

WIAA SWIMMING AND DIVING TOURNAMENT COMPETITION INFORMATION

1. GENERAL PROCEDURES

- a. Three officials are to be at the tournament site and dressed early enough to inspect the pool area and to assist with the conducting of the coaches meeting. The fourth official, contracted for swimming only, should arrive in time for the swimming warm-ups.
- b. Prior to the start of the coaches meeting, each official should write their name, official's number and address on the blackboard.
- c. All officials should enter and leave the pool area together and support one another, particularly when and if a coach takes issue with a call/interpretation.
- d. The meet referee should immediately notify the WIAA Saturday evening (715-344-8580) of any special/unusual problems that occur before, during or after your sectional meet.
- e. Make sure these procedures are readily available during the coaches meetings and competition for necessary consultation.
- f. Temporary banners are allowed, with some restrictions. Banners must be hand held or stationary. These banners may NOT have offensive language, be used to disrupt swimmers/divers or officials, interfere with spectators or be carried around the facility during an event. Banners may not be hung from balconies, ceilings, etc. Permanent banners of the host school are allowed, such as those hanging in a gym depicting conference schools, sportsmanship themes or with welcoming messages.
- g. Oil-based lotions are allowed at the sectional meet. The meet manager is responsible for designating a location where all oil must be applied. The meet manager may not prohibit the use of oil at this meet.
- h. **Shaving is prohibited at the tournament site. Penalty for shaving on-site is disqualification per NFHS communicable disease policy.**

2. WARM-UPS

- a. There should be provision for 1-1/2 hours for diving warm-ups. Schools are being asked to wait until entries for diving are received to determine a starting time for diving.
- b. Diving warm-ups may be reduced dependent on the total number of entered divers.
- c. There should be provision for 1-1/2 hours for swimming warm-ups.

Suggested swimming warm-up schedule (feet first entry):

45 minutes	All lanes	Circle Swim
30 minutes	Lanes 1-2-3-4	Beep Starts
	Lanes 5-6-7	Circle Swim
	Lanes 8	Pace Lane
15 minutes	Lanes 1-2-3-4	Beep Starts
	Lanes 5-6	Relay Starts
	Lanes 7-8	Circle Swim

- d. A 20-minute break with 15 minutes in water should be taken in lieu of no diving competition before the 100-yard butterfly.

3. COACHES MEETING

There should be two coaches meetings conducted jointly by meet management and the meet referee:

- a. Diving Coaches Meeting - To review the rules governing the competition and hand in diving forms. This meeting should be held one hour prior to the start of diving competition. ***Pool must be closed during meeting.***
- b. Swimming Coaches Meeting - To review the rules governing the competition and hand in relay cards. This meeting should be held one hour prior to the start of swimming competition. ***Pool must be closed during meeting.***
- c. Suggested checklist for coaches meeting:
 1. Introduction of meet officials and their appropriate meet responsibilities.
 2. Roll call of assigned schools/coaches.
 3. Membership of the meet committee. If the host school's coach is acting as the meet manager, he/she should not be on the meet committee. A third official should replace them on the meet committee.
 4. Define when pool will be cleared.
 5. Define how emergencies will be handled. Procedures should be in place to deal with blood on the pool deck, locker room, etc.
 6. Identify the traffic flow patterns to starting and awards areas.
 7. Identify the off limits areas and team seating arrangements.
 8. Identify the timing systems.
 9. Identify the relay take-off judging and dual confirmation procedure.
 10. Review the procedure for collection of relay cards and changing the designated four swimmers.
 11. Remind coaches to assist in getting everyone quiet for all starts.
 12. Remind coaches to have their counters report promptly for the 500.

13. Review declared false start procedure.
14. Review procedure for presentation of awards, including diving. Stress that award winners report promptly to appropriate area in proper attire. Discourage post-meet celebrations, which could result in injury.
15. Determine the length of break following the completion of 50 free (20 minutes).
16. Determine how and when the two diving judges (Division 1) or three diving judges (Division 2) for the state meet will be selected.
17. Indicate that the WIAA will make available a tentative qualifier list to all schools by Sunday morning via the WIAA website <<wiaawi.org>>.
18. Identify when and where copies of the final meet results may be picked up.
19. Other announcements.
20. Announce the corrected program.

4. **DIVING COMPETITION**

- a. All divers must have participated in a minimum of four meets during the current school season to be eligible for sectional competition. At least two of the required four meets must have had a championship format of 11 dives.
 - Exhibition performances will count if verified by a signed official diving form.
 - A diver whose minimal meet requirement cannot be verified must not be allowed to compete.
- b. All schools must use the current WIAA diving form. (Found on the WIAA School Center)
- c. Diving forms are due at the time specified by the meet manager.
- d. Sectional: All divers will be allowed 11 dives.
State: D1—The highest scoring divers through the preliminaries will qualify for semifinals and the 16 highest scoring divers through the semifinals will qualify for the finals. D2—All 16 divers will perform 11 dives.
- e. The assigned diving order should be from an open draw.
- f. Diving judges will be selected by the WIAA. Note: The number of diving judges may be reduced dependent on the number of divers (i.e., five or three).
- g. To provide better and more consistent judging of diving, please make sure the diving panel at your sectional use "Instructions for Diving Judges." This is found on the WIAA Officials Center, under Swimming/Diving. The diving referee should review the sheet with the selected panel prior to the start of diving competition.

