



2011-2012 Girls/Boys Swimming and Diving Series Terms and Conditions

In accordance with Section 1.450 of the IHSA Constitution, the Board of Directors has approved the Terms and Conditions governing the 2011-2012 IHSA Girls/Boys Swimming/Diving Series.

I. SCHOOL CLASSIFICATION

Competition in the IHSA Girls & Boys Swimming and Diving Tournament Series will be held for all member schools without classification.

II. DATES AND SITES

A. Girls Sectional meets will be held on November 12, at 16 sites to be announced on the website at a later date.

B. Girls State Finals will be held on November 18-19, at New Trier High School in Winnetka, Illinois.

C. Boys Sectional meets will be held on February 18, at 16 sites to be announced on the website at a later date.

D. Boys State Finals will be held on February 24-25, at Evanston Township High School, Evanston, Illinois.

III. ON-LINE SCHOOL ENTRIES, WITHDRAWAL PROCEDURE, ELIGIBILITY, AFFIRMATIVE ACTION AND ON-LINE LIST OF PARTICIPANTS

The policy for Original School Entry Deadlines, Late Entries, and Late Withdrawals shall be the policies and procedures regarding entry for all IHSA-sponsored sport/activities. Directions: Login to the Schools Center (Official Representative or Principal Password is required to perform this task), Enter your School ID and Password, go to the activity tracker and click the button to add sports for the upcoming year. Sports Entry Deadlines are Sept. 1 (fall), Nov. 1 (winter) and Feb. 1 (spring).

IMPORTANT NOTICE: The **GIRLS AND BOYS SWIMMING & DIVING ONLINE RULES INTERPRETATION BEGINS AUGUST 9 AND ENDS SEPTEMBER 6 for Girls Programs and for ALL officials. The deadline for schools to view the rules meetings for boys programs is December 5, 2011.** Each participating school must have one member of the coaching staff view and receive credit for the 2011-2012 Swimming/Diving rules interpretation. Each participating official must view and receive

credit for the 2011-2012 Swimming/Diving rules interpretation. To receive credit, the coach/official must view the presentation in their respective IHSA School/Officials Center. See the On-Line Swimming/Diving Bulletin located on the IHSA Swimming/Diving page for specific instructions.

Once the deadline passes your school will be placed on probationary status if the online rules meeting presentation isn't reviewed by your coach. For probationary status to be lifted from your school you must:

Submit a \$50.00 penalty fee to the IHSA Office (you must contact Tammy Craig or Brandi Waters to process Visa, Mastercard or Discover credit card payments or school checks payable to the IHSA will be acceptable forms of payment). Upon receipt of payment, the schools center will be re-opened for your coach to view the online presentation.

- 1) Go to www.ihsa.org
- 2) Click on "Schools Center"
- 3) Enter "School ID" and the Coaches password (Fall, Winter or Spring Coaches password depending on the season for which your sport falls)
- 4) Click on "Rules Video" next to the respective sport under the Sport & Activity Tracker
- 5) View the online Rules Meeting to receive credit

This is a yearly requirement to compete in the IHSA State Series.

NOTICE: If you are a coach at two different schools or you are a coach and an official, you must contact Cheryl Lowery at the IHSA Office. She will give you credit. You must be listed as the coach at both schools in the respective Schools Center for the schools you are coaching for.

A. On-Line School Entries

All member schools must enter their school into the state series competition through the IHSA School Center on the IHSA Website at www.ihsa.org to compete at the Sectional level in the Swimming & Diving State Series. Do not confuse On-Line School Entries with entering your School's On-Line List of Participants. They are two different processes. On-Line School Entries are used to enter your school into State Series Competition in order for IHSA to assign your school to a Sectional Meet. The deadline for school entry is September 1, 2011 (Girls Swimming/Diving, November 1, 2011 (Boys Swimming/Diving).

Teams: When completing the Online List of Participants, team entries must check the Six Contest Verification box to be eligible to com-

pete for team honors. By checking the Six Contest Verification box in the Online List of Participants, schools are verifying that the school's boys or girls interscholastic Swimming & Diving team has participated in six boys or girls interscholastic Swimming & Diving meets during the current Boys and Girls Swimming & Diving season and is thereby eligible to compete for team honors at the state meet series in accordance with IHSA By-law 3.054.

Individuals: Schools with individuals competing only do not check the Six Contest Verification box as they are not required to meet this requirement. Individual entries are not eligible to compete for team honors at the state meet.

B. Late On-Line School Entries: Any attempt for a school to enter a sport or activity on-line after the established deadlines will be denied. Schools that wish to enter after the deadline will be considered late. To be considered for late entry, the Principal/Official Representative must contact the IHSA administrative officer in charge of that sport or activity. The penalty for late entry shall be a payment of \$100.00 for that sport/activity by the school (if allowed to enter late).

C. Breach of Contract By-Law 6.041 (Withdrawal Procedure)

To withdraw without penalty, the Principal must email Tammy Craig at tcraig@ihsa.org notifying IHSA of the school's withdrawal from Swimming & Diving prior to the List of Participants respective deadline.

