

SWIMMING & DIVING

**2021 STATE CHAMPIONSHIPS
SITE INSTRUCTIONS
FOR PARTICIPATING TEAMS AND FANS**

DRAFT

**THE INFORMATION INCLUDED WITHIN
THESE INSTRUCTIONS IS TENTATIVE AND
SUBJECT TO CHANGE**



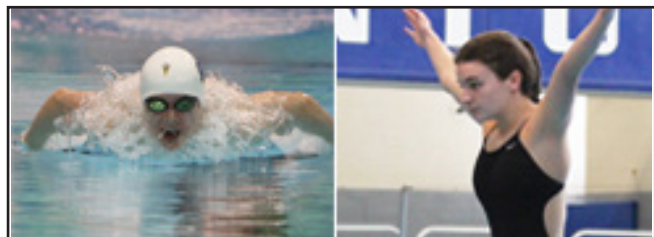
2021 Swimming & Diving State Championships Site Instructions

Table of Contents

- Brief Welcome**..... 3
- KHSAA Contacts** 3
- Covid-19 Guidance** 3
 - Masks, Face Coverings and Social Distance..... 3
 - Cross-Reference to Other Guidance..... 4
 - Administrative and Venue Setup..... 4
 - Officiating (Mechanics) (Adopted for 2020-21) 5
 - Officiating (Rules) (Adopted for 2020-21) 6
- Competition Dates, Schedule and Location** 6
 - Dates..... 6
 - Schedule..... 6
 - Host Sites 6
- Pre-Event Logistics**..... 6
 - Conference Call 6
 - Contacting Host..... 7
 - Swimming Meet Managers..... 7
 - Diving Meet Manager..... 7
 - Pre-Meet, On-Site Meeting..... 7
 - Practice..... 7
 - Lodging 7
- Tickets, Fan Admission and Webstreaming**..... 7
- Meet Manager Duties**..... 7
 - Financial Reporting..... 7
 - Pre-Event..... 8
 - Host Site Administrator..... 8
 - During the Meet 8
- Venue Logistics**..... 8
 - COVID-19 Guidelines..... 8
 - Team Seating..... 8
 - Water - COVID-19 Guidance..... 8
 - Coolers 8
 - Dressing/Locker Rooms..... 8
 - Signage, Balloons and Noisemakers 8
- Rosters and Substitutions** 9
 - Postseason Rosters 9
 - Substitutions 9
- Admission Into Venue** 9
 - Swimming Times - Sat., April 24 9
 - Diving Times - Thurs., April 22..... 9
 - Participant Entry 9
 - Team Party Entry..... 9
- Bylaw 22 Reminder** 10
 - Requirement to Accompany Team Members..... 10
- Conducting the Event** 10
 - Timed Finals..... 10
 - State Competition Officials..... 10
 - Heat Sheets 10
 - Scoring 10
 - Timing/Judging 10
 - Tie-Breakers..... 10
- Qualifying for State Sites**..... 10
 - Qualifying Swimmers..... 10
 - Qualifying Divers 10
- Rules Points of Emphasis/Clarifications** 11
 - Entry Limits..... 11
 - Diving Entries 11
 - Dive Order 11
 - Relays..... 11
 - Forward Starts 12
 - Backstroke Starts..... 12
 - Facility Specifications..... 12
 - Starting Block Wedges..... 12
- Sportsmanship**..... 12
- Venue Specific Information**..... 12
 - COVID-19 Guidelines..... 12
 - Security..... 12
 - Venue Safety 12
- Medical Provisions** 12
 - Emergency Action Plan 13

- Inclement Weather 13
- Media and Intellectual Property Rights**..... 13
 - School Media Credentials..... 13
 - Traditional Media Credentials..... 13
 - KHSAA.tv..... 13
 - General Media Rights..... 13
 - Telecast/Webcast Including NFHS Network Restrictions 14
 - Music Copyright 14
- Event Merchandise**..... 14
- Post Event**..... 14
 - Reporting Results 14
 - Trophies and Awards 14
 - Financial Report Form (GE88)..... 14
 - Expense Reimbursement 15
- Important Website Links** 15

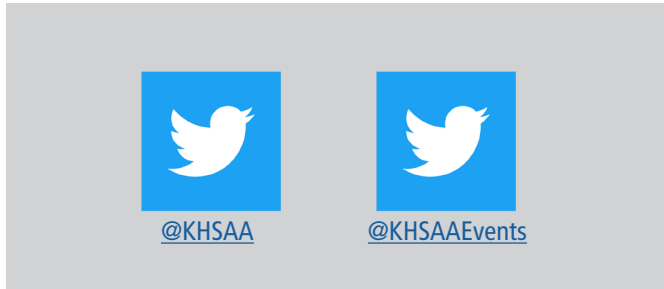
Throughout these instructions, portions that are different from previous seasons, or changed due to COVID-19, have been highlighted yellow.



