submitted to the race coordinator by 12:00pm, on the Wednesday preceding the ILH VARSITY CHAMPIONSHIP REGATTA. Entry lists must contain the names of the racers entered.
3. Schools entered in the Varsity Division shall have ten places in the DISTANCE CHAMPIONSHIP and ten places in the SPRINT CHAMPIONSHIP. Coaches will assign their racers to their respective races on the entry form submitted to the Race Coordinator.

#### **H. DISTANCE**

1. The top five racers from each school, as ranked by the coach, will be placed in Heat A.
2. The next five racers from each school, as ranked by the coach, will be placed in Heat B.
3. Results of Heats A and B will be merged by fastest time to determine the winners of the distance competition.

**I. SPRINTS**

1. A maximum of ten racers from each school shall be ranked by the coach.

**J. SCORING, POINTS**

1. Team scores will be computed for each event in the ILH VARSITY CHAMPIONSHIP REGATTA.
2. Distance: The results of the Distance Heats will be sorted and merged by time (fastest to slowest) to determine the final order of finish.
3. Points will be awarded on the sort.
4. Sprints: The results of the Sprint races will be determined based on progression and the outcome of the final race event in accordance with the current edition of the International Canoe Federation Canoe Sprint Competition Rules, as modified for this league.
5. Points will be awarded on the order of finish and outcome of the final race.
6. The team score in each race will be the addition of the top two kayakers' place in the Distance Race and the top two kayakers' place in the Sprint Race.
7. The team with the best overall score will be awarded the ILH VARSITY CHAMPIONSHIP REGATTA trophy.
8. The top five finishers in the Boys and the Girls ILH VARSITY CHAMPIONSHIP REGATTA will be awarded medals based on their place of finish.

**K. ILH VARSITY DISTANCE AND SPRINT SERIES CHAMPIONSHIP**

1. To qualify for these medals, Varsity racers must compete in a total of three race events during the regular ILH season, one of which must be the ILH VARSITY CHAMPIONSHIP REGATTA. (NOTE: If the league is not able to host the minimum number of races, no SERIES CHAMPIONSHIP will be tabulated or medals presented.)
2. Racers will receive points based on their place of finish. First place = 1 point, second place = 2 points, third place = 3 points, etc. A racer's top two regular season point finishes, plus his or her points from the ILH VARSITY CHAMPIONSHIP REGATTA will be totaled to determine his or her points towards the ILH Varsity Distance and Sprint Series Championship.
3. The top five Varsity racers, based on the total points earned throughout the season, will be awarded the ILH Varsity Distance and Sprint Series Championship medals. A racer's place finish in the ILH VARSITY CHAMPIONSHIP REGATTA will break ties in points.

**L. RECOGNITION OF “PADDLER OF THE YEAR”**

1. Varsity paddlers only
2. One male and one female paddle
3. Criteria to be:
  - i. Tabulate placing in top two Distance AND top two Sprint regattas. Lowest combined score will be considered the “Paddler of the Year.”
  - ii. In the event of a tie, tie-breaker will be:
    1. Highest place in ILH Championships
    2. Combined total time from top two finishes in Distance and Sprint regattas. Fastest time will determine champion

**SECTION III – RULES****A. GOVERNING BODY**

1. ILH sports rules and regulations apply.

**B. VIDEO REVIEW**

1. Other than photo finish, the purpose of video review is to confirm, reverse, or let stand certain on-water decisions made by race officials that is raised by a protest.
2. Only the race committee is allowed to review video.
3. The philosophy of video review operates under the fundamental assumption that the ruling by the race officials is correct. The video review official may reverse a ruling if and only if the video evidence is conclusive beyond all doubt that the ruling was incorrect. Without such indisputable video evidence, the video review official must allow the ruling to stand.
4. Video review may not be used to initiate a call that was not otherwise called by race official prior to viewing the video.

**C. PENALTIES**

1. Violations of the aforementioned rules may result in disqualification.
2. A disqualified racer will not be awarded any points for any races that day.
3. Unsportsmanlike conduct, including but not limited to swearing, fighting, and throwing of equipment, shall be grounds for disqualification.
4. Unsportsmanlike conduct may be grounds for the individual to be asked to leave the race venue. An incident report must be submitted to ILH office.
5. The respective coach will be notified, in writing on the prescribed form attached as Exhibit A, by the ILH Sport Coordinator of any disqualification resulting from rules violations, unsportsmanlike conduct, or equipment violations prior to public announcement.
6. Race Committee will issue a Did Not Start (DNS) regardless of the reason for the DNS. A DNS will result in a last place finish plus one (1) point.

#### D. PROTESTS

1. All appeals of disqualification, protests, or complaints of rule violations shall be made to the ILH Sport Coordinator in writing, on the prescribed form attached as Exhibit B.
2. The ILH Sport Coordinator will have the final decision on any rules infractions or race disputes.

