

DIVING
OPERATING PROCEDURES
for the
Lower Bucks Swim League, Inc.

April, 2007

Revision History

<i>Date</i>	<i>Description</i>
April, 2005	Initial release of Word-based version of document.
April, 2007	<ul style="list-style-type: none">• Added Article I.4: <i>Breaking Division Ties</i>• Added paragraph 6 to the <i>Meet Officials</i> section (each team must provide at least one certified dive judge).

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INTRODUCTION

The rules and regulations set forth in this document shall be binding and shall not be changed during the season except by unanimous vote of the council members present. Furthermore, the vote will not be binding unless more than 50% of the teams are represented.

At the May meeting an annual appendix listing league divisions, schedules, etc. will be published and distributed to each team.

ARTICLE I DUES, TEAMS, and DIVISIONS

SECTION 1 DUES

Paragraph 1

The annual dues shall be determined annually, checks to be made payable to Lower Bucks Swim League, Inc. (LBSL, Inc.) and postmarked prior to the first official league competition. The Treasurer shall bill, in duplicate, each team as of the first of April and advise the league representative of the teams whose dues have not been received seven (7) days prior to the first official league competition. Any club or pool whose team's fee has not been paid prior to the first official league competition will be suspended from all league activities.

SECTION 2 TEAMS

Paragraph 1

A league team shall be comprised of boys and girls age 18 or under, who are not college varsity divers and who are bona fide members of the club or team they represent. Each team shall deliver to the Operating Secretary a roster of their divers names, ages (as of June 30th), and birth dates with sufficient copies for each club in their division plus two (2) copies for the league. The roster shall be separated by age group and sex and shall be delivered to the Operating Secretary and each team within their division on the date set by the league board at the beginning of each season. Any roster not in compliance with the league rules shall be rejected by the Operating Secretary.

Paragraph 1A

All divers of the Lower Bucks Swim League, Inc. are required to sign a waiver of liability releasing all members of the league, both as a whole and as individuals. Waivers must be in a league officer's hand prior to diving in any event.

Paragraph 1B

Amateur sports insurance will be the League's insurance company. United States Diving will be the League's diving insurance company. All divers must carry both of these insurances or they will not be permitted to dive at any league-sanctioned competition. Insurance charges must be paid in full before any child will be allowed to compete.

Paragraph 2

A diver, who is on the roster of any LBSL, Inc. team, who is also rostered as a diver by any other team in any organized league competition during the same summer season shall be declared ineligible to dive in the LBSL, Inc. during that season. The summer season shall start with the first official LBSL, Inc. competition of that season and extend through the last official LBSL, Inc. competition of the season, including championships. The ineligibility of any diver can be declared at any time during the season that it is discovered. The normal league protest procedure is not required.

Paragraph 3

Any team not supplying a roster in accordance with Article I, Section 2, Paragraph 1, shall automatically forfeit each meet until rosters are submitted 48 hours before a meet.

Paragraph 4

Coaches will be held responsible for contestants competing in their proper age group. Contestants in all sanctioned LBSL, Inc. competitions including the Diving Carnival are to be rostered in their age group based on their age as of June 30th.

Paragraph 5

As additions occur during the current season, it shall be the coaches' responsibility to see that the VP of Diving and opposing coaches are notified in writing at least 48 hours prior to the first meet in which said additions will be allowed to compete. A 48 hour phone notification may precede written notification. After the first half of meet season, additions from only three (3) families may be added to the roster. No diver shall be added to the roster on or before the day of the Relay Carnival.

Paragraph 6

Each eligible team shall fill and dive the prescribed schedule as submitted by the schedule committee and approved by the council.

Paragraph 7

A diver may transfer from one club to another with the LBSL, Inc. only upon completion of all LBSL, Inc. sanctioned competitions including LBSL Inc. championships. **No diver may change teams after the roster meeting.**

Paragraph 8

If any league club should withdraw or dissolve those divers shall immediately become free agents.

Paragraph 9

All teams/clubs must notify the League President or Operating Secretary of intentions to be a member for the upcoming season no later than the 2nd Monday of April.

SECTION 3 DIVISIONS

Paragraph 1

All teams in the LBSL, Inc. will be divided into competitive divisions each season.

SECTION 4 BREAKING DIVISION TIES

In case of ties in division standings, they shall be resolved by the winner of this season's head-to-head competition. If there is still a tie after head-to-head competition, the total combined points from division (i.e. non-crossover) competition shall determine the winner.

