



2020 MHSAA Girls Division I Swimming and Diving Championships

Friday November 20th and Saturday November 21st

Hosted by Hudsonville High School
3370 Allen St. Hudsonville, MI 49426

LOCATION:

Hudsonville Freshman Campus
3370 Allen St.

Hudsonville, MI 49426

PHONE: (616)-669-1500

See the MHSAA website link "Participating Schools" for additional details.

MEET FORMAT: the 2020 MHSAA State Championship will be a timed finals championship format for swimming events. All swimming events will take place on Saturday, November 21st. Diving events will be held on Friday, November 20th. There will be no diving events on Saturday, November 21st.

TIME SCHEDULE

Friday, November 20th

2:45 p.m. Facility opens to officials, diving competitors and coaches(limit 2)

Packets may be picked up by coaches ONLY! Swim coaches may pick up passes/packets until 5:15pm Friday or starting at 11am Saturday.

3:00 p.m. – Warm-up period for divers

4:30 p.m. Deadline for sign-off on diving sheets with final dive order.

5:00 p.m. Coaches meeting in the lobby

5:30 p.m. Diving Finals Begin (a 10 minute break will take place after the 5th round, diving boards will be open for the remaining 20 divers moving on to Semifinals. An additional 10 minute break will take place after the 8th round of competition for the remaining 16 divers)

Saturday, November 21st Meet will run on the following timeline, we will not start an event until the time listed

Please see attached template for event start times, form will be altered to reflect the psych sheet, this is an estimated timeline based upon a 3 heat timed finals event. See Attached [State Meet Timeline](#)

11:00 a.m Facility opens to competitors and coaches

11:15 a.m. – 1:50pm Controlled Warm-up for swimmers. Specific warm-up times will be sent with final psych sheet posting

11:15a-12:00p Group A Warm-up, 12:00p-12:45p Group B Warm-up, 12:45-1:30 Group C Warm-up, 1:30-1:50 Medley Relay specific Warm-up

1:30 p.m. Coaches meeting in Cafeteria commons area just outside of the pool deck

2:00 p.m. 200 Medley Relay Begins

***Warm ups are done in the competition lanes**

****Warm downs are done in the diving area**

*****Awards will be done on the North End of the Pool**

A detailed timeline program will be in your meet packet available on Friday to reflect the appropriate psych sheet entries for the Division I Meet

State Meet Timeline

This is the tentative meet schedule for the D1 meet. The timeline will be adjusted to reflect the psych sheet

2:00	HT 1 MEDLEY RELAY		
2:05	HT 2		
2:10	HT 3		
	5 MIN BREAK	MEDLEY RELAYS Finish Warm down	
2:15	10 min Break	200 Free WU	MEDLEY RELAY AWARDS
2:25	HT 1 200 Free		
2:29	HT 2	200 Free WARM DOWN	
2:33	HT 3		
	10 min Break	200 IM WARM UP	200 Free AWARDS
2:45	HT 1 200 IM		
2:49	HT 2	200 IM WARM DOWN	
2:54	HT 3		
	10 min Break	50 Free WARM UP	200 IM AWARDS
3:05	HT 1 50 Free		
3:07	HT 2	50 Free WARM DOWNS	
3:09	HT 3		
	10 min Break	Finish 50 warm downs	
3:20	15 min Break	FLY WARM UP	50 AWARDS
3:35	HT 1 100 Fly		
3:38	HT 2	100 FLY WARM DOWN	
3:41	HT 3		
	10 min Break	100 Free WARM UP	100 FLY AWARDS
3:50	HT 1 100 Free		
3:53	HT 2	100 Free WARM DOWN	
3:58	HT 3		
	10 min Break	500 Free WARM UP	100 Free AWARDS
4:10	HT 1 500 Free		
4:17	HT 2	500 Free WARM DOWNS	
4:24	HT 3		
	10 min Break	200 Free Relay WU	500 Free AWARDS
4:35	HT 1 200 Free Relay		
4:40	HT 2	Free Relay WARM DOWNS	
4:45	HT 3		
	5 MIN BREAK	FREE RELAYS finish Warm down	
4:50	10 min Break	100 Back WU	FREE RELAY AWARDS
5:00	HT 1 100 Back		
5:03	HT 2	Back WARM DOWNS	
5:07	HT 3		
	10 min Break	100 Breast WU	100 Back AWARDS
5:20	HT 1 100 Breast		
5:23	HT 2	Breast WARM DOWNS	
5:27	HT 3		
	10 min Break	400 Free Relay WU	100 Breast AWARDS
5:40	HT 1 400 Free Relay		
5:45	HT 2		
5:50	HT 3		
5:55			400 FREE AWARDS
6:05			TEAM AWARDS

