



2008-2009

*PANNELL SWIM SHOP/KHSAA
STATE SWIMMING AND DIVING MEET*



*INSTRUCTIONS FOR PARTICIPATING
TEAMS*

*KHSAA
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Kentucky High School Athletic Association

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Memorandum

To: Pannell Swim Shop/KHSAA State Swimming and Diving Meet Participating Head Coaches

From: Assistant Commissioner, Darren Bilberry
Phyllis Sallee, Administrative Assistant Specialist

Date: February 3, 2009

Re: Team Check-In Friday and Saturday

All schools participating in the Pannell Swim Shop/KHSAA State Swimming & Diving Meet must check in as a team. Individuals arriving early will not be allowed on deck until their coach arrives. Swimmers or divers who arrive after their team check-in must make special arrangements with their coach to gain admittance.

All participants who have qualified for the State Meet will be admitted on deck.

PANNELL SWIM SHOP/KHSAA STATE SWIMMING AND DIVING CHAMPIONSHIPS 2008 - 2009

DATE: Friday and Saturday, February 13 & 14, 2009

SITE: University of Louisville, Ralph Wright Natatorium, Louisville, Kentucky

TIME SCHEDULE:

Thursday, February 12, 2009- Warm Up Schedule

Doors open 3:45 p.m. Warm-ups for swimmers and divers only.

The Ralph Wright Natatorium will be available to swimmers and divers to workout according to the following schedule:

4:00 p.m. - 5:00 p.m. - Region 2

5:00 p.m. - 6:00 p.m. - Region 3

6:00 p.m. - 7:00 p.m. - Region 4

7:00 p.m. - 8:00 p.m. - Region 5

8:00 p.m. - 9:00 p.m. - Region 1

Note: Regional Designee and Swimming and Diving Coaches must be present during warm-ups.

Friday, February 13, 2009

Session 1: Girls' Swimming and Diving Preliminaries

7:30 a.m. Doors will open for Swimmers and Divers only.

8:00 – 8:30 a.m. Coaches Scratch Meeting

SWIMMING WARM-UPS

8:30 – 9:10 a.m. (Regions 2, 3, and 4 in the competitive lanes used for the meet)

9:00 - 9:10 a.m. Lanes 2-7 are designated as sprint lanes. Lanes 1 & 8 is pace lanes

9:10 - 9:50 a.m. (Regions 5 and 1 in the competitive lanes used for the meet)

9:40 - 9:50 a.m. Lanes 2-7 are designated as sprint lanes. Lanes 1 & 8 is pace lanes

Note: Diving off the blocks will be permitted in the sprint lanes only or with permission of warm-up supervisor.

Open Warm-ups: During the 8:30 - 9:50 a.m. warm-up period other areas of the pool will be open for warm-up too.

8:30 a.m. Advanced tickets go on sale

9:00 a.m. Gates open

9:50 a.m. Pool Closed

10:00 a.m. Girls' Swimming Preliminaries Begin

(There will be 3 heats of 8 swimmers in each event)

SENIOR RECOGNITION

Senior recognition will take place during the break after the 50 freestyle.

GIRLS' DIVING WARM-UPS

7:30 a.m. Doors Open for swimmers and divers only.

8:30 - 9:50 a.m. Warm-ups for Girls' Diving

9:50 a.m. Pool Closed

10:05 a.m. Warm-ups for Girls' Diving resumes

12:00 p.m. Girls' Diving Preliminaries Begin
At conclusion of Session 1 spectators will be required to vacate the seating area.

Friday, February 13, 2009

Session 2: Boys' Swimming and Diving Preliminaries

1:30 - 1:55 p.m. Coaches Scratch Meeting
1:30 p.m. Doors will open for swimmers and divers only.

SWIMMING WARM-UPS

2:00 - 2:40 p.m. (Regions 2, 3, and 4 in the competitive lanes used for the meet)
2:30 - 2:40 p.m. Lanes 2-7 are designated as sprint lanes. Lanes 1 & 8 is pace lanes.
2:40 - 3:20 p.m. (Regions 5 and 1 in the competitive lanes used for the meet)
3:10 - 3:20 p.m. Lanes 2-7 are designated as sprint lanes. Lanes 1 & 8 is pace lanes.
Note: Diving off the blocks will be permitted in the sprint lanes only or with permission of warm-up supervisor.

Open Warm-ups: During the 2:00 - 3:20 p.m. warm-up period other areas of the pool will be open for warm-up too.

1:30 p.m. Advanced tickets go on sale
2:30 p.m. Gates Open
3:20 p.m. Pool Closed
3:30 p.m. Boys' swimming Preliminaries Begin
(There will be 3 heats of 8 swimmers in each event)

SENIOR RECOGNITION

Senior recognition will take place during the break after the 50 freestyle

BOYS' DIVING WARM-UPS

1:30 p.m. Doors Open for swimmers and divers
2:00 - 3:20 p.m. Warm-ups for Boys' Diving
3:20 Pool Closed
3:35 p.m. Warm-ups for Boys' Diving resumes
6:30 p.m. Boys' Diving Preliminaries Begin

Saturday – February 14, 2009

Session 3: Girls' Swimming and Diving Finals

7:30 a.m. Doors Open for swimmers and divers

GIRLS' SWIMMING AND DIVING WARM-UPS

8:45-9:45 a.m. Open Swimming Diving Warm ups in the competitive lanes used for the meet
Sprint Lanes (Lanes 2-7) Pace Lanes (Lanes 1 & 8)
8:30 a.m. Advanced tickets go on sale
9:00 a.m. Gates Open
9:45 a.m. Pool Closed
10:00 a.m. Girls' Finals in All Events
10:05 a.m. Girls' Diving warm-ups resume

Diving finals will commence immediately after 50 free.
The top sixteen divers will perform their final 3 dives as event number 9 and 10.

