

WIAA // GESA CREDIT UNION

POSTSEASON STANDARD OPERATING PROCEDURES

GOLF

MAY 20-21, 2025

1B, 2B Boys & Girls - MeadowWood Golf Course (Liberty Lake)

1A Boys & Girls - Liberty Lake Golf Course (Liberty Lake)

2A Boys - Riverside Golf Club (Chehalis)

2A Girls - Tumwater Valley Golf Club (Tumwater)

3A Boys - Creek at Qualchan Golf Course (Spokane)

3A Girls - Indian Canyon Golf Course (Spokane)

4A Boys - The Golf Club at Hawks Prairie - The Links (Lacey)

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SPORT-SPECIFIC SOPs

STATE QUALIFIERS

- 1B-2A Entries/Allocations:
 - Each WIAA District qualifies individual entries for the State Tournament based on tournament size: 80 participants for a 16-entry tournament, 60 for a 12-entry, and 40 for an 8-entry.
 - Golf allocations are made to WIAA Districts, with schools potentially qualifying an unlimited number of individuals but only the top six players contributing to team scores.
 - Ties for the last allocation are resolved at the District level (e.g., sudden death playoff).
- Submission of Entries:
 - Entries, ordered by golfer's finish, are submitted by the District manager to the State Tournament Manager and must be received by the Thursday prior to the tournament.
 - Qualifiers meeting the minimum standard must have their scorecard submitted with the District entry list.
 - Entries must be verified by the coach no later than 30 minutes before the first tee-off time.
- 3A & 4A Entries/Allocations:
 - Each WIAA District qualifies team and individual entries to the State Tournament, with allocations based on the number of teams (12, 16, or 20) and at least 28 individuals.
 - Ties for the last allocation are resolved at the District level.
- 12-Entry Tournament:
 - Consists of 12 teams and at least 28 individuals, with team allocations doubled for individual qualifiers (one team allocation equals four individuals).
 - A district can have a maximum of 14 individual qualifiers.
 - Schools may qualify a total of six golfers (five from team, one individual), with the seventh as an alternate.
- 16-Entry and 20-Entry Tournaments:
 - Follow similar structure to the 12-entry tournament, with the number of teams and minimum individuals adjusted accordingly (16 teams/32 individuals for 16-entry, 20 teams/40 individuals for 20-entry).
 - The rule for calculating individual qualifiers and the maximum number of qualifiers per district remains the same across these tournaments.
- Minimum Standards for Additional Entries:
 - Individuals who exceed the minimum standard at the District Tournament and are not among the allocated qualifiers may gain additional entry to State.
 - The minimum standard is calculated by taking the average third place score of the last three State tournaments, subtracting the USGA course rating for the current year's course, and adding the resulting differential to this year's District course rating.

RULES & REGULATIONS

- **USGA Rules and Local Rules will govern play. [WIAA Sportsmanship rules](#) will be utilized for all postseason tournaments.**
 - The Tournament will be played under Summer Rules unless changed by the Rules Officials, Golf Course Management and Tournament Manager.
 - The Rules of Golf Committee is the final rules arbitrator.
 - Rules Committee members are the two (2) Rules Officials and the Tournament Manager

