



GIRLS SWIMMING FALL 2020 GUIDE

This guide is designed to provide specific clarifying information for this sport and supersedes any conflicting information which may appear in the sports packet.

The CIAC Fall Sports Plan is the overall guide for operation of all fall sports during the 2020 season. It is available online at <https://www.casciac.org/fallplan/>

Updated 8/27/2020

If member schools have any questions regarding specifics or items they do not understand they should reach out to CIAC staff for clarification.

CIAC Girls' Swimming and Diving Fall 2020 Guide For Coaches and Athletic Directors

**** Revised 8/27/2020

The successful completion of this season rests with the underlying premise that students, and school personnel remain healthy. To that end, it is imperative that coaches stress with their athletes, the importance of remaining healthy and stemming the spread of COVID-19 through social distancing, wearing masks, washing hands and face, and by following all the guidelines established by their school and team. Coaches should stress the importance of good health practices while they are with the team and when they are at home and in school. This season depends on students remaining healthy and that requires diligence at all times.

*The CIAC guidelines take precedence. The purpose of this guide is to clarify sport specific guidelines. The details for the CIAC 2020-2021 Fall Sports Plan can be found at <https://www.casciac.org/fallplan/>

CONDITIONING PERIOD 8/24/2020 – 8/28/2020

1. These are voluntary workouts and cannot be mandated by coaches.
2. Teams may condition only.
3. All conditioning must be held in cohorts of 10.
4. Maximum 60 minute sessions
5. Masks must be worn by coaches at all times.
6. Masks should be worn by students, when feasible, during non-exertive periods of time.
7. Workouts must meet guidelines of the governor's plan and be allowed by the school.

PRE-SEASON PRACTICE IN COHORTS 8/29/2020 to 9/20/20

8. Coaches must become aware of each student's fitness level and be especially conscious of inexperienced swimmers and divers.
 - a. Coaches must develop a plan for progression of conditioning. That progression should extend over the entire preseason.
 - b. During the conditioning period of the preseason students may enter the water for drills and conditioning, as the coach deems necessary, to train for strength, speed, endurance and pool safety. Teams may enter the water for starts, turns, kicking and stroke training. Training in the water should be combined with dry land training for conditioning.
 - i. Week 1: 8/29 through 9/4, 60 minute practices

- ii. Week 2: 8/5 through 9/11, 60 minute practices
- iii. Week 3: 9/12 through 9/20, 60 minute practices
- c. Swimmers should not swim for times or compete against each other during the conditioning period. Tempo training using a stopwatch and/or a pace clock, in order to build strength and speed is permitted on a gradual progression basis.
- d. During the conditioning period, when athletes are to remain in cohorts of no more than 10, teams may practice as many different cohorts simultaneously as the facility can safely accommodate, providing they are within the restrictions set forth by that facility. Cohorts must remain the same during the conditioning period. Cohorts must remain far away from each other. Students in the same cohort must remain 6 feet apart during the conditioning period. (A suggestion would be to separate different events into each cohort. If a kid in a cohort tests positive it could effect all kids in that cohort and then you would at least be able to fill different events.)

REGULAR SEASON 9/21/20 – 11/6/20

- Full team workouts
 - 9/21 – 9/25, 90 minute workouts
 - 9/26 – 9/30, 120 minute workouts
 - 10/1 Date of first contest
9. Teams can choose to compete from a distance by having students perform events at their home pool and then enter their performance times against their opponent. A viable option for leagues is to schedule swim meets virtually to maintain distancing.

10. VIRTUAL MEETS

Given that a number of schools are lacking a pool to consistently practice or compete; plus the realization that we all should be trying to make this season the best possible experience for kids; please try to be accommodating to other schools who may need some help in getting their kids what competitive experience they can.

Virtual meets can be useful in keeping kids separate, providing an option for teams located geographically far from each other, and for giving kids the chance to compete against a greater variety of other teams.

We have received several questions as to how virtual meets can be conducted. Here are some suggestions.

Some example options for virtual meets:

- 1) Each team swims at their home pool. An official goes to each pool. The coaches score the meet.
 - 2) The home team swims their events at 3:00 pm (after school). The visitor school goes to the home team pool and swims their events beginning at 6:00 pm.
 - 3) Several teams swim events, staying in their own region, at their own pool or at another pool in the region. The group of schools score against each other.
 - 4) School A and School B have a meet on their schedule in another region. School C, lacking local schools to compete against, swims at their own pool and scores against B and A in a tri-meet or a double dual meet.
 - 5) The visiting school only brings their top swimmers (or their seniors) and competes against a similar group from the home team. The remainder of the kids on the teams compete virtually.
11. SPECTATORS. The CIAC recommends that no spectators will be allowed during meets.
12. **** It is important for the schools to communicate with each other prior to the meet. Coaches should discuss:
- a. The home team spectator policy (who, if anyone, is allowed in the pool or pool bleachers as a spectator)
 - b. Pool deck space
 - c. Building/pool entrance
 - d. Space to put bags, clothing, etc.
 - e. Locker and rest room availability
 - f. How to submit entries at the meet
13. Sportsmanship standards remain in place as detailed in the "CIAC Class Act" program and the tournament packet for all regular season and post-season contests.
- a. Officials and teams should refrain from shaking hands and maintain a distance.
 - b. Violations of social distancing norms should be reported to the highest authority from the school at the event.
 - c. Egregious violations of social distancing norms could warrant ejection by the official. The official may give a warning and will inform the coach.
14. Players should come to the meet in their suit and wearing a sweat suit. **When possible**, students should leave the event wearing their swimsuit and sweat suit. Home teams should make an effort to provide a changing area (rest room, classroom or other secure and clean area) for visiting teams to change out of their wet swimsuits after the meet, and maintain 6 feet distance particularly when the weather is cold.
15. Swimmers and divers should bring a gym bag and keep their clothing, towels and all personal articles in the bag during the meet.
16. Home teams should provide a "spill over" area for students who are not entered in the current event. This could be a classroom, hallway, bleachers,

gymnasium etc. The purpose is to keep non-competitors distanced from each other and from the opposing team when they are not competing.