At conclusion of Session 3 spectators will be required to vacate the seating area.

Session 4: Boys' Swimming and Diving Finals

1:45 p.m. Doors Open for swimmers and divers

BOYS' SWIMMING AND DIVING WARM-UPS

2:15 - 3:15 p.m. Open Swimming and Diving Warm ups in the competitive lanes used for the meet Sprint Lanes (Lanes 2-7) Pace Lanes (Lanes 1 & 8)

1:30 p.m. Advanced tickets go on sale

2:30 p.m. Gates Open

3:15 p.m. Pool Closed

3:30 p.m. Boys' Finals in All Events

3:35 p.m. Boys' Diving warm-ups resume

Diving finals will commence immediately after 50 free.

DIVING

Diving will begin immediately after the 50 Free.

The top sixteen divers will perform their final 3 dives as event number 9 and 10

DIVING

The top sixteen divers will perform their final 3 dives as event number 9 and 10

QUALIFIERS

The top two (2) swimmers in each event, in each of the five (5) regional qualifying meets, and the next fourteen (14) fastest swimmers from the state-at-large, (determined by times established in regional meets) will qualify for the State Meet. This enables the top twenty-four (24) swimmers and divers in the state to compete for the championship in each event. Alternates may choose whether they want to swim or not in any event if called upon to do so. State qualifiers must be from the top 12 finishers from each region.

16 Place Scoring

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

RULES

The 2008-2009 National Federation Swimming and Diving Rules govern the Regional and State Meets.

ASSISTANT COMMISSIONER

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TIMING/JUDGING

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

DIVING

Each contestant shall submit a signed (by the coach and contestant) written description of dives on the 2008-2009 NFHS Diving Entry Form which shall include the number, the position, the degree of difficulty and the order in which dives will be attempted for all levels of competition, preliminaries through finals. These sheets may be submitted on Thursday evening, but no later than the coaches meeting on Friday morning or one hour before the competition is to begin. Sheets may be turned in Thursday evening, but no later than the coaches meeting Friday morning but no dives may be changed within one hour of the start of the diving competition.

The order of dives is as follows:

Preliminaries: any two voluntary dives and three optional dives

Semi-finals: two voluntary and one optional

(All five groups of dives must be represented in the first eight rounds)

Finals: one voluntary and two optional

In championship meets more than one optional dive from the same group is not permitted through the semi-finals. (Rule 9, Section 4, Article 1 a., b., c., & d, P-61) The five voluntary dives shall come from each of the five 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. The relay cards may include as many as eight (8) names. The four (4) swimmers who are competing in the preliminaries should be marked (**it is suggested that the lead off swimmer be designated**). 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 (**it is suggested that the lead off swimmer be designated**) according to the time sensitive schedule.

ENTRIES

A competitor shall be permitted to enter a maximum of four events no more than two of which may be individual events. Once a competitor swims in the preliminaries in an event it counts as an event regardless of whether or not they make finals in that event.

TEAM CHECK-INS

All participating schools must arrive and check-in together at the team check-in desk. **Participants arriving after their team checks in must make special arrangements with their coach to gain admittance.** Participants **will be admitted** on deck during the entire meet.

NOTE

Under no circumstances can a swimmer be scratched from an individual event in order to swim in a relay. This includes qualifying from prelims to finals in regional and state competition. Example: A swimmer who qualifies for the state meet in an individual event may not scratch from that event in order to swim in a relay. A swimmer listed as an alternate may choose not to enter the event at the State Meet.

AWARDS

Medals will be given for the top eight places. A team trophy will be given to the winning, runner-up, third and fourth boys' and girls' teams. Awards are given to the top eight finishers and will be recognized during a scheduled awards ceremony.

PARKING

Parking is limited to University of Louisville, Papa Johns Cardinal Stadium, and limited parking is available in the parking structure next to Ralph Wright Natatorium, Louisville, Kentucky. Please see the attached maps.

TICKET SALES

All tickets will be sold at the Ralph Wright Natatorium. There will be a charge of \$6.00 for adults, children and students for each session. There will be no reserved seats sold for the meet. **Due to limited seating, it is suggested that you arrive early and if you leave there is no re-entry.** Advanced tickets will go on sale 30 minutes before the gates open for the morning sessions and 1 hour before the gates open for the afternoon sessions. Please advise your fans that the gates will not open until this time. Fans will not be allowed to bring coolers and drinks into the facility. Principal, Coach, Athletic Director, Official passes or any other type of identification will not entitle the holder to admission.

COMPLIMENTARY TICKETS/PASSES/ADMISSION POLICY

No passes other than those produced for the championships will be honored at the gate. Principal, Coach, Athletic Director, Official passes or any other type of identification **will not** entitle the holder to admission. Designated coaches, swimmers and divers will be admitted free of charge. All other individuals must have a ticket for admission. Designated coaches' names shall be listed. For liability and insurance reasons, deck admission is limited to meet staff, officials, coaches and state qualified competitors. **USA swim coaches, unless they are a designated KHSAA high school coach, may not be listed on a team's state tournament entry as an Assistant Coach or support personnel and may not be on the deck at anytime. Boy and girl competitors will be allowed in free for all events but must sit in on deck bleachers when not competing.**

LOCKER ROOM

Shower and locker room facilities are limited so competitors may want to come dressed for the meet. Locks and towels must be provided by the participants. On site shaving is prohibited. Ralph Wright Natatorium policies **prohibit** competitors from using the locker room suit dryers.

CONCESSION

There will be a concession stand in operation for the entire meet. Commemorative T-shirts will be available.

ADDITIONAL RULES

On site shaving is prohibited. Objectionable permanent body markings are prohibited. Body paint is prohibited. All jewelry (except religious/medical medals taped to the body) shall be removed, this includes body piercing. A competitor shall be disqualified from the event (including the entire relay team) if the referee observes violation of the attire or jewelry rules at any point from the time the competitor is called to the block or steps onto the diving board until that race/dive is completed.