RULES:

M.H.S.A.A. rules will apply according to the 2020-2021 NFHS Swimming, Diving, and Water Polo Rules Book.

ENTRIES & MEET INFORMATION

All swim entries are due **Monday, November 16th, by Noon**. ALL entries must be in Hy-tek format (meet file available at www.MHSAA.com, software available on the Hy-tek website). Please send Hy-tek entries to Ben Herrman at division1entries@gmail.com, include an emergency phone number, and contact information. ALL entries should include the first and last name of each athlete, and grade (in number format...9-10-11-12). Use the school abbreviations supplied on the MHSAA website.

Diving entries for divers who have qualified via Regionals MUST be included with the Hy-tek meet entry file. For any diver advancing to Finals that was NOT included in the team's entry file, that team will be charged a late fee if the omission is on the team.

Please see the following page for a detailed timeline of the entry procedure to be followed by meet management. It is each coach's responsibility to send and confirm entries according to this timeline.

SWIMMING ENTRY/CONFIRMATION PROCEDURE

- a. All entries are due by **12:00 p.m.** the **Monday** before the state meet.
- b. Coaches are warned to **use a non-school email** to prevent firewall issues, etc.
- c. Coaches must include
 1. Coaches contact info: Phone number and email address
 2. Appropriate MHSAA school name/abbreviation from MHSAA website (All codes are updated for use with Hy-Tek)
 3. Grades for all athletes (Numeric: 9-10-11-12)
 4. Appropriate/verifiable seed time
- d. By **12:00 p.m., Tuesday**, state meet hosts will email back confirmation of receipt of entries and an entry report from what they receive.
- e. Coaches have until **9:00 p.m. Tuesday** to reply with any corrections to the entry report – **MAY BE SUBJECT TO \$100 LATE FEE** at Meet Director's discretion.
 - f. Psych sheets will be posted on the MHSAA website by **12:00 p.m., Wednesday. NO CHANGES TO ENTRIES WILL BE ALLOWED AFTER 12:00 P.M. on WEDNESDAY.**
- g. Psych sheets will include relay names including alternates.

DIVING ENTRY/CONFIRMATION PROCEDURE

- a. All divers will be automatically entered into the State Meet via Regional Results.
- b. **Divers qualifying for Finals MUST be entered in the team's Hy-tek meet entry file.**
- c. Diving sheets will not be included in the Meet Packet that coaches will receive at check-in Friday.
- d. An anticipated start time for diving prelims is 5:30 p.m. Therefore, **confirmation and signing of final dive lists must be made at the Diving Scoring Table, with the Diving Manager prior to 4:30 p.m. on Friday.**
- e. No diving sheets should be faxed to Meet Management prior to the meet. All Diving lists will be generated on-site via eDive.

RELAY ENTRY & RELAY CARDS:

Due to the COVID-19 Pandemic and facility capacity restrictions and protocol, relay swimmers will be limited to those participating in the event. Each team is permitted one (1) alternate swimmer for each relay entry, with a maximum of two (2) total alternates per team.

Relay cards will be in each team's meet packet. They will be due back to the announcer's table as follows:

- 200 Medley Relay: Due immediately following the coaches meeting.
- 200 Freestyle Relay: Due at the conclusion of the break prior to the 100 Butterfly.
- 400 Freestyle Relay: Due at the conclusion of the 500 Freestyle.

