

## 2023-24 Boys WCD III 4A



West Central District III  
OF WASHINGTON INTERSCHOLASTIC ACTIVITIES ASSOCIATION

### SWIMMING AND DIVING CHAMPIONSHIPS

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THURSDAY, FEBRUARY 1, 2023

DIVING WARM-UP 3:30 P.M. AT CURTIS AQUATIC CENTER  
DIVING STARTS 4:30 P.M.  
DIVING MEET DIRECTOR: TODD WOLLENWEBER [twollenweber@auburn.wednet.edu](mailto:twollenweber@auburn.wednet.edu)

FRIDAY, FEBRUARY 2, 2023

COACHES MEETING 3:00 P.M. AT CURTIS AQUATIC CENTER  
SWIM WARM-UP 3:30 P.M.  
SWIM PRELIMS START 4:30 P.M.  
SWIMMING MEET DIRECTOR: MADELYN TALLON [mtallon@upsd83.org](mailto:mtallon@upsd83.org)

SATURDAY, FEBRUARY 3, 2023

SWIM WARM-UP 3:30 P.M. AT CURTIS AQUATIC CENTER  
SWIM FINALS START 4:30 P.M.  
SWIMMING MEET DIRECTOR: MADELYN TALLON [mtallon@upsd83.org](mailto:mtallon@upsd83.org)

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**PARTICIPATING:** All swimmers and divers who represented a 4A West Central District III school and met the qualifying standards in at least one (1) regular season competition may enter this meet.

**SCHOOLS:**

**ENTRIES & REGISTRATION:**

1. Hy-Tek Team Manager Entry Export File
2. Team information. (all coaches names, managers, contact info...)
3. ALL diving entries are electronic at [www.cleanentries.com](http://www.cleanentries.com) (coaches and athletes see the directions pages 7-8)

**ENTRY DEADLINE:** TM file and team information **MUST** be received by **SUNDAY, January 28<sup>th</sup>, at 12:00 P.M. (Noon).**

Completed entries **MUST** include a Team Manager entries export file, a coach's cell phone and email contact information in case of questions from meet director, a list of manager, and a list of credentialed persons for admittance (pass list). If these are not included, they will not be allowed on deck!

**E-mail entry files to: Madelyn Tallon – Meet Director**

[mtallon@upsd83.org](mailto:mtallon@upsd83.org)

253-566-5725 ext. 2703

**Todd Wollenweber – Diving Referee**

[twollenweber@auburn.wednet.edu](mailto:twollenweber@auburn.wednet.edu)

253-376-0001

**QUAL TIMES:** Qualifying times are listed on the [WCD3 website](#).

**PSYCH SHEET:** The psych sheet will be e-mailed to Head Coaches and posted at [www.wiaadistrict3.com](http://www.wiaadistrict3.com) as soon as all entries are submitted and reviewed.

**ENTRY RULES:** Remember the following items when entering athletes:

*Please verify that your entries are correct before submitting them.  
Changes will not be accepted after the 12:00 P.M. entry deadline.*

**EVENT LIMIT:**

- **Each individual is limited to 4 (four) events, either 2 (two) individual events and 2 (two relays), or 1 (one) individual event and 3 (three) relays. Each team is limited to 1 (one) relay team in each relay event and 4 (four) individuals in each individual event.**
- No exhibitions allowed.
- No advancement to Districts from Leagues or Qualifiers, unless this is one of your 4 (four) entries per event.
- **Teams can submit up to 4 (four) alternates per qualified relay entry, for a total of 8 (eight) names per relay. Your State Meet entries must use the same 8 (eight) athletes in each respective relay entry.**

**ALLOCATIONS:**

- The top **4** fastest times from each event (finals night only) will be allocated to the State meet.
- **WCD III 4A Allocation Tie-Breaker Rule:** In the event of a tie for a place finish that would fill the final allocation spot for the state meet a “Swim-Off” will be required. Lanes will be assigned by draw. No preferential advantage will be granted to the swimmer of a particular heat. The meet referee will coordinate with the swimmers and coaches involved in the swim-off to determine when the tie-breaker will take place during the meet. The tie-breaker must be concluded on the same day as the tie. A swim-off may not be necessary if one of the swimmers conceded their allocation spot to the other swimmer(s).  
Concessions must be made with all parties involved: swimmers and coaches, in front of the Meet Referee and Meet Director.

