

## Tennis Seeding Meeting Procedures

1. At the seeding meeting, coaches will receive brackets of the Flight 1-6 singles and Flight 1-3 doubles. Coaches will review brackets and make any necessary adjustments based on injury or illness.
2. One spokesperson for each team. If a coach is representing more than one school at the seed meeting, the announcement is to be made prior to the seeding process starting.
3. Criteria for assistant coaches is as follows:
  - a. Must be a certified staff member and/or meet the SDHSAA “coach” definition. (A coach includes any person contracted to coach a sport or any volunteer who has been approved to help coach a sport. Includes positions filled on an annual basis.)
  - b. NOTE: May not be a parent. A parent can be a driver and “settle down” the athletes before and after a match. They can do those same things and not have to be named assistant coach.

#### 4. Substitutions

***After Entries – Before Competition:*** Substitutions may be made after the entries are submitted and prior to his/her first match of the tournament. The substitution must be based on illness, injury, or school administration discipline. Written statements must be presented to the meet director prior to competition. If this is not possible, the substitution will be at the discretion of the meet director.

The substitute designated to replace his/her teammate will do so in the same position as the person withdrawing from the tournament. Any substitution(s) in singles competition would have to be a player(s) not already seeded or drawn into the singles competition. Likewise any substitute(s) in doubles competition would have to be a player(s) not already seeded or drawn into doubles competition. Coaches would not be allowed to switch their line-up to accommodate the substitution. There would not be a re-drawing or re-seeding of that flight, unless it can be done in advance of the seed meeting.

***After Tournament Has Begun (singles and doubles):*** Substitution may be made after competition has begun for injury or if illness occurs. The substitute cannot be a player who has already played in singles/doubles tournament. If a player withdraws, it must be by consent of trainer, meet director and/or SDHSAA meet official. Once a player has withdrawn and been replaced with a substitute, the replaced player is no longer eligible to compete in singles or doubles.

5. Seeds will be placed in the bracket according to seed points earned during the season at the flight.
6. An entrant in the State Tennis Tournament must play in the flight in which he or she has been playing the majority of the season. A player may move up, but not down. Exception may be granted following a consensus made at seeding meeting
7. Two ways in which seeded player(s) may be moved in the seed placement:
  - a. **Seed Clause:** Exceptions to challenge seeds may be granted if the following criteria are met: A player may be awarded a higher seed if all of the following criteria have been met:
    - i. The lower seeded player is undefeated vs. the higher seeded player (head to head)
    - ii. The lower seeded player is undefeated vs. all players seeded below him/her.
    - iii. The higher seeded player has no wins vs. a player seeded above him/her.
  - b. **Appeals Process:** In a situation where the point system fails to place a player in the seed that they earned, the coach may file an appeal to the appeals committee before the seeding meeting. The appeals committee would consist of the tournament director, a SDHSAA official and a tournament official. The other directly involved coach(es) will also be notified that an appeal has been made that affects their player. Before the seeding meeting all the coaches of players involved in the appeal will meet with the appeals committee and each coach will briefly state their case, after which, the appeals committee will make their binding decision on the placement of the players.

c. Appeals may only be made for each flight for the top eight seed placements should a coach feel that the seed system has failed his/her player. The criteria to be considered by the appeals committee will be as follows:

- i. Seed system
- ii. Direct wins
- iii. Indirect wins
- iv. Using the top 1-8 seeds, if you have not beaten anyone in the top 8, that player in question moves to the #8 seed.
- v. Committee has the ability to use discretion and common sense in placement of players based on coach's testimony

8. A singles player/doubles teams must have played competitive matches at least **eight** times during the season. Those not meeting the criteria will be seeded last in the flight in which they are entered.