

SWIMMING & DIVING STATE FINAL MEET INFORMATION



www.ihsa.org • rmcgraw@ihsa.org or cmitchell@ihsa.org • Phone: 309-663-6377 • Fax: 309-663-7479

2008 IHSA State Swim Evanston Site Information

- One **TEAM PARKING PASS** is given at Thursday night packet pick-up to schools with 4 or more total participants. Team parking is reserved along Dodge Avenue between Church Street and Lake Street. This is NOT for large buses.
- Teams arriving in **LARGE BUSES** should be dropped off on Church Street by Tennis Courts. Large bus parking is available on Lake Street between the rear driveway and Pitner Street.
- ALL School Lots are open for parking after 12:30pm on Friday and all day Saturday.
- **PARTICIPANT/COACH ENTRANCE** is Door 28 off of Church Street near the tennis courts.
- **Coach must accompany swimmers** at check-in and remain on-site.

IMPORTANT NOTICE

POOL ENTRY PROCESS FOR COACHES AND PARTICIPANTS

- Teams will be given a **NUMBER** upon entry of Evanston High School. The coach needs to keep that number as it **determines the order of entry for coaches' to the pool deck to reserve bleacher seating** for their team (that number also determines the order of the team entry to the pool).

- **Friday**—coaches meet at the pool lobby at 1:55 PM in the order of their ticket number (one coach/ticket). Competitors will be released to the pool at 2:00 PM
- **Saturday**—coaches meet at the pool lobby at 10:40 AM in the order of their ticket number (one coach/ticket). Competitors will be released to the pool at 10:45 AM

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Admission: No one will be allowed in the building unless they have a ticket or pass. Please make connections ahead of time and get this information to your parents and spectators.

Children: No children will be allowed on the pool deck or in the competitors' area at any time. Children are only allowed in the spectator areas, with a ticket.

Coat Check: Due to the limited seating capacity, spectators **Must** check their coats. There will be a coat check on the first floor, immediately after you enter the building. There will be no charge for this. **Persons with coats will not be admitted to the spectator area.**

Declared False Start: In accordance with Rule 3-2-2 any declared false start must be given to the Meet Referee no later than 15 minutes prior to the start of the race.

Diving Coaches and Competitors – Procedures for Friday Diving: All competitors will use the Girls Pool Locker Room on Friday. If you qualify to compete on Saturday, you must use the locker assigned in the Gym Locker Room.

Filming and Video Taping: At the State Final Meet, filming and video taping will be permitted provided that equipment is self-contained, needing no power outlet, that the equipment is compact and hand-held and can be operated from the spectator's seat with no tripod being used or space beyond that normally occupied by one spectator. Spectators who do not abide by these provisions will be prohibited from filming or videotaping during the State Final meet. Please inform your coaches, students, parents and spectators about these provisions. **Please be advised that Flash Photography is Prohibited!**

Hospitality:

- **Coaches Hospitality:** There will be a hospitality room for coaches in the "Mole Hole".
- **Officials Hospitality:** There will be a hospitality room for **officials and IHSA guests only** in Gym G175.

Lanes: Lanes 1-6 will be used for the Prelims and for the Finals.

Locker Rooms

- **Coaches/Officials:** The Boys pool locker room will be reserved for use by Male Coaches and Officials. The Girls pool locker room will be reserved for Female Coaches and Officials. These persons must enter the deck area via the entrance from their respective pool locker rooms.
- **Locker Room Assignment:** You will receive your locker room assignment when you pick up your school packet at packet pick-up.
- **Divers** will use the Girls Pool Locker Room on Friday and they will dress with their teammates on Saturday.
- **Locks/Towels:** Contestants, coaches and officials must provide their own **locks and towels**. These items will not be furnished by Evanston.

Officials Meeting: The officials meeting will be held in the Room G180 on Friday at 2:00 p.m. and Saturday at 11:30 a.m.

Parking: Evanston students will be dismissed at noon on Friday, so parking will be available in lot #4 only (rear of school near Church Street) beginning at 12:30. Parking in all other school lots is available after 4:00 p.m. on Friday and all day on Saturday.

Participant Passes: Important! Competitors MUST have their participant pass to enter the pool *each day*. Upon entering the north side door, their participant pass will be collected and they will have their hand stamped. **If** they leave the pool and hallway area for ANY reason, they should make sure their stamp is visible in order to be allowed to return to the pool and hallway area. Competitors **May Not** enter the balcony at any time. Spectators **May Not** enter the locker rooms at any time.

Participant Pass Seating for Swimming Prelims and Finals: Participant passes are for pool deck seating **only** during the Swimming Prelims on Friday and the Finals on Saturday. No participant stamps will be admitted to the spectator seating areas at any time.

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Participant Pass Pool Deck Seating: Contestants will not be admitted to the pool deck area during the State Final unless they are in competitive attire. Glass bottles, metal cans, food, street shoes and street clothes are NOT permitted on deck. Bare feet are not permitted in the lobby.