**DISTRICT ENTRIES:**

All entries are due using Hy-Tek Team Manager. You will receive an entry file via email from the Meet Director the week prior to the entry deadline. Please make sure all your relay swimming **including alternates** are listed with your relay entries. All teams must submit entries this way. Directions for downloading the free version of Team Manager can be provided upon request.

- **District entries are due to your district meet director via Team Manager file by Sunday, January 28<sup>th</sup> at 12:00 P.M. (noon).** Entries submitted after the deadline will not be accepted.  
**\*\*\*Head Coaches must include their district diver’s name(s) and qualifying score along with the rest of their district swimming entries in the Team Manager file by the deadline listed above.\*\*\***

•Diving entries are all done electronically at [www.cleanentries.com](http://www.cleanentries.com) . (see directions on page 7-8) All diving entries are due by **11:59 pm on Wednesday, January 31<sup>st</sup>. DO NOT FAX OR EMAIL ENTRIES.**

- NPSL & SPSL League Teams will be competing at both the WCD III prelims and finals meets.
- WCD III competitors will be determined by the time standards in place below. **If heats do not fill to 24 places for the preliminary meet based on the time standard then the next fastest swimmers will fill the heats based off the NPSL and SPSL League meet results.**
- A psych sheet will be sent out via email once all entries have been received and imported. The psych sheet will list all swimmers entered into the WCD III meet, including wild-cards. Every team that receives a wild-card invite is required to email Madelyn Tallon with their **acceptance or rejection** of each of their athlete's invitations by Monday, January 29<sup>th</sup> at 12:00 P.M. (Noon).

**WILD CARDS:** If, after entries are submitted, heats do not fill to 24 places for the preliminary meet based on the time standard then the next fastest swimmers will fill the heats by wild-card invite based off the NPSL and SPSL League meet results. After the psych sheet is emailed and published, every team that receives a wild-card invite is required to email Madelyn Tallon with their **acceptance or rejection** of each of their athlete's invitations by Monday, January 29<sup>th</sup> at 12:00 P.M. (Noon).

#### **2023-2024 NHFS Rules are in Effect**

1. All 2023-2024 rules are in effect unless otherwise noted in this document or discussed at the coaches meeting. In the event of a protest, a Meet Committee will be assembled by the Meet Director and will only include the Meet Director and Coaches not directly involved in the protest.
2. All protests must be in writing and turned in to the Meet Director within 30 (thirty) minutes of the event or incident.
3. Judgment calls are not subject to protest.

**SEATING & ENTRY:** Except for athletes, meet officials and timers, ALL other students and parents MUST pay. Athletes will sit on the pool deck and spectators will sit in the balcony bleachers, accessed in the pool lobby. Only coaches, athletes, meet workers, and credentialed persons will be allowed on the pool deck.

**ONLY WCD PASSES WILL BE HONORED FOR THE WCD III PRELIMS ANF FINALS**

Admission to the WCD III meet is charged according to WCD III guidelines.

**NO CASH – GoFan Digital sales ONLY. Checks not accepted**

Adults.....	\$8.00*
Students (with ASB).....	\$5.00*
(without ASB).....	\$8.00*
Elementary, 6-12).....	\$5.00*
Preschool, with parent.....	Free*
Senior Citizens (62 & over).....	\$5.00*

**\*Additional GoFan handling fees will be charged.**

[GoFan Event Ticket Purchasing Link](#)

**SCHOOL PASS  
LISTS:**

Every school is responsible for submitting a pass list **with their team entries**. **Persons not included on the pass list will not be permitted on the pool deck and must pay admission to sit in the stands.**

Pass lists should include:

- 1 (one) Head Coach.
- Additional support members – either another coach, or a team manager.
- All qualified athletes (swimmers & divers).
- School/District Administration.
- 1 (one) videographer for All-American Diving consideration **(dive session only)**.

**COACHES:**

Please pick up your heat sheets, deck passes, and other information from the check-in table or Meet Director upon arrival and before the coaches meeting. Please help us keep the pool deck and bleacher areas clean and free of garbage. Instruct your athletes to not leave anything in the locker room unattended.

If you require passes for managers, they need to be emailed to the Meet Director along with your entries.