#### E. WHEN OPERATING PROCEDURES ARE SILENT

1. The ILH Sport Coordinator shall rule on any matter not covered by these Operating Procedures and the current edition of the **International Canoe Federation (ICF) Canoe Sprint Competition Rules**. If necessary, the ILH Sport Coordinator shall revert to the ILH Handbook and/or consult the ILH Office to address an unspecified matter.

#### F. OUTSIDE PARTICIPATION

1. Outside participation is permissible provided it does not occur on the same calendar day of the scheduled ILH Kayaking event.

#### G. NUMBER ELIGIBLE TO PARTICIPATE

1. For the Junior Varsity Division, each school may enter per event, a maximum of sixteen racers in the Distance competition.
2. For the Varsity Division, each school may enter per event, a maximum of ten racers in the Distance and Sprint competitions.

#### H. TEAM ROSTERS

1. Complete entries must be submitted to the ILH Sport Coordinator no later than 2:00 p.m. on the Wednesday (~~was Thursday~~) preceding the race. **FAILURE TO SUBMIT THE ENTRY ROSTER ON TIME WILL RESULT IN THE SCHOOL'S DISQUALIFICATION FOR THAT SCHEDULED RACE EVENT.**
2. The ILH Sport Coordinator will not accept any additions to the entry list. The ILH Sport Coordinator will accept substitutions/replacements for any athlete that was initially entered during the entry period. Substitutions/replacements will be allowed up to the Coaches' meeting or thirty minutes prior to the first heat of the competition, whichever is earlier.
3. Head Coaches must notify the Officials' tent / ILH Sport Coordinator of any changes or substitutions at the Coaches' meeting prior to the start of the regatta.

**I. ENTRIES – DISTANCE COMPETITION****1. JUNIOR VARSITY**

- a. The top eight racers from each school, as ranked by the coach, will be placed in Heat A.
- b. The next eight racers from each school, as ranked by the coach, will be placed in Heat B.
- c. Results of Heats A and B will be merged by fastest time to determine the winners of the distance competition.

**2. VARSITY**

- a. The top five racers from each school, as ranked by the coach, will be placed in Heat A.
- b. The next five racers from each school, as ranked by the coach, will be placed in Heat B.
- c. Results of Heats A and B will be merged by fastest time to determine the winners of the distance competition.

**J. ENTRIES – SPRINT COMPETITION**

1. A maximum of ten racers from each school shall be ranked by the coach.

**K. PROGRESSION SPRINTS**

1. Each Heat will consist of a maximum of nine kayakers per Heat.
2. At the discretion of the ILH Sport Coordinator, ten kayakers may be placed in a Heat if deemed practicable.
3. Assignments of kayakers to Trial Heats and Lanes will be random. To the extent possible, kayakers from the same school will be assigned to different Heats
4. Assignment of Lanes for Semi-final and Final races will follow the current edition of the International Canoe Federation Canoe Sprint Competition Rules modified as necessary for the race course and location.
5. The winners of the sprint competition will be determined solely by the outcome of the final race event.

**L. SCORING PROCEDURES****1. DISTANCE**

- a. The results of the Distance Heats will be sorted and merged, according by time (fastest to slowest) to determine the final order of finish.
- b. Points towards the Series Championship will be awarded on the sort.

**2. SPRINTS**

- a. The results of the Sprint races will be determined based on progression and the outcome of the final race event in accordance with the current edition of

the International Canoe Federation Canoe Sprint Competition Rules as modified for this league.

- b. Points towards the Series Championship will be awarded on the order of finish and outcome of the final race.

#### **M. RACE EVENT STARTS**

1. Starts shall be in accordance with the instruction from the Starter Official. Time consideration will be afforded to a team that requires a kayak “turnover”; however, no other time will be allotted for any other reason.
2. The Starter may, at his or her discretion, disqualify any racer who is ahead of the start line when the starter’s horn is sounded.
3. The Starter may, at his or her discretion, disqualify any racer who starts paddling before the horn is sounded, if it is deemed to create an unfair advantage.
4. Once the race is started, there will be no recall.
5. Races will not be recalled because of broken equipment, debris on the course or for any reason deemed inconsequential to the overall race event.

#### **N. DISTANCE COURSE**

1. All distance competitors must complete their turns outside of the designated buoys. If a racer misses a buoy, he or she must return to the spot of infraction and complete the turn. Failure to do so will result in disqualification. On a turn, kayaks with inside position have the right of way.
2. Cutting a kayak off or forcing a kayak wide may result in disqualification.
3. Kayaks will finish at the location designated by the Race Coordinator.

#### **O. SPRINT COURSE – LANES**

1. Sprint competitors must start and finish in their correct lane.

#### **P. UNIFORMS**

1. All racers must wear their official school uniform for the duration of their event.
2. All team members must wear identical uniforms.