5. **SWIMMING COMPETITION**

- a. All events will be timed final events. The highest seeded swimmers/relay teams will be placed as a group in the last heat, the next highest seeded swimmers/relay teams as a group in the next to last heat, etc. There must be at least three entered competitors/relay teams in each heat.

6. **AWARDS**

- a. All award recipients must wear their official sweat top to participate in the awards ceremony at sectional and state.
Note: Plain top T-shirt or a T-shirt with school name is acceptable.
- b. Diving awards should be given out immediately after the diving competition is completed.
- c. Individual swimming awards should be given out one full event later. EXCEPT the backstroke and breaststroke prior to the 400 Freestyle Relay.
- d. Team plaques should be given out as soon as possible at the completion of the total meet. Discourage celebrations. Spectators should not be allowed to enter the water to celebrate a sectional championship.

* * * **SEEDING** * * *

1. Coaches must be able to document, at the coaches meeting, any challenged seed times or minimal meet requirements for divers by providing appropriate signed official meet result sheets.
 - a. Questioned times which cannot be verified will not be seeded and will be placed in an outside lane of the slowest heat.
 - b. A diver whose minimal meet requirements cannot be verified will not be allowed to compete.
2. The meet manager will not reseed an event.
 - a. The referee can, however, for unusual situations, make appropriate adjustments in heat and lane assignments.
 - b. There should be at least three seeded swimmers/relay teams assigned to the slowest heat after the initial seeding. In the event of a scratch, at the coaches meeting, it is not necessary to have three swimmers/relays in each heat.
3. No challenges to seed times for swimmers or minimal meet requirements for divers will be allowed after the coaches meeting.
4. Seed Times.
 - a. Times must have been recorded from actual meet performances made during the current school season.
 - b. Times must be submitted in hundredths.
 - c. Times for individual events must be from that individual event. Splits from relays will be accepted only from a leadoff swimmer.
 - d. Times recorded by a swimmer who was disqualified from a race are not acceptable.
 - e. Exhibition performances will be accepted if verified by signed official meet results.

- f. Times will be accepted from either yard or metric pools.
- g. All times must be submitted in English yard times (either actual or converted from metric).

*** * * SUBSTITUTIONS AND SCRATCHES * * ***

1. All substitutions and scratches **MUST BE** provided in writing to the meet manager 10 minutes prior to the coaches meeting. Substitutions will be allowed for illness, injury or for reason of school discipline. Meet managers should provide a substitution/scratch sheet (on School Center).
2. Individual(s) involved in substitutions will not be reseeded, but must assume heat and lane assignments of original entries.
3. A school not using all eligible entries may not fill these spots after the **noon** Tuesday entry deadline.
4. Schools may not make a substitution in an event not originally entered after the **noon** Tuesday entry deadline.
Note: If a diver becomes ill or injured, is disciplined by the school, or due to extenuating circumstances after the entry deadline of noon Tuesday, a coach would be allowed to substitute for that diver(s) and enter a swimmer(s) in any event to reach the 18 entry allowance if the school has no other diver(s) eligible for entry into the sectional meet. The new swimmer would be placed in the outside lane of the slowest heat - no reseeding of any event(s). The request to substitute must be made to the WIAA prior to 3 p.m. on Friday of sectional week. Final approval would rest with the WIAA.
5. The deleted swimmer/diver must be removed from all events (individual/relay) in the entire meet, except when certified by a physician or the meet referee.
6. All competitors, once officially entered, must compete in all heats and rounds of competition (excluding swim-offs) for which they entered except:
 - a. With a declared false start.
 - b. When illness or injury certified by a physician or the referee forces a competitor to withdraw.
 - c. In both situations, the event counts as an entry withdrawn and no replacement is allowed.
 - d. A competitor who withdraws because of injury or illness may be reinstated by the referee or a physician at any time.
7. Some examples of legal/illegal changes:
 - a. Swimmer A becomes ill the Friday afternoon of sectionals and cannot compete Saturday. The coach, Saturday morning 10-minutes prior to the coaches meeting, in writing replaces Swimmer A with Swimmer B who was not previously entered in sectional competition.
Ruling: Legal, substitution allowed.
 - b. Swimmer A becomes ill the Friday afternoon of sectionals and cannot compete. The coach, Saturday morning 10-minutes prior to the coaches meeting, in writing replaces Swimmer A with a swimmer/diver who has not exceeded the event limitation rule.
Ruling: Legal, substitution allowed.
 - c. A coach, the Wednesday morning of sectional week, changes Swimmer A from the 500 freestyle to the 50 freestyle for Swimmer B.
Ruling: Illegal, substitution no longer allowed. All entries are final unless there is an illness, injury, or reason of school discipline.
 - d. A coach submits an entry form with only 17 individual event entries. Tuesday, prior to 11 a.m., the coach wants to enter another diver.
Ruling: Legal, an addition is allowed. A school not using all eligible entries may fill those spots prior to the **noon** Tuesday entry deadline.
 - e. Team A's coach calls in numerous changes before 4 p.m. on Wednesday and informs the meet manager that he/she can't seed the meet until after 4 p.m. Wednesday.
Ruling: Illegal, substitutions are no longer allowed, unless there is an illness, injury, or reason of school discipline.

