

CONNECTICUT INTERSCHOLASTIC ATHLETIC CONFERENCE
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2018 CIAC GIRLS SWIMMING AND DIVING CHAMPIONSHIPS

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IMPORTANT DATES

First Practice Date	August 23, 2018
Date of First Contest	September 6, 2018
Last Date to Count	November 3, 2018
Date all Entry Information Due	November 5, 2018
Diving Proof Sheets Faxed to CIAC by 4:00 p.m.	November 5, 2018

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 Concussion Management and Return to Play Requirements

2018 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 Add FINA rule
- 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.
- 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 **2018-19 NATIONAL FEDERATION SWIMMING RULE CHANGES**

Rule 1 Rule 1 has been reorganized to more accurately reflect and define meet specifications and organization.

2-4-5 The 16.4 yard / 15-meter marks must be visible on both sides of the pool deck.

2-7-2b Backstroke starting ledges are not permitted in high school swimming.

2-7-2c (New), 2-7-2 Note (New) Options for starting platform malfunctions are provided, and direction for malfunctioning swimming equipment has been reorganized.

4-2-1d The referee shall conduct a pre-meet conference with the starter, the coach and the captain of each team for all non-championship meets.

4-5-3, 4-7 The responsibilities of stroke inspectors and turn/finish judges can now be combined by the referee.

5-1-2a In non-championship meets, the diving event may be held first, last or simultaneously with the swimming events, in addition to the traditional placement as Event 5 between the 50-yard freestyle and the 100-yard butterfly.

5-3, 5-3-2, 5-3-6 Note Section 5-3 has been updated to provide lane and heat assignment protocol from the dual meet to the championship meet.

5-4-2 New language provides scoring protocol based on pool facilities with differing numbers of available lanes.

9-4-6 Note 2 (New) The Note clarifies that it is permissible to conduct eleven-dive competitions during dual meets, double-dual meets, and other non-championship multi-team meets.

2018-19 Swimming and Diving Major Editorial Changes

2-6 Reorganizes water condition requirements and provides directives for non-compliant conditions.

2-7-9, 7-2-5 Clarifies the recommendation for posting team scores through a meet.

4-1-2 Clarifies that a meet committee and meet director are only required for championship meets. Other meets are administered by the referee or other officials appropriate to the type of meet.

8-3-3 Note Instruction for the starting procedure during a backstroke relay was moved to a Note, as this is not an NFHS event. The Note can provide the guidance that may be needed.

2018-19 Swimming and Diving Editorial Changes

1-2-3, 3-1-1, 3-1-2, 3-2-1, 3-2-2, 3-2-3, 3-2-3 Penalties, 3-6-1 Penalty, 4-1-2, 4-1-4, 4-1-7, 4-3-1b, 4-6-2, 4-6-3, 4-6-4, 4-9-3, 5-1-1 Note, 7-1-2, 7-1-3, 9-1-1f, g, 9-2-4

2018-19 Swimming and Diving Points of Emphasis

1. Suit Coverage
2. Guidelines on Handling Contests During Lightning or Thunder Disturbances
3. Officials Retention and Recruitment
4. Scratch/Declared False Starts/Failing to Compete

3.0 TOURNAMENT RULES AND PROCEDURES

3.1 Rules – All meets shall be governed by the 2018-19 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. At Finals or Open when there is a declared false start or scratch the alternate will be added and the event will be re-seeded. 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.
- 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	<u>Voluntary Dives</u>	
	Week of September 6-15	Forward
	Week of September 16-22	Back
	Week of September 23-29	Inward
	Week of September 30-October 6	Twist
	Week of October 7-13	Reverse
	Week of October 14-20	Forward
	Week of October 21-27	Back
	Week of October 28-November 3	Inward

4.0 **ENTRY FEES AND ADMISSION FEES**

4.1 **Entry Fee** -- \$85 per team, plus \$8 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 may be filed on the CIAC online eligibility center starting three 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 5, 2018. 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 5, 2018. 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 5. **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 results@casciac.org** proof of qualifying score and D.D. with the officials, coaches and divers signature to CIAC by November 5.
 - 5) **Request confirmation email.**
 - 6) 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 5, 2018, 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 2017-18 girl enrollment in grades 9-12.

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

LL Division – 735 and Over
L Division – 565-734

M Division – 427-564
S Division – Up to 426

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 3, 2018. 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	2:07.99	2:06.99	2:11.99	2:17.99
200 yd. I.M.	2:23.99	2:26.99	2:30.99	2:37.99
50 yd. Freestyle	26.49	26.69	27.49	27.99
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	1:05.49	1:06.09	1:09.99	1:13.99
100 yd. Freestyle	57.79	59.19	59.99	1:01.99
500 yd. Freestyle	5:51.99	5:45.99	5:59.99	6:09.99
200 yd. Freestyle Relay		Automatic		
100 yd. Backstroke	1:06.19	1:06.99	1:09.99	1:10.99
100 yd. Breaststroke	1:15.99	1:15.99	1:19.99	1:22.99
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.
- 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 23, 2018.
- 11.2 Member schools may hold the first meet on but not before Thursday, September 6, 2018.
- 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 3, 2018.

