



2024 ASAA/First National Bank Alaska Swim & Dive State Championships Policies & Procedures

Dates: Friday, November 8 and Saturday, November 9, 2024

Location: Bartlett Pool - Anchorage

Qualifying Process: Swimmers/Divers must compete in a conference meet in order to qualify for the state championship meet.

- **Individual Swimming Events:** The first place finisher from each conference qualifying meet is automatically qualified. Each conference's next top seven (7) swimmers will be considered for qualifications for the next twelve best statewide times gaining qualification to the State Meet. Should the Conference winner decide not to attend state, that position cannot be transferred to the second place finisher in that conference.
- **Berths from conferences which use an 8-lane pool:** Only those 8 in the finals will be submitted for qualification.
- **Berths from conferences, which use a 6-lane pool:** The top 6 qualifiers in the finals will be considered for qualification. Consolation finals will be held to determine the times for the 7th and 8th swimmers in the prelims. The 7th and 8th top qualifiers will swim in lanes 3 & 4 of the consolation finals. Their times IN THIS RACE will also be considered for qualification. *(Note: In the event that another swimmer in consolation finals swims faster than the swimmers in lanes 3 and 4, their times would not be considered, as their times in the prelims did not put them in the top 8.)*
- **Relay Events:** The first (1) place relay team from each conference qualifying meet finals, plus the next four (4) fastest overall team times statewide, for a total of eight (8) relay teams.
- **Diving Events:** The top two (2) finishers from each conference qualifying meet finals plus the next eight (8) best scores will qualify for a total of 16 divers.

Alternate/Substitution: In the event a qualified contestant is unable to compete due to extenuating circumstances (illness, injury, and ineligibility), it is the responsibility of the school of the indisposed contestant(s) to notify ASAA, by the deadline on Wednesday November 6 at 11:00 am. Once notified, ASAA will invite the next athlete with the best qualifying time. This substitution must be an ASAA eligible contestant. After the deadline, if someone is not able to compete, that spot will not be filled.

- **Relays:** All team members originally named in the conference relays, up to 8, not only those who swam, are eligible to be placed in the relay after the Wednesday deadline following all NFHS rules for relay alternate swimmers.
- **Divers:** Alternates that are invited to state meet must submit dive sheets at the time of accepting the invite. First and second alternates can submit dive sheets early in case they become participants.

Swim/Dive State Championships

November 8-9
Bartlett High School Pool

SATURDAY, Nov 2 - 10:00 PM

- Email to championships@asaa.org and akhighschoolstateswim@gmail.com
- *Meet Manager Backup File of Entire Final Conference Meet Results (prelims/finals)*
- *PDF of entire meet results (prelims/finals)*

SUNDAY Nov 3- 2:00pm

Swim forms due

- **Roster Finalized**
- **State Entry Form**
- **Code of Conduct Form**
- **Photo Upload Form**
- **Good Sport Selection Form**

TUESDAY, Nov 5 – 5:00 PM

- [Academic Award Entry Form](#)

WEDNESDAY, Nov 6

- **11:00 AM** Notify championships@asaa.org of qualified participants unable to compete
- **6:00 PM** Dive sheets entered through cleanentries.com

FRIDAY, Nov 8 - 10:30 AM

- **Mandatory Swim/Dive Coaches Meeting** in Bartlett High School Library

Diving Entries: Diving coaches must submit dive sheets through www.cleanentries.com by 6pm on Wednesday November 6. The diving meet in Cleanentries is titled "2024 ASAA Dive Championships, Alaska"

Rosters/Qualifiers: ASAA is using Bigteams for its School Activities Reporting System (SARS). Schools will need to indicate which students have qualified for state through this system. This can be done by accessing the Swimming & Diving Varsity Roster and indicating the student is a state qualifier. Submissions are due by Sunday November 3rd.

Forms: Beginning this year other forms will also be accessed through Bigteams. When you are logged into your account click on Document Management, click on the general state entry form and then start a New Submission. Also, complete the photo upload, the Code of Conduct and the Good Sport Selection forms. Complete all 4 forms by 2pm on Sunday, November 3.

Seeding: A seeding committee will combine conference results and post the preliminary heats on asaa.org Monday, November 4th.

Schedule: The Swim & Dive State Meet schedule is posted on asaa.org on the Swim & Dive state information page.

Practice Times: Practice time at Bartlett is limited this year. Contact Wendy Kolberg (kolbergw@gmail.com) for more information. Thursday November 7, 2024 5:00 PM - 7:00 PM Available for both swimming and diving.