- Any disputes or doubtful points on rules shall be referred to the Rules Committee whose decision shall be final.
- **Tournament Play Practice Rules::**
 - Practice is limited to the courses' practice greens, practice bunkers, and practice ranges.
 - NO practice on the putting greens, practice bunkers, or driving range during delays between nines. A two-stroke penalty will be assessed for this infraction.
 - NO practice putting after holing out during tournament play. A two-stroke penalty will be assessed for this infraction.
 - Those players who qualify for the second day may not play a practice round on the tournament course after completion of the qualifying round on day one.
- Official scorers may be assigned; players can score for peers in the absence of an official scorer.
- All putts must be holed out; failure results in disqualification.
- **Scoring:**
 - A player will keep another player's score within the group.
 - Scoring areas will be provided along with tournament personnel to conduct the scoring immediately after the completion of the final hole on each day of the tournament.
 - The penalty for an unsigned scorecard is a two-stroke penalty.
 - Players must report to the scoring area after completion of each round, promptly and without delay.
- Slow play rules will be enforced - players must play "Ready Golf" and keep up with the pairing ahead.
- **Course Etiquette:**
 - Appropriate golf attire required; violations may lead to disqualification.
 - All courses adhere to a strict 'NO TOBACCO' policy for players, coaches, and spectators.
 - Smoking, use/possession of tobacco substances, use/possession of alcohol or any other controlled substance/drug, and/or betting will result in disqualification.
 - Abusive Language (Swearing, etc) - [**WIAA Golf Code of Conduct Policy**](#) will apply
 - Club throwing incurs a two-stroke penalty on the first offense, disqualification on the second.
- **Coaches:**
 - Teams get one coach badge if they have two or fewer players and a second badge if they have three or more.
 - Each school may appoint individuals with approved coaches badges to give advice to members of their team. The person(s) appointed will be issued a badge that must be worn visibly at all times.
 - Coaches may give advice to their players from the tee to the green. Once a player steps onto the green, including to repair a pitch mark, coaching shall stop until the player holes out. It is permissible for coaches to rake bunkers and look for balls in penalty areas to further the speed of play
 - Coaches may not carry clubs or push player carts and must not cause a player to delay play
 - Schools are responsible for issuing coaches badges to only school approved coaches.
- **Galleries:**
 - Galleries are permitted but must observe etiquette and keep distance from players.
 - All spectators are required to dress according to course standards, to keep at least 30 yards distance from the competitors and stay on the cart path.
 - Players who have completed their round are allowed to be part of the gallery, but must follow the gallery restrictions.
 - Gallery rules will be available at the courses.
- **Range Finders:**

- “Point and shoot style” Range Finders will be allowed for use during the practice round and both rounds of tournament play with the following stipulations: Devices that calculate slope, wind, speed, temperature, etc. in addition to yardage are not permitted. Use of devices that calculate slope, wind, speed, temperature, etc. will result in disqualification of any player that utilized the device or information.
- In each pairing, if any player or coach uses a measuring device then all players in the pairing will have access to the information. Failure to share information, if requested, or providing inaccurate information constitutes a sportsmanship violation.
- **Cell Phones:**
 - Players are allowed to use cell phones once a hole has been completed through the next tee for scorekeeping purposes only. If used for any other reason and from tee to green for non-emergencies, it may be deemed a disqualification.
 - GPS devices on cell phones and GPS watches are not permitted. Use of either will result in disqualification.
- **Golf Carts & Caddies:**
 - No caddies or motorized carts allowed.
 - Pull carts are allowed.
 - Motorized golf carts will not be allowed during tournament play for parents, coaches or spectators either.
 - *Exception: A player/coach/spectator with a doctor's note, specifying a permanent disability and requesting a motorized cart must be pre-approved by WIAA. Contact [Andy Barnes](#) for more information.*
- **Practice Rounds:**
 - There is only one designated tournament practice round.
 - Tee times are required.
 - Alternates and Coaches can play as long as there is enough space/time for all qualified participants to complete a practice round.
- **Starting Times:**
 - Groupings and start times set by the Tournament Manager, avoiding same-school player groupings.
 - All 2nd round tee times will be in reverse order of Round 1 finish (high scores first).
 - “If a player arrives at their starting point, ready to play, within five minutes after their starting time, the penalty is 2 strokes added to the first hole, instead of disqualification.”
 - The five-minute rule on assigned tee times will be strictly enforced.
 - On each day of the tournament, all players are required to check in at the starting tee on or prior to their assigned tee time.