ARTICLE II
CLASSES OF COMPETITION / MEET PROCEDURES

SECTION 1 GENERAL

Paragraph 1

The schedule committee shall prepare a binding schedule of events for all meets, championship meets, and diving carnival, which shall be approved by the Council.

Paragraph 1A

The following is the list of meet events for LBSL, Inc.:

D1	Girls	8 years-old & under
D2	Boys	8 years-old & under
D3	Girls	9, 10, 11 years-old
D4	Boys	9, 10, 11 years-old
D5	Girls	12, 13, 14 years-old
D6	Boys	12, 13, 14 years-old
D7	Girls	15 to 18 years-old
D8	Boys	15 to 18 years-old

Paragraph 1B

All age group events are official.

Paragraph 2

All diving sheets for all age groups must be submitted to the diving referee or scoring table one half hour before the first diving event.

Paragraph 2A

All diving sheets must be signed by the diver. There are no exceptions to this rule.

Paragraph 2B

An announcement is to be made at the beginning of each meet regarding the depth of the diving well. A list of these depths will be handed in to the secretary with the list of representatives and coaches.

Paragraph 2C

A coach or assistant coach must be present during all diving warm-ups and diving events.

Paragraph 3

Any meet may be rescheduled by mutual consent of the teams the night prior to the originally scheduled date.

Paragraph 4

Rescheduling or postponed events shall be mutually agreeable to the participating teams. If no agreement is reached the President will assign a date and place for the make-up event. The team failing to dive as scheduled shall forfeit the meet or event.

Paragraph 5

Any disrupted meet shall be resumed with the event following the last completed event. The balance of an interrupted meet can only be cancelled by mutual consent of the coaches.

Paragraph 6

If a meet is completed with a score differential of eight (8) points or less, the meet referee, the coach of each team, and the recording clerk from each team shall audit the entire meet. When all are satisfied, the meet sheet shall be signed by all coaches, recording clerks, and referee. Results so arrived at, shall be final and not subject to league protest procedure. This audit must be performed at the completion of the meet. Should this audit procedure fail to be carried out, the meet results provided by the chief recorder and approved by the meet referee shall be final. After all forms are signed **the individual sheets will then be returned to the coaches.**

Paragraph 7

Events for meets, Diving Carnivals, and championships will be listed elsewhere within this document.

Paragraph 8

A copy of the United States Diving Rules, the League by-laws, and the Operating Procedures (supplied by the league) must be on the scoring table at all league events. This is the responsibility of the home team.

SECTION 2 PROTESTS (MEETS, CHAMPS & CARNIVAL)

Paragraph 1

An official protest in regards to an event, decision, score, or anything related to a meet (except eligibility) must be made to the referee by the team coach or league representative at the incident meet. The referee shall notify the opposing coach(es) or duly authorized person(s) and the scoring table, and "meet under protest" shall be written on all copies of the meet sheet.

Paragraph 2

The verbal protest so made shall constitute the official lodging of the protest. The protestor must also notify the League Operating Secretary in writing (via mail or e-mail) within 48 hours of the official protest.

Paragraph 3

The League Operating Secretary shall contact the Executive Committee and the Council which shall hold a meeting as soon as possible. The decision on any protest adjudicated by the Council is final.

Paragraph 4

Representatives of the involved teams are not allowed to vote on the protest.

SECTION 3 CONTESTANTS

Paragraph 1

At no time may any contestant (official or unofficial) be placed in a younger age group.

Paragraph 1A

A diver may compete in a higher age group provided he or she is able to do so without relying on jumps to fulfill the required number of dives for that age group. This applies only to meets and the Diving Carnival. For championships, please see Article IV, Section 2, Paragraph 3.

**ARTICLE III
DIVING CARNIVAL**

SECTION 1 DIVING CARNIVAL

Paragraph 1

A date for the annual Diving Carnival will be decided by league representatives including a rain date. The Meet Director will notify the Division Chairpersons by 7 AM if a postponement is necessary. The Division Chairperson will notify each team's coach by 7:30 AM. Coaches will be responsible for communicating postponement news to their team. The host pool will designate the warm-up and starting times. The host club will issue work assignments one week prior to the meet. The league will assign judges and table workers.

Paragraph 1A

The following is a list of events for the Diving Carnival:

Event #	1. 8 & Under Girls	7. 12,13,14 Girls
	2. 8 & Under Boys	8. 12,13,14 Boys
	3. 8 & Under Girl/Boy	9. 12,13,14 Girl/Boy
	4. 9,10,11 Girls	10. 15 to 18 Girls
	5. 9,10,11 Boys	11. 15 to 18 Boys
	6. 9,10,11 Girl/Boy	12. 15 to 18 Girl/Boy

Paragraph 1B

The following is a list of required dives for the Diving Carnival:

8 & Under	1 Required Dive (101) 1 Optional Dive
9,10,11	1 Required Dive (201) 1 Optional Dive (Different Group)
12,13,14	1 Required Dive (201) 2 Optional Dives (Different Groups)
15 to 18	1 Required Dive (201) 2 Optional Dives (Different Groups)

Paragraph 2

Two (2) divers from each age group will comprise a team. Each team can enter only one (1) team per event.