If a school withdraws after the List of Participants deadline and/or does not show up for competition, the school will be charged a \$100 penalty. If applicable, the school may be charged for any additional financial loss sustained by the offended school(s) or the Association as a result of such breach.

D. Eligibility

All member schools in good standing may enter an individual(s) or a team under the provisions of IHSA By-law 3.054.

In accordance with By-law 3.050, schools are subject to entering eligible student-athletes

E. Affirmative Action Policy: Only boys may participate in the boys competition in the meet series and only girls may participate in the girls competition in the meet series, except as provided in the Illinois High School Association Affirmative Action Policy.

F. On-Line List of Participants: Each school entering the state series (whether entering a team or individuals) must submit its Online List of Participants via the Internet through the IHSA Schools Center Web Site to the IHSA Office. This List of Participants must be received in the IHSA Office by noon on Tuesday, November 8, 2011 (Girls Swimming/Diving) and by noon on Tuesday, February 14, 2012 (Boys Swimming/Diving). If a school does not submit the On-line List of Participants by the deadline, coaches and participants from that school are subject to sanctions, which could include but not be limited to being ruled ineligible to compete in the State Series. Schools which do not submit their school's On-Line List of Participants and are consequently ruled ineligible for the State Final Series must formally withdraw (see Withdrawal Procedures/Breach of Contract above in section III-C). The On-Line List of Participants will provide space for each participating school to list the accurate names of the Girls/Boys entered in the Sectional meet; and, on which the names of the contestants entered in each of the individual events and the names of no more than six (6) Girls/Boys to be entered as swimmers or as alternates in the 200-yard and 400-yard freestyle relays, and no more than eight (8) Girls/Boys to be entered as swimmers or as alternates in the 200-yard medley relay. COACHES WILL NO LONGER RECEIVE RELAY CARDS IN THE MAIL AND COMPLETE THEM AS THEY HAVE IN THE PAST. COACHES WILL ENTER THEIR INDIVIDUALS AND RELAY TEAMS ONLINE. SPACES LEFT BLANK DURING THE ON-LINE LIST OF PARTICIPANT PROCESS MAY NOT BE FILLED IN AFTER THE ON-LINE LIST OF PARTICIPANT ENTRY DEADLINE. Coaches are encouraged to bring a hard copy of their On-Line List of Participants to the Sectional site the day of the seed meeting (attendance became optional beginning in 2008-2009). This list must be printed prior to the On-line List of Participant deadline. The option to print will not be available after that deadline.

Confirmation of receipt of Online List of Participants: Schools should login to their School Center site on the IHSA website and go to the Activity Tracker. The Activity Tracker will show "Completed", if you have checked the button indicating you have finished with your report. If it doesn't indicate "Completed", then you must go back into your schools List of Participants and check the button on the Online List of Participants indicating you are finished with your report.

IHSA will utilize the name spellings and year in school data from the On-Line List of Participants submitted by each school entered into the State Series for publication in the State Final Program. If you notice an error after the on-line deadline, please email (clowery@ihsa.org) or contact Cheryl Lowery at (309) 663-6377 at the IHSA Office. Names and year in school data will not be utilized from the Sectional Winner Report.

G. A school may enter two contestants in each individual swimming event and two contestants in the diving event.

IV. HOST FINANCIAL ARRANGEMENTS

A. Host school shall pay for all local expenses and issue checks to meet officials. Each sectional host will receive a guarantee of \$680.00 and will be reimbursed the cost of officials. Host shall retain 20% of net income and submit remainder to the IHSA. In the case of a negative balance, the host will be reimbursed for the entire deficit. If admission is not charged, the host school shall forfeit the guarantee. A financial report must be sent by the sectional manager to the IHSA office within 10 days following each sectional meet. This form is found in the managers school center under the Meet Management section.

B. Neither the State Association nor the local meet manager will assume responsibility for any other contestant expenses of any kind for any meet except those expenses specified above.

C. Admission Prices:

1) Admission prices for all day for the Sectional meets shall be \$5.00 for Child, Student or Adult.

2) Admission prices for the State Final meet are as follows:

- Diving Preliminaries - \$10.00
- Swimming Preliminaries - \$10.00
- Swimming and Diving State Finals \$10.00

The price of the State Final Swim Event tickets sold in advance to schools entered in the state series and the general public shall be \$20.00.

Note: Please see Item IX-A for the State Final Ticket Distribution Policy. Advance tickets will no longer be mailed to the purchasing school as they have been in the past. They will now be available at the will call area along with all other tickets. All IHSA member schools that offer swimming and diving will be eligible to purchase 1 ticket to the IHSA Swimming/Diving Championships. This ticket may be picked up at the host school on Thursday evening before 7:00 pm, but must be picked up before 9:00 am on Friday morning. After this time any school tickets not picked up will become available to the general public. The person representing the school picking up this ticket must provide identification and sign for the ticket.)

D. The Sectional meet revenue shall include the television and radio rights fees collected by the Sectional manager as provided for in Item IV-E and IX-G.