17. Voluntary Dives

October 1 – October 9	Forward
October 10 – October 16	Back
October 17 – October 23	Inward
October 24 – October 30	Twist
November 1 – November 7	Reverse

18. DURING THE MEET

- a. During the national anthem students, coaches, officials, scorers and all game personnel should maintain 6 ft. distance.
- b. Lap Counting (2-7-6, 3-4) - Only one person per lane should be permitted at turning end. Home team must pre sanitize the lap counters prior to the meet. Provide hand sanitizer (and gloves), and require lap counters to clean hands and wipe down the lap counters.
- c. Pre-Meet Conference (3-3-6, 4-2-1d) - Only one coach from each team will be permitted in the pre-meet conference. The referee can use P.A. system to allow participants to hear but keep them properly separated.
- d. Referee and Starter (4-2, 4-3) - Various rules require interactions between officials, coaches and athletes. When possible officials should use alternative methods for of communications include utilization of the P.A. system, hand signals or written communication.
- e. Notification of Disqualification (4-2-2d, e) - Notification shall occur from a distance via use of hand signals or the P.A. system.
- f. Meet Officials (4-8, 4-10, 4-11, 4-12, 4-13) - Officials responsible for information processing are often located together at a desk/table adjacent to the competition course or in an office/remote location. Develop alternative methods for submitting entries (3-2) and movement of non-electronic information. Require a distance of 3-6 feet between individuals seated at the desk/table.
- g. TIMERS (4-9) - Only one timer per lane. Timers must assemble at the finish of each race, at the edge of the pool within the 6-8 feet confines of the lane that they are timing. Timers should wear facial coverings
- h. ENTRIES. Submission of Entries to Referee (5-2) - Alternative forms of entry submission can be designed to reduce face-to-face interaction and paper entries, when submitting a proper entry, where/how/to whom entries are submitted, and a reduction or elimination of certain penalties currently attached to improper entries.
- i. RELAYS
 - i. Require all takeoff judging from the sides of the pool.
 - ii. Space swimmers apart from one another using marks on the pool deck.
 - iii. Timers and relay takeoff judges should wear cloth facial coverings.
- j. DIVING

- i. Alternative methods for submitting entries (3-2) and movement of non-electronic information will be required.
- ii. Recommendations include a distance of 3-6 feet between individuals seated at the desk/table. Create a 3-6 feet space between judges by spacing groups of judges on opposite sides of boards or on one side of the board on a multi-level platform.
- iii. Limit number of divers during warm-up by creating multiple sessions.
- iv. Mark the pool deck with tape 6 ft. apart so divers can maintain social distancing.
- v. During competition, divers may not approach the board until their turn to compete.
- vi. Hot tubs should not be permitted.
- vii. Dive order sheets should be posted in multiple areas to reduce number of divers viewing at the same time and stay distanced.
- k. Team Seating and Lane Placement - Keep the teams on opposite sides of the pool and require the teams to compete in consecutive lanes. (Don't alternate lanes for the competition.)
- l. SCORE TABLE (3-4) Should be limited to essential personnel,
 - i. The score table should be sanitized before and after the meet.
 - ii. Hand sanitizer and wipes should be available at the score table.
- m. FACE COVERINGS Coaches, managers, game personnel and swimmers who are not competing should wear face coverings.

POST SEASON

19. A viable option for swimming and diving is to hold end of season competitions virtually by having students perform at their own pool and record performances against the other teams.
20. The CIAC will collaborate with league commissioners, athletic directors, and coaches to develop a tournament experience during the last two weeks of the fall season. No team will be eliminated from competition during this experience to maximize the number of games each team will be able to play through the fall season.
21. Leagues will determine the format for the region's end of season meet.
22. Leagues are granted the flexibility to organize diving at the end of season meet in combinations with other regions in the league (divers can compete against the entire league) but must remain in their region for the competition. (The intention of this guideline is to assure enough divers for a meaningful competition while keeping divers from contact with other regions.)
23. Leagues can choose to have schools in a region compete from a distance by having students perform events at their home pool and then enter their performance times against the other schools in the league or region.

*** If there are questions or concerns, the coach should talk to their athletic director.



GIRLS SWIMMING 2020 SPORTS PACKET

The pages which follow are the original sports packet, which was published prior to the development of the Fall plan and the development of the COVID-19 sports Specific guidelines which precede them. Anything in those documents supersedes this document if it is in conflict.

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2020 CIAC GIRLS SWIMMING AND DIVING INFORMATION

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IMPORTANT DATES

First Practice Date	August 27, 2020
Date of First Contest	September 10, 2020
Last Date to Count	November 7, 2020
All Entry Information Due by 4:00 p.m.	November 9, 2020
Diving Proof Sheets Emailed to CIAC by 4:00 p.m.	November 9, 2020

CIAC GIRLS SWIMMING AND DIVING TOURNAMENT INFORMATION
IS ARRANGED IN ELEVEN SECTIONS

- 1.0 Alert Page
 - 2.0 National Federation Rule Changes
 - 3.0 Tournament Rules and Procedures
 - 4.0 Team Entry Fees / Admission Fees
 - 5.0 Scoring / Awards
 - 6.0 Officials
 - 7.0 Protests
 - 8.0 Entry Procedures
 - 9.0 Divisions
 - 10.0 Qualifying Standards
 - 11.0 Dates / Sites / Times / Meet Directors
-
- Appendix A Conversion Factors
 - Appendix B Certifications / Coaching Certifications