PARTICIPANT LIST

Please list all competitors on the State Meet Participation (Form No. SW115) and submit it to KHSAA staff when checking in for the meet.

We will have a commemorative Pannell Swim Shop/KHSAA State Swimming and Diving Participant Badge for each participant and the designated coaches submitted. These will be given to the Head Swimming Coach at team check in on day one of the meet. **These badges are not good for admission to the facility or the deck area** . Each participant will be stamped for admittance to the deck area and the stamp must be visible at all times.

DECLARED FALSE START

A declared false start shall be reported by the competitor to the referee at a time specified by the meet committee.

ATTENTION COACHES

There will be a packet containing heat sheets and meet information available to the Head Coach during the warm-up period on Thursday from 3:15 p.m. - 9:00 p.m. in the pool area. Packets will also be available at the door on Friday 6:15 – 9:00 a.m. and 1:00-2:30 p.m. Please have a list of your competitors ready when you check in. **All schools participating in the Pannell Swim Shop/KHSAA State Swimming & Diving Meet must arrive and check-in together at the team check-in desk. Individuals arriving prior to the team will be required to wait until their coach arrives. Swimmers or divers who arrive after their team checks-in must make special arrangements with their coach to gain admittance.** Please inform all competitors of these requirements.

Note: Please inform your senior athletes (swimmers and divers) that they will be introduced at the break (after the 50 Freestyle during the preliminaries session). Coaches should give the meet director a list of their seniors at the scratch meeting. Please refer to KHSAA Form No. SW106.

KHSAA INCLEMENT WEATHER STATEMENT

With the possibility of inclement weather (to include thunder), we remind you that you should be prepared to move to a place of shelter in the event of bad weather conditions. Should it begin to rain, the meet will continue on schedule unless there are signs of lightning or thunder. Should weather conditions force a postponement or delay spectators should immediately leave the bleacher area and heed any announcements made by meet management. In accordance with adopted KHSAA policy, if the meet is suspended, the minimum suspension will be 30 minutes after the last sight of lightning or sound of thunder. In all circumstances, use prudent judgment in determining whether or not fans are allowed to remain in the pool area or bleachers. When the decision is made to resume the meet, there will be an announcement made over the public address system, and prior to the resumption of the meet; a warm-up period will be given to the teams. The warm-up period is at the discretion of the referee. If the severe weather is of great length or intensity, the referee has the responsibility and authority to postpone the meet until the make-up date.

For more detailed information, please refer to the Ralph Wright Natatorium safety procedures located elsewhere in this packet.

KHSAA SCHOOL MEDIA CREDENTIAL REQUEST APPLICATION

Each member school may apply for one (1) credential to Pannell Swim Shop/KHSAA State Championships, to be used by the party designated by the school through the Principal or Athletic Director. **Credential request MUST be submitted to the KHSAA prior to the event, no later than noon Tuesday, February 10, 2009. There will be NO exceptions. Credentials will be issued as space permits. Please refer to KHSAA Form SI 103 included in these instructions.** Media credentials will be available at the Media Will Call entrance to the venue. The school media representative is reminded that cheering for a team in one of the professional areas (i.e. press row) is not permitted as this is a work area.

HOSPITALITY ROOM

Due to limited space, access to the Hospitality room will be limited to KHSAA Officials, workers, volunteers, and working media, KHSAA Staff and Advisory Committee Members.

KHSAA RULES AND REGULATIONS

Governing Swimming Meets

(Adopted by the Board of Control)

(Case situations refer to rulings and interpretations used to interpret and administer these provisions which can be found in the Case Situation section of the Handbook. (When possible, additional cross-referencing information has been included).

I) Assignment of Schools to Regions

The Kentucky High School Athletic Association shall sponsor postseason competition in swimming and diving for boys and girls, provided that fifteen (15) percent of the member schools declare intentions to participate in said competition. Member schools desiring to participate in KHSAA sponsored postseason competition shall notify the Association office prior to November 1. The Commissioner shall divide the state into geographic sections with the approval of the Board of Control. Newly added or deleted programs will be handled on a case by case basis by the Commissioner's office.

As of August 1, 2008, the alignment is as follows —

REGION 1 - Allen County-Scottsville, Apollo, Barren County, Bowling Green, Butler County, Caldwell County, Calloway County, Community Christian Academy, Christian County, Christian Fellowship, Crittenden County, Daviess County, Franklin Simpson, Fort Campbell, Glasgow, Graves County, Green County, Greenwood, Heath, Henderson County, Hickman County, Hopkins County Central, Hopkinsville, Livingston Central, Logan County, Lone Oak, Madisonville-North Hopkins, Marshall County, Mayfield, Muhlenberg South, Muhlenberg North, Murray, Ohio County, Owensboro, Owensboro Catholic, Paducah Tilghman, Reidland, Russellville, St. Mary, Trigg County, University Heights, Warren Central

REGION 2,- Assumption, Atherton, Ballard, Brown, Bullitt Central, Bullitt East, Butler, Central, Christian Academy-Louisville, Doss, Dupont Manual, Eastern, Evangel Christian, Fairdale, Fern Creek, Holy Cross (Louisville), Kentucky Country Day, Kentucky School f/t Blind, Louisville Collegiate, Male, Mercy, North Oldham, Oldham County, Pleasure Ridge Park, Presentation, Sacred Heart, Seneca, Shawnee, South Oldham, St. Francis, St. Xavier, Trinity (Louisville), Waggener, Whitefield Academy

REGION 3 - Adair County, Anderson County, Bethlehem Boyle County, Campbellsville, Casey County, Central Hardin, Danville, East Jessamine, Elizabethtown, Eminence, Frankfort, Fort Knox, Franklin County, Garrard County, John Hardin, Henry County, Kentucky School f/t Deaf, Larue County, Marion County, Meade County, Mercer County, Nelson County, North Hardin, Russell County, Scott County, Shelby County, Spencer County, Taylor County, West Jessamine, Western Hills, Woodford County

