



## PARTICIPATING SCHOOL TOURNAMENT INFORMATION 2021 MHSAA GIRLS SWIMMING & DIVING

### 1. TOURNAMENT FORMAT

The MHSAA LP Girls Swimming and Diving Tournament is conducted in three equal divisions. In Swimming, individual and relay event competitors qualify directly to the Finals by meeting or exceeding pre-established qualifying times in a bona-fide high school meet. Qualifying times are determined by formula and posted on the MHSAA Web site. Finals Meets in each Division are conducted at three separate facilities. At all Finals Meets there will be preliminary rounds on day one, with the top 16 times qualifying for the second day Finals in 12 events (eleven swimming events and diving).

In Diving there will be three Qualification Meets in each Division. Schools will be assigned to one of the Qualification Meets by MHSAA staff based on geography and travel considerations. These assignments will be in the fall “**Tournament Notification**” form sent to all schools and posted on the MHSAA Web site.

Schools and swimmers/divers must compete in a minimum of four regular season varsity high school meets to be eligible to qualify for the MHSAA Tournament. Divers must qualify through Diving Qualification Meets and swimmers must meet or exceed qualifying times posted on the MHSAA website.

#### Swimming/Diving Finals Tournament Dates/Locations

November 19-20

Division 1 @ TBD

Division 2 @ TBD

Division 3 @ TBD

(All Finals Meet competition begins at 12 noon both days)

Diving Qualification Meets – November 11

### 2. TOURNAMENT PROCEDURES

**SWIMMING** – MHSAA Tournament competition in swimming will be conducted in the following events and order:

200 yard Medley relay, 200 yard freestyle, 200 yard individual medley, 50 yard freestyle, 100 yard butterfly, 100 yard freestyle, 500 yard freestyle, 200 yard freestyle relay, 100 yard backstroke, 100 yard breaststroke, 400 yard freestyle relay.

Qualifying times for the MHSAA Finals are posted on the MHSAA website in August, prior to the start of the season. Qualifying times are set based on the previous year’s results. For example:

1. Individual field sizes of 29 to 35 are left alone
2. Field sizes above 35 are reset to an average of the 30th to 34th qualifier; rounded up to nearest .09
3. Field sizes of 25 to 28 – add .2 sec/100 yds to the previous year cut times

For Relay Cuts:

24 to 30 – no change in Q time

30+ - 24-28 Seed time

21-23 – add .2 sec/100 yd

Under 21 – add .5 sec/100 yd

Swimmers who qualify for the MHSAA Final will be placed in preliminary heats seeded by qualifying times. The top 16 times from the preliminary round advance to the Final heats. Electronic entries are required for the Final Meet with instructions on the MHSAA Web site. A Master Eligibility List must also be sent electronically (scan & email) to the final manager of your Final Meet. Check for e-mail addresses and specific site information two weeks before the meet. Electronic entry for the Final Meet must be submitted by Noon on the Monday of the Final meet. Psych sheets will be posted at noon on Wednesday – however coaches need to send and confirm entries to the Final manager on Tuesday.

Inaccurate, late or incomplete entries are subject to the \$50 late fee made payable to the host institution.

In the MHSAA meet, swimmers are limited to competing in four events total, no more than two of the four events may be individual events.

Substitutions are allowed for relay team participants providing the combination of swimmers listed are capable of equaling the qualification time.

**DIVING** - MHSAA Diving Qualification Meets will consist of 11 dives.

Dive Entries are due Nov.9, Dive Qualification Meets are Nov. 11.

**In order to qualify for the Diving Qualification Meet, a diver must:**

- A. Have placed ahead of all divers from opposing schools in actual varsity competition in at least four meets. (A win while competing as an exhibition diver will count.) **Or**
- B, In a league or conference meet or in a season ending invitational (if teams do not belong to a league), as many people may qualify to the Diving Qualification Meet as there are schools participating in the diving event, e.g., if an eight team league has six schools participating in the diving event of the league meet, six divers may qualify to the MHSAA Diving Qualification Meet
- C. In a conference meet, a qualifying spot to the MHSAA Diving Qualification Meet will be added equal to the number of returning Finals Meet qualifiers in that conference.

**Finals Method of Selection** – Based upon the number of entries present, each MHSAA Regional Diving Qualification Meet will advance a specific number of qualifiers to the Final Meet (resulting in 36 divers at each Final Meet).