2020 CIAC GIRLS SWIMMING AND DIVING CHAMPIONSHIPS

1.0 SWIMMING ALERTS

- 1.1 **Scrimmages** – Teams must have a minimum of three (3) days of practice prior to scheduling a full team scrimmage. All sports teams and individual athletes must have a minimum of ten (10) physical/exertional practice days with their school before the date of the first scheduled competition. No team/athlete shall practice/compete with their school more than six (6) consecutive days to provide a day of rest. Saturdays, Sundays, and holidays may be used unless prohibited by local board policy. Sunday practices may be counted to fulfill the 10 day requirement.
- 1.2 In diving the twenty-four (24) top divers plus any divers in the top three (3) of each divisional championships not already included in the top twenty-four (24) will automatically qualify for the state Open championship meet.
- 1.3 Coaches should bring proof of swimming entry times to the swimming trials. The proof may be requested at the discretion of the meet referee or meet committee.
- 1.4 **Students with Special Needs** -- Coaches are reminded to inform contest officials prior to each competition of any student with special needs who could be competing in the contest when his/her disability could impact the individual's performance or the conduct of the competition.
- 1.5 No warm down laps permitted when pool has lanes available for that purpose.
- 1.6 **At CIAC state meets, coaches will be prohibited from being in the area directly behind the starting blocks without approval from the officials.**
- 1.7 **Photography and Video Recording** – Meet management has the full authority to restrict any and all photography and visual recording at the meet. Photography or video recording (using cameras, video cameras, iPads, cell phones, etc.) from the deck is prohibited by all individuals other than participating coach and athlete members unless prior authorization from the meet referee or his/her designee has been granted. Flash photography is prohibited during the start of any heat, including whenever any swimmer is stepping up or standing on a block for the purpose of the start of a heat.

Additionally, the following “non-camera zones” shall be enforced:
 - Photography or video recording and the use of audio or visual recording devices, including a cell phone, is not permitted in changing areas, rest rooms or locker rooms.
 - Photograph or video recording (using cameras, video cameras, iPads, cell phones, etc.) is not permitted in the area immediately behind the starting blocks at either end of the racing course(s) while they are in use for “race starting purposes” during competition and warm-ups.
 - Additional “non-camera zones” may be designated by meet management.
Any individual failing to abide by these rules may be ejected from the facility.
- 1.8 Coaches are responsible for having the names of all swimmers, that potentially could swim on a relay, on the school entry form.
- 1.9 There will now be a five minute break added after the 200 Medley Relay and 200 Freestyle Relay at all trials, finals and open meets. This is in addition to the breaks after the 50 Freestyle and 500 Freestyle. The pool is open during swim breaks.

- 1.10 **Sportsmanship** – Member schools are expected to conduct their relations with each other at all levels of competition in a spirit of good sportsmanship. Everyone involved has the obligation to see clearly his/her influence and act accordingly. **The CIAC acknowledges that the school administration is responsible for the athletic program, including the making of broad and specific policies and procedures relating to sportsmanship and the conduct of activities in the school.** To that end, the CIAC urges each school principal to adopt the following sportsmanship procedures and standards for their school and to champion the “Class Act” sportsmanship program as these standards will be used in all CIAC post-season contests.

CIAC Sportsmanship Guidelines

- The CIAC request that all school personnel – administrators, faculty, and coaches – give special and specific emphasis about CIAC’s expectations for good sportsmanship during the regular season as well as CIAC tournaments requiring that athletes and members of the student body conduct themselves in a manner that reflects nothing but credit upon your school. Any unsportsmanlike conduct on the part of students and adults is unacceptable and will be addressed with strong and appropriate measures.
- The CIAC sportsmanship standards should be as widely disseminated as possible using the student-parent handbook, student-athlete handbook, school newspaper, parent newsletter, school web site and the local media.
- The CIAC sportsmanship standards for spectators should be read by PA announcers prior to each contest.
- The CIAC sportsmanship standards of conduct be prominently posted at all sports venues.
- When event programs are provided, the CIAC sportsmanship standards be included.
- Member schools require having athletes, parents/guardians, sign an acknowledgement which would show that they have read the student-athlete handbook and understand the CIAC sportsmanship standards.
- Member schools work with community officials to insure that levels of the CIAC sportsmanship standards are enforced when contests are held at their school and at non-school facilities.
- The CIAC and the CIAC sports committees insist the CIAC sportsmanship standards be rigorously enforced at all regular season contests and at all CIAC tournament contests. This is particularly important when contests are held at non-school sites.
- Member schools will conduct a pre-season meeting with student-athletes, coaches and parents to review the CIAC sportsmanship standards.
- Member schools should communicate with opposing schools and inform them they are a “Class Act School” and provide them with the CIAC sportsmanship standards which will be strictly adhered to.
- Member schools hosting a game should make available to visiting schools necessary game information – includes directions for parking, location of ticket booths, seating arrangement, ticket prices, game time, directions for each game site.
- Member schools hosting a game should designate specific seating areas for students, bands, adults and visitors. If possible, opposing student bodies should be separated.
- Member schools hosting a game should arrange for adequate police supervision.
- When possible the member schools hosting a game should assign officials to dressing facilities separated from both teams. Provides escorts for the officials when it appears that disturbances may develop.
- Member schools should take measures to prevent fans from getting near or on the playing area and around the players benches. After the contest, prevents fans from going onto the playing area.
- Member schools should provide for adequate supervision of students and facilities. Supervisors should sit in the stands with the students.
- **Member schools should support and adhere to ALL the following CIAC standards.**

The CIAC “Class Act” Sportsmanship Standards

ALL Spectators (including parents):

- Will adhere to the host school’s acceptable dress code at all home and away contests commensurate with classroom behavior. For CIAC tournament contests all spectators will be appropriately attired with their torso completely covered and with no visible degrading or demeaning writings/logos.