TOURNAMENT SCORING

- Championships consist of 36 holes over two days, with the field of competitors halved after the first 18 holes based on scores.
- If a tie occurs for the last qualifying spot after the preliminary round, all tied players advance to the final round.
- 3A & 4A Team Championship: Determined by adding the best four scores from each team per day, across two days, for a total 36-hole score. Individual medalists are also determined by their 36-hole totals.
- 1B-2A Team Championship: Based on the combined scores of two or more players from the same school across the entire 36 holes. A single player does not constitute a team.
- Scoring for an 80-entry Tournament:
 - 1st place 50 team points; 2nd place 45 team points; 3rd - 40 team points; 4th - 38 team points; 5th - 36 team points; then each descending place receives one less point, decreasing down to 1 point for 40th place and ties.

- Points are allocated only to second-round qualifiers, with ties resulting in shared points.
- Scoring for a 60-entry Tournament:
 - 1st place 40 team points; 2nd place 35 team points; 3rd - 30 team points; 4th - 28 team points; 5th - 26 team points; then each descending place receives one less point down to 1 point for 30th place and ties.
 - Points are allocated only to second-round qualifiers, with ties resulting in shared points.
- Scoring for a 40-entry Tournament:
 - 1st place 30 team points; 2nd place 25 team points; 3rd - 20 team points; 4th - 18 team points; 5th - 16 team points; then each descending place receives one less point.
 - Only second-round qualifiers are eligible for points, with ties leading to shared points.
- Scoring for a 30-entry Tournament:
 - 1st place 20 team points; 2nd place 17 team points; 3rd - 15 team points; 4th - 13 team points; 5th - 11 team points; then each descending place receives one less point.
 - Points are awarded to second-round qualifiers, with point sharing for ties.

AWARDS

- In case of a tie, the appropriate awards will be awarded, which may result in co-champions.
- In the event of a tie for 1st place medalist honors, there will be a playoff.
- Team points will be awarded prior to the playoff, utilizing the sharing system defined above.
- The playoff will be a "sudden death" and additional holes will be played until the tie or ties are broken.
- The Tournament Manager will appoint a neutral person to officially accompany the playoff contestants.
- This person could be a coach not associated with the school of the players.
- The Tournament Manager will determine which holes are to be played in the event a playoff is necessary.
- If there is a tie for places 2 through 8, like awards will be given.

GENERAL SOPs

ALLOCATIONS

Postseason berths are allocated to WIAA Districts based on the total number of schools offering the sport in that classification/gender.

STATE TOURNAMENT TICKETS

The WIAA has transitioned to paperless ticketing with State Tournament tickets available for purchase digitally through GoFan, the WIAA's ticketing partner. Fans are encouraged to purchase tickets online in advance of the events but will have the ability to purchase digital tickets onsite by accessing the GoFan digital ticketing site using their mobile devices. Limited paper tickets will be available at most sites on the day of the event. **SERVICE FEES APPLY TO ALL TICKETS SOLD. The Tacoma Dome, Yakima Valley SunDome, and Spokane Arena manage their own tickets. Venue-imposed fees apply.**

- **SENIOR:** Age 62 and over
- **MILITARY:** Active Duty, Veterans, Guard, and Reserves with proper Military I.D.
- **STUDENT:** Children aged 5-11 and students aged 12 and over with a valid high school or middle school ASB card (the actual ASB card must be presented; pictures of ASB cards on cell phones will not be accepted)
- **Children under the age of 5 are admitted free**
- 1st and 2nd Round ticketing for Soccer and Football is managed by the respective WIAA host Districts

- Tickets are valid only at the site/event for which they are purchased EXCEPT for Regional Basketball and Semifinal Football where tickets are valid at all sites on the day for which they are purchased

QUALIFYING TOURNAMENTS/EVENTS

Qualifying events must be completed by the Saturday prior to the start of the WIAA State Tournament.

PASSES

Passes are to participating schools according to the respective sport-specific guidelines.