The number of divers advancing to the Final Meet will be based on the percentage of the total entry for the Division at each Qualification Meet. The number of divers advancing and the cuts for each Qualification Meet are set before the data is sent to the Qualification Meet hosts and cannot be changed by the host site. Entries must be received by Noon on November 9. **Deck entries are not permitted at Diving Qualification Meets.**

Cuts will be determined based upon the number of entries at each Qualification Meet. Specific cut protocols will be sent to Diving Qualification Meet Managers prior to November 11 and posted to MHSAA.com. All those entered should be prepared to perform an 11-dive list.

- Coaches must bring to the Final Meet the Diving Qualification Entry List and documents to verify all entrants have achieved the qualifying standard.
- For Divers who advance to the Final Meet, the list of the 11 dives will be sent to the Final manager. On Friday, each participant and coach must sign the posted sheet to verify the list is correct.
- The Diving Qualification Meet Manager will advance to the Final Meet Manager the names and dive lists of divers who have qualified to the Finals. Dive lists can be changed at the Finals site. Coaches, however, must enter all Diving Qualification Meet divers with the Final Meet entries via Hy-Tek.

**Final Meet Diving Procedures** – At the MHSAA Final, all qualifiers complete five dives, then the field is cut to the top 20 divers who complete three additional dives after which the field is cut to 16. The remaining 16 divers complete their final three dives during event #5.

**Coaching Supervision** - No individual or team may participate in an MHSAA Tournament unless accompanied to the event by the coach, administrator or appointee of the school.

Divers who enter MHSAA Qualifying Meets must provide the name of a designated MHSAA-certified coach to serve on the judging panel. After volunteers are accepted from the list, a random draw of those designated coaches will fill out the rest of the seven-judge panel.

### **3. OPT OUT POLICIES, ELIGIBILITY LISTS, ROSTERS**

**Diving** – The school coach must enter via [cleanentries.com](http://cleanentries.com), the names of all Divers who have qualified to the Diving Qualification Meet and a complete Diving sheet for each participant by the diving deadline. A participant will be allowed to change the submitted dive sheet until 1-1/2 hours prior to the start of the Diving Qualification Meet. A diver will not be allowed to participate if the Diving Qualification Dive Sheet is not completed properly. The diver must be accompanied by the school coach or designated school representative.

A late fee (payable to host school) of \$50 is charged for all late entries. Once the Dive Meet Manager has created the dive order, no entries will be accepted.

**Swimming** – Opt-Out Due Date/Final Meet deadline for electronic entries is Monday, November 15 at Noon. A Master Eligibility list (electronic – scan & email is satisfactory) must be sent along with the electronic entry of swimmers who meet the Final Meet qualifying times.

### **4. DRAW PROCEDURES – ENTRIES PROCEDURE**

**A. Swim Entry**-All entries, swimmers and divers, must be submitted electronically to the respective Meet Manager by the deadlines.

**I. Qualifying Times for Final Meet Entries** – To be a legal entry, the swimmer must have equaled or bettered the qualifying time in a bona fide high school varsity swim meet during the current season.

\* Coach must have documents to verify all submitted times.

\* Times achieved in exhibition events may be used to qualify as long as the event is the same as the stroke that was swam. Time trials cannot be used to qualify for the Final Meet.

**II. Relay Entry and Qualification** – In each relay, qualification to the Final Meet must be based on actual team performance in a regularly scheduled swimming meet. A coach must list the four swimmers in each relay; however, an alternate may be used in a relay. Any combination of swimmers listed must be capable of equaling the qualification time. No more than one relay team per school per relay event may compete.

**III. Swim Entry Materials – Due Monday the week of the Final meet by Noon.**

1. Electronic entry must be submitted to the respective Meet Manager by the deadline.

2. Coaches must bring results of this season's competition to the Final Meet.

3. Submit the best individual or relay team qualifying time on the electronic entry form.

NOTE: Divers advancing to the Final Meet must be included in the swim entry. The Final Meet Manager will receive the qualifiers from the Diving Qualification Meet Managers. Be sure to include the grade (number, i.e. 10, 11 or 12) for each swimmer and diver following their name on the entry program. An entry received after the Monday 12:00 Noon deadline must be accompanied with a \$50 late fee – payable to the host manager. Late entries may be added only if the heat and lane assignments have not been determined. Late entries will not be accepted after lane assignments are made.