- Any signs displayed must be positive in nature, reference only the school supported by the sign maker, and must be pre-approved by the Athletic Director of the school reference in the sign.
- During outdoor sports, no air horns or horns of any kind or whistles will be used, and any other noisemakers will be allowed with the host athletic director's approval and only be used during "dead ball" situations to celebrate good play. During indoor sports, no noisemakers will be used. Pep bands are allowable at a home contest if the school provides adult supervision and the band only plays during "dead ball" situations.
- Spectators will cheer positively to support their team, will not cheer negatively against the opponent.
- Spectators will show respect for the game officials and their decisions.
- Spectators will show respect for the playing of the National Anthem.

Game Personnel / Announcers:

- Will explain and consistently enforce host school expectations for spectators.
- Will be enthusiastic but not show favoritism while making announcements, and never publicly question or criticize the players, coaches, or officials.
- Will encourage respect for the National Anthem and remind spectators to remove caps and stand.

Coaches

- Will exemplify high moral character, behavior and leadership, lead by example, and set a standard for players and spectators to follow both on and off the athletic arena.
- Will teach players the rules of the game and to respect the game, and will take action when athletes exhibit poor sportsmanship.
- Will respect the integrity and judgement of officials and will not publicly criticize or question the decisions of officials.
- Will be aware of the competitive balance of contests and will manage the score in a manner that is sportsmanlike and respectful of opponents.

Players:

- Will accept the responsibility and privilege the student-athlete has in representing their school and community by learning and showing teamwork, sportsmanship and discipline in all aspects of the game.
- Will demonstrate respect for self, coach, teammates, opponents, officials and spectators by exhibiting good character and conducting themselves as a positive role model.
- Will win and lose graciously.
- Will cheer for your team, not against your opponent.
- Will congratulate opponents in a sincere manner following either victory or defeat.

1.11 **It is recommended that coaches advise their student-athletes to take SAT or ACT tests that are not in conflict with the CIAC swim championships.**

1.12 **Unmanned Aerial Systems at CIAC-Sanctioned Events** – The use of unmanned aerial systems, often referred to as drones, is prohibited for any purpose by any person(s) at all CIAC-sanctioned events. This policy includes not only the restricted playing area of the venue(s), but also the physical confines of the entire stadium / field / arena structure. For the purpose of this policy, an unmanned aerial system is any aircraft without a human pilot on board.

2.0 **2020-21 NATIONAL FEDERATION SWIMMING RULE CHANGES**

1-1-1 Additional language was added to define the end wall.

1-4-5, 1-4-6, 9-2-1, 9-4-1d, 9-4-2, 9-4-4, 9-4-5 Diving rounds and diving sessions were defined.

3-3-3 Note, 3-3-4c The rule was updated to comply with current requirements of suit manufacturers.

- 6-3-2 New language describes the manner in which an official time is obtained.
- 6-3-4 Added language describes when the backup system for timing and judging shall be operative.
- 9-3-3, 9-3-5 Headings were added to articles to assist with identifying a two-pronged process for entering a diver participating in a championship meet.

2020-21 Swimming and Diving Editorial Changes

4-1-3, 4-1-7, 4-5-1, 4-8-1f, 4-8-2, 4-9-1, 4-9-2, 4-9-3, 3-3-4 Note, Appendix B

2020-21 Swimming and Diving Points of Emphasis

1. Communication Between the Referee and Table
2. Establishing the Official Time
3. Diving Entries
4. Signals for Officiating Swimmers with Disabilities

3.0 **TOURNAMENT RULES AND PROCEDURES**

- 3.1 **Rules** – All meets shall be governed by the 2020-21 National Federation Swimming and Diving Rules. (Exceptions – State Open Meet where participants are not locked into heats and scoring system for Divisional Finals and Open.)
- 3.2 **Coaches** – An individual or team may not compete in the championships unless accompanied by the coach or an authorized certified coach as noted on the principal's or his/her designee's written authorization. (The written authorization must be presented to the meet director upon arrival.) This rule applies to diving and swimming trials, finals and Open.
- 3.3 **Trials, Finals, Open One Meet** – The championships are one (1) meet from the trials through the Open meet. A declared false start may be taken during trials, finals or Open. A competitor does not gain further eligibility once they have competed at any level of competition (rule 3-2-1). A competitor who declares a false start is considered to have participated in that event for the duration of the championship meets.
- 3.4 **Declared False Starts** – Declared false starts are permitted in Trials, Finals and Open. The event will be reseeded at finals and opens but at trials the alternate will be placed in the lane and heat of the swimmer that scratched or declared a false start. When possible, meet directors should be advised prior to the seed meeting that a swimmer, diver or relay will not compete in order to enter alternates at Finals and Open.
- 3.5 **CIAC Swimming Committee** – The decision of the CIAC Swimming Committee relative to the operation of the championships shall be final.
- 3.6 **Ineligible Competitor** – When it is discovered that an ineligible competitor participates in a CIAC individual type tournament / meet / match, the competitor will be disqualified from the competition and his/her last opponent will advance in his/her place. Teammates of the ineligible competitor, except relay teammates remain in the competition and score points for their team. Team points earned by the

ineligible competitor will be subtracted from the team's total score. Team rankings will be readjusted if warranted. Opponents eliminated prior to the last competition may not re-enter the tournament. This applies to the following CIAC sports: swimming, wrestling, indoor track, outdoor track, tennis, cross country and golf.