E. Rights Fees for TV and Radio: See the IHSA web site (www.ihsa.org) for the fees to be charged by Local Managers and/or the IHSA for television and cable broadcasts and radio originations.

V. TOURNAMENT ASSIGNMENTS AND SEED MEETINGS

A. All schools who completed their On-Line School Entry by the deadline in the IHSA Girls/Boys State Swimming and Diving Meet Series will be assigned to compete in one of the sixteen (16) Sectional meets on a geographic basis. Qualifiers from the Sectional meets will compete in the State Final meet.

B. On or about September 1 (Girls) or November 1 (Boys), Sectional Swimming/Diving School Assignments will be posted on the respective IHSA Swimming/Diving Activity Web Page. A manual outlining the State Swimming/Diving meet series will be posted on the IHSA Schools Center; click on Girls or Boys Swimming & Diving; Click on School Manual. School Manuals will not be mailed to member schools.

C. Sectional Seed Meetings:

A Sectional Seed Meeting shall be held at each Sectional center on the Wednesday prior to the Sectional Meet at 6:30 p.m. A school's attendance at the sectional seeding meeting is highly encouraged, but NOT REQUIRED. It is suggested that coaches bring a copy of their previously completed On-Line List of Participants with them to the Sectional Seed Meeting. Coaches not in attendance at the seeding meeting forfeit their opportunity to vote in all matters of business decided at the seeding meeting.

Note 1: All Sectional Seed Meetings shall be held on the Wednesday prior to the Sectional Meet at 6:30 p.m.

Note 2: Only the coaches, (or other school representatives) meet officials, and local meet management personnel shall attend the Sectional Seed Meeting.

Note 3: Sectional managers shall provide an opportunity for divers from competing schools to practice during the Sectional Seed Meeting.

Note 4: At each Sectional Seed Meeting coaches must vote to choose the three diving coaches who will serve as judges on the sectional diving panel. Only coaches that have divers competing in sectional competition may vote. Only coaches interested in serving on the panel should be included in the balloting.

Note 5: Sectional managers may form a Meet Committee if they so choose.

E. The school's On-Line List of Participants, completely filled in and accurate, must be submitted online by noon on the Tuesday prior to the Seed Meeting so the Sectional manager has the necessary information for seeding purposes prior to the Sectional Seed Meeting. The Sectional manager will download the information once the deadline has passed. Managers may tentatively seed the meet in advance. Participants must have a time recorded in order to be entered. A coach may only change athletes in individual events (no

relay participants may be changed) at the Seed Meeting. Any such changes must be made immediately upon arrival at the Seed Meeting.

F. Relay teams and individual swimmers who do not have an interscholastic time for the current season must submit a non-interscholastic time for seeding purposes at the Sectional meet provided that the principal certifies to the Sectional manager, in writing, that the principal has verification of the accuracy of the non-interscholastic time and that it has been performed in actual competition during the period of July 1, 2011 through the current Girls/Boys swimming season. These non-interscholastic time verifications from the principals must be available for review by competing team coaches upon request. If an interscholastic time that has actually been performed during the current season is available, it must be used for seeding purposes at the Sectional meet. "No Time" entries shall not be accepted.

Note 1: All seed times submitted for Sectional meet seeding must be recorded to hundredths. Times submitted in tenths shall have the factor nine (9) added to them for seeding purposes (i.e., 55.1 for a Backstroke seed-time will be changed to 55.19 at the Seeding Meeting.)

Note 2: Verified non-interscholastic times for relay teams entries shall not be "add-up" times.

Note 3: A verified leadoff relay time is not an acceptable individual seedtime in the appropriate event.

Note 4: Entries will be assigned to heats and lanes in the swimming events on the basis of (1) best times; and, (2) the composite opinion of the head Girls/Boys swimming coaches present at the Sectional Seed Meeting. In case of a discrepancy, (2) is to take precedence over (1). Coaches must be prepared to present evidence (which might include official meet results) to support the times submitted for seeding purposes at the Sectional meet.

G. Scratch Meeting: A scratch meeting with the Sectional Referee and all coaches shall be held immediately prior to the start of the Sectional Swimming and Diving Meet. After the scratch meeting, there shall be no substitutions or changes in a school's entries. Only changes related to illness or injury will be permitted at the Sectional Scratch Meeting (see VH. below), and in individual events only.

H. Entry Substitutions: In case of illness or injury, as certified to in writing by a principal or physician, an entry substitution may be made in an individual event following the Sectional Seed Meeting on a person for person basis only. This substitution must be made at the Sectional Meet Scratch Meeting (Referee and all coaches) to be held immediately prior to the start of the Sectional meet. No contestant shall be permitted to change events in order to act as a substitute. The replaced swimmer shall

not participate in any Sectional Meet events. However, a swimmer who is replaced at the Sectional and who is listed for the Sectional Meet as one of six or eight possible swimmers in any Relay event may participate in the Relay(s) at the State Final only in the event that Relay(s) qualifies for the State Final Meet.

Note: A different swimmer may be substituted in each event in which the injured or ill swimmer was entered.

Note: The List of Alternates has been eliminated. All Swimmers/Divers used as substitutes must have been on this year's school team and must be eligible in all respects.