WARM-UP & COOL-DOWN:

Swimmers may warm-up/cool-down according to the 2020 MHSAA State High School Swimming Event Schedule presented on page 2 of this

packet. General warm-up lanes and controlled warm up times will be assigned after entries have been received and confirmed.

Hudsonville High School will also open pool lanes and will also be available for swimmers at our main high school. We have a 6 lane shallow deep pool available for your use. Transportation between buildings is encouraged by a coach.

NO DIVING IN THE WARM-UP COOL-DOWN AREA.

AWARDS: Will be presented shortly after the conclusion of each event. Participants will be asked to leave the competition pool immediately following the awards presentation of their event. Swimmers will have a short warm down time, top 8 awards will be marshalled from the on deck awards area for medal presentation and pictures. Masks must be worn in the staging area and while on the podium. The MHSAA will schedule an awards photographer for each host site.

ELIGIBILITY INFORMATION

NOTE: Please mail or scan/email all athlete eligibility information to:

Jill Elenbaas, Athletic Secretary at Hudsonville Public Schools,

5037 32nd Avenue, Hudsonville, MI 49426

jelenbaa@hpseagles.net.

TEAM AREA AND TEAM SEATING: Teams will be assigned locations within the venue for the duration of the meet. Locations will be identified with the building and directed to those locations upon arrival.

Teams will also be assigned a specific changing area for the duration of the meet. Locations will be identified with the building and directed to those locations upon arrival.

- Small bag/camping chairs will be allowed in classrooms or in the gym within designated areas and on deck for diving only.
- Diving participants will be allowed to sit on deck and will be assigned a seating arrangement.
- Swimmers will be assigned a seating area off deck and will be updated on the timeline of the meet.

DECK ADMITTANCE: All athletes, coaches and officials must check in with the meet director upon arrival. Admittance onto the deck is limited to coaches who have passed all MHSAA requirements for the 2020-2021 swim and dive season.

To comply with present health department facility ordinances:

- Teams will be allowed ONE coach to be ON DECK to assist with swimmers during diving events.
 - A videographer will be on site to tape diving events for All-American diving requirements
- Teams will be allowed TWO coaches to be ON DECK to assist with athletes during swimming events
- Two Coach deck passes will be given to each team. The assistant coach will be responsible for the marshalling of athletes. We kindly ask that assistant coaches exit the deck after warming up/warm down swimmers or after their swimmer's events and awards to afford all swimmers the ability to be coached at the meet.
 - It is of the utmost importance that coaches are communicating with their athletes regarding the timeline and call to marshalling.
 - Deck passes for swimmers will be limited to those participating in the meet; Only 2 alternates will be allowed in the facility with your team for 2020. Due to deck and pool capacity restrictions, alternates do not need to enter the pool area during the meet unless they are declared for competition the day of the meet.

Coaches and athletes MUST constantly display their current MHSAA Swimming State meet coach or athlete credential/deck pass to gain deck access. Meet operations staff reserve the right to ask for coach credential display and/or deny deck access if a coach does not comply or credentials are not available.

The meet host reserves the right to halt the meet to reduce the number on the deck or in the water to comply with present health department facility ordinances.

DECK PASSES:

Deck passes will be issued to all qualifying athletes by the host and must always be visible. A team will be allowed a single meet on site for the meet.

Only two (2) coach passes per team will be issued (per MHSAA). No manager pass will be issued.

*No extra passes will be available for purchase.

MARSHALLING: Due to COVID 19 and to comply with present health department facility ordinances for swimming events:

- Will be led by your coaching staff. Two locations right off the pool deck will be blocked off for swimmers in the next two heats of a specific event. Swimmers and coaches are responsible to make sure each athlete is on time and in the right place before and after each event.
- Hudsonville's public address system will be linked to our team seating areas. Coaches will be responsible for making certain

each athlete(s) is in the appropriate staging area before the start of a race.

