

## IMPORTANT 2025 NORTHEAST DISTRICT DI AND DII COACHES' CHECK IN INSTRUCTIONS

Prior to arrival at CSU on Friday, February 14, 2025, for DII competition or Saturday, February 15, 2025, for DI competition, please follow the listed procedures

1. Check school chart on [www.nedab.org](http://www.nedab.org) for athlete ticket and coach wristband count.
2. DI and DII school charts with athlete tickets and coach wristband numbers will be available no later than Monday, February 10, at noon.
3. Once athlete ticket and coach wristband information has been posted and checked, if a count is incorrect email Pam Cook at [pamswim@aol.com](mailto:pamswim@aol.com) to request changes to athlete tickets or coach wristbands. **Note: This must be done by noon on Wednesday, February 12.**
4. Coach wristbands are issued depending upon the number of swimmers competing in the meet. One coach pass will be issued for 1-3 swimmers, two passes for 4-5 qualifiers, three passes for 6-10, and 4 passes for 11+ qualifiers. Exceptions apply: for example, a female coach with only male athletes can request a male coach pass or vice versa when a male coach has only female athletes.
5. Coaches' Reminder: You may request RELAY ONLY TICKETS exclusively for an alternate athlete who will actually be swimming on a relay. We cannot give additional tickets for alternates who are not competing due to deck capacity constraints.

### Relay Cards/Sheets

1. Relay sheets are available on [www.NEDAB.org](http://www.NEDAB.org) and will be available at coach check-in at CSU. You can email your relay entries before the day of your meet to [ccsmeetentries@gmail.com](mailto:ccsmeetentries@gmail.com) or turn them in prior to your session.
2. Completed relay sheets will be due to the computer operator no later than **11:00 a.m. Friday (2/14) and 11:00 a.m. Saturday (2/15).**
3. Please complete your relay entries with up to 8 relay swimmers who are eligible from your eligibility form and by tournament event eligibility. Indicate if there is a "relay only" swimmer who is listed on your relay sheet.
4. **No new swimmer can be added to the competing relay once the relay sheet has been turned in to the computer operator and the names have been recorded.**
5. Number your 4 relay swimmers in the order that they will be swimming. You may change the order at the block but you must have your swimmers inform the timers of the change prior to the start of their race.

### Meet Protocol from the Referee

1. Swimmers must report to the block in a timely manner.
2. Whistle protocol will be in place. A series of whistle tweets to prepare to swim and a long whistle tweet to step up on the block for a forward start or to enter the water for a backstroke start will be the protocol.
3. Special starts: Notify the meet manager (Sue Lutkus – [lutkusswm@gmail.com](mailto:lutkusswm@gmail.com)) before Friday if a swimmer with a disability needs accommodations for the start. The meet referee will be notified by the meet manager.
4. Notify the referee with a doctor's note, not a copy, for a swimmer wearing kinesio tape.
5. False starts:
  - a. Individual events: Dual confirmation is required. For example, the starter will initiate a possible false start call by marking his/her heat sheet and approach the referee. If there is a match, a false start will be called.
  - b. Relay events: Dual confirmation is required. For example, officials between lanes 5 and 6 and the side judges on lanes 1 and 10 will confer. Officials will watch the feet leave the blocks and then look for the touch hand at the wall.
6. Meet starters will be consistent throughout each session.
7. Only one suit may be worn during competition. It must conform to the regulations with regard to the size and number of logos permitted.
8. Each swimmer may have only one counter for the 500.
9. Missing an event in a championship meet will result in disqualification from the rest of the meet. If a swimmer is not swimming a scheduled event, the coach **must** notify the referee for a "Declared False Start" prior to the race to avoid disqualification of the swimmer for the rest of the meet.
10. DQ's will be noted on a DQ slip and coaches and/or swimmers will be informed of the infraction.
11. If a swim-off is required, the off-duty referee will handle the swim off format and schedule. Swim off events by NFHS rules must be swum off in meet order. Swim offs are required up to 16<sup>th</sup> place.

### Important Additional Information:

1. Award presenters have been assigned by the OHSSCA.
2. Athletes not swimming will NOT be permitted on deck and will have to pay to be in the spectator stands if they wish to watch the meet.
3. Please attach your banners to the upper railing. Do not use tape.
4. We are guests of CSU, and we must clean up our area on deck.
5. There will be no chairs permitted next to the computer podium along the pool edge. Coaches may stand to watch their swimmers compete and then move aside for other coaches who will then be able to watch their swimmers. Please be considerate of your coaching colleagues.
6. Rub down tables are permitted in the warm-up pool only. **NO** rub-downs are permitted in the competition area.
7. **NO** shaving is permitted at CSU. Automatic disqualification will result if an athlete is found shaving.
8. **NO** glass bottles/containers of any type are allowed on the pool deck.
9. **NO** noise makers (horns, bells, whistles, sirens, drums, etc,) will be allowed at the meet.

### IMPORTANT COACH INFORMATION:

1. Results will be available on the [www.OHSAA.org](http://www.OHSAA.org) and the [www.NEDAB.org](http://www.NEDAB.org) websites. Swimmeet.com will also have results.
2. All-America forms are available on-line at the NISCA website at [NISCAonline.org](http://NISCAonline.org).
3. Ask all athletes reporting to the awards podium to wear TEAM SWEATS, T-SHIRTS, OR OTHER APPROPRIATE SCHOOL ATTIRE. NO HATS, SUNGLASSES, OR OTHER ACCESSORIES WILL BE PERMITTED.
4. TM result files will be posted on the Lake Erie website AFTER the State meet. Text results will also be posted except for the State Meet results.