

2011 MHSAA D2 Girl's Swimming and Diving Championships
November 18 and 19, 2011
At the Holland Community Aquatic Center
Hosted by Holland High School

LOCATION:

Holland Community Aquatic Center
550 Maple Ave
Holland, MI 49423

PH: 616-393-7595 FAX: 616-393-7556

PLEASE NOTE: The listed fax number is for HOLLAND HIGH SCHOOL, not the Aquatic Center. All questions regarding the meet should be directed to the provided e-mail address. Please DO NOT call or fax information to the Aquatic Center.

TIME SCHEDULE:

Friday, November 18th

9:00 am	Facility opens to officials, competitors and coaches <i>Packets may be picked up by coaches ONLY!</i>
9:30 am	Ticket sales begin and doors open to spectators
10 am – 12 noon	Swimming and Diving Warm-Ups
12 - 3:30 pm (approx)	Swimming Prelims <i>(Divers may continue to warm-up, remembering to silence the boards at the start of each heat.)</i>
3:30 pm	Diving Prelims Begin <i>(Diving Preliminaries will commence immediately following the last heat of the 400 Free Relay.)</i>

Saturday, November 19th

9:00 am	Facility opens to competitors and coaches
10 am - 12 noon	Swimming and Diving Warm-ups
10 am	Doors open to spectators
12 – 5 pm (approx)	Swimming and Diving Finals

RULES:

M.H.S.A.A. rules will apply according to National Federation (Current Edition). During the Finals session, there will be a 10 minute break after the 200 Yard Medley Relay and before the first heat of the 200 Yard Freestyle. Additionally, there will be a 15 minute break between the last heat of the 50 Yard Freestyle and the first heat of the 100 Yard Butterfly during Prelims.

ENTRIES:

All swim entries are due **Monday, November 14, by Noon**. ALL entries must be in Hy-tek format (meet file available at MHSAA.com, software available on the hy-tek website), sent to **d2meetmanager@comcast.net**, please include an emergency phone number and contact information. ALL entries should include first and last name, grade (in number format...9-10-11-12). Use the school abbreviations supplied on the MHSAA website. Final diving entries will be made via the official eDive results from Regionals. PLEASE INCLUDE DIVERS QUALIFYING FOR REGIONALS IN YOUR HY-TEK TEAM DATABASE.

Please see the following page for a detailed timeline of the entry procedure to be followed by meet management. It is each coach's responsibility to send, check, and confirm entries according to this timeline.

SWIMMING ENTRY/CONFIRMATION PROCEDURE

- a. All entries are due by **12:00 pm** the **Monday** before the state meet
- b. Coaches are warned to use a non-school email to prevent firewall issues, etc.
- c. Coaches must include
 1. Coaches contact info: Phone number and email address
 2. Appropriate MHSAA school name/abbreviation from MHSAA website
(all codes are updated for use with HyTek)
 3. Grades for all athletes (Numeric)
 4. Appropriate/verifiable seed time
- d. By **12:00 pm, Tuesday**, state meet hosts will email back confirmation of receipt of entries and an entry report from what they receive.
- e. Coaches have until **9:00 pm, Tuesday** to reply with any corrections to entry report – MAY BE SUBJECT TO \$50 LATE FEE at Meet Manager's discretion.
- f. Psych sheet will be posted on MHSAA at **12:00 pm, Wednesday**. **NO CHANGES TO ENTRIES WILL BE ALLOWED AFTER 12:00 PM, WEDNESDAY.**
- g. Psych sheets will include relay names including alternates.

DIVING ENTRY/CONFIRMATION PROCEDURE

- a. All divers will be automatically entered into the State Meet via Regional Results. ALL divers must be listed in the Hy-Tek Entry. **THIS IS A CHANGE FROM THE FALL!**
- b. Diving sheets will not be included in the Meet Packet which coaches will receive at check-in Friday.
- c. An anticipated start time for diving is 3:30. Therefore, **confirmation and signing of final dive sheets must be made at the Diving Scoring Table, with the Diving Manager prior to 2:30 on Friday.**
- d. No diving sheets should be faxed to Meet Management prior to the meet. All Diving sheets will be generated on-site via eDive.

ADMISSION:

NO advanced sales!

Friday Prelims: \$8.00

Saturday Finals: \$8.00

PROGRAMS:

Friday Prelims: \$3.00

Saturday Finals: \$3.00

CONCESSIONS:

A concession stand will be available throughout the meet.

WARM-UP & COOL-DOWN:

Swimmers may warm-up/cool-down on the West side of the bulkhead in the lanes provided. **DO NOT** use the shallow area for warm-up or cool-down .