Contestants Who Do Not Qualify for the Finals: Swimmers and divers who are eliminated on Friday will be admitted to the pool deck on Saturday only by having a **New Participant Pass**. **They will be included in the packet picked-up on Thursday/Friday.** This will allow them to enter the locker room and they must be in **competitive attire**. **Under no circumstances will they be allowed in the balcony.** **Non-qualifying** contestants are asked to stay out of the water prior to the Finals. Glass bottles, metal cans, food, street shoes and street clothes are NOT permitted on deck. Bare feet are not permitted in the lobby.

Photographer: A photographer will be available to take pictures of the winners of each event while the winners are on the blocks to receive awards. Immediately after the meet, they will take pictures of the winning team and runner-up. When contestants have their pictures taken by the IHSA Official Photographer, only a swimsuit or warm-up is to be worn. **No extra headgear or costume is permitted.**

Press Room: There will be a Pressroom in the Coaches office located off Beardsley Gym. Results will be posted. Phone lines will be available in that office.

Press Interview Room and Pictures: We will use the Boys Pool Locker Room as a Press Interview Room after each event on Saturday.

Spectator Entrance and Seating: Spectators will be admitted **only** at the spectator seating areas with a ticket. **No spectators will be admitted to the locker rooms or the pool deck area.**

Swim Breaks: There will be a 15-minute break after the 50-Yard Freestyle on Friday and after the Diving on Saturday. During the preliminaries and finals there will be a minimum of 15-minutes in the pool warm-up between the last heat of the 500 Yard Freestyle and the first heat of the 200 Yard Freestyle Relay.

Time Schedule and Practice Time: A time schedule is included. **Practice times are limited.** Coaches are asked to be considerate.

Training Tables: Training tables will be setup in G170 and G160. **No training tables will be permitted on the pool deck or in the locker rooms.** There will be closed circuit TV available in all of these areas.

Uniform/Suits Coach Verification of Legal Uniforms and Attire: When the coach signs for the team or diving packet, the coach is verifying to the **Meet Referee** that the team's suits and attire are legal as required by Rule 3-3-5.

Will Call: Any tickets you want to leave for spectators must be left at Will Call, located in the ticket booth at the Entrance of Beardsley Gym. **You must supply your own envelope to leave tickets at Will Call. Evanston Township High School will not be responsible for supplying envelopes for Will Call.**

All of us at Evanston sincerely hope you enjoy the IHSA Swimming and Diving State Final Championships. If we can be of any help, please do not hesitate to ask our staff. **Good Luck** to all of you.

Chris Livatino, Athletic Director
Evanston (Twp.) High School
Swimming and Diving State Final Manager

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Notice:

We've experienced several problems as a result of coach's wristbands being provided to athletes, parents, etc.

As coaches you are well aware of the limited space available on the deck. At times it is difficult to get all of the approved personnel on deck. The passes issued to participants and the wristbands issued to coaches in the State Final packet are non-transferable. They are to be used only by rostered athletes and coaches who have met the IHSA Coaching By-Law. People caught using a pass intended for legitimate coaches and/or rostered athletes will have their pass revoked and removed from the facility. In addition, coaches may have sanctions placed against them from coaching the remainder of the state final and/or be placed on probation.

It is our desire to provide the greatest experience possible for the athletes, coaches, officials and fans. To do so, we must have the help of everyone involved. On behalf of the IHSA and our host, Evanston Township High School, we thank you in advance for your cooperation with this matter.

Coaches Wristbands: Each coach must sign for their wristband. Wristbands, once removed, are considered null and void, and cannot be re-attached/re-issued. **No duplicate wristband passes will be issued.** Coaches' wristbands will be placed on each coach as they sign in for the team packet. Each coach must sign for their wristband. Once the wristband is issued, it must remain on the coach until the conclusion of its teams' participation in the state meet.


Wristbands are distributed according to the following Formula as stated in the Swimming Terms and Conditions:

****1-5 Qualifiers = 2 bands**6-10 Qualifiers = 3 bands**11 Qualifiers & above = 4 bands**

State Final Qualifier Packet Contents:

Please check with IHSA personnel, if any items are missing from your packet before you leave the check-in area. Items will not be replaced once you leave the check-in area. Participant passes for both days will be included with the team packet on Thursday/Friday.

Friday & Saturday Participant Passes (1 per qualifier)

-  You will receive a pass for each qualifier. If your school qualified a diver, the Participant pass is included in the Diving Packet.

State Final Qualifier Pins

- 1 per qualifier. Coaches are not entitled to State Final Qualifier pins.

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State Final Time Schedule

Thursday, November 20, 2008

3:00 p.m. – 9:00 p.m.: It is preferred that diving sheets be faxed to the host school by 3:00 p.m. on Thursday, however, coaches may submit them in person on site at diving practice not later than 9:00 p.m. Changes in the diving sheets may be made until 8:00 a.m. on Friday.

4:00 p.m.-7:00 p.m.: Team Packet Pick-up by head coach (swimming and diving packets may also be picked up at the team entrance Friday morning. Swimming and Diving packets are separate. Advanced tickets and swim tickets for qualifiers may also be picked up during this time (see advanced ticket information in the School Manual for a complete ticket pickup schedule.