- **Supervisory Passes**
Supervisory passes are to be used only by the designated school staff who are in attendance to supervise the student body fan section.
- **School Media**
School Photographers will be granted entry and may be granted floor privileges for the contest(s) in which their school participates. Each must be added to the school's pass list based on the allocated spaces in FinalForms. These positions are intended for student media, however, adults will be allowed to fill these spaces if necessary.
- **Schools Billed for Pass Gate Entry**
Schools will be billed following for any school personnel who enter through the Pass Gate that are not included on the Pass Gate List. The billing rate will be for an All-Tournament ticket.
- **College Coaches**
Passes shall not be issued to college coaches for scouting purposes.

BRACKET PAIRINGS

- WIAA seeding committees in baseball, basketball, football soccer, softball, and volleyball will seed the qualified teams and determine bracket matchups.
- Higher-seeded teams will be the home teams.
- Each league selects its representative on the seeding committees.

INSURANCE

- Leagues, Districts, and the WIAA maintain General Liability insurance policies for their League, District, and State Championships.
- The WIAA also provides a Catastrophic insurance policy for post-season/Championship events.
- All other coverage, including accident insurance, is the responsibility of participating schools and or individuals.

GAMES COMMITTEES

- Tournament Managers will appoint and name a Games Committee that will be onsite or readily accessible by phone for all postseason qualifying and/or State events.
- Participating coaches will be informed of the process and makeup of the Games Committee prior to the start of each event.
- Questions concerning infractions may be brought to the Games Committee by the Head Coach or a school administrator, NOT by a contestant, parent, or spectator.
- The Games Committee shall be composed of no fewer than three (3), nor more than five (5), members.
- Games Committee members may not have a conflict of interest with the teams/individuals involved with the game/contest under dispute.

Games Committee Duties:

- Assist the Tournament Manager as needed and be immediately available at all times during the event.
- Act as an arbitration board of dispute on questions or protests that might arise - the final decision must be the consensus of the Games Committee.
- The Games Committee WILL include:
 - The Tournament Manager or designee: Tyson Sturza and John Cazier
 - The Head Officials: Garrick Redden and Jay Rydell
 - A Coach, Athletic Director, or School Administrator;And MAY include:
 - The Official Scorekeeper, OR
 - Another member of the event staff

PROTESTS

In all WIAA State Tournaments, the following process will be conducted for protests:

Protest Process:

- If a Head Coach believes there has been a misinterpretation/misapplication of a specific rule, the coach shall notify the game officials following the incident and prior to the resumption of action that the contest is under protest.
- The official(s) will suspend the contest until a decision of the Games Committee has been determined. The Games Committee will meet immediately or as soon as is reasonably possible upon receiving notification of the protest.
 - During the Games Committee meeting, the coach shall be afforded the opportunity to present rationale and justification including the specific rule(s) in question, how the officials misapplied/misinterpreted the rule(s), and the desired outcome of the protest.
 - The official(s) shall be afforded the opportunity to present the rule and its implementation in the protested situation.
- The Games Committee will consult with the WIAA staff member who oversees that sport; will follow any additional protest procedures covered in the specific NFHS rule book; and will utilize the NFHS and/or WIAA playing rules, scorebook, and/or statistics to determine the appropriate ruling.
- The Games Committee will deliberate in a closed session.
- The decision of the Games Committee is final and cannot be further appealed.
- Protests of an official's judgment will not be heard.

PARTICIPANTS UNABLE TO ARRIVE FOR SCHEDULED COMPETITION AT A STATE EVENT

Teams/individuals earning the right to participate in State events should have those rights protected as much as possible. Participating schools must also realize that these events are held to certain restrictions with facilities, game officials, and all other game administration and operations.

- A WIAA State event shall be defined as any tournament event managed by the State Office.
- Competing schools are responsible for notifying the WIAA Staff or the Tournament Manager in a timely manner if they are having difficulty traveling to the event site due to weather or an emergency and may not arrive in time for their scheduled competition.
- School personnel have the responsibility of making alternative travel plans based on weather forecasts and other foreseeable barriers to travel.

