



Boys Swimming & Diving State Final Meet at New Trier High School



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January 4, 2011

Dear Official:

Greetings from the Illinois High School Association! This contract will serve as a request for you to volunteer during the 2011 Boys State Swimming & Diving Meet. It takes countless volunteers to make that happen and we need your help.

The Boys Swimming & Diving State Final Meet will be held at New Trier High School on Friday & Saturday, February 25-26, 2011. If you are available and willing to lend your time and skills, you must accept this assignment online instead of receiving/replying to correspondence through the mail. By accepting this assignment to volunteer, you are volunteering for both days of the Boys State Meet. If for some reason you cannot volunteer both days, please drop Cheryl Mitchell an email indicating so. Her email address is cmitchell@ihsa.org. Your officials pass as well as your shirt will be mailed to you prior to the meet as long as you respond no later than Friday, January 28, 2011.

Volunteer Officials Housing: A limited number of rooms have been blocked at the Doubletree Hotel and Executive Meeting Center-Chicago/North Shore for officials working the State Meet. You may contact the Doubletree at 847-329-4363. Reservations should be made immediately to guarantee a room, but no later than 3 weeks from the event. You must ask for the IHSA Room rate.

Official's wristband: The official's wristband is non-transferable. It is being issued specifically to you and cannot be used by anyone else. If you issue your officials wristband to somebody else, it could result in sanctions against the official who violated the policy for future state series assignments.

Uniform: Please wear the polo supplied on Friday with navy pants. We request that all officials wear the traditional white swimming official's uniform on Saturday for the finals (clean white shoes, socks, shirt and long pants).

It is important that you arrive on time, be in uniform and attend all officials meetings. The head officials selected by the IHSA ask that you do not discuss items that might be contradictory to the operations of this meet. We should act and appear professional, let competitors keep focus on why they are there. Don't talk to swimmers or divers unless they talk to you first. You know many coaches, divers, swimmers and parents. It's ok to wish them well, but please don't discuss situations relative to the State meet. It could be misunderstood. Treat all competitors with respect. Remember this is their day, not ours. The meet referee is the only person who can answer questions regarding meet situations.

Further Officials information will be posted on the IHSA Web Site two weeks prior to the event date. If you have any questions throughout the season, please feel free to contact either myself, or my assistant Cheryl Mitchell. Thank you in advance for your consideration.

State Time Schedule:

Thursday, February 24, 2011

3:00 pm. – 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.



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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.

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

Friday, February 25, 2011

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 and pool doors open for Divers and diving coaches

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

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

8:45 a.m.: Dive Boards Close. 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 pm entrance onto Pool Deck

10:00 a.m.: Locker Room Opens for Swimming Participants (no access to Pool Deck) Swimmers show and retain their Participant Pass to enter.

12:00 p.m.: Locker Room Closes for Swimming Participants (no access to Pool Deck)

1:00 p.m.: Swimming Coaches Meeting (Voluntary). See online state final instructions for complete details.

1:30 p.m.: All participants and coaches scheduled for arrival — open at 8:00 am

1:40 p.m.: Pool doors open to participants and coaches (by Entrance Order number) for Warm-ups.

2:00 p.m.: Pool opens for warm-ups.

2:00 p.m.: Officials meet with Meet Referee. See online state final instructions for complete details.

2:30 p.m.: Swimming Public allowed in spectator area.

2:45 p.m.: One Sprint Lane opens.

3:00 p.m.: Two Sprint Lanes open.

3:20 p.m.: Pool Closes

3:30 p.m.: Swimming Preliminaries begin

Saturday, February 26, 2011 Swimming and Diving Finals:

8:00 a.m.: Outside Entrance open to coaches/participants

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

9:00 a.m.: Locker Room Opens for Swimming Participants (no access to Pool Deck) Swimmers show and retain their Participant Pass to enter.

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

10:00 a.m.: Locker Room Closes for Swimming Participants (no access to Pool Deck)

10:15 a.m.: All participants and coaches scheduled for arrival — open at 8:00 am

10:45 a.m.: Pool doors open to participants and coaches (by Entrance Order number) for Warm-ups.

11:15 a.m.: Pool opens for warm-ups

11:30 a.m.: Officials Meeting See online state final instructions for complete details.

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

12:15 p.m.: One Sprint Lane opens

12:30 p.m.: Two Sprint Lanes open

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

Sincerely Yours,

Ron McGraw

IHSA Administrator for Swimming & Diving