2280 Executive Drive | Lexington, Ky., 40505 | www.KHSAA.org

KHSAA Staff

- Commissioner Julian Tackett
- Associate Commissioner Butch Cope
- Assistant Commissioner Michael Barren
- Assistant Commissioner Darren Bilberry
- Assistant Commissioner Sarah Bridenbaugh
- General Counsel..... Chad Collins
- Communications Director..... Joe Angolia
- Information Technology Director Rob Catron
- Event Management Specialist..... Dan White
- Administrative Assistant/Office Manager..... Kara Howard
- Administrative Support Specialist Jeremy Ison
- Administrative Support Specialist Jeanie Molloy
- Physical Plant Director Roy Tatum





2021 Swimming & Diving State Championships Site Instructions

BRIEF WELCOME

Congratulations on behalf of the Kentucky High School Athletic Association Board of Control and staff for advancing to the **2021 Swimming & Diving State Championships**.

Refer to this manual and the important website links included at the end of the document to guide you through preparation for your participation.

KHSAA CONTACTS

The primary contact for swimming & diving is Associate Commissioner Butch Cope (bcope@khsaa.org).

Media, broadcast/webcast and statistics related questions should be directed to the Association's Communications Director, Joe Angolia (jangolia@khsaa.org).

Questions may also be directed to the KHSAA offices at (859) 299-5472 and any member of the staff can refer you to the correct party.

COVID-19 GUIDANCE

The KHSAA's complete "Healthy at Sports, Stage 3 - Performance, Return to Competition: Considerations for Winter Sports & Sport-Activities" document for swimming & diving can be found at the following link: <https://bit.ly/30fmAtX>

In addition to swimming & diving specific guidance, this document includes guidance for all sports, officials and officiating, COVID-19 Medical Evaluation and Return-to-Play protocol, as well as the KHSAA's COVID-19 Return to Play Form. The information in this document should be thoroughly reviewed by all managers and participants attending a state championship site.

REMINDER - Any individual with symptoms of COVID-19 shall not be admitted.

Guidance is categorized into three areas:

- **REQUIRED**- These standards are required at all sanctioned contests.
- **RECOMMENDED**- These standards are best practices during all contests during the pandemic and are therefore recommended for all contests.
- **CONSIDER**- While these items are also best practices during this time, local site discretion should be exercised to determine if these items are practical and feasible for use at the contest.

Differences in the guidance are necessitated by the differences in sports, facilities, geographic areas, and pronounced differences during normal years and magnified this school year.

MASKS, FACE COVERINGS AND SOCIAL DISTANCE

Public Health Standards and General Areas of Consideration for Both Practices and Contests by Students, Staff and all Involved

BASIC MASK/FACE COVERING INFORMATION

All individuals entering a venue before, during, and after a contest shall wear a mask/face covering. (REQUIRED)

All administrators, workers, coaches and non-competitors, including substitutes, shall wear a mask/face covering at all times. (REQUIRED)

Only the exercising athletes and assigned contest officials in the meet on the deck at that specific moment are exempt from wearing a mask/face covering at all times. (REQUIRED)

A "gaiter" with multiple layers of cloth complies with this requirement provided it is properly worn covering the nose and mouth when the athlete is not participating and can easily slip down around the neck during participation. (RECOMMENDED)

All coaches and non-competitors in the contest, must wear masks unless they are eating or drinking at the moment. (REQUIRED)

At all practices and contests, it is expected that these standards for universal masking be applied (with the exception of the participating athletes during actual competition) at all facilities and that patrons should be escorted out of the event if they refuse to comply. (RECOMMENDED)

Being more than six-feet away from other individuals does NOT waive the requirement to wear a mask .

MASK/FACE COVERINGS DURING WORKOUTS, PRACTICES AND COMPETITIONS BY ATHLETES

A mask/face covering is permitted for all participants at any time.



2021 Swimming & Diving State Championships Site Instructions

If a mask becomes saturated with moisture from breathing or sweat, a coach or athlete should change into a dry mask as a wet mask is less efficient at filtering bacteria and viruses.

Masks should only be worn once during practice, workouts, or competition and then replaced with a fresh mask.

All reusable cloth masks should be cleaned ideally in a washer with hot water and soap and then dried before the next use.

Ironing a cloth on the highest setting possible for the material can also assist with disinfection after washing and drying.

There are now multiple commercial reusable mask options available for use during exercise.

SOCIAL DISTANCING (ALL REQUIRED WHERE PRACTICAL AND FEASIBLE)

Social distancing of at least six (6) feet shall be maintained at all times, where feasible for all involved in the event.

No hugging, high fives, shaking hands, or fist bumps for support/encouragement.

Behavior shall be modeled by adults, who must also insist on compliance by students.

Indoor sports may need to use lower-level bleachers or multiple levels of seating to ensure social distancing among team members.

Be mindful as we teach the students, it won't be like this forever!

CROSS-REFERENCE TO OTHER GUIDANCE

All individuals involved in the athletic program are expected to reference all guidance standards, including those in this sports-specific guidance and the All Sports Guidance document.

If there is an ambiguity between recommended guidelines, the most stringent should apply, and deference shall be given to the KHSAA Return to Play Material as other resources amend their guidance later.