DECK PASSES:

Deck passes will be issued to all qualifying athletes by the host and must be visible at all times.

Only two (2) coaches' passes per team will be issued (per MHSAA). No manager pass will be issued for teams with less than 5 qualifiers. **Extra coaches or manager passes can be purchased, by the head coach only, for \$15 per pass at the registration table.** Receipts will be provided upon request. Note: Athlete Deck Passes may not be used for access into the Spectator Seating area.

PARKING:

Friday, November 18th

All busses, please park along Washington Avenue to the West of the facility.

All School vans, parking is available in the Holland High School parking lot, located on the East side of Van Raalte Avenue between 24th and 26th Streets. There is a small walk from the high school to the aquatic center, please plan accordingly. Due to lack of usage, the shuttle previously provided will not be in use for the meet.

Saturday, November 19th

All busses, please park along Washington Avenue to the West of the facility.

All School vans, please park in the Holland High School parking lot, located on the Southwest corner of Van Raalte and 24th Streets. **THIS IS A DIFFERENT LOCATION THAN ON FRIDAY** (access from 24th Street, West of Van Raalte).

T-SHIRT/APPAREL SALES:

A vendor booth will be set-up on site for the sale of T-shirts and other apparel.

MEET STAFF:

Meet Director:

Marc Van Soest, phone: 616.405.7751 fax: 616-393-7556

Please call the Meet Director for emergency reasons only.

Facility Event Director:

Diana Simmons

A NOTE ON PARKING AT THE HOLLAND COMMUNITY AQUATIC CENTER

The Aquatic Center is located directly across the street from the Holland Community Hospital. The Hospital Parking Lots **SHOULD NOT** be used for swim meet parking for any reason.

HOLLAND AQUATIC CENTER IMPORTANT FACILITY NOTES

No one will be permitted on deck without the proper deck pass or credentials.

No shaving will be permitted on site as per National Federation rules.

No oil rub downs. Only non oil-based rubdown solutions will be allowed, to protect water quality for the meet. No rub down tables permitted on deck. A rub down area will be provided without tables.

No glass containers allowed in the locker rooms, or on the pool deck.

No coolers allowed.

No food on deck.

All teams will use the men's locker rooms in the competition side of the building, to change clothes. Bring all property onto the pool deck for safe keeping. The Holland Aquatic Center is not responsible for lost or stolen property. **DECK CHANGING IS STRICTLY FORBIDDEN.**

Please do not put locks on lockers. The Holland Aquatic Center will have limited locker room space and will not be able to provide individual lockers.

Bleacher seating will be provided on the pool deck for team use. Teams are responsible to clean up their area before leaving the facility.

All signs, posters and banners must be attached to a cable provided on the north and west walls. No other signs may be placed anywhere in the facility. Please remove all of these at the completion of the meet Saturday. Signs posted elsewhere will be removed. No lawn signs.

No signs, posters, banners, etc. may be posted in the lobby or outside the building, these are considered neutral sites.

No balloons permitted in the building.

Entrance to and exit from the pool deck will be through the locker rooms only. All participants must have a "deck pass" to be permitted on deck.

No diving in warm up lanes. Diving will only be permitted in specified lanes for warm up.

Diving warm ups will be available during specified times, please no diving during the start of a race. Only divers entered in the meet will be permitted on the boards.

Only approved meet personnel are permitted in the pool deck office, questions or concerns should be directed to the meet manager.

Noisemakers and flash photography are prohibited.

Lost and Found. Lost articles will be collected and held at the announcers table. All found items will be held for a maximum of 48 hours.

Limited room is available for folding chairs in the spectator area and they must be removed at the end of each day.

Directions to the Holland Community Aquatic Center/Parking

From Grand Rapids Area or Lansing (East Side of State) Take I-196 West and take Exit #52 for 16th Street Turn right on 16th Street and follow it West into Holland (approx. 5 miles) Turn left onto Maple Avenue and follow it South to 22nd Street The Aquatic Center is located on the corner of 22nd Street and Maple Avenue

From Muskegon or Grand Haven Area (Northwest) Take US 31 South to 16th Street. Turn right at 16th Street and follow it West to Maple Avenue. Turn left onto Maple Avenue and follow it South to 22nd Street. The Aquatic Center is located on the corner of 22nd Street and Maple Avenue

From South Haven (South) Take 196 to the Washington Exit. Follow Washington North to 24th Street. Turn left onto 24th Street and follow it West one block to Maple Avenue. Our parking lot is located on the corner of 24th Street and Maple Avenue