REGION 4 - Ashland Blazer, Beechwood, Boone County, Boyd County, Calvary Christian, Campbell County, Conner, Cooper, Covington Catholic, Covington Latin, Deming, Dixie Heights, Elliott County, Fleming County, Highlands, Holmes, Holy Cross (Covington), Lloyd Memorial, Mason County, Notre Dame Academy, Owen County, Rose Hill, Rowan County, Russell, Ryle, Scott, Simon Kenton, St. Henry, St. Patrick, Villa Madonna

REGION 5— Allen Central, Barbourville, Berea, Bourbon County, Bryan Station, East Ridge, George Rogers Clark, Harrison County, Henry Clay, Johnson Central, Knott County Central, Knox Central, Lafayette, Letcher, Lexington Catholic, Lexington Christian, Madison Central, Madison Southern, Model, Montgomery County, Monticello, Oneida Baptist Institute, Paris, Paul Dunbar, Piarist, Sayre, Pulaski County, Somerset, Southwestern, Tates Creek, Williamsburg

II) Dates and Sites for Meets

The Commissioner with the approval of the Board of Control shall determine the date and site of the regional and state meets. All meets will be held within the dates indicated on the Memorandum Calendar unless otherwise approved in writing by the Commissioner.

Schools interested in hosting a regional meet must submit their request in writing prior to October 1 of the tournament year. The applicant shall supply information relating to seating and parking facilities and such other information as may be requested by the Commissioner. Application forms for hosting tournaments in all sports are provided to each member school by the Association.

The Board of Control shall determine the site of the state finals after receiving the Commissioner's recommendation, and shall be guided by necessary hotel facilities, playing facilities, and community/area support.

III) Meet Managers

The Commissioner will appoint a manager for each of the regional meets, and shall serve as the manager for the state meet. The Commissioner may appoint as many assistant managers as deemed necessary to manage the event. It is the duty of regional managers to notify all schools participating in the meet as to the time and place of the meet, to supply them with entry blanks, to invite their participation, and make all arrangements to conduct the meet. It is also the duty of the manager to arrange the contestants into

heats for the preliminary events. It is an explicit duty of each tournament manager to inform the association IMMEDIATELY as to the bracket / pairings / entries / results when requested by KHSAA staff and according to the time deadlines provided including the actual site of the tournament if it is not held at the school. The Board of Control has approved the policy that the receipts of a tournament can be assessed (a fine levied against the manager) for failure to comply with these provisions.

IV) Contestants

A school may enter any eligible student-athlete in the postseason region meet. All entries in KHSAA postseason play shall be done electronically using the Association designated software application.

The deadline for entry is not later than one week prior to the start of the regional meet.

A school may enter as many as four contestants in each event at the regional meet except for the relay events. A school may enter only one relay team in each relay event at the regional meet. National Federation Swimming and Diving Rules shall apply at all regional meets and at the state meet.

To be eligible to participate in the regional and state meets, a contestant must have competed in at least two meets on a team representing a member school.

Any otherwise eligible contestant whose name is on the entry blank may be substituted for the original entry prior to the time that heats are set up for the regional meet. The regional manager shall establish this deadline. In the State Meet, relay teams need not be composed of the same contestants as those in the regional meet. In relay events, eight (8) individuals may be listed as entries, any four (4) of which shall be assigned to swim. Participating in the preliminary or final round of an event shall count as an event toward this limitation.

State qualifiers include the top two finishers in each event from each regional meet, as well as the next fourteen (14) at-large times from each event, or highest scores in the case of diving.

V) Events

All meets will have the following events: 200 Yard Medley Relay, 200 Yard Freestyle, 50 Yard Freestyle, 200 Yard Individual Medley, 1 Meter Diving, 100 Yard Butterfly, 100 Yard Freestyle, 100 Yard Backstroke, 500 Yard Freestyle, 100 Yard Breaststroke, 400 Yard Freestyle Relay and 200 Freestyle Relay.

VI) Champion

Contestants finishing in the first sixteen places shall be awarded points in accordance with National Federation Swimming and Diving Rules. The champion will be the team with the greatest number of points.

VII) Trophies and Awards

A) Region.

- 1) Trophies will be given to the team winner and runner-up.
- 2) Awards will be given to top six (6) finishing in each event at the regional meet.
- 3) The Association will bear the costs of all trophies and medals at the regional meet.

B) State.

- 1) Trophies will be awarded to the teams finishing first, second, third and fourth at the state tournament.
- 2) Awards will be given to the top eight (8) individuals finishing in each event at the state meet.
- 3) The Association will bear the costs of all trophies and medals at the state tournament.

VIII) Finances

A) Region

- 1) The finances of the regional meet will be managed at the regional level.
- 2) The regional competing schools shall decide any distribution of net profit/loss, which shall be shared.

B) State

- 1) The Association will finance the state tournament.
- 2) Schools are responsible for the expenses of competitors participating in the state meet.

IX) Special Tournament and Regular Season Rules

A) Specifications for Swim Venues

The specifications for recommended and required standards for swim venues to be used in post-season competition may be developed by Association staff and Advisory Committees and approved by the Board of Control.

B) Additional Rules for Contests

Additional rules, governed by State Association adoption provisions in the National Federation Playing Rules or otherwise developed by the Association may be implemented in meets in Kentucky and will be distributed to the membership when relevant.

IX) School Personnel to Accompany Team

In accordance with Bylaw 20, each school having participants in a KHSAA event shall send a school designee to accompany the team. This person should be designated in writing by the Principal and approved by the local Board of Education.