In addition to the links and information in the All Sports Guidance document, Swimming and Diving coaches, officials, and school administrators will want to study the reminders and information from a variety of sources, including:

- USA Swimming, "2020 Return To Competition Plan", <https://bit.ly/3dAfgil>, and
- USA Swimming "Facility Reopening Plan Guidelines", <https://bit.ly/2luZRV8>

Portions of the swimming and diving specific section of the document are included below.

ADMINISTRATIVE AND VENUE SETUP

PRE-EVENT

Eliminate the use of low ventilated spaces and rooms that prevent social distancing. (RECOMMENDED)

Stagger use of communal areas and clean and disinfect frequently touched surfaces. (REQUIRED)

Increase water sanitation level (keep chlorine closer to 2.0 PPM). (RECOMMENDED)

For larger meets, auxiliary spaces may need to be used to keep the natatorium within reduced capacity limits. (RECOMMENDED)

EVENT SETUP

NFHS Rules 4-8, 4-10, 4-11, 4-12, 4-13 (REQUIRED)

- Meet 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 the movement of non-electronic information.
- Make every effort to require a distance of six (6) feet between individuals seated at the desk/table.

Establish multiple sessions for warm-up periods to limit the number of swimmers per lane. (REQUIRED)

- Restrict the number of swimmers in the competition area.
- Limit number of swimmers per lane during warm-up and warm-down periods.
- Adhere to USA Swimming Guidance for lane restrictions.

Conduct clerking at the starting blocks to avoid competitors congregating in a separate location before their race. (REQUIRED)

Only essential personnel are permitted on deck. (REQUIRED)

- Essential personnel is defined as swimmers/divers, coaches, athletic trainers, lifeguards, and officials.
- Authorized timers, recorders, runners, computer operators necessary to conduct the competition are essential.
- All others, i.e., team managers, video personnel, non-competing students, etc., are considered non-essential personnel and



2021 Swimming & Diving State Championships Site Instructions

are not permitted to be in attendance.

Teams shall limit the number of individuals in attendance at practice and meets. (REQUIRED)

- Only participants and essential coaches/officials/administrators are permitted on deck.

Equipment (RECOMMENDED)

- Watches, clipboards, and lap-counters should be sanitized after each use.
- Touchpads should be sanitized periodically while out of the water.
- Diving boards and backstroke flags should be sanitized periodically. (RECOMMENDED)

Diving Specific Notations: (RECOMMENDED UNLESS OTHERWISE NOTED)

- Limit the number of divers during warm-up by creating multiple sessions. (REQUIRED)
- Hot tubs should not be permitted.
- Divers may not approach the board until their turn to dive (practice) or compete (competition). (REQUIRED)
- Include a minimum distance of six (6) feet between individuals seated at the desk/table.
- Create a six-foot space between judges by spacing groups of judges on opposite sides of boards.
- Limit number of divers during warm-up by creating multiple sessions.
- During competition, divers may not approach the board until their turn to compete.
- Dive order sheets should be posted in multiple areas or duplicated and distributed to coaches to reduce the number of divers viewing the sheets at the same time. (REQUIRED)

CONDUCT OF EVENTS

Protocols that cause coaches and participants to congregate closely together should be avoided (results boards, awards ceremonies, etc.). (CONSIDER)

Teams should coordinate for specific warm-up and warm-down times that allow for continued social distancing. (RECOMMENDED)

Swimmers shall refrain from congregating behind blocks. Coordinate with officials to allow enough time for finished heats to exit the area before the next heat enters the area. (REQUIRED)

Mask/face coverings shall be worn at all times by anyone not competing or warming down. (REQUIRED)

Coaches shall refrain from grouping together. Additionally, coaches should have a plan in place to ensure social distancing is adhered to at all times. (REQUIRED)

PRE AND POST EVENT

All individuals shall be prepared to exit the facility as efficiently as possible. (REQUIRED)

Athletes shall be spaced out in the pool to ensure social distancing at all times. (REQUIRED)

There shall be no more than four (4) athletes in a lane at a time, alternating two (2) athletes at one end. (REQUIRED)

There shall never be more than two (2) athletes stopped at the wall in the same lane. (REQUIRED)

This applies to practice, meet warm-ups, meets, etc. (REQUIRED)

Coaches/Administrators should communicate with schools they are competing against to ensure everyone is aware of all facility rules and regulations. (RECOMMENDED)

Mass awards ceremonies shall be eliminated. (REQUIRED)

Meet results shall not be posted at a venue and recommend all results to be posted online, sent by email, and/or mail. (REQUIRED)

Due to capacity restrictions surrounding current orders of the Governor and the allowance of a full compliment of entries, attendance is restricted to participants and essential personnel.