- 3.7 **Coach Ejection** – When a member school's coach is ejected from a meet for an infraction as prescribed by the rules, the school may not continue until the member school replaces the ejected coach with a certified coach. If this cannot be accomplished within 15 minutes after the ejection, the official in charge will declare the school disqualified.
- 3.8 **Coaches Meeting** – At least one coach from each school must attend the coaches meeting which will be held 30 minutes before the scheduled start of the meet for **swimming and diving**.
- 3.9 **Warm-up Procedure for All CIAC Meets** – Teams will be assigned by the meet director to specific lanes at specific times depending on the number of participants in the meet and the number of lanes available. Every attempt will be made to follow the National Federation guidelines for warm-ups.
- 3.10 **Swim Down** – There will be one length of swim down after each heat of an event during all tournament meet trials, finals and Open except that there will be no swim down after the 50 free and relays. **No warm down laps permitted when pool has lanes available for that purpose.**
- 3.11 **Breaks** – At all state meets (divisional trials, finals and Open) there will be a fifteen (15) minute break between events #4 and #6 and a ten (10) minute break between events #8 and #9 and five minute breaks between events #1 and #2 and between events #9 and #10. The pool is open during breaks.
- 3.12 **Shaving Down** – Shaving down at the meet sites is prohibited during regular season meets and CIAC championship meets. Violators will be disqualified from the meet. Application of substances to the body is never to be done on the pool deck. Meet directors will designate the only area where such substances may be applied. Substances applied must be dry before swimmer may leave the application area.
- 3.13 **Participation in "Outside" Meets** – Swimmers of member schools may participate as "unattached" individuals (not representing the school or outside team), in a maximum of four (4) "outside" meets per season (AAU, U.S., Boys and Girls Clubs, YMCA, etc.). Choice of such outside meets to be made by swimmers with approval of the swimmers school administration. Present weekly swimming limitations will be maintained, one of which may be one of the four allowable "outside" meets.
- 3.14 **Inclement Weather** – In case of inclement weather check the CIAC web site – www.ciacsports.com – to find out if the event has been postponed.
- 3.15 **Designated Areas** – Coaches and athletes entered in the meet are to remain in the area designated for them by meet management or referee. Violators are subject to disqualification or ejection. This rule will be rigidly enforced.
- 3.16 **Swim Offs** – When swim offs are needed the National Federation rules will be followed. **Swim-offs must be completed the day of trials.**
- 3.17 At finals, starting wedges may not be used unless they are available at both sites. At trials they may be used, if available, at any site.

3.18	<u>Voluntary Dives</u>	
	Week of September 10-19	Forward
	Week of September 20-26	Back
	Week of September 27-October 3	Inward
	Week of October 4-10	Twist
	Week of October 11-17	Reverse
	Week of October 18-24	Forward
	Week of October 25-31	Back
	Week of November 1-7	Inward

4.0 **ENTRY FEES AND ADMISSION FEES**

4.1 **Entry Fee** -- \$100 per team, plus \$10 per entry (including relays) to a maximum of \$250 made payable to CIAC.

4.2 **Admission Fee – Diving Meets, Qualifying Meets, Championship Finals, Open Meet ****

- Free Children five (5) and under
- Free Military in uniform or with I.D.
- \$5.00 Students (grades 1-12 and Senior Citizens (age 65 and older)
- \$10.00 Adults (all others not in the above categories)

**Subject to change depending on venue

4.3 **Passes** – During the championships only the following passes will be honored at each site.

- Principal (or designee) of participating schools with identification
- Press Card
- CAAD (Athletic directors) membership card
- CIAC **Swimming officials only** membership card

4.4 **Team Members** – Team members not participating in a meet (trials, finals or Open) must pay an admission fee. Team members participating in the trials will be admitted at no charge for finals and the Open.

4.5 **Supervision** – Team coaches (limit of three), athletic director and administrative personnel assigned to supervisory responsibilities will be allowed free admission.

5.0 **SCORING AND AWARDS**

5.1 **Scoring – Divisional and Open Championships** – At the divisional championships there will be three (3) heats of eight (8) swimmers in the finals. Swimmers will be “locked” in their heats for the divisional finals. Relay points are double the individual points awarded. At the Open Championships the top 24 individual finishers may move up or down the 24 places.

1 st place – 30 points	9 th place – 19 points	17 th place – 9 points
2 nd place – 27 points	10 th place – 17 points	18 th place – 7 points
3 rd place – 26 points	11 th place – 16 points	19 th place – 6 points
4 th place – 25 points	12 th place – 15 points	20 th place – 5 points
5 th place – 24 points	13 th place – 14 points	21 st place – 4 points
6 th place – 23 points	14 th place – 13 points	22 nd place – 3 points
7 th place – 22 points	15 th place – 12 points	23 rd place – 2 points
8 th place – 21 points	16 th place – 11 points	24 th place – 1 point

5.2 **Awards**

- a. **Divisional Championship Meets** – Medals awarded for first six (6) places.
- b. **Open Meet** – Medals awarded for first six (6) places.
- c. **Team Award** – CIAC plaques will be given to each Divisional and Open Meet champion and runner-up.