[See Case Situations on Page 101-102]

**2008-09 SWIMMING &
DIVING**

**Participating Teams
School Codes**

**(Alphabetically by
School Name)
As of 1/27/2009**

AB	Ashland Blazer
ADR	Adair County
ACS	Allen Co.-Scottsville
AC	Allen Central
AND	Anderson County
APO	Apollo
ASM	Assumption
ATH	Atherton
BAL	Ballard
BALM	Ballard Memorial
BBV	Barbourville
BAR	Barren County
BEE	Beechwood
BEL	Bellevue
BER	Berea
BETH	Bethlehem
BIS	Bishop Brossart
BOO	Boone County
BOU	Bourbon County
BG	Bowling Green
BC	Boyd County
BOY	Boyle County
BRN	Brown
BS	Bryan Station
BLC	Bullitt Central
BLE	Bullitt East
BU	Butler
BUT	Butler County
CALD	Caldwell County
CALL	Calloway County
CALV	Calvary Christian
CAM	Campbell County
CBV	Campbellsville
CAS	Casey County
CEN	Central
CH	Central Hardin
CAL	Christian Academy-Louis.
CHF	Christian Fellowship
CCA	Community Christian Academy
CON	Conner
COP	Copper
CC	Covington Catholic
CL	Covington Latin
CRIT	Crittenden County
DAN	Danville
DAV	Daviess County
DEM	Deming
DES	DeSales
DIX	Dixie Heights
DOSS	Doss
DM	DuPont Manual
EAS	Eastern
EJ	East Jessamine
ER	East Ridge
ET	Elizabethtown
EC	Elliott County
EM	Eminence
EV	Evangel Christian
FAD	Fairview
FCR	Fern Creek
FLM	Fleming County
FCA	Fort Campbell
FTK	Fort Knox

FRT	Frankfort
FC	Franklin County
FS	Franklin-Simpson
GAR	Garrard County
GRC	George Rogers Clark
GLAS	Glasgow
GRA	Graves County
GRE	Green County
GW	Greenwood
HAR	Harrison County
HEA	Heath
HEN	Henderson County
HC	Henry Clay
HCO	Henry County
HIC	Hickman County
HGH	Highlands
HOL	Holmes
HCCO	Holy Cross (Cov.)
HCL	Holy Cross (Louis.)
HCC	Hopkins County Central
HOP	Hopkinsville
JH	John Hardin
JNC	Johnson Central
JBS	June Buchanan
KCD	Kentucky Country Day
KSB	Kentucky School f/t Blind
KSD	Kentucky School f/t Deaf
KCC	Knott County Central
KXC	Knox Central
LAF	Lafayette
LAR	LaRue County
LET	Letcher
LC	Lexington Catholic
LCA	Lexington Christian
LIV	Livingston Central
LLD	Lloyd Memorial
LG	Logan County
LO	Lone Oak
LCOL	Louisville Collegiate
MAL	Male
MDC	Madison Central
MDS	Madison Southern
MNH	Madisonville-North Hopkins
MAR	Marion County
MC	Marshall County
MS	Mason County
MAY	Mayfield
MEA	Meade County
MER	Mercer County
MCA	Mercy Academy
MOD	Model
MTG	Montgomery County
MON	Monticello
MHN	Muhlenberg North
MHS	Muhlenberg South
MUR	Murray
NE	Nelson County
NEW	Newport
NCC	Newport Central Catholic
NB	North Bullitt
NH	North Hardin
NO	North Oldham
NDA	Notre Dame Academy

OHI	Ohio County
OLD	Oldham County
OB	Oneida Baptist
OW	Owen County
OWB	Owensboro
OC	Owensboro Catholic
PT	Paducah Tilghman
PAR	Paris
PLD	Paul Dunbar
PS	Piarist
PRP	Pleasure Ridge Park
PRS	Presentation
PC	Pulaski County
REI	Reidland
RH	Rose Hill
ROW	Rowan County
RUS	Russell
RC	Russell County
RSV	Russellville
RYL	Ryle
SHA	Sacred Heart
SAY	Sayre
SCT	Scott
SC	Scott County
SEN	Seneca
SHAW	Shawnee
SHC	Shelby County
SK	Simon Kenton
SOM	Somerset
SOLD	South Oldham
SOU	Southwestern
SP	Spencer County
STF	St. Francis
STH	St. Henry
STM	St. Mary
STP	St. Patrick
STX	St. Xavier
TC	Tates Creek
TAY	Taylor County
TRG	Trigg County
TRN	Trinity (Louis.)
UHA	University Heights
VMA	Villa Madonna
WA	Whitefield Academy
WAG	Waggener
WACT	Warren Central
WAET	Warren East
WJ	West Jessamine
WH	Western Hills
WL	Williamsburg
WC	Woodford County

**DIVISION IV
REQUIREMENTS AND
REGULATIONS FOR
COACHES AND
SCHOOLS**

**Bylaw 27. Requirement
for Coaches and Others
Working With High
School Teams**

Sec. 1) Definitions

a) Level 1 Coaches

An individual seeking a coaching position shall be categorized as Level 1 if such individual is a certified teacher and member of the regular school system faculty and meets the following criteria prior to assignment to coaching duties:

- 1) Is employed a minimum of three (3) regular periods for teaching classes, including physical education;
- 2) Is employed for supervision of study halls; and/or
- 3) Is exercising responsibilities in other activity assignments within the school schedule.

b) Level 2 Coaches

An individual seeking a coaching position shall be categorized as Level 2 if such individual meets the following criteria prior to assignment to coaching duties and does not meet the qualifications of Level 1:

- 1) Shall be 21 years of age;
- 2) Shall not be a violent offender or convicted of a sex crime as defined by KRS 17.165 that is classified as a felony; and
- 3) Shall submit to a criminal record check under KRS 160.380.
- 4) Shall meet one of the following additional qualifications:

i. Have graduated from a public or accredited high school and hold a provisional or standard teaching certificate;

ii. Have completed sixty-four semester hours of college credit from an accredited college or university as documented by an official transcript; or

iii. Be a graduate from a public or accredited high school and be in compliance with the local district standards for serving as an approved substitute teacher as approved by the Education Professional Standards Board.