#### **Q. EQUIPMENT**

1. Kayak Specifications:  
The ILH Kayaking program uses Surf Skis and two blade paddles for competition. Each Surf Ski must be within the following specifications.
  - a. Minimum Weight – 30 pounds
  - b. Minimum Beam – 16<sup>1</sup>/<sub>4</sub>”
  - c. Maximum Length – 22' 0"



**R. BOAT CONTROL**

1. The race committee may weigh kayaks on the assigned event day. The race coordinator may weigh a kayak and / or inspect equipment at any time before or immediately after any race.
2. Any additional weight is expected to be securely affixed to the boat by tape, straps, or other mechanical means. If however during boat control the added weight becomes dislodged, the now loose weights may be added to the scale to obtain the total weight of the boat. The boat and the participant shall not be disqualified.
3. A weight variance of no more than one-pound will be tolerated to conform the boat to the specifications listed.

**S. TRADEMARKS**

1. Trademarks and advertising on boats, accessories, and clothing may NOT be of an offensive nature nor support the use or consumption of tobacco, alcohol, or any substance deemed inappropriate by the ILH.

**SECTION IV – GAME/EVENT MANAGEMENT****A. EQUIPMENT**

1. Course equipment will be the responsibility of the ILH Sport Coordinator.
2. Participating schools shall be responsible for the care of their kayaks and any other equipment. The ILH will assume no responsibility for any damages incurred during the kayaking season.

**B. COURSES**

1. Distance Course – 2,000 meters (Junior Varsity and Varsity).
2. Sprint Course – 250 meters (Varsity only).

**C. LANES**

1. There will be five marked lanes with two kayaks assigned to each lane.
2. Lanes will be marked 1 through 5 starting from the officials' tent side (*mauka* side) of the Ala Wai Canal.
3. For the purpose of fair play, Lane # 5 will be assigned only one kayak per race due to backwash.

**D. SAFETY**

1. A safety vessel will be available on site for each regatta.

**E. HOST SCHOOL RESPONSIBILITIES**

1. The host school must report to the regatta site two (2) hours prior to the start of the scheduled race event. The host school will assist in the set up and breakdown of the Officials Tent area and be responsible to transport all buoys (water equipment) to and from the race event. Host schools must provide refreshments and snacks for the ILH Kayaking Officials.
2. Each school is responsible for the cleanup and policing of their respective areas.

**F. REPORTING OF SCORES**

1. The ILH Sport Coordinator will report results to the news media in a timely manner

**SECTION V – MISCELLANEOUS**

- A. The most important prerequisite to participate in kayaking is the athlete's ability to swim. Each participating school and its representatives are responsible for assuring that each athlete meets the swimming requirement. Each school is responsible for its own team.
- B. Absolutely NO double-parking. Parking is in designated stalls only. No parking will be allowed on grass areas or in the area of the officials' tent. Parking violators are subject to being towed.
- C. Please be respectful of the equipment, kayaks and canoes in and around the *halau*.
- D. No team set up (tents, chairs, tables, etc.) by or in front the *halau* area.
- E. No live fire (BBQ) allowed at any kayaking race event(s). No exceptions.
- F. NO ANIMALS allowed at the race site. Please advise your parents, etc.

**SECTION VI – CODES OF CONDUCT****Coaches'**

- A. Coaches are accountable to the highest standards of honesty and integrity. All practices should be consistent with the rules of the game and the educational purposes of the institution.
- B. Coaches shall observe the letter and intent of the rules of the sport and insist that students and teams under their direction do the same.

- C. Coaches shall clarify in advance and act in full accordance with institutional, ILH, HHSAA and NFHS governing body rules while avoiding actions that may violate the legal and/or civil rights of others.
- D. Coaches shall carry out all obligations of employment contracts, unless released from those obligations. When considering interruption or termination of service, coaches shall give appropriate notice.
- E. Coaches shall treat all persons with dignity and respect providing a model of fair play and sportsmanship.
- F. Coaches shall honor all professional relationships with students, colleagues, officials, media representatives and the public. They shall avoid conflicts of interest and exploitation of those relationships, especially by outside parties.
- G. The students' education shall be held to be foremost.
- H. Coaches shall have a primary concern for the health, safety, and personal welfare of each student.
- I. Coaches shall honor and treat with respect contest officials, facility staff, opponents and spectators
- J. All coaches (paid/volunteer) on all levels of all sports shall be certified or re-certified in the NFHS Concussion Management Course before coaching in a Non-League/HHSAA event.
- K. All coaches (paid/volunteer) on all levels of all sports shall be NFHS certified by the completion of their second year of coaching in the State of Hawaii in order to continue to coach in any league and/or non-league contests.

### **Student Athletes'**

- A. Athletes shall observe the letter and intent of the rules of their sport.
- B. Athletes shall treat all persons with dignity and respect providing a model of fair play and sportsmanship.
- C. Athletes shall honor and treat with respect contest officials, facility staff, opponents and spectators.