#### **IV. Deck Passes**

1. A deck pass will be issued for each athlete who has qualified.

2. A manager pass will not be included unless a team has five or more qualified swimmers.

3. A school may receive a deck pass for two coaches. If a school has more coaches on staff, they may purchase an additional pass(es) through the Final Manager.

4. A deck pass may only be used by the individual for whom it was issued.

5. Once capacity has been reached, no additional passes will be available. Note: Deck passes may not be used for entry into the spectator area.

## **B. Diving Entry-Qualification Meet**

I. Each coach must enter via [cleanentries.com](http://cleanentries.com) by deadline, a list of divers who have qualified for the Qualification Meet and the 11 dives. In addition, any changes to the completed diving sheet for each qualified diver must be presented to the Qualification Meet Manager no later than 1 ½ hours prior to the meet. The diving sheet provided at the site must contain the signature of the contestant and coach. The coach verifies the qualification and proper order of dives. The contestant's signature indicates that the list of dives is correct. Please include individual score of dual meets for six dives or scores for 11 dives in a league, conference or invitational meet.

II. A diver will not be allowed to participate if the Diving Entry List is not completed properly. The diver must be accompanied by the school coach or designated school representative (so indicated by letter signed by the Principal). Once the dive order is established, no other divers will be allowed in the meet.

**5. TIME SCHEDULE** – Diving warm up will be from 3:00 pm to 5:00 pm. The Competition will begin at 5:00 pm, unless cleared through the MHSAA Office.

All swimming competition at the Final Meets will begin at 12 noon. **NOTE: All times subject to change, check the MHSAA Web site for specific site information, provided by the host institution.** The specific entry information as well as the time schedule and facility information from each site will be posted two weeks prior to the event.

## **6. AWARDS**

**Final Meets** – The top 16 swimmers in each event receive medals, the top 16 divers receive medals. The top four teams in each Division receive trophies. There are no medals or trophies at the Diving Qualification Meets.

## **7. LIMITS OF COMPETITION**

Teams and individuals may have a maximum of 17 dates of competition during the regular season. A student shall participate in no more than four events per meet, no more than two of which shall be individual events. There are no weekly limits. MHSAA tournament dates do not count against season maximums. An athlete may not participate at more than one level on the same day.

## **8. ADMISSION**

Admission for spectators at the LP Finals is \$10/person for the preliminary round (first day) and \$10/person for the Final round (second day). Teams and individuals assume all costs of participation at the Dive Qualification Meets and Finals Meets.

**9. OFFICIALS SELECTION/ASSIGNMENTS** - The MHSAA assigns all officials at the Finals Meets. Regional Diving Meet Managers will hire officials from an MHSAA approved list.

## **10. PLAYING RULES/ADAPTATIONS**

National Federation Swimming & Diving Rules will be followed.

## **11. MEDIA**

Media credential requests for Regional meets are processed by local managers. Credential requests for the Finals meet will be handled by the MHSAA.

**PARTICIPATING TEAM/SPECTATOR INTERNET STREAMING** - The broadcast and streaming rights of MHSAA post-season tournament events belong exclusively to the N-F-H-S Network, FOX Sports Detroit, the M-H-S-A-A, and those media outlets which have pre-arranged to secure those rights.

Teams participating in MHSAA Tournaments are prohibited from streaming live video of any portion of an event over the Internet - including using social media platforms like Periscope and Facebook – or any other method.

Likewise, individual spectators are also prohibited from streaming video through any means.

Participating schools are responsible for informing their students, parents and other fans of this policy and to assist the MHSAA upon request in enforcing it. Participating schools are asked to help promote where their particular game may be viewed when being streamed by the MHSAA, one of its television partners, or a media outlet which has pre-arranged to secure such rights.

**Videotaping-** Competing schools may videotape games in which that school competes. The tape is not to be used to second-guess decisions made by game/meet officials. Schools wishing to videotape games at other sites may do so without securing advanced permission, but must tape from the stands unless press box space is available. Spectators may tape games from their normal seating area but are not to interfere with the view of other spectators or news media personnel covering the activity. A manager is not required to provide electrical hook-ups; or tripod space and may arrange spectator videotaping from a designated location(s). The tape may not be distributed, sold, rented, or loaned for commercial purposes.