5) Prior to assuming duties, Level 2 coaches shall successfully complete training provided by the local school district. The training shall include, but not be limited to, information on the physical and emotional development of students of the age with whom the Level II coach will be working, the district's and school's discipline policies, procedures for dealing with discipline problems, and safety and first aid training. Follow up training shall be provided annually.

c) One-time Waiver

In the event that the member school is unable to staff head or assistant coaching positions in any sport or sport activity (including cheerleading) with a Level 1 or Level 2 individual, the member school may request through the Superintendent that the KHSAA allow for a one-

time waiver of this rule in order that the additional time be available to find an applicant meeting the criteria.

d) Head Coach

As referred in this regulation, the head coach shall be the head varsity coach designated by the school and/or Board of Education unless otherwise noted in the bylaw.

Sec. 2) Hiring and Employment Requirements

a) Required Level

Level 1 or 2 individuals (head and assistant) may be assigned as the head or assistant coach in any sport or sport activity (including cheerleading).

b) Member School Obligations in Hiring

1) The Superintendent shall ensure that all assignments for coaching duties comply with all applicable state and local policies.

2) The hiring process shall ensure that in considering those individuals seeking coaching duties, the most qualified individual shall be assigned. In considering qualifications, the qualifications desired for the position, the references, interviews and experience of those seeking the duties, and the education background shall be considered.

c) Compensation

Any person assigned to coaching duties at any level (grades 9-12) shall be duly employed through the respective board of education and the entire coaching salary shall be paid through such board in accordance with local Board of Education policy.

Sec. 3) Post Hire Requirements and Requirements for Continuing Coaching Duties

a) C.P.R.

All coaches (head and assistant) at any level in all sanctioned sports and sport activities (including cheerleading) shall provide documentation of successful completion of a C.P.R. course, as approved by a college or University, the American Red Cross, American Heart Association or other bona fide accrediting agency, and such shall be timely and appropriately updated as required by the approving agency.

b) Kentucky Coaches Education Program

1) The Kentucky Coaches Education Program has been approved as the coaching education program in Kentucky. Such program shall include an eight-hour course of study to include a KHSAA approved Coaches Education Program, KHSAA rules information and local district policies. All course requirements for certification in the coaching education program, including completion of the exam to be graded and registered with the Kentucky Coaches Education Program, shall be completed prior to the start of the competitive season. The cost of attending the KHSAA Kentucky Coaches Education Program will be the responsibility of the individual coach(es). Local school districts or local schools may, upon successful completion of all coaching education requirements including

all examinations, reimburse the coaches for the expense of attending the course.

2) Level 1 individuals assigned to duties as a coach (head and/or assistant), who are hired as a member of the school system faculty for the first time following the 1995-96 school year shall take and complete all requirements for the Kentucky Coaches Education Program as detailed in Section b(1) above within one year of the initial assignment to coaching duties or prior to the legal start of practice for the next competitive season in any particular sport to which the individual is assigned, whichever occurs first.

3) Level 2 individuals assigned to duties as a coach (head

and/or assistant) shall take and complete all requirements for the Kentucky Coaches Education Program as detailed in Section b(1) above within one year of the initial assignment to coaching duties or prior to the legal start of practice for the next competitive season in any particular sport to which the individual is assigned, whichever occurs first.

c) Medical Symposium

1) All persons employed as head coaches in all sanctioned sports and sport activities (including cheerleading) shall attend every two years, a Sports Medicine Symposium sanctioned by the KHSAA, approved and conducted

by the Kentucky Medical Association.

2) All member schools of the KHSAA shall pay the necessary expenses of coaches for the required attendance at the sanctioned Sports Medicine Symposium.

3) The penalty for noncompliance with this section may be 1) Suspension from coaching duties in all contests for a period not to exceed one year; 2) Suspension from coaching duties in KHSAA sanctioned postseason play for a period not to exceed one year; or 3) any penalty otherwise included in Bylaw 33.

d) KHSAA Rules Clinic

1) All head varsity coaches shall annually attend at least one rules interpretation clinic conducted by representatives of the KHSAA in the sport in which they coach and the school desires to enter a team in postseason play, provided such clinics are conducted under the authorization of the Commissioner.

2) The penalty for noncompliance with this section may be 1) Suspension from coaching duties in all contests for a period not to exceed one year; 2) Suspension from coaching duties in KHSAA sanctioned postseason play for a period not to exceed one year; or 3) any penalty otherwise included in Bylaw 33.

**2008 Lodging Summary of Availability of Lodging Rooms as of
December 19, 2008**

**List availability was for rooms for Feb. 12 & 13, with Check out on 2/14/09.
Please be specific as to the dates of your reservations when contacting any
of these facilities.**

This List was e-mailed to all Swimming and Diving schools on December 19, 2008 and KHSAA recommended that the schools contact the facilities for their needs in a prompt manner at that time. Please reference the Panell Swim Shop/KHSAA State Swimming and Diving Meet when making reservations. Please try to make your reservations with the contact persons name for each property.