VI. TOURNAMENT STRUCTURE AND TIME SCHEDULES

A. For the Sectional meets, the local managers shall hold Sectional Seed Meetings on Wednesday, the week of the Sectional Meet, at 6:30 p.m. The IHSA Office will not give permission for Sectional Seed Meetings to be held on any other evening than Wednesday, at 6:30 p.m. At this meeting, contestants will be seeded and assigned to heats and lanes in accordance with current National Federation Swimming and Diving Rules. ATTENDANCE AT THE SECTIONAL SEEDING MEETINGS WILL BE HIGHLY ENCOURAGED BUT IS NO LONGER MANDATORY (only coaches present may vote on matters discussed at the seeding meeting).

B. Sectional Meet Time Schedule: Saturday, November 12, 2011 (Girls) and Saturday, February 18, 2012 (Boys) Diving Event

The times shown are suggested times, however the host school may determine when they will open the doors for participants and spectators prior to the start of the meet. Pool doors open to contestants and coaches only for Diving Warm-ups: 7:30 a.m.

Diving Prelims, Semifinals, and Finals start: 9:00 a.m.

Note: The Preliminary, Semifinal and Final rounds of competition in the Diving event will be held in the morning session at the Sectional meet. Diving awards shall be presented at the conclusion of the diving competition.

Swimming Events

The times shown are suggested times, however the host school may determine when they will open the doors for participants and spectators prior to the start of the meet.

Pool doors open to contestants/coaches only for Swimming Warm-ups: 11:30 a.m.

Swimming Finals start: 1:00 p.m.

Swimming Order of Events

200-Yard Medley Relay
200-Yard Freestyle
200-Yard Individual Medley
50-Yard Freestyle

(15-Minute Break)
100-Yard Butterfly
100-Yard Freestyle
500-Yard Freestyle
200-Yard Freestyle Relay
(15-Minute Break)
100-Yard Backstroke
100-Yard Breaststroke
400-Yard Freestyle Relay

Note: All Swimming events at the Sectional meets shall be conducted on the "Timed Finals" basis. No preliminary or final heats shall be held.

State Time Schedule:
Thursday, November 17, 2011 (girls)/Thursday, February 23, 2012 (boys)

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.

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, November 18, 2011 (girls)/February 24, 2012 (boys)

9:00 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

- 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
- 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, November 19, 2011 (girls)/February 25, 2012 (boys) 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
- 9:30 a.m.: Doors open to public
- 10:15 a.m.: All participants and coaches scheduled for arrival
- 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

Order of Events

- 200 Yard Medley Relay
- 200 Yard Freestyle
- 200 Yard Individual Medley
- 50 Yard Freestyle
- (15 Minute Break)
- 100 Yard Butterfly
- 100 Yard freestyle
- 500 Yard Freestyle
- 200 Yard Freestyle Relay
- (15 Minute Break)
- 100 Yard Backstroke
- 100 Yard Breaststroke
- 400 Yard Freestyle Relay

Note: The consolation finals shall be swum immediately prior to the championship finals in each event.

VII. ADVANCEMENT OF WINNERS

A. The first place winners in each individual swimming event and the first place winners in the diving from each Sectional meet shall advance to the State Final meet and com-

pete in the events in which they qualified.

In Addition, any individual or relay team in the swimming events who equals or surpasses a minimum qualifying time in the Sectional meets shall be certified by the meet manager and shall advance to the State Final meet in the qualifying event(s). Legal lead-off leg times may not be used to qualify to the State Meet in corresponding individual events.

B. State Swim Qualifying Standards: All Sectional qualifying standards for the Girls and Boys State Finals will be determined in the following manner (again this year, 2011-12): The Qualifying Standards for each individual swimming event will be calculated by averaging the 30th place time from all sectionals. Then that average time will be used to obtain an average of the last three years average times in each event. In relay events the same process will be implemented but the average of 24th sectional place time will be used to make calculations. Any time calculated to be slower than the existing qualifying time would not be used in that event. The existing time will remain. This procedure will be evaluated by the advisory committee after this trial period ends after the 2011-2012 swimming seasons.

Important Notice:

***Sectional hosts are required to send the IHSA Office a complete list of all results so these calculations can be made when sectional events are completed. The complete set of results must be sent to the IHSA Office no later than the Monday following the Sectional Meet.

The Girls and Boys Swimming & Diving minimum Qualifying Standard Times for advancement to the State Final Meet are:

GIRLS STANDARDS 2011

200 Medley Relay	1:50.90
200 Free	1:56.20
200 IM	2:11.68
50 Free	24.84*
100 Butterfly	59.40
100 Free	53.99*
500 Free	5:12.28
200 Free Relay	1:39.79
100 Back	59.92
100 Breast	1:08.40
400 Free Relay	3:38.43

BOYS STANDARDS 2012

200 Medley Relay	1:38.88
200 Free	1:45.63
200 IM	1:59.06
50 Free	21.98
100 Butterfly	53.18
100 Free	48.33
500 Free	4:48.24
200 Free Relay	1:28.39
100 Back	54.42
100 Breast	1:01.28
400 Free Relay	3:15.24

* Indicates the use of last year's qualifying standard.