The pool deck is only for participants, coaches, and managers with passes. Team members who are not participating will be asked to leave the facility. Please assist meet management with policing your own team.

Please enter only those swimmers who meet the Time Standards.

If you have any questions, please contact Madelyn Tallon at [mtallon@upsd83.org](mailto:mtallon@upsd83.org) or 253-566-5725 ext. 2703.

**State Meet Qualification:**

All coaches **must submit** their swimmers and divers who have qualified in one or more individual events, or who are one of the **8 (eight)** members of a qualified relay team using a team manager file and emailing it to Jeff Lowell at [lowellj@bsd405.org](mailto:lowellj@bsd405.org). The entry deadline is **SATURDAY, FEBRUARY 10<sup>th</sup> at 12 A.M (MIDNIGHT)**. Submissions must include the entry time for swimmers/relays and point totals for divers. Please read through the attached state meet entry instructions as state meet entry rules have changed!

Submissions must also include the names for relay members and may not differ from the **8 (eight)** named for the District meet entry. Coaches may use a typed/printed State Entry Form for planning purposes. However, this is **no longer** the master entry form for the State Meet. District Meet Directors **will not** collect these forms from the coaches. The District Meet Directors will only submit the District Meet results that include the names of relay members. Divers and their dive sheets must also be entered through [cleanentries.com](http://cleanentries.com). There are procedures for both the coach and diver must follow to complete the entry process on the Clean Entries website. Please refer to the form labeled "Directions for [cleanentries.com](http://cleanentries.com)."

**STATE MEET ENTRIES:** Please see the [WIAA](http://WIAA) and [WISCA](http://WISCA) websites for information on State Meet entries.

**WCD III PARKING:** Please have your team buses park in the North Lot near the Tennis Courts. Cars parked illegally will be ticketed or towed at the owner's expense.

**CONCESSIONS:** Concessions will not be available.

**T-SHIRTS & SWEATSHIRTS:** [Rush Team Apparel](#) will have items available for purchase during the swim prelims and finals.

**TIMERS:** **Timing and volunteer positions will be supplied by host school, Curtis High School.**

**OFFICIALS:** If we have enough USA Swimming Officials, this will be a PNS stationed event. If you have certified officials that are willing to work the meet, please direct them to contact the Meet Director, who will forward their information to the Meet Referee.

**QUESTIONS  
OR CONCERNS:**

If you have any questions or concerns, please contact the Meet Director at [mtallon@upsd83.org](mailto:mtallon@upsd83.org), or 253-566-5725 ext. 2703.

**SCORING:**

**Up to 16 places will be scored during the finals session of diving and swimming, only.**

Individual event scoring: 20-17-16-15-14-13-12-11-9-7-6-5-4-3-2-1

Relay scoring: 40-34-32-30-28-26-24-22-18-14-12-10-8-6-4-2

**AWARDS:**

Individual awards will be given to the top 8 (eight) finishers in all individual events and to the top 8 (eight) finishing relay teams in relay events.

Individual events: 1<sup>st</sup>-3<sup>rd</sup> presented with pins, 4<sup>th</sup>-8<sup>th</sup> with ribbons.

Relay events: 1<sup>st</sup>-3<sup>rd</sup> presented with pins, 4<sup>th</sup>-8<sup>th</sup> with ribbons.

The top 16 (sixteen) finishers in each individual and relay event from the WCD III Preliminaries will advance to the WCD III Finals. In swimming FINALS, there will be 2 (two) heats per event which will compete in the following order:

Heat 1: Consolation Final – contesting places 9-16

Heat 2: Championship Final – contesting places 1-8

**Note:** Your official WCD III entries are your official entries to the District AND State Meets. Your relays that advance to the State Meet must be the same 8 (eight) swimmers that are listed on your District entries. **Please double check your relay entry form with your master entries. Make sure your swimmers match.**

**SEATING:**

Seating at pool-side tables will be reserved for COACHES only.

**HOSPITALITY:**

Hospitality will be provided for coaches and officials in the designated hospitality area, located under the balcony bleachers.