OFFICIATING (MECHANICS) (ADOPTED FOR 2020-21)

NFHS Rules 3-3-6, 4-2-1d - Decrease the number of participants in the pre-meet conference or hold one conference with coaches and one meeting with captains. The Referee can use the P.A. system or starting system microphone to allow participants to hear but keep them properly separated. (REQUIRED)

NFHS Rules 4-2, 4-3 - Various rules require interactions between officials, coaches, and athletes. Alternative methods for



2021 Swimming & Diving State Championships Site Instructions

communication between the Referee and Starter shall include the utilization of the P.A. system, hand signals, or written communication. (REQUIRED)

NFHS Rules 4-2-2d, e - Notification of disqualification shall occur from a social distance via the use of hand signals or the P.A. system. (REQUIRED)

NFHS Rules 4-9 - Timers must assemble at the finish of each race, at the edge of the pool within the 6-8 feet confines of the lane, which they are timing. Timers should wear masks/face-coverings. (REQUIRED)

NFHS Rules 9-6; 3-2 - For Diving Judges, alternative methods of submitting entries and movement of non-electronic information will be required. Recommendations include a social distance six (6) feet between individuals seated at the desk/table. Create a six-foot 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. (REQUIRED)

Officials may use an electronic whistle. (CONSIDER)

OFFICIATING (RULES) (ADOPTED FOR 2020-21)

NFHS Rules 1-3-2 - Athletes shall arrive at the venue already in competitive attire or provide alternative accommodations for swimmers and divers to change that allows for six (6) feet of social distancing.

NFHS Rule 3-2 - Alternative forms of entry submission to the Referee can be designed to reduce face-to-face interaction 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.

NFHS Rule 8-3 - Require all relay takeoff judging from the sides of the pool. Space relay swimmers apart from one another. Timers and relay takeoff judges shall wear masks/face-coverings.

NFHS Rules 2-7-6, 3-4 - With regard to lap counting, only one person per lane should be permitted at turning end. Provide hand sanitizer and require lap counters to clean hands and wipe down devices.

COMPETITION DATES, SCHEDULE AND LOCATION

DATES

The planned date for the state diving championships is Thursday, April 22 at Falling Springs in Versailles. That date is subject to change based on current events.

The state swimming championships are planned for Saturday, April 24 at three (3) host sites, but the date is subject to change based on current events as well.

SCHEDULE

Complete timetables for the diving championships and the swimming sites are published on the KHSAA website and included as a link at the end of these instructions.

HOST SITES

The three (3) swimming sites are listed below:

- Regions 1-3 - Russell County (2167 US-127, Russell Springs, Ky., 42642)
- Regions 4-6 - Blairwood, Louisville (9300 Blairwood Access Way, Louisville, Ky., 40222)
- Regions 7-9 - Union College, Barbourville (105 Center Street, Barbourville, Ky., 40906)

Diving:

- All competitors at Falling Springs in Versailles (275 Beasley Rd., Versailles, Ky., 40383)

PRE-EVENT LOGISTICS

CONFERENCE CALL

There will be a web conference for participating coaches and athletic directors prior to the event.

Information regarding the call for those schools with qualifiers will be emailed once finalized.

Participants can set up from any location to join the conference and are encouraged to join by computer to view pertinent



2021 Swimming & Diving State Championships Site Instructions

information, maps, etc.

CONTACTING HOST

Schools with swimmers advancing to one of the state sites will need to contact the Meet Manager of their respective site for venue specific information.

SWIMMING MEET MANAGERS

Russell County - Michael Carpenter (michael.carpenter@russell.kyschools.us)

Blairwood, Trinity High School - Wayne Kraus (kraus@trinityrocks.com)

Union College, Henry Clay High School - Daniel Porter (dsporter10@gmail.com)

DIVING MEET MANAGER

Falling Springs, Woodford County - Blair Hicks (blair.hicks@woodford.kyschools.us)

PRE-MEET, ON-SITE MEETING

A schedule of the coaches' scratch meetings is published in the event timetable, which is included as a link at the end of these instructions.

Participating teams should use this time and the conference call to ask any questions.

PRACTICE

No other practice times than what are published for warm-ups in the event schedule are permitted at the aquatics centers.

Please do not contact staff at the sites in an attempt to gain access to the facility.

LODGING

Coaches will arrange lodging for their contestants if needed.

Schools are responsible for all travel expenses, including lodging, for participation in the event.

TICKETS, FAN ADMISSION AND WEBSTREAMING

Based upon building limitations, state COVID restrictions, and to maximize student participation, there will be no spectators at postseason swimming & diving events in 2021.

Attendance is limited to participants, coaches, officials and event staff only.

All competition at the state diving site and all three (3) state swimming sites will be webcast through the NFHS Network.

Subscription plans for the NFHS Network are available for \$10.99 a month.

In conjunction with [KHSAA.tv](https://www.khsaa.tv), single-day streaming passes for each site will be available through PrepSpin.

MEET MANAGER DUTIES

FINANCIAL REPORTING

Instructions for the completion of the required GE88 Financial Report Form are near the end of these instructions.

Approved expenses are limited to those items listed below and advance approval from the KHSAA is required before other expenses will be considered.