C. In addition, in the diving event, any diver whose score in the Sectional Meet is among the next thirty-two (32) top scoring divers from all sectional meets who did not win first place in diving, shall advance to the State Final as an "At-Large Qualifier" and shall be determined by the administrator in charge in the IHSA Office who shall screen all Sectional Scores. At Large Diving Qualifiers for both Girls and Boys will be posted on the IHSA Website on the Sunday morning following the Sectional Meets.

In the diving event at the Sectional Meet the sixteen (16) divers with the highest scores in Rounds 1, 2,3,4 and 5 shall qualify for semifinal Rounds 6,7 and 8, the twelve (12) divers with the highest total score after Round 8 shall qualify for the finals.

In the diving event at the State Final, the sixteen (16) divers with the highest scores in Rounds 1,2,3,4 and 5 shall qualify for semifinal Rounds 6,7 and 8, the twelve (12) divers with the highest total score after Round 8 shall qualify for the finals.

Note: In the event of a tie for the final qualifying position in the State Finals (12th place), all divers tied for 12th place will dive in the finals. However, as per Item X-B-1 in these terms and Conditions, all competitors will be competing for a maximum of 12 medals. The top 12 scores at the conclusion of the final three dives will receive medals. No additional medals for any additional qualifier will be awarded (unless after all dives are completed there remains a tie for the 12th position).

D. All swimming events in the Sectional meets shall be conducted on the "Timed Finals" basis. No preliminary or final heats will be held.

E. In the State Final meet, there shall be six contestants qualifying from preliminaries for the championship finals and six contestants qualifying for the consolation finals in the swimming events. In case of a tie for the last qualifying place, a swim-off should be conducted not later than 45 minutes after the last heat of the last event in which any of the swimmers in question has competed during that session of the meet.

F. In the State Final Meet, winners in the swimming preliminaries shall qualify for the finals on the basis of time trials.

Note: All Sectional times shall be recorded to two decimal places. In the event automatic timing equipment fails, and stopwatches are used for backup timing, times shall be recorded in accordance with Rule 6-1-2.

Note: All Sectional meet times for State Final Qualifiers shall be initialed by the Meet Referee to verify that all times recorded by the Head Timers are "official" and correct.

VIII. TOURNAMENT RULES

A. The current Swimming and Diving Rules published by the National Federation of State High School Associations are the official rules governing the competition in all state series meets unless otherwise specifically provided for in these Terms and Conditions or in printed instructions to meet managers.

B. In accordance with IHSA By-laws 2.020 and 2.070, all schools are required to have a qualified coach or faculty representative present at all times during a meet and be available for assignment as might be required by the meet manager. If a school does not have a qualified coach or faculty representative present at the Sectional site or the State Final site during warm-ups or competition, that school's competitors shall not be permitted to participate. Note: Schools are reminded that only coaches and faculty representatives who meet the provisions of IHSA By-law 2.020 and 2.070 and who are listed on the School's On-Line List of Participants shall be permitted to serve in those capacities at the Sectional and State Final meet.

C. A school may enter one relay team in each relay event. In the 200-yard and the 400yard freestyle relays, a school may enter four swimmers and a maximum of two alternate swimmers (6 names maximum). In the 200-yard medley relay four (4) swimmers and four (4) alternates are allowed (8 names maximum).

D. In accordance with Rule 3-2-1, an individual contestant shall be permitted to enter a maximum of four events, no more than two of which may be individual events. Being designated as a member of a relay team does not count as an entry unless the competitor actually competes in the event. Note: In regard to contestant limitations, the Sectional and State Final meets shall be considered to be separate meets.

E. The Referee, Starter, Diving Referee and a Turn/Stroke Judge for the Sectional meets shall be appointed by the IHSA Office. In addition, the Sectional managers shall appoint all other non-paid meet officials and shall appoint a full complement of officials as needed for a championship meet.

F. At the Sectional meets, the panel of judges for diving shall be comprised of five (5) persons, including at least two (2) of the officials assigned by the IHSA Office and swimming and/or diving coaches from the schools participating in the Sectional meet.

Note 1: A vote conducted by the Sectional Meet Manager must occur at all seed meetings to choose three coaches to serve as judges on the sectional diving panel. Only coaches that have divers actually competing in the sectional competition may vote. Only those coaches that

express interest in serving on the panel should be included on the ballot.

Note 2: At least two (2) officials selected to serve on the diving panel at the Sectional meet must be from among the Meet Referee, Starter and Turn/Stroke Judge appointed by the IHSA Office.

Note 3: Diving Score Sheets will be distributed at the Sectional Seeding Meeting (2 forms per school). At the State Final, Diving Score Sheets will also be distributed. At the Sectional and State Final Meets, coaches are reminded that the coach's signature (as well as the diver's signature) is required on the Diving Score Sheet.