RELAYS

1. Coaches may list your relay entries via on-line entries (including up to 4 alternates); however, your *OFFICIAL* relay entry will be the entries you submit at the sectional coaches meeting.
2. Relay cards must be completed and turned in to the Meet Referee before coaches leave from the coaches sectional meeting. Coaches will be allowed to change the designated four swimmers until:
 - a. **Sectionals.**
 1. 200 Yard Medley Relay - End of coaches meeting.
 2. 200 Yard Freestyle Relay - End of the 100 freestyle.
 3. 400 Yard Freestyle Relay - End of the 100 backstroke.
 - b. **State.**
 1. 200 Yard Medley Relay - 1/2 hour before meet starts.
 2. 200 Yard Freestyle Relay - End of the 100 freestyle.
 3. 400 Yard Freestyle Relay - End of the 100 backstroke.

MEET COMMITTEE

1. Each tournament site must appoint a meet committee consisting of the referee, starter, meet manager and two coaches, not from the same school or the host school.
2. If the meet manager is also the host school coach, he/she may not serve on the meet committee. A third official should replace the coach/meet manager.
3. Their responsibilities are to:
 - a. Rule on situations not covered by rules.
 - b. Their jurisdiction does not extend to questions arising out of the actual conduct of competition.
 - c. The responsibility for enforcing and interpreting rules governing conduct of competition rests with the referee.

TIMING

1. All sectionals must have fully automatic judging and timing equipment.
2. Each sectional must also, however, have a full complement of three qualified timers per lane operative for all races as a back-up system. Do not start your swimming competition unless this requirement is totally adhered to.
3. If there is a complete failure of the automatic equipment, where manual times must be used, the ballot system must be used to determine places. On the official result sheet, ballot decisions must be noted. Times should not be adjusted.

SWIMMERS/DIVERS UNIFORMS

1. Competitors will not be permitted to compete in attire including swim caps and goggles, which has a partial/whole manufacturer's logo or trademark not exceeding 2-1/4 square inches and not exceeding 2-1/4 inches in any dimension. Manufacturer's partial/whole logos may appear only once on each piece of competitive attire. Goggles are exempt from this rule.
2. The only other legal marking on attire including swim caps and goggles is: competitor name, school name, school nickname, school mascot, and/or one American flag (not to exceed 2" x 3").
3. Competitors must be wearing legal attire before they will be allowed to compete.

WISCONSIN ADAPTATIONS

The official rules for interscholastic competition are contained in the (a) current edition of SWIMMING, DIVING AND WATER POLO RULES and (b) related publications and interpretations of the National Federation with these additional provisions:

1. Host schools are not permitted to allow participating schools to practice at their facilities prior to tournament competition.
2. Feet first entry shall be required every time an individual enters a swimming pool with the exception of supervised situations such as starting a race, practice starts, and practice dives.
3. Placing mascots on the diving boards is prohibited.
4. Stereo tape decks and other related radio equipment is prohibited on the pool deck/team seating area. Note: "Walkmans" are allowed.
5. When it is noted a heat is missing a contestant, the meet referee will hold that heat until the situation can be resolved. The involved competitor must be charged with a false start for delay of the meet for that event, but shall be allowed further competition in the meet.
6. In all meets (championship and non-championship) there must be dual confirmation of a false start by the referee and starter before a school swimmer or relay team is disqualified.
7. In all championship meets having at least three officials there must be dual confirmation of relay takeoffs before a school swimmer or relay team is disqualified.
8. ***Shaving is prohibited at the tournament site. Individuals found in violation will be disqualified per NFHS communicable disease policy.***
9. The pike dive forward start and the stand-up start on the backstroke start are prohibited in the sectional competition. Dual confirmation is not required, as this will be considered an illegal start (violation) rather than a false start. The penalty for the first violation shall result in disqualification of the swimmer from that event.
10. During competitive events (swimming and diving), there shall be a lifeguard (minimum age of 16) on duty before the visiting team(s) may enter the pool or diving well and until the last member of the visiting team leaves the pool. The lifeguard shall be someone who is not responsible for any other duties during this time frame.
11. During championship meets, the pool will be closed during the coaches meeting.