Paragraph 3

Event scoring will be as follows:

1 st Place	-	14 Points
2 nd Place	-	10 Points
3 rd Place	-	8 Points
4 th Place	-	6 Points

5th Place - 4 Points
6th Place - 2 Points

Paragraph 3A

A team trophy will be awarded to the team accumulating the most points in each division.

ARTICLE IV
THE CHAMPIONSHIPS

SECTION 1 ELIGIBILITY

Paragraph 1

Competitors in the championship meets must have been regular members of a competing league team during the season and have participated officially or unofficially in at least two (2) league sanctioned meets.

SECTION 2 ENTRY PROCEDURES

Paragraph 1

All diving entrants must submit the approved LBSL, Inc. diving sheets in addition to listing competitor on swim entry sheet.

Paragraph 2

After division championships the top 12 finishers in each age group shall qualify for the league diving championships.

Paragraph 3

All contestants may compete in only one diving event: that event being their own age group event (8 & under, 9-11, 12-14, or 15-18 years of age).

SECTION 3 DIVING PROCEDURES

Paragraph 1

Coaches are responsible for making sure that divers are entered into the championships.

Paragraph 1A

The following is a list of required dives for championships:

8 & Under

2 Required Dives (Two Different Groups)

2 Optional Dives (Two Different Groups)

Preliminaries (before cuts [if needed])

1 Required Dive (100, 101, 200, 201, 301, 401, 5111)

1 Optional Dive

Finals (after cuts [if needed])

1 Required Dive (100, 101, 200, 201, 301, 401, 5111)

1 Optional Dive

9, 10, 11

2 Required Dives (Two Different Groups)

3 Optional Dives (Two Different Groups)

Preliminaries (before cuts [if needed])

1 Required Dive (101, 201, 301, 401, 5111)

2 Optional Dives (Two Different Groups)

Finals (after cuts [if needed])

1 Required Dive (101, 201, 301, 401, 5111)

1 Optional Dive

12, 13, 14

2 Required Dives (Two Different Groups)

4 Optional Dives (Two Different Groups)

Preliminaries (before cuts [if needed])

1 Required Dive (101, 201, 301, 401, 5111)

2 Optional Dives (Two Different Groups)

Finals (after cuts [if needed])

1 Required Dive (101, 201, 301, 401, 5111)

2 Optional Dives (Two Different Groups)

15-18

2 Required Dives (Two Different Groups)

5 Optional Dives (Two Different Groups)

Preliminaries (before cuts [if needed])

1 Required Dive (101, 201, 301, 401, 5111)

3 Optional Dives (Two Different Groups)

Finals (after cuts [if needed])

1 Required Dive (101, 201, 301, 401, 5111)

2 Optional Dives (Two Different Groups)

Paragraph 1B

All dives will have the same Degree of Difficulty as dives during the season.

Paragraph 1C

Any required dive not used as a required dive may be used as an optional dive.

Paragraph 1D

No dive is to be repeated. A change of position is not a different dive.

Paragraph 1E

In each round, required dives must be performed first followed by the optionals.

Paragraph 1F

Except for 8 & Unders, forward and backward jumps (100 & 200 dives respectively) may not be used as a required or optional dive at the championship meet.

Paragraph 1G

Completed and signed diving forms must accompany entries at the seeding meeting. Dives may be changed up to 30 minutes before each event. US Diving Degree of Difficulty values and rules will be used.

ARTICLE V
MEET RESULTS & RECORDS

SECTION 1 DUAL MEETS

Paragraph 1

All copies of dual meet results are made in triplicate: one copy for each coach and one to be mailed to the Diving Secretary for record keeping.

Paragraph 2

First and last names of contestants are to appear on all sheets. The officials sheets will be filled out with the names of the teams, coaches, referee, judges, announcer, and scorers.

Paragraph 3

League records broken during any league-sanctioned competition shall be documented as follows: diving sheets and the official meet sheets will be signed by the referee and all judges.