The Meet Manager is permitted to hire certain specific positions, with specific maximum allowable rates of pay, to staff the tournament, including:

- Meet Manager - (maximum \$150);
- Public Address Announcer - (maximum \$55);
- HyTek Operator - (maximum \$75);
- Uniform Security at rate agreed by KHSAA prior to contest(s); and
- Medical / Training Services at rate agreed by KHSAA prior to contest(s)

Costs for these specific permitted workers shall be paid by the KHSAA upon receipt of the completed GE88 Form.



2021 Swimming & Diving State Championships Site Instructions

No other payment for workers or other costs can be made without prior authorization from Associate Commissioner Butch Cope.

PRE-EVENT

Refer to the KHSAA Handbook to review the rules and regulations governing swimming & diving meets and also familiarize yourself with the KHSAA Competition Rules.

Discuss any COVID-19 requirements or adjustments made for the meet with the participating schools.

HOST SITE ADMINISTRATOR

The KHSAA requires meet administrators, other than the coaches, at the host sites.

Since the coach need to devote their full attention to the teams, someone other than a coach must deal with any outside difficulties.

DURING THE MEET

Prior to the start of the meet, home event management shall identify themselves to the participating team's coaches and the officials and establish a designated area where they can be reached in the event of an emergency.

During your sportsmanship announcements, remind participants that foul language and harassment of officials will not be tolerated and could result in being removed from the site.

Have the officials escorted to the parking lot after the meet.

VENUE LOGISTICS

COVID-19 GUIDELINES

The host is responsible for adherence to COVID-19 guidelines in accordance with normal home site procedures.

TEAM SEATING

When not competing, participants should remain in their designated seating areas as assigned by the meet manager.

Participants located around the deck must keep all exits clear at all times.

WATER - COVID-19 GUIDANCE

Coaches and athletes are reminded to bring their own water bottles and no community dispensers can be used.

Refer to the "All Sports Guidance" section of the "Healthy at Sports" document (<https://bit.ly/30fmAtX>) for multiple references to water, hydration and food guidelines.

COOLERS

Athletes will be admitted with their gym bags, and unless identified as a security concern, bags will not be subject to search.

Team coolers, within local facility guidelines, must be kept with the team in their respective seating area at each site.

DRESSING/LOCKER ROOMS

Locker room facilities are available at each site.

Any damage to the facility shall be charged to the school involved.

Only participants and coaches are allowed in the locker room area.

SIGNAGE, BALLOONS AND NOISEMAKERS

Signs/banners are permitted at the facilities, but must be of good taste and sportsmanship.

The signs/banners must be handheld or attached in a manner not to damage the existing structure.

The signs/banners shall not cover any corporate signage.

Amplified noisemakers or items that replicate game management cues are not permitted inside the facility. These items include, but are not limited to: air horns, electronic amplifiers, portable sound systems, instruments that require additional electricity, game clock horns and whistles.

Artificial noisemakers of any kind are not permitted inside the facility per NFHS rules.



2021 Swimming & Diving State Championships Site Instructions

Balloons are not permitted at the event.

Only venue provided amplified music is permissible, but only during pre-competition, natural and planned breaks.

ROSTERS AND SUBSTITUTIONS

POSTSEASON ROSTERS

Schools have previously logged into the KHSAA website and designated the postseason roster, which is separate from the regular-season varsity roster.

Roster revisions had to be made before the first date of the postseason when online rosters were closed and considered final.

Only athletes appearing on the school's postseason roster as of the first date of the postseason are eligible to participate in any round.

The online, postseason roster may be printed from the KHSAA website as the valid listing of available athletes.

This roster information is also used for advance preparations for state qualifying teams and individuals.

SUBSTITUTIONS

Each school must contact Butch Cope (bcope@khsaa.org) at the KHSAA if there are any substitutions and all substitutions must comply with the competition rules which are included as a link at the end of these instructions.

ADMISSION INTO VENUE

SWIMMING TIMES - SAT., APRIL 24

Boys' teams may enter their respective state site at 9 a.m. ET.

Girls' teams may enter the sites at 3 p.m. ET.

The coaches' scratch meetings for both will take place 15 minutes after entry.

Warm-up sessions for the boys will be at 9:30 and 10:10 a.m. ET.

Warm-up sessions for the girls will be at 3:30 and 4:10 p.m. ET.

Boys' timed finals are scheduled for 11 a.m. ET and the girls' timed finals are scheduled for 5 p.m. ET.

- Fans, competitors and coaches should note that the Russell County swimming site will begin competition at 10:00 a.m. and 4 p.m. local time (CT) to ensure that all sites have a consistent schedule.

DIVING TIMES - THURS., APRIL 22

Boy divers may enter their respective state site at 8 a.m. ET.

Girl divers may enter the state site at 4 p.m. ET.

Warm-ups for boys' diving begin at 8:30 a.m. ET.

Warm-ups for girls' diving start at 4:30 p.m. ET.

The boys' diving prelims, semifinals and finals begin at 10 a.m. ET and the pool will close at 3 p.m. ET.

After opening again at 4 p.m. ET for girls' entry, the prelims, semis and finals will take place at 6 p.m. ET.