6.0 **OFFICIALS**

- 6.1 **Selection of Officials** – Coaches may recommend officials for both the swimming championships and the diving championships. Coaches may recommend up to ten (10) officials for swimming championships and five (5) officials for the diving championships. Each coach may also list two officials for the swimming championships and two officials for the diving championships that they do not recommend to work those events. Those names must be filed on the CIAC online eligibility center by five weeks before the competition begins. Those recommendations along with recommendations from various swimming boards will be utilized in the assignment of officials for the championships. The officials assigner will provide the listing of officials one week prior to the meet director.
- 6.2 **Meet Directors** – Meet directors are responsible for assigning timers, scorers and computer operators, etc., in accordance with the number and types listed in the most current CIAC handbook.
- 6.3 **Meet Committee** – A meet committee and a meet director shall assume responsibility for all aspects of meet management. The meet committee shall make decisions on matters not specifically covered by the rules or on the misapplication of a rule during the meet. Judgment calls are not subject to review by the committee. The decision of the meet committee is final. The meet director shall create a committee comprised of at least three coaches that will comprise the meet committee.
- 6.4 **Timers** – In a meet where six lanes are used every team with a 400 yd. free relay team must supply a qualified timer for the entire meet. In a meet where eight lanes are used each team with three relays competing must supply a second qualified timer for the entire meet. The qualified timers with a watch must report 15 minutes before the scheduled start of the meet. The meet director may assign teams to a specific lane.
- 6.5 **CIAC Rules Interpreter** – Questions on swimming or diving rules should be referred to the CIAC rules interpreter – Chris Burns – chrisaburns@comcast.net -- (203) 785-8384

7.0 **PROTESTS**

- 7.1 **Tournament** – On the eve of a tournament when there is not sufficient time for normal administrative procedures and Board of Control hearings, if a question of interpretation of tournament regulations or the operation of the tournament arises, the Chairman of the CIAC Board of Control, the Executive Director of the CIAC and the Chairman of the Tournament Committee in question, in consultation with the CIAC swimming/diving interpreter will make an appropriate ad hoc decision in consideration of the best interest of the tournament as a whole.
- 7.2 **Decisions by Game Officials** – Protests arising from judgment calls by officials during the contests will not be allowed. Protests arising from misinterpretation or misapplication of the National Federation or CIAC rules by officials or others will be considered. The record of the official scorekeeper at the conclusion of the contest is final unless an administrative error is discovered. Such errors will be corrected as covered by specific contest rules.

8.0 ENTRY PROCEDURES

- 8.1 **Entry Form** – Entry form must be submitted via the password protected online eligibility center or the “Submit Scores / Forms” option under the “CIAC for Coaches” menu at ciacsports.com by 4:00 p.m. on Monday, November 9, 2020. Anyone not listed cannot compete. All problems must be resolved before the entry deadline. Late entries will not be accepted. Schools may put their entries on at any time before the deadline and do not have to wait until the deadline.
- 8.2 **Seeding and Event Sheet** – The seeding and event sheet must be presented before entries become official. It must indicate what events each swimmer is entered in and the seeding time and date for each event or highest score for diving. It must also insure that no swimmer is in more than two (2) individual events. (Diving is an individual event.) No swimmer may actually swim in more than four (4) events, no more than two of which may be individual events. No more than three (3) of which may be relay events.
- Trials, finals and Open are considered one meet. Only names on the seeding and event sheet may compete. All names on the entry form must comply with the rules and regulations of the CIAC.
- 8.3 **Diving Entries** – All diving entries will be done electronically via the password protected online eligibility center. The diving information must be put on the diving score sheet. The diving form must be at CIAC headquarters by 4:00 p.m. on Monday, November 9, 2020. Confer with National Federation rule 9-4-1 for order of dives and DD requirement. Proof forms for diving must be faxed to the CIAC office by Monday, November 9. **The signature of the coach and diver certifies that the diver can perform all the dives listed on the diving entry score sheet and confirms the accuracy of the entry score sheet submitted. The diving entry form must have a minimum 10.8 DD for the six optional dives.**

Coaches must follow these steps for diving entries:

- 1) Enter the diver on the eligibility list.
 - 2) Enter the proof with the meet qualifying score, D.D. and date achieved.
 - 3) Submit the 11 dive list.
 - 4) **Email to results@casciac.org** proof of qualifying score and D.D. with the officials, coaches and divers signature to CIAC by November 9.
 - 5) On the day of the meet the coach and diver must sign that the diver can successfully complete the 11 dives listed.
- 8.4 **Names on Relays** – Names of the four competing swimmers, designating the lead-off swimmer, must be on a 3 x 5 card and turned in at the start of the specific relay event. (Prior to the first heat.) An individual does not become a relay participant until they swim in the event.
- 8.5 **CIAC Late Entry Policy** – No tournament entries will be accepted after the scheduled deadline except those approved by the CIAC Board of Control. Corrections requested by a school to an entry form that was submitted by the established deadline but prior to seeding/pairing data being published on the web site, will be assessed \$50 per correction to a maximum of \$250. All requests for corrections must be submitted on a support ticket via the online eligibility center. No phone requests will be considered. Diving proof sheets that arrive after the Monday, November 9, 4:00 p.m. deadline will be assessed a \$50 fine.

Tournament Regulation Violations – If a school fails to comply with tournament regulations and such failure to comply requires the CIAC Board of Control to redo any portion of the tournament pairings or such non-compliance adversely impacts the management of the tournament, an administrative violation of \$500 will be imposed upon the school before entry into the tournament will be allowed.

9.0 DIVISIONS

- 9.1 **Placement** – Only institutional members of the Conference may enter the tournament which will be in four divisions. Placement of schools has been based on the 2019-20 girl enrollment in grades 9-12.

A listing of tournament divisions is available on the girls swimming page at ciacsports.com.

LL Division – 737 and Over
L Division – 565 - 736

M Division – 416 - 564
S Division – Up to 415

Note: “One person” teams will be automatically placed into their respective divisions. If you have a team and are not listed or if you have a team listed and no longer compete in girls swimming, please notify the central office.