**\*\*\*ONLY PARTICIPATING SWIMMERS ARE ALLOWED ON DECK\*\*\***

**\*\*\*The names of the all persons included on a team's pass list must be sent to the Meet Director with meet entries.\*\*\***

**Coaches and/or Managers will be checked-in upon arrival to the preliminary swimming session and will be given passes. Passes need to be visible while on deck. Athletes who are not competing, will not be allowed entry.**

**Seating and deck space is limited. Any unauthorized individual will be asked to leave the pool deck.**

**THE FOLLOWING DISTRICT QUALIFYING TIME STANDARDS WILL BE IN EFFECT:**

\*\*\*\*\*

200 Medley Relay: 1:54.95	Diving: 215 pts	200 Free Relay: 1:46.15
200 Freestyle: 2:03.00	100 Fly: 1:00.25	100 Backstroke: 1:02.60
200 IM: 2:20.65	100 Freestyle: 0:54.95	100 Breaststroke: 1:09.75
50 Freestyle: 0:24.20	500 Freestyle: 5:53.95	400 Free Relay: 3:54.45

\*\*\*\*\*

**Dive Coaches**, listed the below are the directions for creating a COACHES account for CleanEntries. A separate sheet gives directions for ATHELETS to create their ATHELETE account. If you run into any issues, please feel free to email me [twollenweber@auburn.wednet.edu](mailto:twollenweber@auburn.wednet.edu) or you can call or text me at 253-376-0001.

- 1.) Go to [www.cleanentries.com](http://www.cleanentries.com)
- 2.) In the upper right hand corner, click "create account"
- 3.) On this screen input all the information it asks for. Everything should be "green" when you have everything correct, then click "create account"
- 4.) Note: your password will stay red until you retype it to confirm it. If you retyped it the same, they both turn green.
- 5.) Remember you are registering as a COACH.

Your account is made. To add team(s) to you, follow these steps. (You can add all the teams you coach for.)

- 6.) Click on "dashboard" at the top
- 7.) Click "add a team to my account"
- 8.) In the search bar type the name of the school, and select "Washington" for the state.
- 9.) Your team SHOULD come up, if so, select it and it will make you the coach for that school. You can add multiple schools to you, if you coach more than one school.
- 10.) If your team does not come up, you can add a new team by clicking "Add a new team". Remember, the governing body is NFHS. (The only information required to add a team is: team name, team abbreviation, governing body (NFHS), city and state. You do need a team email or website)

## **General Information**

You can see a list of all meets that are available on the site by clicking the Meets link at the top of the page.

The Results tab shows results for completed meets.

The Dashboard tab is where you go to see yours or your divers' registrations for any upcoming meets. You can also view your teams and team members there as well. Any payments you've made on the site will be visible by clicking the My Payments link where you can see every payment you've made and view a receipt for each.

If you ever need to change your account information like email address, AAU membership #, etc just click the Edit Profile link in the upper right corner of the page.

**Divers**, listed the below are the directions for creating a DIVER account for CleanEntries. If you run into any issues, please feel free to email me [twollenweber@auburn.wednet.edu](mailto:twollenweber@auburn.wednet.edu) or you can call or text me at 253-376-0001.

- 1.) Go to [www.cleanentries.com](http://www.cleanentries.com)
- 2.) In the upper right hand corner, click "create account"
- 3.) On this screen input all the information it asks for. Everything should be "green" when you have everything correct, then click "create account"
- 4.) Note: your password will stay red until you retype it to confirm it. If you retyped it the same, they both turn green.
- 5.) Remember you are registering as a DIVER.
- 6.) If you have an AAU # you can put that in, but you do NOT need it.
- 7.) You are NOT selecting a team right now, you can do that when you register for a meet. Below is some information you might find helpful.

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If you ever need to change your account information like email address, AAU membership #, etc just click the Edit Profile link in the upper right corner of the page.



**To register for your first meet just follow the steps below.**

Select the Meets link at the top of the page. This will show you a list of all open meets in the system.

Select the meet you want to register for by clicking on the meet name. This will take you to the meet details page listing important information about that meet.

If the meet is open for registrations, you will see a large green button entitled 'Click here to Register'. Click it to start the registration process. That is all there is to it.

**Divers:**

During the registration process, you will be prompted to select your team, select the event and enter your list of dives. Once you save your list of dives you will be registered for that event and you will be added to the team you selected. You do not have to add your team to your profile before you register. Your part of the registration process is complete.