- As a common practice, input and recommendations are to be sought from the Highway Patrol and/or the Department of Transportation.
- Specific circumstances not covered by this policy are left to the discretion of the WIAA Staff.
 - If a team/individual is unable to arrive at a State event site for their scheduled competition due to circumstances beyond their control (e.g., an earthquake, all passes closed, roads closed due to flooding, etc.), that team/individual will be allowed to participate in their scheduled event provided they arrive at the event site and are able to compete on the day of their scheduled event.
 - The WIAA Staff, in cooperation with the Tournament Manager, shall adjust the schedule of the event for the purpose of allowing maximum participation for all qualified teams/individuals.
 - If the team/individual is unable to arrive to compete on the day of its event, a forfeit is recorded and that team/individual shall move into the consolation bracket or be dropped from competition, whichever is applicable to that particular stage of the event.

INCLEMENT WEATHER

- In the interest of safety, weather/conditions beyond the control of the participating teams/individuals and/or Tournament Manager, there may be times that it becomes necessary to delay, postpone, or cancel a contest or tournament, though the intent of this policy is to accommodate teams/individuals by rescheduling.

The following practices shall be observed:

- If severe weather conditions affect a participating team/individual, but not the tournament, the team must notify the Tournament Manager.
- If severe weather conditions affect the tournament, the WIAA Staff will make the final decision concerning tournament postponement or rescheduling.
- Play will resume on the next playable date.
- Changing of sites, postponement, or cancellation of events will be determined by the WIAA Staff.

Procedures to follow if contests are rescheduled:

- The WIAA Staff has the final authority on contest rescheduling.
- If contests are rescheduled on the same day as originally scheduled but at a different site, the Semifinal and Championship contests will be scheduled at the same time or later than originally scheduled.
- The time between contests may be shortened. *Example: If contests were originally scheduled at two (2) hour intervals, they may be rescheduled at one and one half (1½) hour intervals.*
- Individuals/teams shall be granted a minimum of twenty (20) minutes for rest between contests.
- Whenever possible, contests played on the final day of the tournament shall be scheduled to allow individuals/teams to return to their home community that day.
- If during the last scheduled day of a tournament, contests are unable to be restarted requiring overnight postponement, only those teams/individuals still in contention for the Championship will continue play.
- Teams/Individuals not in contention for the Championship shall be awarded a tie for the highest placing that could have been earned if postponement had not been necessary.
- Ticket revenue will not be refunded in the event the schedule and/or day(s) of the event are changed due to inclement weather.

TEAM CEREMONIES

Except for the postgame awards presentations, team ceremonies held before or after a contest must be conducted in the locker room or on the sideline so as not to delay the start of the contest or impact any other participating teams.

UTILIZING STUDENTS FOR SUPPORT POSITIONS AT ATHLETIC EVENTS

Students younger than high school age will not be allowed for any support positions at a WIAA State Championship UNLESS the school signs a waiver ahead of time and the school assumes all risk.

- [Underage Worker Form](#)

SUPERVISORY PERSONNEL

Participating schools must register a supervisory staff member in FinalForms to monitor their student fan section.

- **Supervisor Duties:**
 - Report to the Tournament Manager upon arrival.
 - Wear a WIAA-issued 'Supervisor' pass for easy identification.
 - Monitor fan behavior as outlined in the [WIAA's Fan Expectation Guidelines](#).
 - Assist the facility security staff or Tournament Management staff when necessary.

FAN/SPECTATOR EXPECTATIONS

The WIAA supports social justice, racial equity, and sportsmanship. Derogatory cheers, slurs, and hateful comments relating to identity (race, ethnicity, gender expression, disability, religion) are not permitted. Tournament Managers and event personnel have the authority to remove individuals for inappropriate behavior or comments. If you witness any of the above behavior from those in attendance, you can report the incident to the WIAA via the [Discrimination & Harassment Reporting Form](#).