PARTICIPANT ENTRY

Host sites shall use the listing of qualifying swimmers and divers from the Hytek file as a pass list for entry.

Upon arrival at the aquatic centers, a representative of the host site will assist the head coach in validating their participating swimmers or divers from the list.

Team members outside of the participating swimmers or divers cannot enter the facility.

TEAM PARTY ENTRY

Based upon building limitations and to maximize student participation, there will be no spectators at postseason swimming & diving events in 2021.

Attendance is limited to participants, coaches, officials and event staff only.



2021 Swimming & Diving State Championships Site Instructions

Coach entry will be limited to the respective amount of approved coaches based on swimmers entered. For boys and girls combined, you may have two (2) coaches for nine (9) swimmers or less and three (3) coaches for 10 or more swimmers.

BYLAW 22 REMINDER

REQUIREMENT TO ACCOMPANY TEAM MEMBERS

You are reminded that KHSAA Bylaw 22 requires a principal, coach or another approved individual of the school to be present along with any student-athlete who is representing a member school.

CONDUCTING THE EVENT

TIMED FINALS

Meets will be timed finals and results will be based upon the performances from all three sites.

STATE COMPETITION OFFICIALS

Officials presiding over the events are licensed and assigned by the KHSAA. The KHSAA will handle all payment for officials.

HEAT SHEETS

Psych and Heat Sheets will be posted on the KHSAA website once finalized. You can access the information via the Meet Mobile app, as well as the KHSAA website.

SCORING

16-place scoring will be used:

PLACE	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
POINTS	20	17	16	15	14	13	12	11	9	7	6	5	4	3	2	1

TIMING/JUDGING

A fully automatic timing system and back-up watches will be used to time each event at all sites.

TIE-BREAKERS

For team and individual awards, duplicate trophies will be awarded instead of breaking ties.

QUALIFYING FOR STATE SITES

QUALIFYING SWIMMERS

The top two (2) finishers in each region will advance to the appropriate state site. The top seven (7) at-large finishers from within the three (3) regions grouped together will advance to the appropriate state site. The 40th spot will come from the top finisher from all nine (9) regions in each event and will swim at its assigned state site accordingly.

For 2021, due to the meet setup and management of multiple sites, there will be no event alternates.

QUALIFYING DIVERS

The top two (2) finishers in each region advance to the appropriate state site. The top seven (7) at-large finishers from within the three (3) regions grouped together will advance to the state site. The 40th spot will come from the top finisher from all nine (9) regions in each event. The 40 qualifiers from the three (3) regional sites will advance to Falling Springs in Versailles for a one-site state diving



2021 Swimming & Diving State Championships Site Instructions

championship.

For 2021 there will be no alternates for the maximum 40 qualifiers.

RULES POINTS OF EMPHASIS/CLARIFICATIONS

ENTRY LIMITS

A competitor may enter a maximum of four (4) events, of which no more than two (2) may be individual events.

A competitor may withdraw from a final, including diving, with a declared false start.

- Notice must be given to the referee or referee's designee by the swimmer, diver, coach or other team personnel.
- A declared false start must be reported to the referee at a published time designated by the Meet Manager.
- The event shall still count as an entry for the competitor, however, it does not disqualify the competitor from further competition or nullify previous performances.

DIVING ENTRIES

If you are a diver, coach or judge and you have not registered with DiveMeets.com, please register now. A link to the registration page is included at the end of these instructions.

To confirm if you are already registered, go to DiveMeets.com and use the Find link at the top of the page. Use the Diver, Coach or Judge search and if you see your name, select it to get your DiveMeets ID number.

You cannot participate in a DiveMeets meet as a diver, coach or judge or enter a meet online until you open a DiveMeets account.

Registering is free and you should only register once. If you have forgotten your password or account number, select "Forgot your password or DiveMeets ID" at the login page. DO NOT make a new account.

COACHES: You need to be registered with DiveMeets before your divers enter a meet online. When your divers enter a meet, they must select your name from a drop down list of coaches. If your name is not there, they must wait for you to create an account. If you have not registered, your name will not be there to select.

Once your account has been created, go to DiveMeets.com and login. You will then select the KHSAA state meet, register for the meet and enter your dive list.

This must be completed by Noon on Wednesday, April 21 or the diver will be scratched.

The State Championships will consist of 40 divers in the preliminaries.

After the first three (3) dives, a cut will be made to the top 32 divers to finish the prelims.

Each contestant shall submit a signed (by the coach and contestant) written description of dives on the NFHS Diving Entry Form.

Include the number, position, degree of difficulty and order in which dives will be attempted for all levels of competition (preliminaries through finals).

The signed diving sheets must be submitted no later than one (1) hour before the competition is to begin on Thursday.

DIVE ORDER

Preliminaries: Any two (2) voluntary dives and three (3) optional dives.

Semifinals: Two (2) voluntary and one (1) optional.

- All five (5) groups of dives must be represented in the first eight (8) rounds.

Finals: One (1) voluntary and two (2) optional.