G. At the State Final meet, the IHSA Office shall assign all officials, including a Referee, Starter, Diving Referee, Head Timer/Finish Judge, Scorer Table Supervisor and Coordinator of Officials as well as two panels of seven (7) diving judges. The first diving panel shall judge rounds 1, 2 and 3 in the preliminaries and rounds 6, 7 and 8 in the semifinals and shall be comprised of three (3) diving coaches and four (4) diving officials. The second diving panel shall judge round 4 and 5 in the preliminaries and rounds 9, 10 and 11 in the finals and shall be comprised of four (4) diving coaches and three (3) diving officials.

Note 1: To be eligible for appointment to the diving panels at the State Final meet, diving coaches must attend a current IHSA Swimming and Diving Rules Meeting.

Note 2: Diving coaches with State Final qualifiers (or other coaches from that school) may NOT judge on a diving panel at the State Final. It is not allowable to appoint a boys coach from a school that has qualifiers in the girls meet and to appoint a girls coach that has qualifiers in the boys meet.

Note 3: Retired Illinois swimming and diving coaches are eligible for appointment to an IHSA state series diving panel.

Note 4: The head swimming and diving coaches in Girls/Boys Swimming will be asked to assist the IHSA Office in ranking the officials for the Sectionals and State Final.

H. In accordance with IHSA By-law 6.033 and the Swimming and Diving Rules, the decision of the Meet Referee and Diving Referee shall be final.

I. Conduct of swimmers and divers:

Unsportsmanlike conduct by coaches or contestants or the use of profane language by coaches or contestants will not be tolerated and shall be punishable under the provisions of Bylaws 3.141 and 4.061.

J. Uniforms: Swimmers and divers shall wear suits that comply with specifications included in the modified NFHS Rule 3-3. Coaches and athletes are encouraged to work with their distributor to determine if any suit meets the new standards defined in 3-3-2. To

be deemed a legal suit, any suit must meet the style and construction restrictions described in rule 3-3-2, (ie. must be completely permeable to water and air). A suit listed on the FINA list of approved suits will be legal for competition. Not being included on that list does not necessarily mean the suit is not legal. **It is legal to wear two caps.**

K. In the swimming events at the Sectional meets, points shall be awarded to the swimmers achieving the twelve (12) fastest times in each event.

L. In the swimming events at the State Final meet, points for first through sixth places shall be awarded solely on the basis of the order of finish in the championship finals. Points for seventh through twelfth places shall be awarded solely on the basis on the order of finish in the consolation finals.

M. In the diving event at the Sectional meets and the State Final meet, points for the first through twelfth places shall be awarded solely on the order of finish in the championship finals.

N. In the scoring of the Sectional meets, points shall be awarded for the first through twelfth places as follows:

1) Relay Events – 32-26-24-22-20-18-14-10-8-6-4-2

2) Individual Events – 16-13-12-11-10-9-7-5-4-3-2-1

3) No team points shall be recorded for the places won by contestants from schools that do not meet the six contest requirements of IHSA By-law 3.054. No points shall be scored for places won by such contestants and this provision shall not alter the order of finish or the points scored of other contestants.

O. At the State Final meet, if more than 6 lanes are used for the preliminary heats in the swimming events, only six lanes shall be used for both consolation finals and the championship finals.

IX. TOURNAMENT POLICIES

A. State Final Ticket Distribution Policy:

1) Ticket Sales for Participating Schools Only:

Each school entered will be permitted to purchase one (1) Swim Events ticket for the State Final meet. Only the host school of any coop will be granted permission to purchase this ticket. Other schools within the coop agreement will not be granted permission to buy this ticket.

This ticket will no longer be mailed to the purchasing school as they have been in the past. They will now be available at the will call area along with all other tickets. All IHSA member schools that offer swimming and diving will

be eligible to purchase 1 ticket to the IHSA Swimming/Diving Championships. This ticket may be picked up at the host school on Thursday evening before 7:00 pm, **but must be** picked up before 9:00 am on Friday morning. After 9:00 am on Friday of the state meet, any school tickets not picked up will become available to the general public. The person representing the school picking up this ticket must provide identification and sign for the ticket.)

2) Ticket Sales for State Final Qualifiers Only:

Schools with qualifiers in the State Final meet will be permitted to order two (2) Swim Events tickets per swim qualifier (including relay alternates) in the State Final meet as a result of advancement from Sectional meet competition not later than 3:30 p.m. on Wednesday, November 15 (Girls) and Wednesday, February 21 (Boys). The State Qualifier Tickets order form will be found on the IHSA website at www.ihsa.org; click on Girls or Boys Swimming. The form will be located under the Swimming & Diving Link on the Swimming Page. A school may purchase its two (2) Swim Events tickets per swim qualifier in the State Final meet by faxing its special ticket order form to the host site so the order form is received in hand, by the State Final Ticket manager not later than 3:30 p.m. on Wednesday, November 15 (Girls) and February 21 (Boys). (DO NOT MAIL PAYMENT – BRING PAYMENT WITH YOU WHEN YOU PICK UP THE TICKETS.) School representatives may pick up their tickets in the Athletic Office during the week before State Swim from 8:30 a.m.-4:00 p.m., Monday – Wednesday and 8:30 a.m. - 9:00 p.m. Thursday.