11.5 **Swimming Qualifying Meets – Saturday, November 10, 2017**

<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	Jillian Piedescalzo East Hartford HS (203) 980-8194 piedescalzo.jg@easthartford.org

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 Jillian Piedescalzo
 869 Forbes Street (203) 488-8317 East Hartford High School
 East Hartford, CT 06118 Email: redsox98@sbcglobal.net

Warm-up – 4:30 p.m. / Swimming – 5:55 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 – 9:00 a.m.. / Swimming – 10:00 a.m..

11.6 **Diving Trials and Championships**

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

LL Division Wednesday, November 7 Middletown High School
 L Division Thursday, November 8 Middletown High School

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

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

M Division Wednesday, November 7 Bulkeley High School, Hartford
 S Division Thursday, November 8 Bulkeley High School, Hartford

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

11.7 **Divisional Swimming Championships**

TUESDAY, NOVEMBER 13, 2018

<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) 488-8317	Warm-ups – 6:00 – 6:55 p.m. Swimming – 7:00 p.m.

WEDNESDAY, NOVEMBER 14, 2018

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 15, 2018**

	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 – Saturday, November 17, 2018**

	Yale University New Haven, CT	Rick Lewis W (203) 977-4696 H (203) 698-1281 C (203) 912-9385	Warm-ups – 10:00 – 11:55 a.m. Swimming – 12:00 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
**Connecticut State Department of Education and the
Connecticut Interscholastic Athletic Conference
Concussion and Head Injury Annual Review 2018-19
Required for ALL School Coaches in Connecticut**

This document was developed to provide coaches with an annual review of current and relevant information regarding concussions and head injuries. It includes guidance from the 2017 Concussion in Sport Group consensus statement that was developed to provide further understanding and management of sports-related concussion.

In addition to reviewing this document, the annual review must include one of the following prescribed resources: Connecticut Concussion Task Force video, Centers for Disease Control and Prevention (CDC) Heads Up: Concussion in Youth Sports training course, or the National Federation of State High School Associations (NFHS) concussion training course. Links to these resources can be found at: <http://concussioncentral.ciacsports.com/>. A new form is required to be read, signed, dated and kept on file by coaches' associated school district annually to comply with Section 10-149b of the Connecticut General Statutes, *Concussions: Training courses for coaches. Education plan. Informed consent form. Development or approval by the State Board of Education. Revocation of coaching permit.*

What is a Concussion?

"A concussion is a type of traumatic brain injury, or TBI, caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move rapidly back and forth. This sudden movement can cause the brain to bounce around or twist in the skull, stretching and damaging the brain cells and creating chemical changes in the brain." (CDC, 2017)

Section 1. Concussion Education Plan Summary

The [Concussion Education Plan and Guidelines for Connecticut Schools](#) was approved by the Connecticut State Board of Education in January 2015. Below is an outline of the requirements of the Concussion Education Plan. The complete document is accessible on the CSDE web site at <http://portal.ct.gov/SDE/Publications/Concussion-Education-Plan-and-Guidelines-for-Connecticut-Schools>

State law requires that each local and regional board of education must approve and then implement a concussion education plan by using written materials, online training or videos, or in-person training that addresses, at a minimum the following:

1. the recognition of signs or symptoms of concussion;
2. the means of obtaining proper medical treatment for a person suspected of sustaining a concussion;
3. the nature and risks of concussions, including the danger of continuing to engage in athletic activity after sustaining a concussion;
4. the proper procedures for allowing a student-athlete who has sustained a concussion to return to athletic activity; and
5. current best practices in the prevention and treatment of a concussion.

Section 2. Signs and Symptoms of a Concussion: Overview

A concussion should be suspected if any one or more of the following signs or symptoms are present following an impact or suspected impact as described in the CDC definition above.

Signs of a concussion may include (i.e. what the athlete displays/looks like to an observer):

- Confusion/disorientation/irritability
- Trouble resting/getting comfortable
- Lack of concentration
- Slow response/drowsiness
- Incoherent/ slurred speech
- Slow/clumsy movements
- Loses consciousness
- Amnesia/memory problems
- Acts silly/combative/aggressive
- Repeatedly ask same questions
- Dazed appearance
- Restless/irritable
- Constant attempts to return to play
- Constant motion
- Disproportionate/inappropriate reactions
- Balance problems

Symptoms of a concussion may include (i.e. what the athlete reports):

- Headache or dizziness
- Nausea or vomiting
- Blurred or double vision
- Oversensitivity to sound/light/touch
- Ringing in ears
- Feeling foggy or groggy

State law requires that a coach MUST immediately remove a student-athlete from participating in any intramural or interscholastic athletic activity who: a) is observed to exhibit signs, symptoms or behaviors consistent with a concussion following a suspected blow to the head or body, or b) is diagnosed with a concussion, regardless of when such concussion or head injury may have occurred.