Mandatory Coaches Meeting: There will be a mandatory Coaches meeting on Friday Nov. 8 at 10:30 am in the Bartlett High School Library. All policies and procedures will be reviewed, as well as coach's packets, schedule, and passes.

Passes: Individual participant passes will be based on submitted team rosters. Coach/Adult passes will be issued based on certified coaches listed on the state entry form.

Coaches File Folders: There will be coaches file folders at the entry of the pool area on deck. This will be used as a tool during the meet to spread any news, changes, updates, and more, please check regularly.

Rules: The 2024-2025 NFHS Swimming and Diving rules will govern the conduct of this Championship.

Results: All results will be posted online as soon as possible during or following the events each day. Results will be on the Swim & Dive section of the asaa.org website.

Appeals: Procedure will be discussed at the coaches meeting.

State Championship Meet Pool and Deck Regulations

- NO elementary or middle school children are allowed on deck unless involved in meet management. All others will be asked to leave the deck area. Only State qualified high school team members are allowed on the deck with the exception above. This is a safety issue and part of the NFHS guidelines.
- NO food, drink (besides water), glass, big coolers, etc. on the deck. Glass containers will NOT be allowed on the deck at any time.
- NO shaving on the premises. Penalty is disqualification from the State Meet.
- During the Finals session, participants and coaches will not be allowed to stand on the pool deck closest to the starting area. That area is restricted to only those swimmers competing in the next event.
- Team areas on the deck will be restricted to deck level bleachers and the shallow end.
- Teams are responsible for their area clean up.
- Athletes that do not qualify for the finals are allowed to be on deck. Deck space during finals is VERY limited and coaches, officials, athletes in the finals, and other meet staff take priority.

Diving Videographers: Videotaping dives from the Coaches area or deck level is prohibited. Videotaping from the spectator area is allowed. If you need certain angles for Diving All-American submission, you must apply for deck access by sending an email to Kathleen Navarre (katheen@asaa.org). The deadline for submitting request is 4:00 pm on Monday, November 4th. Only those people who have applied and been approved will be able to film on the lower level in a designated area shown by ASAA staff. This area will be away from the dive judges.

Team Photographers/Videographers: Team photographers/videographers ARE NOT allowed on the deck during the meet. Only ASAA Credentialed Media are allowed on the deck in areas not interfering with the state meet.

Spectator Etiquette: All spectators are restricted to the areas above the swim/dive deck. Quiet is essential prior to the start of each race. All cell phones must be on silent. The tournament director and ASAA officials are empowered to remove anyone displaying unacceptable conduct from the area and may temporarily suspend the meet, if necessary. In accordance with ASAA policy, artificial noise makers are not allowed at this event. There must be NO flash photography at the start of a swim race or at any time during the diving events.

State Merchandise: Northwest Designs is the Official State Merchandise Vendor. NWD will have a large variety of apparel and feature on-site printing with customized made to order commemorative items. A web store is also available online at ASAA.org/store.

Concessions/Hospitality: A full service concession stand will be available throughout the state meet. A limited hospitality for officials and workers will be available. Coaches should plan ahead and bring their own food.

Awards: Individual Awards are presented throughout the day during finals.

Team Awards:

- 1st and 2nd Place Team Trophies
- Academic Awards for Boys and Girls
- Sportsmanship Awards for Boys and Girls

Individual Awards:

- Medals for the 1st, 2nd, 3rd and 4th place individuals and relay members in each event
- Outstanding Competitor Award for Boys and Girls

Participation Fee: The fee for Swim & Dive is \$10 per student participant with no maximum. Once the deadline for withdrawals and substitutions has passed, the roster will be considered final and schools will be invoiced following the event.

Conference Meet Results: Submit by 10 pm Saturday, November 2, 2024

- School Abbreviations: When putting school names into the Meet Manager program please use the school abbreviations provided on asaa.org
- USA Swim ID Number: for those kids that have one - Be sure to put these in!
- Meet Manager MeetBackup File (prelims & finals): Email to championships@asaa.org and AKHighSchoolStateSwim@gmail.com Please include a call back telephone number should questions arise.
- PDF File of Entire Meet: Email to championships@asaa.org and AKHighSchoolStateSwim@gmail.com Please include a call back telephone number should questions arise.
- Email to championships@asaa.org divers dive sheet from the conference meet!