Tickets to be left at Will Call can only be left at Will Call beginning on Thursday.

3) If there are any Swim Events tickets remaining after Thursday night, they will be sold as single session tickets that will go on sale to the general public at the door prior to each session.

4) The cost of Swim Events tickets sold in advance for the State Final Meet is \$20.00 (two sessions); the cost of a single session ticket is \$10.00.

5) Diving Event tickets will be sold at the door for the single Friday session at a cost of \$10.00. The twelve divers who qualify for the finals on Saturday will be eligible to purchase two tickets, at \$10.00 each, for the entire Saturday finals, immediately following Diving prelims.

Note: A coach, athletic director, faculty representative, principal or person with a letter of authorization from the high school principal, may purchase tickets on behalf of a school.

B. Participant Passes for the State Final:

At the State Final meet, a participant pass will be issued to each girl/boy who qualifies for the State Final meet. In addition, for those

schools that have qualifiers for the State Final meet, qualified coaches, who are listed on the school's On-Line List of Participants, shall be issued a coaches pass with the following formula:

1-5 Qualifiers = Two (2) Coaches wristbands

6-10 Qualifiers = Three (3) Coaches wristbands

11 or more Qualifiers = Four (4) Coaches wristbands

Note 1: Managers will not receive a participant pass.

Note 2: Participant and coach passes shall not be transferable and shall entitle those persons who receive participant passes only to the seating assignment in the pool deck area. IHSA has the authority to revoke a participant and/or coaches wristband at any time. Certified coaches who are listed on the On-line List of Participants will be issued a coaches wristband (in accordance with the above formula). However, those coaches must meet all IHSA Coaching By-law Requirements and its subsections. (By-law 2.070). Coaches who do not meet By-law 2.070 are not eligible and cannot be entered on the On-line List of Participants and are not eligible to receive a wristband. Only legitimate coaches and authorized meet personnel who have been issued wristbands and stamped contestants shall be allowed on the pool deck at the Sectional and State Final meet.

Coaches Wristbands: In an effort to ensure that only approved personnel are on the pool deck, meet management and/or IHSA officials will secure the required wristband on coaches as they enter the facility. Any band that appears to be tampered with at anytime during the championship will be confiscated and the individual in possession will not be allowed entrance without the purchase of a ticket. If no tickets are available for purchase the individual will not be allowed admittance. There have been numerous instances in the past two years involving coaches providing an extra coaches' band to individuals other than the certified coach for which the band was approved and intended. Schools involved in the transfer of coaches' bands will have themselves and their program placed on probation for the following year.

The IHSA will eliminate the diving coach's wristband from the number of allowable coach's wristbands as calculated by the number of qualifying swimmers and divers. The qualifying divers will be removed from the list of qualifiers used to determine the number of coaches wristbands. In other words, the swimming coaches' wristbands will be determined by using only the number of swimmers qualifying from each team.

C. Bands: No bands, pom-pom squads or drill team groups shall perform at any state series meets.

D. Signs, Banners, Balloons and Mechanical Noisemakers:

1) The display of signs, banners, posters or similar items at IHSA state series events is permitted, provided:

a) They are in good taste and reflect good sportsmanship in their message and use;

b) They reflect identification and encouragement to participants and their school/community;

c) They are not displayed on the field of play or in a manner that interferes with play;

d) They do not obstruct the view of participants or spectators; and,

e) They are not safety hazards.

2) All mechanical noisemaking devices, including balloons, shall be excluded from the swimming and diving facilities.

E. Cheerleaders: Participating schools are encouraged to use school cheerleaders provided their cheers are appropriate to the sport of swimming and diving, are in accordance with IHSA By-laws, and provided they have purchased tickets for seating during the meet.

F. Damage to Property and Equipment:

If contestants or people from any school entered in a state series meet are found guilty of carelessness or maliciously breaking, damaging or destroying property or equipment belonging to the host school, such school shall be held responsible for costs incurred in replacing or repairing such property or equipment.

G. Media Requirements:

1) **Provide Space:** Space shall be set aside to provide for new media representatives covering the state series whether they are from newspapers, radio stations, commercial television stations and/or cable television stations.

2) **Radio and TV Originators:** It is the responsibility of the Local Manager to accept applications, approve requests to originate, collect proper rights fees payments (where required) and make cancellation refunds for television and/or radio play-by-play origination's, according to the IHSA Television and/or IHSA Radio Broadcast Policy.

a) **Television Rights Fees** for all levels of competition below the State Final level shall be paid to the host school and shall become part of the revenue to be shared by the member school(s) and the Association according to the financial terms stipulated in these Terms and Conditions.

b) **Radio Broadcast Rights Fees** are not required for any level of competition in this series. Local Managers shall permit radio play-by-play originations of the competition.

c) **Television and/or Radio Stations** which do not apply in advance, or which do not pay required rights fees prior to

the start of competition in each respective level in this state series shall not be given credentials nor allowed access to the facility to originate. Sponsors of the originations for television and radio shall be only those so stipulated in the respective IHSA Television and Broadcast policies.