- Participating schools are encouraged to share the [WIAA's Fan Expectations](#) with their communities and student bodies prior to attending State events for policies regarding Cheers, Signs, Artificial Noisemakers, Mascots, Face Painting, Continuous Standing, Clean-Up Expectations, Drones, and more.

PEP BAND EXPECTATIONS

- Restrict playing to timeouts, between periods, pre and postgame, or other dead ball situations.
- Maintain appropriate fan behavior as outlined in the [WIAA's Fan Expectation Guidelines](#).

CHEERLEADER EXPECTATIONS

- Use only school district-approved cheers at appropriate times.
- Direct cheers and chants towards your school's team only.
- Maintain appropriate fan behavior as outlined in the [WIAA's Fan Expectation Guidelines](#).

TEAM ARRANGEMENTS

- **Lodging:**
 - Participating teams are responsible for their own lodging.
 - Schools must provide supervision for all school representatives at their place of lodging.
- **Locker Rooms:**
 - Teams must be supervised by school personnel while in their assigned locker room.
 - Participants are responsible for leaving locker rooms in undamaged condition.

- Tournament Management is not responsible for lost or stolen items.
- **Physicians/Trainers:**
 - Teams are encouraged to supply their own physician/trainer.
 - Athletes removed from participation and attended to by a physician cannot reenter competition until authorized by the physician who made the original decision.
- **Participant Admission & Roster Limitations:**
 - The roster limits for each of the State events are listed in the respective sport-specific regulations.
 - Only those participants included on the roster can be in uniform.
 - Students not included on a team's roster/squad must pay admission or included on the Pass Gate list.
 - Participant admission/asses is non-transferable.

STATE TOURNAMENT IDENTIFICATION AND SPONSORSHIP

The WIAA has registered the WIAA logo and identification term, "State High School Championships," with the Secretary of State, establishing the ownership of events through legal action and WIAA Executive Board policies. Phrases such as "On to State," "On the Road to State" or any other phraseology that implies State High School Championships are included.

- The WIAA has licensed only one company to print, sell, and/or distribute WIAA-registered merchandise and schools are encouraged to contact the [WIAA Staff](#) directly for information regarding that partnership.
- Only official, pre-approved merchandise will be sold on-site before, during, or after the event.
- WIAA member schools that wish to produce merchandise utilizing any of the phraseology outlined above must utilize any one of the following processes:
 - Contact the [WIAA Staff](#) to procure desired merchandise through the WIAA's merchandise partner, or
 - Remit a percentage of the gross revenue of merchandise sold to the WIAA; the percentage will be agreed upon by the school and WIAA.
- Permission to distribute items onsite at a State event must be approved by the WIAA Staff..
- Advertising or recognition of non-school organizations/products is limited to WIAA-approved sponsors.
- Political displays and/or solicitation are prohibited.

EXPECTATIONS DURING AWARDS PRESENTATIONS DURING STATE EVENTS

- Spectators will not be allowed onto the competition floor or field.
- All individuals (coaches, participants, managers, statisticians, etc.) will remain on the competition floor or field until all awards have been presented.
- **Losing Team Expectations:**
 - Send the entire team to the center of the field/court/competition area to receive their award,
 - Cooperate with the school supervisors and spirit squads to dispel any rude comments directed to the opposing team or tournament officials,
 - Remain on the field/floor until after the award has been presented to the winning team,
 - Display appropriate congratulatory efforts towards the winning team.
- **Winning Team Expectations:**
 - Remain on their own side of the floor or field until after the award has been presented to the other team,
 - Cooperate with the school supervisors and spirit squads to subdue overly exuberant fans until after the award has been presented to the other team.
 - Demonstrate respect for the opposing team.