LOST & FOUND: A lost and found will be located on site. All unclaimed items will be held for 48 hours. The MHSAA and event hosts are not responsible for lost or stolen items.

FIRST AID/EMERGENCY PERSONNEL: First aid/Emergency personnel will be on site. A First Aid area will be designated and included in the coaches packet and reviewed during the coaches meeting.

PARKING:

All busses must park in the designated Bus Loop. School Vans will be allowed to enter the parking lot with appropriate meet credentials only. Please make sure your coach is picking up essential meet items on Friday evening. If you cannot make the Friday night packet pickup, please contact the meet manager to find a time to pick up your credentials.

Special Facility Notes in preparation for Finals for 2020

Facility Procedure for Diving Finals:

- All Athletes, Coaches, Officials and Spectators must wear a mask. Divers participants may remove their mask when diving only. Divers may take their mask off prior to their dive, while on deck(next to dive only) After exiting the pool, divers will be required to put their mask on again, until their next round of dives.
- Physical distancing marks will be placed on the pool deck with at least 6 feet of distance between participants. Divers may not congregate and must adhere to the distancing markers on deck. There will not be a hot tub or use of communal showers for this meet.
- All Divers must follow the assigned diving order for warm-up and for competition, this order will be kept throughout the entirety of diving competition.
- Divers will be assigned seating with their team only. Each team will have a section blocked off for their team only. Hudsonville will designate seating sections, each team will be assigned the section by lot. Teams from other schools will not be allowed to sit together in any circumstance.
- Athletes may not congregate after the conclusion of this event.
- Hand sanitizer will be readily available for participants for this meet, locker rooms will be sanitized before and after the competition by our custodial staff.
- Coaches panel will consist of 7 judges, these judges will be assigned a designated chair and will have an assigned judging terminal. The judging panel will be closed off to competitors during the competition and all judges will be 6 feet apart.
- A boxed meal will be provided to the judges and officials for the meet in lieu of a hospitality room.

Facility Procedure for Swimming Finals:

- All Athletes, Coaches, Officials and Spectators must wear a mask. Swimming participants may remove their mask when swimming only. Swimmers may take their mask off one heat prior to their event. After exiting the pool, swimmers will be required to put their mask on again, until their next swim or when they enter the warm down area.
- All teams will have assigned seating off deck. Each team will have a specific classroom or gym space for their team.. Physical distancing will be required when on deck and in common areas.
- All teams will be assigned warm up times. Both pool facilities will be open until the conclusion of the MHSAA finals.
- Bathroom facilities will be available. Athletes may not congregate after the conclusion of this event.
- Hand sanitizer will be readily available for participants for this meet, locker rooms will be sanitized before and after the competition by our custodial staff.

T-SHIRT/APPAREL SALES:

The MHSAA will coordinate an online vendor for apparel sales for this meet.

MEET STAFF:

Entry Chair

Ben Herrman

Email: entries.hcaquatics@gmail.com

Cell: 269-313-6234

Meet Director
Jeffrey Burgess
burgess.jeffrey@gmail.com
Cell: 616-218-4832

Please call the Meet Director for emergency reasons only.

Hudsonville Natatorium Facility Notes

- No one will be permitted on deck without the proper deck pass or credentials.
- No glass containers allowed in the locker rooms, or on the pool deck.
- No coolers allowed.
- No food on deck.
- Teams will be assigned locker rooms coaches and officials will have private changing facilities from their team. **DECK CHANGING IS STRICTLY FORBIDDEN.**
- No diving, feet first entrance only for warm up and cool down
- Only approved meet personnel are permitted in the pool deck office, questions or concerns should be directed to the event manager.
- Noisemakers and flash photography are strictly prohibited.
- Lost and Found. Lost articles will be collected and held in the Lifeguard office. All found items will be held for a maximum of 48 hours.

NO PERSONAL FOLDING OR BAG CHAIRS IN THE SPECTATOR SEATING AREA.

Hudsonville Natatorium and Hudsonville High School is a smoke free facility. Tobacco products of any kind are prohibited on Hudsonville Public School property