Upon removal of the athlete, a qualified school employee (principal, teacher, licensed athletic trainer, licensed physical or occupational therapist employed by a school district, coach or school paraprofessional) must notify the parent or legal guardian within 24 hours that the student-athlete has experienced a head injury and has exhibited signs and symptoms of a concussion.

Section 3. Return to Play (RTP) Protocol Overview

It is impossible to accurately predict how long an individual's concussion will last. There must be full recovery before a student-athlete is allowed to resume participating in athletic activity. Connecticut law now requires that no athlete may resume participation until she/he has received written medical clearance from a licensed health care professional (physician, physician assistant, advanced practice registered nurse (APRN), athletic trainer) trained in the evaluation and management of concussions.

Concussion Management Requirements:

1. No athlete SHALL return to participation in the athletic activity on the same day of head injury or concussion.
2. If there is any loss of consciousness, vomiting or seizures, the athlete MUST be transported immediately to the hospital.
3. The athlete should not be left alone after the injury. Close observation and monitoring of an athlete MUST continue following a concussion or head injury to ensure that there is no worsening/escalation of symptoms.
4. Any athlete with signs or symptoms related to a concussion MUST be evaluated by a licensed health care professional (physician, physician assistant, advanced practice registered nurse (APRN), athletic trainer) trained in the evaluation and management of concussions.
5. The athlete MUST obtain an initial written clearance from one of the licensed health care professionals identified above directing her/him into a well-defined RTP stepped protocol similar to the one outlined below. If at any time signs or symptoms return during the RTP progression, the athlete should cease activity.
6. After the RTP protocol has been successfully administered (no longer exhibits any signs or symptoms or behaviors consistent with concussions), final written medical clearance is required by one of the licensed health care professionals identified above for the athlete to fully return to unrestricted participation in practices and competitions.

Medical Clearance RTP protocol (There should be at least 24 hours for each step of the progression)

Stage	Rehabilitation Steps/Aim	Functional exercise at each step of rehabilitation/activity	Goal to each step
0	It is recommended that an initial period of 24-48 hours of both relative physical rest and cognitive rest is achieved before beginning the RTP progression identified in Stages one through six below (McCroory, P.et al., 2017). If at any time signs or symptoms should worsen during the RTP progression, the athlete should stop activity that day. If the athlete's symptoms are gone the next day, she/he may resume the RTP progression at the last step completed in which no symptoms were present. If symptoms persist (example, more than four days in children or more than 10-14 days in adults) the athlete should be referred to a healthcare professional who is an expert in the management of concussion.		
1	Symptom-limited activity	Daily activities that do not provoke symptoms	Gradual reintroduction of work/school activities
2	Light aerobic exercise	Walking or stationary cycling at slow to medium pace. No resistance training.	Increase heart rate
3	Sport-specific exercise No contact	Running or skating drills. No head impact activities	Add movement
4	Non-contact training drills	Harder training drills (example, passing drills). May start progressive resistance training.	Exercise, coordination and increased thinking
5	Full contact practice	Following medical clearance, participate in normal training activities	Restore confidence and assess functional skills by coaching staff
6	Return to sport	Normal game play	Return to full athletic participation

Section 4. Local/Regional Board of Education Policies Regarding Concussions

***** Attach local or regional board of education concussion policies *****

I have read and understand this document and have viewed the prescribed resource material. I understand that state law requires me to immediately remove any player suspected of having a concussion and to not allow her/him to return to participation until she/he has received written medical clearance by a licensed health care professional trained in the evaluation and management of concussions.

Coach: _____ **School** _____
(Print Name)

Coach Signature: _____ **Date** _____

References: McCroory, P., Meeuwisse, W., Dvorak, J., Aubry, M., Bailes, J., Broglio, S., et al., Vos, P. (2017). Consensus statement on concussion in sport – The 5th international conference on concussion in sport held in Berlin, October 2016. *British Journal of Sports Medicine*, 0, 1-10. Doi: 10.1136/bjsports-2017-097699. Retrieved from <http://bjsm.bmj.com/content/bjsports/early/2017/04/26/bjsports-2017-097699.full.pdf>

Resources: CDC. (2017). *Heads up: Concussion in high school sports*. Retrieved from http://www.cdc.gov/NCIPC/tbi/Coaches_Tool_Kit.htm
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 CDC. (2017). *Heads up: Concussion materials, fact sheets and online courses*. Retrieved from <http://www.cdc.gov/headsup/>
 CIAC Concussion Central. Retrieved from <http://concussioncentral.ciacsports.com/>