3) All media requirements for the State Final Meet shall be handled through the IHSA Office.

4) Local meet managers shall be responsible for reporting meet information and results to the IHSA Office and the news media as stipulated in printed instructions received from the IHSA Office.

5) Flash photography is not allowed by anyone except the photographers from V.I.P. These photographers are contracted by the IHSA and have been trained in the appropriate uses of flash photography during events.

H. Filming/Videotaping: At the Sectional and State Final meets, spectators will be permitted to film and videotape the competition provided:

1) The filming or videotaping unit is a self-contained unit that needs no power outlet;

2) The filming or videotaping unit is a compact, hand-held unit that can be operated from the spectator's seat;

3) The spectator is seated while filming or videotaping;

4) No tripod is used; and,

5) No additional seating space than the one seat occupied by the spectator is used for the camera or case, etc. for the filming or videotaping.

I. Flash photography is not allowed by anyone. Spectators who do not abide by these provisions will not be permitted to film or videotape at the meet.

Note: If a diver from a school qualifies for the diving event at the State Final meet, and video of her/his dives is needed for her/his application for All-American consideration, arrangements to film are to be made with the State Final manager prior to the meet.

J. Tobacco Products

No coach, player or any other person connected with a team shall be permitted to use tobacco products in the competition area, either during practice or while a contest is in progress.

K. Use of Inhalers: A student with asthma may possess and use his/her medication during an IHSA competition, while under the supervision of school personnel, provided the school meets the outlined procedures of self administration in the Illinois school code.

L. Alcoholic Beverages and IHSA State Series Events:

The possession, distribution, sale and/or consumption of alcoholic beverages are prohibited at the site and on any affiliated property of any IHSA state series contest. State series hosts are required to make all state series contest sites and any affiliated property, including parking lots, fan accommodation areas, and other school or event venue property, alcohol free zones on the date or dates of any IHSA event being held at the site. Violation of this policy by an event host will subject the host to a penalty for violation of IHSA By-law 2.020. Such penalty may include but not necessarily be limited to prohibition against subsequent event hosting assignments. Violation of this policy by a non-hosting member school will subject the school to penalty for violation of IHSA By-law 2.020. Patrons of any IHSA state series contest determined to be in violation of this policy will be removed from the premise, and law enforcement officials will be called as warranted. No ticket refunds will be granted in such cases.

X. AWARDS

A. Sectional

1) Individual: Medals will be awarded to the first six place winners in each individual event and relay event.

2) Team: Plaques will be presented to the school winning the team championship at the Sectional meets.

3) Duplicate Awards: Managers can find a Duplicate Awards order form online in the online Managers Manual in the forms section.

B. State Final

1) Individual: Medallions will be awarded to the first twelve place winners in each individual event and relay event.

2) Team: Team Medallions and Trophies will be presented to the first, second and third place teams at the State Final meet. Eighteen (18) medallions for competitors, two (2) for coaches, one (1) superintendent, one (1) principal, one (1) athletic Director and one (1) certified Athletic trainer will be provided.

3) Duplicate Awards: Schools can find a Duplicate Awards order form online in the online Schools Manual in the forms section. Note: Only schools that meet the six contests

requirements of the IHSA By-law 3.054 shall be eligible to compete for team honors in the Sectional and State Final meets.

XI. OFFICIALS

A. Appointment and Fees

1) Sectional: Four (4) officials will be assigned from the IHSA Office. The IHSA Office will assign officials to the 16 Sectional Meets. \$133.50 flat fee for the Meet Referee, Diving Referee and Starter and \$102.00 for the Turn/Stroke Judge.

2) State Final: Six (6) officials will be assigned by the IHSA Office. The head officials will receive the following flat fees: \$238.00 flat fee for the Meet Referee, Starter and Diving Referee; \$182.00 flat fee for the Head Timer / Finish Judge and Scorers Table Supervisor; \$250.00 flat fee for the Coordinator of Officials.

a. Mandatory Officials Meeting: There will be a mandatory meeting for the six (6) Head State Finals Officials at 7:00 p.m. on Thursday at the State Final site.

b. Housing: The IHSA has a block of rooms set aside for Head Officials.

Housing for Head officials who incur an overnight lodging expense to attend the mandatory officials meeting are entitled to two (2) nights of lodging and will be paid by the IHSA Office upon check-in (provided they stay at the hotel designated by the IHSA Administrator). Head officials must notify Cheryl Lowery at the IHSA Office, upon receipt of their State Final Officials Contract whether or not they will require housing reservations.

c. 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 must be made not later than one week prior to the State Final Meet. You must ask for the IHSA Room rate.

B. Mileage Reimbursement

Policy: The officials appointed by the IHSA will be paid mileage from the IHSA Office upon receipt of a mileage voucher submitted by the appointed official to the IHSA Office within 30 days of the contest. Appointed officials will receive 30 cents per mile for every mile over 70 miles for each round trip. Mileage vouchers can be printed from the IHSA Web Site through the IHSA Officials Center. Note: Mileage is determined to and from the officials home to the site of the competition, unless prior approval has been given from the administrator in charge of the sport/activity.