### **Souvenir Program Policies – NA**

#### **Merchandising/Promotion Policies**

Use of MHSAA Logo – The MHSAA logo and acronym are registered trademarks. MHSAA tournament trophy designs are also copyrighted. Use of these legally protected marks requires written permission of the MHSAA. Contact the MHSAA Communications Director for additional information.

#### **Multimedia Policies**

Audio/Video/Still Photography Rights – The MHSAA owns the rights to all multimedia (audio-video-still images-Internet) at all levels of its tournaments. Still and video photography is allowed by individual spectators from the seating area of the venue unless the host school district or facility has a previously-existing policy which is more restrictive. The MHSAA has exclusive multimedia arrangements for its Final events.

For MHSAA post-season tournament events, applications to secure broadcast rights must be submitted, paid for and approved by the MHSAA Office in advance. Requests may be submitted to broadcast audio on a live or on-demand basis; and requests may be submitted for on-demand video of any event not being produced by the NFHS Network or FOX Sports Detroit. Regardless of the platform being used - streaming, over-the-air broadcast, cable, etc. - and whether it's on a media outlet's website or through its social media presence - the rights must be secured in advance. The same rules apply to individuals as well.

MHSAA Handbook Regulation II, Section 14(A) reads as follows: “No school may sell or rent videos (DVD, tape or film) or sell still images of contests which are part of an MHSAA tournament without the permission of the MHSAA.”

If a school wishes to authorize an individual(s) to create multimedia content, the principal or athletic administrator must contact the tournament manager for passes and access. Refer to the publication, MHSAA Multimedia Regulations, for more information.

**Post-Game Interviews** -- Coaches should also be readily available to meet with the media shortly after the conclusion of a contest. It is recommended that approximately five minutes after the game, managers provide a location other than the team locker rooms for post game interviews with coaches and/or players the coach may wish to designate for interviews. Locker room access should never be allowed to media. Inasmuch as many media outlets are often on deadline following contests, interviews should be granted before any lengthy team meetings occur.

## **12. SPORTSMANSHIP**

When a student is disqualified during a contest for flagrant or unsportsmanlike conduct, that student shall be withheld by his/her school for the remainder of that day of competition and for at least the next day of competition for that team.

When a coach is disqualified during a contest for unsportsmanlike conduct, that coach shall be prohibited by his/her school from coaching for the remainder of that day of competition and from coaching at or attending at least the next day of competition for that coach's team.

Failure of the school for any reason to enforce this regulation will prohibit the school from entry in the next MHSAA tournament for that sport, or from the remainder of the current tournament if the disqualification occurs during an MHSAA tournament or during the last regular-season contest.

Disqualifications from one season carry over to the next season in that sport for undergraduates and coaches, or the next season in any sport for seniors. If the playing rules for a sport specify an additional penalty or more rapid progression, or use of such a progression for other violations, the playing rules apply.

Any coach who is disqualified for unsportsmanlike conduct two or more times during a season, any player who is disqualified for unsportsmanlike conduct three or more times during a season, and any coach or player who is ejected for spitting at, hitting, slapping, kicking, pushing or intentionally and aggressively physically contacting an official at any time during that season, is not eligible to participate in the MHSAA tournament for that sport that season. If the tournament disqualifying ejection for that individual occurs during the MHSAA tournament, that player or coach is ineligible for the remainder of that tournament.

If a team is removed from competition in protest, the contest is forfeited to the opponent and the coach and principal of the removed team must appear before the Executive Committee to indicate why additional action should not be taken. The Executive Committee may also require the appearance of personnel from other schools and game officials.

If the coach is ejected from the contest and an assistant coach, or an assigned school representative is not available to continue as the coach the event is terminated and forfeited to the opponent.

When a contest is interrupted or it ends prematurely because of breakdown of proper sportsmanship and whether or not the on-site officials forfeit the contest to one team, one or both schools may be subjected to any or all, but not limited to, the following: censure, probation with competition, probation without competition, forfeiture, loss of privilege of revenue sharing, expulsion. In addition, it may be required of one or both schools that their coaches and administrators appear before the Executive Committee to indicate why additional action should not be taken.