Paragraph 4

All unofficial diving sheets are to be so marked when handed to the referee and/or scoring table before the start of the meet. Once the meet begins the diving sheets **may not be changed as to official or unofficial status.**

ARTICLE VI
DUAL & TRI-MEET RULES

SECTION 1 PROCEDURES

Paragraph 1

The rules of diving to be followed are those set forth in the US Diving rules that are in effect as of July 1st except for the list of dives. The list of dives per age group are as follows:

8 & Under – 3 Dives

- 1 Required Dive
- 2 Optional Dives from Any Group

11 & Under – 3 Dives

- 1 Required Dive
- 2 Optional Dives from 2 Different Groups

14 & Under – 4 Dives

- 1 Required Dive
- 3 Optional Dives from 3 Different Groups

18 & Under – 5 Dives

- 1 Required Dive
- 4 Optional Dives from 4 Different Groups

All divers shall do the same required dives (101,201,401, or 511, and 301, 102, 202, 302, 402). The required dives for the dual meet season are set when the schedule is released.

Paragraph 2

No contestant may participate in more than two events. This applies only to meets and the Diving Carnival. For championships, please see Article IV, Section 2, Paragraph 3.

Paragraph 2A

A diver may compete in two (2) events that are age appropriate and may not dive up if there are three (3) or more official divers of the correct age available in that given event. For example, if a team already has three official 15-18 year-olds then no younger divers will be allowed to dive up. This applies only to meets and the Diving Carnival. For championships, please see Article IV, Section 2, Paragraph 3.

Paragraph 3

The required dive may not be repeated as an optional dive.

Paragraph 4

The required group may be repeated as an optional dive. The required dive(s) must be performed first and the diver must make an honest attempt to do the required dive or be eliminated from the competition. All other dives may be performed in any order.

Paragraph 5

Each team may have no more than three (3) official divers per event. Official and unofficial divers are not to exceed a total of **48** divers during a dual meet. There will be no substitution for either sex.

Paragraph 6

Any diver competing in more than one event will submit separate diving sheets for each event and complete all lists of dives. For example: a diver competing in the 11 & under event (3 dives) and the 14 & under event (4 dives) will complete a total of 7 dives.

Paragraph 7

For each round of diving the order shall be as follows: 8 & Under Girls and Boys, 11 & Under Girls and Boys, 14 & Under Girls and Boys, and 18 & Under Girls and Boys.

SECTION 2 SCORING

Paragraph 1

Event scoring will be as follows:

- 1st Place - 5 Points
- 2nd Place - 3 Points
- 3rd Place - 1 Point

**** No team may take more than two places ****

Paragraph 2

For tri-meets, team scoring will be as follows:

- 1st Place - 2 Wins, No Losses
- 2nd Place - 1 Win, 1 Loss
- 3rd Place - No Wins, 2 Losses

ARTICLE VII
MEET OFFICIALS

SECTION 1 GENERAL

Paragraph 1

The council shall draft and adopt a set of meet procedures for officials which shall govern the conduct of all meets. Official's clinics will be held at the start of each year to guide teams in the proper conduct of meets.

Paragraph 2

A compulsory coaches meeting will be held prior to the diving season. If a coach cannot attend, special arrangements must be made with the League President. The representatives and diving coaches must be present; if the team has no diving coach, a diving representative must attend.

Paragraph 3

Complaints concerning the conduct of any meet should be recorded on the log sheet and forwarded to the League President who with other officials will act as administrators.

Paragraph 4

Officials listed below shall be desired for a recognized meet:

- | | |
|-----------------|--|
| 1 Referee | - Referee should not serve in any other position |
| 5 Diving Judges | - Home team supplies three (3) judges,
visiting team supplies two (2) judges. |
| 4 Scorekeepers | - 1 head scorer and 3 table workers.
Home team supplies 2 table workers,
visiting team supplies one (1). |
| 1 Announcer | - Provided by the home team |

Paragraph 5

For diving league records, the diving sheet must be signed by the judges and referee and submitted with the meet sheet to the League Operating Secretary.

Paragraph 6

Each team must provide at least one certified diving judge at each meet. Dive judge certification is obtained by attending one of the Dive Judge Clinics held each year before the start of the season. Certification is valid for the current season only. If a team cannot provide a certified judge, the opposing team will supply one even if, in doing so, it violates the judge count rules set forth in Paragraph 5 above.

ARTICLE VIII
AWARDS & COMMITTEES

SECTION 1 GENERAL

Paragraph 1

The Lower Bucks Swim League Inc., name shall not be used on trophies, medals, ribbons, or certificates awarded or distributed by anyone to any team for participating in league sanctioned meets.

Paragraph 2

The awards shall consist of three (3) members of Council who have been approved by the President.