7:00 p.m.: IHSA State Final Head Officials Meeting at the State Final Site (G180).

5:00 p.m.-9:00 p.m.: Diving practice (open to contestants and coaches only)

Friday, November 21, 2008

6:00 a.m-2:30 p.m.: Team packet pick-up by head coach (swimming and diving packets separate)

Diving Preliminaries:

6:30 a.m.: Locker room doors open for divers

7:00 a.m.: Divers/Coaches allowed in Pool for Diving Warm-ups.

8:00 a.m.: Doors open to public and tickets go on sale for Diving Prelims. Diving Public allowed in pool area

8:00 a.m.: Deadline for submitting Diving Sheets.

8:45 a.m.: Diving coaches and participants meet with head diving referee on pool deck (voluntary)

9:00 a.m.: Diving Prelims and Semifinals begin.

Swimming Preliminaries:

8:00 a.m.: Swimming Public allowed in gym holding area until 2:30 p.m.

1:00 p.m.: Swimming Coaches Meeting (Voluntary). This meeting will be conducted in Room G65.

1:55 p.m.: Pool doors **open to coaches** (by number) only.

2:00 p.m.: Pool doors **open to participants** (by number) for Warm-ups.

2:30 p.m.: Swimming Public allowed in pool.

2:00 p.m.: Officials meet with Meet Referee.

3:15 p.m.: Sprint Lanes open

3:30 p.m.: Swimming Preliminaries begin

Saturday, November 22, 2008

Swimming and Diving Finals:

9:00-10:30 a.m.: Pool doors open to divers/coaches only for diving warm-ups

9:30 a.m.: Doors open to public

10:40 a.m.: Pool doors **open to coaches** (by number) only.

10:45 a.m.: Pool doors **open to participants** (by number) for Warm-ups.

11:30 a.m.: Officials Meeting (G180)

12:00 p.m.: Spectators allowed in pool seating area

12:15 p.m.: Sprint lanes open

1:00 p.m.: Swimming and Diving Finals begin

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Procedure for Presentation of Individual and Team Awards

Awards Presentation: Medallions will be awarded to 12 place winners in each individual and relay event. They will be presented immediately following each event, beginning with the 12th place. Head coaches may be asked to help distribute awards during the awards presentation.

Head coaches are invited to participate in the award ceremony. Coaches of champions should report to the awards area on the pool deck immediately following the championship race in each event.

Consolation Awards Individual 12th - 7th

The Consolation Awards 12th - 7th will be given out immediately after the Championship Finals are completed. **The head coach of the individual champion will help drape medallions, beginning** with the 12th place award winner, they will receive their medal on deck then step up onto the 6th lane starting block, the 11th place finisher to the 5th lane starting block, etc.

The Championship Awards Individual 6th - 1st

The Championship Awards 6th - 1st will be given out immediately after the Championship Finals. **The head coach of the individual champion will help drape medallions, beginning** with the 6th place award winner, they will receive their medal on deck then step up onto the 6th lane starting block, the 5th place finisher to the 5th lane starting block, etc.

Consolation Awards Relay 12th - 7th

The Consolation Awards 12th - 7th will be given out immediately after the Championship Finals are completed. **The head coach of the individual champion will help drape medallions, beginning** with the 12th place award winners, they will receive their medals on deck then step up onto the 6th lane starting block, the 11th place finishers to the 5th lane starting block, etc.

The Championship Awards Relay 6th - 1st

The Championship Awards 6th - 1st will be given out immediately after the Championship Finals. **The head coach of the individual champion will help drape medallions, beginning** with the 6th place award winners, they will receive their medals on deck then step up onto the 6th lane starting block, the 5th place finisher to the 5th lane starting block, etc.

3rd Place Team

The head coach of the 3rd place team will help drape medallions. Members of the 3rd place team will be announced beginning with the Superintendent, Principal, Athletic Director, Head Coach, and Assistant Coaches. Athletes will be announced in the order printed in the official program. Individuals are asked to stand in line, step up on the block when their name is announced to be draped with the medal, step down when the next person is called. After the team has received all of its medallions the team trophy will be awarded to the Head Coach and Captains.

2nd Place Team

The head coach of the 2nd place team will help drape medallions. Members of the 2nd place team will be announced beginning with the Superintendent, Principal, Athletic Director, Head Coach, and Assistant Coaches. Athletes will be announced in the order printed in the official program. Individuals are asked to stand in line, step up on the block when their name is announced to be draped with the medal, step down when the next person is called. After the team has received all of its medallions the team trophy will be awarded to the Head Coach and Captains.

1st Place Team

The head coach of the 1st place team will help drape medallions. Members of the 1st place team will be announced beginning with the Superintendent, Principal, Athletic Director, Head Coach, and Assistant Coaches. Athletes will be announced in the order printed in the official program. Individuals are asked to stand in line, step up on the block when their name is announced to be draped with the medal, step down when the next person is called. After the team has received all of its medallions the team trophy will be awarded to the Head Coach and Captains.