Louisville Area Facilities:	Number of Rooms Available for 2-12 & 2/13	Rate	Distance from Natatorium
Holiday Day Inn Hurstbourne/164 1325 S. Hurstbourne Pwy. Louisville, Ky. 502-426-2600 Contact Nadine Evans	70	\$124.90	
Holiday Day Inn 4004 Gardiner Point Louisville, Ky. Contact: Yvonne Board 502-753-4406	50 Doubles	149.00 + tax 15.1% and will not chg.State tax w/Exemption Cert.	3 miles
Holiday Inn Express 1001 Paige Place La Grange, KY. 4003 Viny Mehta Telephone 502-296-6534	Call property to check on number	139.99 + tax	24 miles to Fair I & Expo
TOURNAMENT HEADQUARTERS Baymont Inn & Suites Louisville East 9400 Blairwood Road, Louisville, Ky 40222 Telephone 502-339-1900 Contact: Raj Krishraj, General Manager	25Doubles 25 Kings 2 Suites	\$99.00 + tax 129.99 + tax	1.4 Miles
Ramada Inn Downtown North 1041 Zorn Avenue, Louisville , Ky. 40207 Contact: Nick Telephone: 502-897-5101	25Doubles 25 Kings 2 Suites	\$99.00 + tax 129.99 + tax	6 Miles to Fair & Expo
Hyatt Place Louisville 701 S. Hurstbourne Parkway, Louisville, Ky. Telephone- 502-426-0119 Contact : Crystal Ruthledge	30 Rooms (Some Doubles & Some Kings) Both type rooms have sleeper sofa as well.	149.00+ tax	9 miles to Fair & Expo Ctr.
The Chariot Hotel East	50 Rooms- First	\$89.00	Fair & Expo

Louisville 1902 Embassy Sq. Blvd. Louisville, Ky Contact Shelly Stark Telephone 502-491-2577	Come First Serve Basis		Ctr.
Galt House 141 North 4 th Street Louisville, Ky. 40202 Phone: 800-The-Galt or 502- 589-5200 info@galthouse.com www.galthouse.com	200	\$125.00	4 Miles from Fair & Expo
Jameson Inn Louisville East 1301 Kentucky Mills Drive Louisville, Ky. 40299 Contact: Spiro D. Payton Director of Sales, Spiro Payton Telephone- 502-233-0538	40 Non Smoking Double Queen room 20 Non smoking King Rooms	\$119.00 + tax	9 from Fair & Expo
Embassy Suites 9940 Corporate Campus Dr. Louisville, KY 40223 Contact: Jo Ann Baker, Director Of Sales Ph: 1-502-426-9191,	20 Kintg Non Smoking and 5 doubles non smoking, 2 room suites	149.99 + tax	10 miles from U of L
INDIANA			
Sheraton Louisville Riverside Hotel 700 Est Jefferson Street Jeffersonville, Indiana Contact: Lauren Jenny 502-710-9499	25 Doubles	\$109+ tax (11%) Price Reduction as of 1/13/2009 Per Lauren \$99+tax	6 Miles from Fair & Expo Center
ELIZABETHTOWN AREA			
Comfort Inn & Suites, Elizabethtown, KY Contact: Anette Wilson Telephone – 270-765-4166.	94 Rooms-61 Double – Queen Bed 34 Kings – Also has sleeper sofa	65.99 + tax	
Hampton Inn E-Town Contact Terrah Waynick Telephone 270-765-6663	20 Rooms	94.00 + tax	33 miles to Fair & Expo
	Number of Rooms Available for 2-12 & 2/13	Rate	Distance from Natatorium
Fairfield Inn-E-Town 1031 Executive Drive Elizabethtown, Kentucky 42701 USA Phone: 1-270-769-1440 Fax: 1-270-769-1399	20 Rooms	92.00+ tax	39 miles from Louisville

Sales: 1-270-769-1440			
<p>Holiday Inn Express, 200 Endeavor Way Radcliff, Ky. Holiday Inn Express,</p> <p>Contact: Hotel Reservations Jennifer McLaurin Sales Manager Only Telephone -270-352-4329</p>	<p>13 King Non- Smoking 21 Doubles Non Smoking</p>	\$100 + tax	9.26 miles from E-Town

DRIVING DIRECTIONS

UNIVERSITY OF LOUISVILLE

Cardinal Park/Cardinal Arena/Natatorium/Trager Stadium - Driving Directions

From the South (Nashville): Take I-65 North to the first Eastern Parkway Exit. Go right off the ramp and turn left at the first stoplight (Crittenden Dr.). Proceed to the first stop sign and turn left (Warnock St.). Go under the I-65 overpass and turn right at the second stoplight (Floyd St.). Cardinal Park will be on your right and Cardinal Arena will be on your left. Parking is available in the Floyd Street Parking Garage directly across the street from the Cardinal Park Soccer and Track Stadium. Trager Stadium is located next to McDonald's on the Cardinal Park grounds while the Ralph Wright Natatorium is located next to the parking garage.

From the North (Indianapolis): Take I-65 South to the Arthur Street Exit. Turn right at the first stop sign (Brandeis St.). Turn left at the stoplight (Floyd St.). Cardinal Park will be on your left and Cardinal Arena will be on your right. Parking is available in the Floyd Street Parking Garage directly across the street from the Cardinal Park Soccer and Track Stadium. Trager Stadium is located next to McDonald's on the Cardinal Park grounds while the Ralph Wright Natatorium is located next to the parking garage.

From the East (Lexington/Cincinnati): Take I-64 West or I-71 South to I-65 South and get off at the Arthur Street Exit. Turn right at the first stop sign (Brandeis St.). Turn left at the stoplight (Floyd St.). Cardinal Park will be on your left and Cardinal Arena will be on your right. Parking is available in the Floyd Street Parking Garage directly across the street from the Cardinal Park Soccer and Track Stadium. Trager Stadium is located next to McDonald's on the Cardinal Park grounds while the Ralph Wright Natatorium is located next to the parking garage.

From the West (St. Louis): Take I-64 East to I-65 South and get off at the Arthur Street Exit. Turn right at the first stop sign (Brandeis St.). Turn left at the stoplight (Floyd St.). Cardinal Park will be on your left and Cardinal Arena will be on your right. Parking is available in the Floyd Street Parking Garage directly across the street from the Cardinal Park Soccer and Track Stadium. Trager Stadium is located next to McDonald's on the Cardinal Park grounds while the Ralph Wright Natatorium is located next to the parking garage.