10.0 QUALIFYING STANDARDS

- 10.1 **CIAC Member Schools** – In order to qualify, individuals must be members of a team which has had a minimum of four (4) dual meets with CIAC member schools and in addition must meet the following minimum standards. The last date to count is Saturday, November 7, 2020. All times indicated on entry forms must show times to the hundredths of a second and be times from CIAC or National Federation sanctioned meets. **The number of entries per school per event must be in accordance with National Federation Rules.**

10.2 <u>Automatic Qualifying Times</u>	<u>LL</u>	<u>L</u>	<u>M</u>	<u>S</u>
200 yd. Medley Relay		Automatic		
200 yd. Freestyle	2:04.59	2:06.99	2:13.99	2:14.59
200 yd. I.M.	2:21.79	2:28.79	2:36.99	2:33.89
50 yd. Freestyle	26.09	26.69	27.49	27.79
Diving -- All Divisions:	Minimum 6 dive score of 160 and D.D. of 8.8 on 5 optional dives Minimum 11 dive score of 240 and D.D. of 10.8 on 6 optional dives			
100 yd. Butterfly	1:03.99	1:06.09	1:08.39	1:10.69
100 yd. Freestyle	57.59	59.19	1:00.99	1:01.99
500 yd. Freestyle	5:45.59	5:48.59	6:01.99	6:09.99
200 yd. Freestyle Relay		Automatic		
100 yd. Backstroke	1:04.19	1:06.99	1:09.99	1:12.39
100 yd. Breaststroke	1:14.99	1:17.19	1:19.59	1:20.99
400 yd. Freestyle Relay		Automatic		

Coaches may submit swimmers in a maximum of two individual events. Any swimmer entered in an individual event that does not make the top 36 seeding will be allowed to swim in up to three relay events.

- 10.3 **Relays** – Each team is allowed one entry in each relay event without regard to qualifying time.
- 10.4 **Swimmers that Do Not Meet Automatic Qualifying Time** – Coaches should submit four swimmers with times for each event including times that do not make the automatic qualifying times. Swimmers will be added after the automatic qualifiers until the 36th time is reached. The top 36 times in each swimming event qualify to swim at Trials including any ties for 36th place. Only those in the top 36 will be charged an entry fee.
- 10.5 **Number of Events Per Swimmer** – Coaches may submit swimmers/divers in a maximum of two individual events. Any swimmer/diver entered in an individual event that does not make the top 36 seeding in an event will be allowed to swim in up to three relay events. If a swimmer does make the top 36 seeding then they may not compete in more than two relays at Trials, Finals or Open.

Alternates – There will be two alternates for each Qualifying Meet, Divisional Championship Meet and Open Championship Meet. At the qualifying meet the heats will not be reseeded when alternates are added.

- 10.6 **Divers Qualifying** – For safety reasons, divers may not compete unless they have met the minimum six dive score of 160 and D.D. of 8.8 or the minimum eleven dive score of 240 and a D.D. of 10.8 on the six optional dives. **The signature of the coach and diver certifies that the diver can perform all the dives listed on the diving entry score sheet and confirms the accuracy of the entry score sheet submitted. The diving entry form must have a minimum 10.8 DD for the six optional dives.**
- 10.7 **Proof of Swimming Times** – Coaches must bring proof of the submitted swimming qualifying times to the swimming trials. The meet referee or meet committee may request this proof at these meets.
- 10.8 **Qualifying for Divisional Meet** – The best twenty-four (24) performances in each swimming event at the Trials will qualify for Divisional Championships. In Divisional Championships all heats are locked.
- 10.9 **Open Championships** – The best twenty-four (24) performances in each event from the Divisional Championships combined will qualify for the Open Championship Meet. Any of the twenty-four (24) finalists can advance in the finals. (Alternates will be added when vacancies exist due to scratches or declared false starts.)
- 10.10 **Open Diving Championships** – In diving the twenty-four (24) top divers plus any divers in the top three (3) of each Divisional Championships not already included in the top twenty-four (24) will automatically qualify for the state Open Championship Meet.

11.0 **DATES / SITES / TIMES / MEET DIRECTORS**

- 11.1 Member schools may start practice on but not before Thursday, August 27, 2020.
- 11.2 Member schools may hold the first meet on but not before Thursday, September 10, 2020.
- 11.3 Weekly limitations – Teams may schedule three (3) contests in a week three times during the regular season.
- 11.4 Last date to count for the tournament – Saturday, November 7, 2020.

11.5 **Swimming Qualifying Meets – Saturday, November 14, 2020**

<u>Meet</u>	<u>Site</u>	<u>Meet Director</u>	<u>Site Director</u>
LL	East Hartford High School 869 Forbes Street East Hartford, CT 06118	Rick Lewis W (203) 977-4696 H (203) 698-1281 Email: lewisshark@aol.com	East Hartford HS

Warm-up – 10:00 a.m. / Swimming – 11:30 a.m.

L	Cornerstone Pool 55 Buena Vista Road West Hartford, CT 06107	John Smachetti C (860) 712-8824 Email: johnsmachetti@gmail.com	John Smachetti
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Warm-up – 2:00 p.m. / Swimming – 3:15 p.m.

M **East Hartford High School** Scott Butler
869 Forbes Street (203) 623-9463 East Hartford High School
East Hartford, CT 06118 Email: redsox98@sbcglobal.net

Warm-up – 4:00 p.m. / Swimming – 6:00 p.m.

S **Cheshire Community Pool** Chris Zagorski Sheila Adams
520 South Main Street Plainville High School
Cheshire, CT 06410 (860) 716-2879
Email: zagorski.chris@gmail.com

Warm-up – TBA / Swimming – TBA

11.6 **Diving Trials and Championships**

DIVING WARM-UP – 4:00 – 5:25 P.M. / DIVING – 5:30 P.M.

L Division Wednesday, November 11 Middletown High School
LL Division Thursday, November 12 Middletown High School

Meet Director: Trevor Charles
Email – charlest@mpsct.org
Home (860) 395-7852 / School (860) 704-4558

M - DIVING WARM-UP – 3:00 – 4:25 P.M. / DIVING – 4:30 P.M.
S – DIVING WARM-UP – 4:00 – 5:25 P.M. / DIVING – 5:30 P.M.