In championship meets, more than one (1) optional dive from the same group is not permitted through the semifinals (Rule 9, Section 4, Article 1 a., b., c., & d, P-61).

The five (5) voluntary dives shall come from each of the five (5) groups with their assigned DD and have a sum total of 9.0 or less.

RELAYS

Coaches must submit their relay cards, according to the schedule included in the meet packets, to the Meet Director's desk at their state site.

The relay cards may include as many as five (5) names.

The four (4) swimmers who are competing in the preliminaries must be marked (the lead off swimmer shall be designated).



2021 Swimming & Diving State Championships Site Instructions

No names may be added or deleted after this time.

Being listed on the card does not count as an event unless the competitor actually competes in the event.

Coaches will need to mark those competing in the finals (the lead off swimmer shall be designated) according to the time sensitive schedule.

FORWARD STARTS

All forward starts will adhere to the procedures outlined in the NFHS 2020-2021 Rule Book Rule 8-1-1 and NFHS Appendix A.

BACKSTROKE STARTS

All backstroke starts will adhere to the procedures outlined in the NFHS 2020-2021 Rule Book Rule 8-1-2 and NFHS Appendix A.

FACILITY SPECIFICATIONS

The facility specifications as outlined in the NFHS Swimming & Diving Rulebook will be used.

STARTING BLOCK WEDGES

Starting block wedges may not be used due to the lack of availability at all state meet sites.

SPORTSMANSHIP

The KHSAA requires officials to enforce sportsmanship rules.

High school athletics emphasize positive values and all parties have worked hard to create a sense of teamwork, respect, responsibility and perspective. We encourage and appreciate your help in letting this competition reflect mutual respect among all participants and officials.

We remind you that officials expect good behavior and will quickly penalize misconduct.

No one outside of the team is to come onto the deck.

VENUE SPECIFIC INFORMATION

COVID-19 GUIDELINES

The host is responsible for adherence to COVID-19 guidelines in accordance with normal home event procedures.

SECURITY

It is the responsibility of the Meet Manager and host site to secure adequate police protection and any other security precautions as necessary inside and outside the aquatic center, in accordance with the security practices policy in the KHSAA handbook.

The KHSAA requires a meet administrator, other than the coach, at the site as the coach needs to devote full attention to the team.

VENUE SAFETY

The Meet Manager, along with the host site, shall make every effort to ensure that the facility is safe for participants, officials and others who may attend the championships.

MEDICAL PROVISIONS

The host schools are responsible for securing medical coverage for the events, including athletic trainers and alerting local ambulance service to serve in an on-call status if such cannot be present at the competition site.

It is strongly recommended that the authorized medical coverage be staffed by individuals who can determine whether or not a suspected concussion has occurred per 160.445(3)(a) and the KHSAA Board of Control policies, page 10 of the document.

Any fees associated with providing medical coverage should be taken from gate receipts prior to any distribution.

There is no requirement that an ambulance be on site for all play, however the local administering agency shall be notified in advance and placed "on call" if an ambulance is not available on site.

The KHSAA has long recommended, and continues to recommend, that medical coverage be present at all athletic practices and contests.



2021 Swimming & Diving State Championships Site Instructions

Due to the unique skill set of Certified/Licensed Athletic Trainers it is recommended that one of these individuals be present at all practices and contests.

It is also strongly recommended that the member schools utilize only Certified/Licensed Athletic Trainers per the Kentucky Board of Medical Licensure, and not members of any other vocation making this claim but without this legal designation.

While acknowledging the expense of providing a Certified/Licensed Athletic Trainer, it is nonetheless noted that this shall be an integral part of your contest planning process.

EMERGENCY ACTION PLAN

All state site hosts shall adhere to the KHSAA guidance document in the event that a COVID-19 symptomatic individual is detected at the event.

Each host is expected to have and maintain an emergency action plan that should be distributed to all teams and incorporated into the public address announcer's script.

Emergency action plans shall be practiced and referred to prior to competition.

Before the start of a race, the Meet Manager should identify themselves and establish a designated area where they can be reached in the event of an emergency.

INCLEMENT WEATHER

It is the duty of the Meet Manager, in consultation with the KHSAA and officials, to make decisions in regard to restarting or rescheduling in the event of stoppage or postponement, including ensuring all teams, media outlets and schools are properly notified.

It is imperative that Tournament Managers adhere to the scheduled postseason dates, but inclement weather procedures must be followed. If the severe weather is of great length or intensity, the Tournament Manager, in consultation with the KHSAA, has the responsibility and authority to postpone or cancel the competition.

MEDIA AND INTELLECTUAL PROPERTY RIGHTS

SCHOOL MEDIA CREDENTIALS

Due to restrictions on attendance based on current COVID-19 capacity limits, school media credentials have been eliminated for this event.

TRADITIONAL MEDIA CREDENTIALS

Due to restrictions on attendance based on current COVID-19 capacity limits, traditional media credentials have been eliminated for this event.

KHSAA.TV

All competition at the state diving site and all three (3) state swimming sites will be webcast through the NFHS Network.