## **13. WEATHER POLICIES, SUSPENSIONS, POSTPONEMENTS**

When teams are delayed in arriving at tournament sites because of inclement weather, management is encouraged to consider delaying competition for a few hours and/or playing games/matches in brackets of teams/individuals that are present and prepared to participate. If, after a reasonable delay, fewer than 60% of the scheduled teams/individuals have not arrived, the tournament must be rescheduled. If 60% or more of the scheduled teams/individuals are present, the tournament is to be conducted on the day scheduled.

#### **14. INJUNCTION, RESTRAINING ORDER, PROTESTS**

If an injunction or restraining order is served or presented at an MHSAA tournament site and such purports to require the eligibility of or participation by a student or team which a school and/or the MHSAA has ruled to be ineligible under MHSAA regulations, the on-site tournament manager is to suspend the entire competition (team competition) or events in which that student is intending to participate (individual competition). If the meet has begun, it shall be completed.

Protests will not be reviewed by the MHSAA. All disputes must be decided at the site before the game proceeds. The umpires will make the final decision regarding game events. The Tournament Manager will resolve all next game concerns.

#### **15. TOBACCO AND ALCOHOL POLICY**

Use of alcohol or tobacco, including e-cigarettes or other smoking devices, is prohibited at MHSAA tournament events by players, coaches and spectators. Managers should stress in coaches meetings that they are not to use tobacco at the tournament venue.

#### **16. YOUTH PROTECTION POLICY**

During the MHSAA Tournament events, the MHSAA expects all designated managers, volunteer or paid staff assisting in the event, officials, or any other personnel to follow local school district policy and state statute regarding the mandatory reporting of child abuse, bullying, hazing and sexual harassment. A report of such activity shall be made to legal authorities and to the MHSAA Executive Director or his designee.

#### **17. LOCKER ROOM PRIVACY POLICY**

Using devices of any kind to capture or transmit images is strictly prohibited in locker rooms, dressing areas, training rooms, weigh-in rooms, showers, restrooms, or other areas where there is an expectation of privacy during MHSAA tournament events. Tournament managers or athletic directors that discover such use should move immediately to have the device removed and inform the head coach or athletic director of the identity and nature of the activity of the person involved.

#### **18. SPECTATOR POLICIES**

The following general policies apply to spectators at MHSAA Tournament events. Tournament managers may also have additional school, facility or institutional restrictions and/or policies.

- Banners are allowed with Meet Manager approval.
- Noisemakers are not allowed
- Smoking is not allowed at the tournament site.
- Spectator Videotaping – Spectators may tape but are not to interfere with the view of other spectators or news media personnel covering the activity. A manager is not required to provide electrical hook-ups; or tripod space and may arrange spectator videotaping from a designated location(s).
- **NEW Service Animal Language as follows:** - The policies of the local host site shall prevail with respect to pets/animals. In the absence of local host policy, animals or pets shall not be permitted to enter MHSAA tournament venues; including spectator and team areas. However, properly marked or documented service animals which are leashed or harnessed at all times may accompany spectators paying admission or attending with other approved team or school personnel. Individuals who bring service animals are asked to bring their own waste disposal bags and request special seating in advance of the event if this is needed.

#### **19. UNMANNED AERIAL VEHICLE (DRONE) POLICY**

The use of unmanned aerial vehicles (“UAV”), also known as drones, is prohibited for any purpose by any persons at MHSAA tournament venues. Tournament management shall refuse admission or entry to

anyone attempting to use a UAV; and if necessary, tournament management shall remove anyone attempting to use a UAV and/or confiscate the UAV until the event has been completed. For purposes of this policy, a UAV is any aircraft without a human pilot aboard the device.

An exception to this policy may be made in specific cases for MHSAA broadcast partners, provided the management of the tournament facility permits the presence of UAVs for broadcast purposes under the control of the MHSAA.

## **20. RETURN to ACTIVITY & POST-CONCUSSION FORM**

<https://www.mhsaa.com/portals/0/documents/health%20safety/returntoplay.pdf>

## **21. EXTRA/REPLACEMENT MEDAL ORDER FORM**

<https://www.mhsaa.com/LinkClick.aspx?fileticket=MmHy2hEDWxk%3d&tabid=569>