S Division Wednesday, November 11 Plainville High School
M Division Thursday, November 12 Sheehan High School, Wallingford

Meet Director: Diane Callis
Email – calld001@hartfordschools.org
School (860) 695-1038 / Cell (860) 250-0126

11.7 **Divisional Swimming Championships**

TUESDAY, NOVEMBER 17, 2020

<u>Meet</u>	<u>Site</u>	<u>Meet Director</u>	<u>Times</u>
L	Southern CT State University Moore Fieldhouse 125 Wintergreen Avenue New Haven, CT 06515	John Smachetti (860) 712-8824	Warm-ups – 5:00 – 5:55 p.m. Swimming – 6:00 p.m.
M	Wesleyan University Freeman Athletic Center Middletown, CT 06457	Scott Butler (203) 623-9463	Warm-ups – 6:00 – 6:55 p.m. Swimming – 7:00 p.m.

WEDNESDAY, NOVEMBER 18, 2020

LL	Southern CT State University Moore Fieldhouse 125 Wintergreen Avenue New Haven, CT 06515	Rick Lewis (203) 977-4969	Warm-ups – 5:00 – 5:55 p.m. Swimming – 6:00 p.m.
S	Wesleyan University Freeman Athletic Center Middletown, CT 06457	Chris Zagorski (860) 716-2879	Warm-ups – 6:00 – 6:55 p.m. Swimming – 7:00 p.m.

11.8 **Open Diving Championships – Thursday, November 19, 2020**

Middletown High School Middletown, CT	Trevor Charles W (860) 704-4558 H (860) 395-7852	Warm-ups – 4:00 – 5:25 p.m. Diving – 5:30 p.m.
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11.9 **Open Swimming Championships – Sunday, November 22, 2020**

Yale	Rick Lewis W (203) 977-4696 H (203) 698-1281 C (203) 912-9385	Warm-ups – 12:00 - 2:00 p.m. Swimming – 2:00 p.m.
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APPENDIX A

25 YARD / METER AND 25 METER / YARD CONVERSION FACTORS

MEN

	<u>Yard/Meter</u>	<u>Meter/Yard</u>
200 yd. Medley Relay	1.115	0.8969
200 yd. Freestyle	1.108	0.9025
200 yd. Ind. Medley	1.111	0.9001
50 yd. Freestyle	1.119	0.8937
100 yd. Butterfly	1.114	0.8977
100 yd. Freestyle	1.111	0.9001
500 yd. / 400m Freestyle	0.8780	1.1391
500 yd. / 500m Freestyle	1.100	0.9091
200 yd. Free Relay	1.116	0.8961
100 yd. Backstroke	1.111	0.9001
100 yd. Breaststroke	1.110	0.9009
400 yd. Freestyle Relay	1.114	0.8977

WOMEN

200 yd. Medley Relay	1.116	0.8961
200 yd. Freestyle	1.108	0.9025
200 yd. Ind. Medley	1.110	0.9009
50 yd. Freestyle	1.115	0.8969
100 yd. Butterfly	1.111	0.9001
100 yd. Freestyle	1.112	0.8993
500 yd. / 400m Freestyle	0.877	1.140
500 yd. / 500m Freestyle	1.100	0.9091
200 yd. Free Relay	1.117	0.8953
100 yd. Backstroke	1.111	0.9001
100 yd. Breaststroke	1.112	0.8993
400 yd. Freestyle Relay	1.114	0.8977

APPENDIX B

CERTIFICATIONS / COACHING CERTIFICATIONS

- Required coaching certifications, including medical certifications, can be found at this link: <http://www.ctcoachinged.org/>
- Temporary coaching permit application can be found at this link: http://ctcoachinged.org/ed_186.pdf
- 5 Year coaching permit application can be found at this link: http://ctcoachinged.org/ed_186.pdf
- Information on concussion training and certification can be found at this link: <http://www.ctcoachinged.org/concussionpage.html>
- Information on Coaching Permit Renewal for the State of Connecticut can be found at: <https://portal.ct.gov/SDE/Certification/Coaching-Permit-Renewal>
- Concussion training for coaches: https://portal.ct.gov/-/media/SDE/Certification/Coaching/student_and_parent_concussion_informed_consent_form.pdf?la=en
- Connecticut Coaching Education Program: <http://www.ctcoachinged.org/concussionpage.html>
- Coaching Education Overview: <http://www.ctcoachinged.org/>
- Coaching Course Registration: <http://ctcoachinged.org/Permit.html>
- Mandated Reporter Training: <https://www.proprofs.com/training/course/?title=july2018ctmrtschoolemployee%20>
- Sudden Cardiac Arrest Renewal: https://portal.ct.gov/-/media/SDE/Certification/Coaching/coaches_sudden_cardiac_arrest_awareness_annual_review.pdf?la=en
- Concussion Renewal Form: https://portal.ct.gov/-/media/SDE/Certification/Coaching/Concussion_and_Head_Injury_Annual_Review_for_Coaches_2019-20.pdf?la=en
- Mandated Reporter Training: <https://portal.ct.gov/DCF/Mandated-Reporter-Training/Home>
- EpiPen Training: <https://www.redcross.org/take-a-class/preview-kits/anaphylaxis-epinephrine-auto-injector>
- Coaches Guide to Dehydration and Other Heat Illnesses: <https://www.nata.org/sites/default/files/heat-illness-parent-coach-guide.pdf>

Volunteer Coaches

The state of Connecticut Department of Education does not distinguish between volunteer or paid coaches when considering certifications or responsibilities. All coaches who are responsible for, or instruct students in any way must follow Connecticut State Law for certifications and responsibilities. Therefore, volunteer coaches are required to obtain the same certifications as all other coaches.