PARKING: Cardinal Park, Cardinal Arena events

The primary parking area is at Papa John's Football Stadium straight down Floyd Street from the pool. Limited parking is available in the U of L Parking Garage on Floyd Street for a nominal fee. There is limited surface parking on the streets surrounding the area as well. straight down Floyd St. from the pool. Structure parking is \$3.00 Thurs, Fri., Sat. next to pool.

Ground parking around pool will be available Thurs., Fri. and Sat. with no ticketing. Thurs, Fri., school will be in session so that will be limited.

Meter parking behind pool \$1.00/hr-2hr limit monitored 24/7.

Handicap parking must have a U of L handicap sticker. Parking office is right next to the Natatorium in parking structure. 502-852-7803.

**2009 PANNELL SWIM SHOP/KHSAA
STATE SWIMMING & DIVING MEET
FEB. 13-14
RALPH WRIGHT NATATORIUM – UNIVERSITY OF LOUISVILLE**

PARKING INFORMATION

Thursday, Feb. 12 – Practice Day

Parking should be done using the "H" Entrance of Papa John's Cardinal Stadium off of Floyd Street. Please park in the lot on the West side of the stadium (Press Box Side). There is no charge for parking at the Papa John's Cardinal Stadium.

Do not park in the first, Football Facility Lot OR the lot next to Floyd Street. YOU will be towed!

Friday, Feb. 13 – Prelims

General Parking - Free

Parking should be done using the "H" Entrance of Papa John's Cardinal Stadium off of Floyd Street. Please park in the lot on the Westside of the stadium (Press Box Side).

Bus Parking

Buses should unload on Floyd Street at the Natatorium and then proceed to the "H" Entrance at Papa John's Cardinal Stadium off of Floyd Street. Please park buses in front of the UofL Cabooses on the West side of the stadium (Press Box Side).

Shuttle - Free

A shuttle, compliments of the University of Louisville, will run every 15-20 minutes, beginning at 7 a.m. until 9:00 p.m. The Shuttle for **FRIDAY ONLY** will pick up at "Gate 7" of the Stadium on the West (press box) side of Papa John's Cardinal Stadium and drop off at Ralph Wright Natatorium. There will no shuttle service at all for **SATURDAY**.

Do not park in the first, Football Facility Lot. YOU will be towed!

Saturday, Feb. 14 – Finals

General Parking - Free

Parking should be done using the "F&G" Entrance of Papa John's Cardinal Stadium. This is on the East side of the stadium adjacent to Floyd Street.

Bus Parking

Buses should unload on Floyd Street at the Natatorium and then proceed to the "F&G" Entrance of Papa John's Cardinal Stadium. Buses should park in the "Bus Lane" (area is marked) on the East side of the Stadium.

Do not park in the first, Football Facility Lot. YOU will be towed!

Meters/Parking Garage

The parking garage next to the Natatorium will be available ONLY ON SATURDAY for a charge. Also the street meters will be available as well. Access to the garage IS NOT AVAILABLE ON FRIDAY.

**University of Louisville Aquatics
Ralph Wright Natatorium
"No Food" Policy for Swim & Dive Meets**

(Updated: 2/2009)

1. Food in the form of sandwiches, fried chicken, cookies, cereal, rice cakes, crackers, pizza, candy, ice cream, popcorn, fruit, brownies, fudge, and any other form of food will not be allowed on the swim pool deck of the Ralph G. Wright Natatorium during warm-ups, or any portion of a swim or dive meet. This means that contestants may not bring food onto the deck to store it on the bleachers or in their team areas.
2. Liquids in the form of water bottles, athletic drink bottles and soft drinks in plastic bottles or cans may be taken on deck. Contestants may take paper cups with liquid onto the deck. Energy bars are allowed.
3. No glass containers of any kind are allowed on the pool deck.
4. Referees, Workers and KHSAA Staff will have access to a "Hospitality area" should not bring plates of food onto the deck.
5. Coaches and Officials may bring cups/plastic bottles of soft drinks/athletic drinks/water onto the deck.
6. Coolers may be brought onto the pool deck for the storage of water bottles, athletic drinks and ice bags. No food should be stored in the coolers.
7. Food is permitted in the lobby area.
8. Deck Marshals and Aquatic Center Staff members reserve the right to check all containers in Lobby.
9. Contestants, coaches and parents who attempt to bring food onto the deck in "Athletic Bags" or "Back Packs" will be asked to remove items from the deck. Items picked up by the Deck Marshals or Aquatic staff will be taken to the "Control Room" until the owner identifies the objects.
10. The Aquatic Center Staff and the Meet Management staff will have complete authority over food brought into the Natatorium.

Ralph Wright Natatorium
At the University of Louisville
Lightning and Thunderstorm Safety Procedures

If, in the judgment of the supervisor on duty (Student Supervisor, Facility Manager, Aquatic Director), there occurs such lightning and thunderstorm activity at the Ralph Wright Natatorium, then the supervisor may clear the swimming pool and the pool deck of patrons.

2. Safety procedures:

1. The Supervisor in charge shall notify the lifeguard in the chair to blow one long air horn blast to get the attention of patrons. The lifeguard shall then direct patrons to exit the pool. At the same time, the supervisor shall use the public address system to advise the pool patrons to exit the swim pool and the pool deck. Off duty lifeguards shall assist in clearing the swim pool and the pool deck.
2. The pool and deck area must be cleared.
3. Patrons should be directed to the Lobby, the hall ways and the dressing rooms for safety.
4. During a lightning and thunderstorm alert, the showers are to remain turned off. It may be necessary to post lifeguards in the respective shower rooms to keep the showers off.
5. Landline telephones should be used only for emergency during a lightning and thunderstorm alert.
6. The Ralph Wright Natatorium area will reopen after a waiting period of 20 minutes after the last sighting of lightning. It is the responsibility of the supervisor in charge to reopen the Natatorium.