Subscription plans for the NFHS Network are available for \$10.99 a month.

A monthly subscription entitles users to every broadcast by the KHSAA and the more than 45 participating state associations.

In conjunction with [KHSAA.tv](https://www.khsaa.tv), single-day streaming passes for each site will be available through Prepspin.

GENERAL MEDIA RIGHTS

At all levels of competition during postseason play, control of media access and location at those contests is with the KHSAA, and as such, there are necessary policies and restrictions concerning this event and these provisions will be vigorously enforced.

The intellectual property, corporate, broadcasting and media rights to all postseason rounds belong exclusively to the KHSAA, including titling agreements and sponsorships.

Control of media access and location at all levels of postseason play is with the KHSAA.

Participating teams in KHSAA events shall be allowed to record the contest, for coaching purposes only, if space is available with such availability at the discretion of the KHSAA and may be required to sign a waiver indicating that the KHSAA shall be held blameless for any and all liability to those parties involved in the video recording.

Any video recording must not violate existing, acknowledged, written copyright protection or intellectual property agreements and



2021 Swimming & Diving State Championships Site Instructions

cannot be broadcast in any form, including internet and social media.

Recording must also be done by participants only. There is no extra admission available for a videographer.

If space is deemed available, the KHSAA has the right to designate a specific area for video recording and no video recording will be allowed outside of that area.

The determination of space availability is solely with the KHSAA and shall be equitable for all teams.

TELECAST/WEBCAST INCLUDING NFHS NETWORK RESTRICTIONS

The KHSAA is a full member of the NFHS Network and as such, restrictions exist on all postseason levels.

All competition at the state diving site and all three (3) state swimming sites will be webcast through the NFHS Network behind a monthly subscription paywall.

A telecast, as used in these instructions, is a video, live or delayed account, including play by play, of any contest over the air.

A webcast, as used in these instructions, is a video, live or delayed account, including play by play, of any contest distributed using the internet.

The KHSAA is the only entity permitted to produce live or delayed video from state championship events including semi-state, quarterfinal and state rounds, and is the sole authority for approval of any other.

No entity, unless given prior approval by the KHSAA shall be permitted to produce video telecasts or broadcasts, with the exception of approved media outlets solely recording highlights for news use.

No entity, including media members, may stream live video content during postseason events including the use of social media products such as Facebook® Live and Periscope (via Twitter®).

The mandated minimum fee schedule will be published annually by the Commissioner's office on the KHSAA website.

For all postseason play, all questions regarding live or delayed broadcast or telecast policies, including requests for approval shall be referred to the Communications Director for approval by the Commissioner.

MUSIC COPYRIGHT

KHSAA schools are reminded to adhere to all music copyright laws.

EVENT MERCHANDISE

Championship apparel will be available online at khsaa.teamip.com. Participating schools will be emailed a link when items are available.

TeamIP is the exclusive vendor of championship apparel. No outside merchandise representative of the event may be produced by any other entity and sold or distributed at the championship venue.

POST EVENT

REPORTING RESULTS

Results will be available through the Meet Mobile app and posted on the KHSAA website throughout the competition.

Keep in mind results will have to be compiled from all three sites for official results to be developed. Anything posted by an outside entity before being available at khsaa.org is unofficial.

TROPHIES AND AWARDS

Both team and individual event awards will be mailed to the appropriate school following the meets.

Boys' and girls' team trophies will be awarded to the top four (4) schools.

Medals will be awarded for the top eight (8) places in all events.

FINANCIAL REPORT FORM (GE88)

Each Meet Manager is to complete and submit Form GE88 (Semi-State/State Round Financial Report) to the KHSAA, including itemized expenses, within one (1) week of the meet.

No expense item may be submitted without prior approval from the KHSAA and Meet Managers are reminded not to pay any visiting team or individual's expenses or officials.



2021 Swimming & Diving State Championships Site Instructions

Officials shall be paid by the KHSAA.

Upon receipt of Form GE88, the KHSAA will send checks to the permitted meet staff, whose names, email addresses and current mailing addresses must be included for each worker.

EXPENSE REIMBURSEMENT

There is no school reimbursement for this event.

Member schools are responsible for all expenses incurred for participation.

The KHSAA underwrites the expenses of facility rental, security, first aid, judges and event workers.

IMPORTANT WEBSITE LINKS

- [KHSAA Swimming Site](#)
- [Healthy at Sports, Stage 3 - Performance, Return to Competition: Considerations for Winter Sports and Sport-Activities - Swimming & Diving](#)
- [COVID-19 Media Guidance](#)
- [GoFan Digital Event Tickets](#)
- [GoFan Ticket Training](#)
- [GE88 - Semi-State/State Round Financial Report](#)
- [Competition Rules](#)
- [Overall Time Schedule](#)
- [Event by Event Schedule](#)
- [Psych Sheet](#)
- [Boys' Heat Sheets](#)
- [Girls' Heat Sheets](#)
- [DiveMeets.com Registration](#)
- [Meet Mobile \(iOS\) \(Android\)](#)
- [KHSAA.tv](#)